

REGULAR MEETING

Tuesday, November 12, 2024

HLWW High School Media Center

The Tuesday, November 12, 2024, Regular School Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:32 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Borrell, Bravinder, Marketon and Puncochar; Mulvihill arrived at 7:52 pm. Also present were Superintendent Nate Walbruch, Principals Stephanie Kuehn, Jim Schimelpfenig, and Jennifer Olson, and Board Secretary Marilyn Greeley.

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

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

(Item VI) Koch recommended approval of the consent agenda; Bravinder seconded; passed unanimously.

The consent agenda included the October 28, 2024 Regular/Work Session Board Meeting minutes, bills, P-Card, monthly treasurer report, October 2024 Enrollment, the release of duties of **Diane Schneider**, Food Service Worker, effective November 12, 2024, employment recommendation of **Megan Mandel** as an Assistant Girls Basketball Coach effective for the 2024-25 season, and the following communications: Elementary Laker News, Teaching Today MN, Fall 2024.

(Item VII, Subd. A) Kelly Klima, Special Education Supervisor, reviewed the Special Education Department.

(Item VII, Subd. B) Borrell recommended approval of the resolution to canvass the school board election results; Koch seconded; those in favor: Bravinder, Borrell, Koch, Puncochar; Marketon and Heuer; absent: Mulvihill; those opposed: none; passed unanimously.

(Item VII, Subd. C) Bravinder motioned to adopt the resolution authorizing issuance of certificates of election; Borrell seconded; those in favor: Marketon, Puncochar, Koch, Borrell, Bravinder and Heuer; absent: Mulvihill; opposed: none; passed unanimously.

(Item VII, Subd. D) Marketon recommended approval of the additional winter coaching staff; Koch seconded; Bravinder abstained; passed by majority.

(Item VII, Subd. E) Puncochar recommended approval of the overnight student trip for High School students from March 19-23 2025, to Chicago IL; and high school students from March 26, April 3, 2025 to the Capitals of Scandinavia; Koch seconded; passed unanimously.

(Item VII, Subd. F) Curriculum Director, Stephanie Kuehn, reviewed the request for a the new course proposal for Microbiology.

Puncochar recommended approval of a new course proposal for Microbiology; Borrell seconded;

Borrell asked if this is in addition to the electives we already offer; Heuer indicated we have to have enough interest in the class in order to move forward; passed unanimously.

(Item VII, Subd. G) Curriculum Director, Stephanie Kuehn, reviewed the request for the new course proposal for zoology.

Borrell recommended approval of a new course proposal for Zoology; Bravinder seconded; passed unanimously.

(Item VII, Subd. H) Curriculum Director, Stephanie Kuehn, reviewed the request for the new course proposal for intro to education, and stated there is an additional cost to this one; \$3,300.

Borrell recommended approval of a new course proposal for intro to education; Puncochar seconded; Marketon asked if we have to purchase curriculum before we know the interest. Kuehn indicated we do not. Bravinder asked what college credits do we have now. Kuehn indicated college algebra Econ, Spanish 101, 102, 103,104 and personal finance. Passed unanimously.

(Item VII, Subd. I) Bravinder motioned to approve the MN State High School League Resolution supporting form A application; Marketon seconded; those in favor: Koch, Borrell, Bravinder, Marketon, Puncochar and Heuer; absent: Mulvihill; opposed: none; passed unanimously.

(Item VII, Subd. J) Marketon motioned to approve the MN State High School League Resolution supporting form B application; Koch seconded; those in favor: Puncochar, Marketon, Bravinder, Borrell, Koch and Heuer; absent: Mulvihill; opposed: none; passed unanimously.

(Item VII, Subd. K) Heuer read the donations.

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

(Item VII, Subd. L) Superintendent Walbruch reported the school improvement plans are an offspring of the district strategic plan.

Principal Olson reviewed the elementary school improvement plan.

Principal Schimelpfenig reviewed the middle school improvement plan.

Principal Kuehn reviewed the high school improvement plan.

(Item VII, Subd. M) Heuer indicated the following are work session agenda items:

- Review/Approve the 2023-24 Audit
- Possible Review of Grade Level Building Survey
- Grade Level Building Discussion

- Discuss strategic plan

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

(Item VII, Subd. N) Superintendent Walbruch gave an update on the grade level building information. Walbruch reported we sent out a community survey last week and a staff survey this week. Walbruch also reported the district held a meet and confer meeting with staff to discuss the grade level building change.

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

- The admin team and secretaries met at the MAWSECO building to discuss how to manage 1800 people in one building should we need to evacuate to that site.
- The Wright County Sheriff's Office will host a safe school training in December.
- Walbruch thanked Board Member Marketon for helping connect the district with Wright County about how to better manage the flow of traffic at the high/middle school complex. Wright County suggested an additional driveway and create an entrance and exit; we are requesting estimates.

(Item VIII, Subd. B) Principal Kuehn reported:

- The Veterans Day program was yesterday.
- Gary Schmidt was presented with an award.
- Budgets continued to be reviewed when requests come through for resources.
- Congratulations to those who were chosen students of the month.

Principal Schimelpfenig reported:

- The grade level teams are using FastBridge data and other classroom measures to provide interventions to help close the achievement gap.
- The extended school day program began on November 11 to support students who have failed a first quarter core class.
- Anti-Bullying week is November 11-15, there will be special lessons planned and dress up days all week.
- The fall activity night raised over \$2,200 for Food for Kidz, and we were able to take several boxes of food to the food shelf.
- Thank you to Dr. Kuehn and Sergeant Gardner who were involved in planning the Veterans Day program.
- Several teachers have completed phase one Read Act training.

Mulvihill arrived at 7:52pm.

Principal Olson reported:

- The elementary is planning for conferences.
- We've had intentional positive contact and communication to student homes.
- Title I met today and will continue to connect and plan to parents.
- We are continuing active involvement with PTA meetings.

(Item VIII, Subd. C) Heuer indicated there was one School Board Committee Report. Puncoschar reported that MAWSECO board met and are training internal representatives. Bravinder reported that Wright Tech met with superintendents and board members about the search for a new director. Bravinder also indicated there is a deficit and each member district will pay a portion of it. Heuer reported she will review how she has chosen board assignments in the past and how it could be in the future.

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

Educational Support Staff (ESS) November 20, 2024-Resource Training @ 4:30pm,
Students of Excellence April 23, 2025-Resource Training @ 4:30pm
VIP breakfast at Humphrey Elementary tomorrow

(Item IX) Next Meeting Dates:

Work Session Meeting- November 25, 2024 6:30 pm HLWW HS Media Center
Regular Board Meeting-December 9, 2024 6:30 pm HLWW HS Media Center

(Item X) Items for next meeting

Work Session:

- Review/Approve 2023-24 Audit
- Possible Review of Grade Level Building Survey
- Grade Level Building Discussion

Regular Meeting:

- Conduct Truth in Taxation Hearing
- Bill Reader for December-Marketon
- Bill Reader for January-Mulvihill
- 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
- Approve Final Levy Limitation Certification
- Approve Combined Polling Site Resolution
- Approve Grade Level Building Change

Heuer adjourned the meeting at 8:06 pm.

Respectfully submitted,

Katie Koch, Clerk