

**REGULAR MEETING**  
**Monday, July 10, 2023**  
**HLWW HS Media Center**

The Monday, July 10, 2023, Regular School Board meeting of the Howard Lake - Waverly - Winsted ISD #2687 was called to order at 6:04 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Borrell, Bravinder, Marketon, Mulvihill and Puncochar; Koch arrived at 6:05 pm. Also present were Superintendent Nate Walbruch and Board Secretary Marilyn Greeley.

**(Item IV)** Puncochar recommended approval of the agenda; Bravinder seconded; passed unanimously.

**(Item V)** There were no questions or comments from visitors.

**(Item VI)** Mulvihill asked to remove policy 516.5 from second reading because she has some questions and needs to connect with the nurse. Heuer indicated we will remove item E-approval of policy 516.5 Overdose Medication from the consent agenda and place it on the work session agenda for approval.

Borrell recommended approval of the consent agenda with the changes; which included the June 7, 2023 Regular Board meeting minutes, June 26, 2023 Work Session meeting minutes, bills, the employment recommendations of **Jani Kittock** as an elementary paraprofessional effective the 2023-24 school year replacing Jessica Nowacki Vandenheuvel; and **Stephany Jallo** as a Reading teacher effective the 2023-24 school year replacing Kristi LaFollette; **Anna Houseman** as a 6th grade teacher effective the 2023-24 school year replacing Johanna Merten; and **Melisa Sobota** as a Winsted Elementary Para replacing Linda Tassinari effective the 2023-24 school year, enrollment, and the communications of a thank you card from the Decker Family; Marketon seconded; passed unanimously.

Heuer welcomed Superintendent Walbruch to his first board meeting at superintendent.

**(Item VII, Subd. A)** Heuer indicated we had Dehler PR give a presentation at our June Work session. The board discussed Dehler's presentation.

Mulvihill recommended approval of Dehler PR proposal; Puncochar seconded; passed unanimously.

**(Item VII, Subd. B)** Heuer reviewed the SLPA positions.

Bravinder recommended approval of the SLPA contracts for 2023-24; Puncochar seconded; Bravinder asked if the increase was in the budget; Tormanen indicated that it was not; passed unanimously.

**(Item VII, Subd. C)** Superintendent Walbruch reviewed the LPN position.

Marketon recommended approval of an LPN position; Borrell seconded; Bravinder indicated the contract didn't indicate it was a one-year position; Heuer asked to include in the contract in the event the student leaves the district it would end the contract; passed unanimously.

**(Item VII, Subd. D)** Heuer reviewed the LTFM plan.

Bravinder motioned to approve the LTFM Resolution and the 10 year Long Term Facilities Maintenance plan; Marketon seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; motion carried.

**(Item VII, Subd. E)** Megan Tormanen, Business Manager, reviewed and recommended the treasurer report for approval.

Puncochar recommended approval of the treasurer report; Koch seconded; passed unanimously.

**(Item VII, Subd. F)** Bravinder recommended approval of the truth in taxation hearing date of December 11, 2023; Koch seconded; passed unanimously.

**(Item VII, Subd. G)** Superintendent Walbruch reviewed the student proposal for a school newspaper.

Borrell recommended approval of a school newspaper; Mulvihill seconded; passed unanimously.

**(Item VII, Subd. H)** Superintendent Walbruch reviewed the updates to the 2023-24 calendar which includes the elementary conferences and one less day for elementary students.

Borrell recommended approval of the changes to the 2023-24 school calendar; Puncochar seconded; passed unanimously.

**(Item VII, Subd. I)** Bravinder reviewed the Teacher MOU regarding elementary parent-teacher spring conferences for 2023-24.

Bravinder recommended approval of the teacher MOU regarding elementary parent teacher spring conferences for 2023-24; Marketon seconded; passed unanimously.

**(Item VII, Subd. J)** Borrell recommended approval of the High School Spanish III Class, June 19-26, 2024; Puncochar seconded; passed unanimously.

**(Item VII, Subd. K)** Heuer reviewed the work comp information.

Puncochar recommended approval of SFM Mutual as our workers compensation carrier; Borrell seconded; passed unanimously.

**(Item VII, Subd. L)** Puncochar recommended approval of policy 534-School Meals Policy; Koch seconded; passed unanimously.

**(Item VII, Subd. M)** Koch recommended approval of the girls soccer coop with Rockford; Borrell seconded; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill, Marketon and Heuer; opposed: none; motion carried.

**(Item VII, Subd. N)** Heuer read the donations.

Borrell recommended approval of the resolution accepting donations; Bravinder seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; motion carried.

**(Item VII, Subd. O)** Koch motioned to designate Nate Walbruch, Superintendent and/or Marilyn Greeley, MARSS Coordinator, as the Identified Officials with Authority to authorize user access to MDE secure websites for ISD#2687; Borrell seconded; passed unanimously.

**(Item VII, Subd. P)** Heuer asked to consider a start time change to 6:30pm for future regular and work session board meetings.

Puncochar recommended changing the start time for the regular and work session meetings to 6:30pm effective July 24; Mulvihill seconded; passed unanimously.

Bravinder left the meeting at 7:15pm.

**(Item VII, Subd. Q)** The Policy Committee recommends the first reading of the following annual policies: **410** Family and Medical Leave Policy; **413** Harassment and Violence; **414** Mandated Reporting of Child Neglect or Physical or Sexual Abuse; **415** Mandated Reporting of Maltreatment of Vulnerable Adults; **522** Title IX Non Discrimination.

**(Item VII, Subd. R)** Heuer reviewed the Work Session agenda items.

- Approve New Hires
- Approve Policy 516.5 Overdoes Medication
- Discuss Possible Operating Levy Election/possible action
- Discuss potential from Dehler on what they propose to us

Marketon recommended approval of the items for the work session; Puncochar seconded; passed unanimously.

**(Item VIII, Subd. A)** Superintendent Walbruch reported:

- Walbruch indicated his report is enclosed.
- We are working on finalizing information about a Special Education Assessment Teacher (SEAT) position.

Special Education Supervisor, Kelly Klima also indicated we are the only member district that does not have this position. Walbruch also indicated that this position is becoming a standard.

**(Item VIII, Subd. B)** The principal reports are attached regarding open positions.

**(Item VIII, Subd. C)** There are no written school board committee reports.

Heuer indicated the Negotiations Committee had their first meeting with the teachers. Mulvihill and Borrell reported they had their first meeting about retention.

**REGULAR MEETING**  
**Monday, July 10, 2023**

Page 4

**(Item VIII, Subd. D) Upcoming Board Member Event Appearances:**

- New Teacher Workshop Day -August 24-morning
- Open Houses: Middle School August 30-4:30-7:30pm;  
High School August 30-5-7pm  
Elementary September 5 & 6 All Day
- First Day of School-September 5

**(Item IX) Next Meeting Dates:**

**Work Session Meeting-July 24, 2023 6:30 pm HLWW HS Media Center**

**Regular Board Meeting-August 14, 2023 6:30 pm HLWW HS Media Center**

**(Item X) Items for next meeting**

Work Session:

- Approve New Hires
- Approve Policy 516.5 Overdoes Medication
- Discuss Possible Operating Levy Election/possible action
- Discuss potential from Dehler on what they propose to us

Regular Meeting:

- Bill Reader for August-Heuer
- Bill Reader for September-Koch
- Recognition's
- Leave/Resignations/Retirements
- Employment Recommendations
- Approve Second Reading of Policies
- Approve First Reading of Policies
- Approve Treasurer Report-January, April, July, October
- Monthly Budget Report
- Fall Coaching Staff
- Approve MAWSECO Agreements, STEP, TREK, Journey's
- Other

Heuer adjourned the meeting at 7:31 pm.

Respectfully submitted,

Katie Koch, Clerk