

REGULAR MEETING

Monday, March 8, 2021
HLWW HS Media Center
8700 County Road 6 SW
Howard Lake, Minnesota 55349

The Monday, March 8, 2021 Regular Meeting of the Howard Lake-Waverly-Winsted ISD #2687 was called to order at 6:01 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Bravinder, Peterson, Scheuch, Puncocar and Marketon. Also present were Superintendent Brad Sellner, Principals Jason Mix, Jim Schimelpfenig, and Jennifer Olson, and Board Secretary Marilyn Greeley.

(Item IV) Heuer indicated there is an additional agenda item. Heuer recommended the field trip request be added to the agenda as Item M under new and other business.

Scheuch recommended approval of the agenda; Peterson seconded; passed unanimously.

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

(Item VI) Heuer indicated there is an addition to the consent agenda, a resignation from Shannon Durick as a speech/language teacher effective the end of the 2020-21 school year. Heuer recommended adding this to Item E in the consent agenda.

Bravinder recommended approval of the consent agenda which included the February 8, 2021 regular meeting minutes, bills, monthly Treasurer Report, enrollment, the FMLA leave request from **Brittany Graves** from approximately May 10, 2021 through October 3, 2021; military leave for **Jeremiah Jones** until March 30, 2021; leave of absence for **Josh Westling-Humphrey** Elementary Physical Education teacher effective the 2021-22 school year; leave of absence for **Cindi Koopmeiners-Humphrey** Elementary Title One/Extension teacher effective the 2021-22 school year; medical leave for **Jamie Nendza** from approximately April 15-30; and the retirements of **Margaret Marketon**-Community Education Director, effective June 30, 2021; and **Pat Weseloh** Middle School Science Teacher effective the end of the 2020-21 school year; and the additional resignation of **Shannon Durick** as a speech/language teacher effective the end of the 2020-21 school year, approval of Spring Coaching Staff, the second reading and approval of the following policies: 721-Uniform Grant Guidance; 801-Equal Access to School Facilities; 901-Community Education; 904-Distribution of Materials; 905-Advertising; 906-Community Notification of Predatory Offenders, the Elementary Laker News, and the following recognitions:

The School Board recognizes the One-Act Play, Director Belinda Larson, cast: Nathan Dressel, Sophia DeLeon, Lydia Montgomery and Amelia Lueck, on being Section 4A Champions and advancing to the State meet. Congratulations everyone.

The School Board recognizes this year's snow fest King TJ Karels and Queen Elli Horn. Congratulations on being selected for this year's snow fest royalty.

The School Board recognizes HLWW FFA and advisors James Weninger and Seena Glessing on being selected as the Minnesota Association for Career & Technical Education (MN ACTE) award recipient this year. Congratulations Mr. Weninger, Mrs. Glessing and HLWW FFA on being selected for this award.

Scheuch seconded; passed unanimously.

(Item VII, Subd, A) Linda Wharram, Special Education Coordinator, gave a presentation about Special Education.

(Item VII, Subd, B) Linda Wharram, Special Education Coordinator and Jen Olson, Elementary Principal reviewed the request for an additional special education paraprofessional position at Humphrey Elementary.

Scheuch recommended approval of the additional special education paraprofessional position at Humphrey Elementary; Koch seconded; Bravinder asked if it is reimbursed at 100%. Superintendent Sellner and SMS Financial Consultant Wilson indicated that the reimbursement is at about 60%. Sellner reported that Wharram looks at the staff and the end of each year to see if we can shift or move any paraprofessionals around instead of adding a position. Sellner indicated we are looking at a cost of about \$9,000 until the end of the school year. Puncoschar asked if we would be able to find someone in a short amount of time. Wharram and Olson indicated they were hopeful. passed unanimously.

(Item VII, Subd, C) Bravinder recommended approval of the revised 2020-21 budget; Puncoschar seconded; Donna Wilson, SMS Financial Consultant, reviewed the revised 2020-21 Budget; passed unanimously.

(Item VII, Subd, D) Heuer indicated this is a request from Wright Technical Center. Superintendent Sellner indicated we have done this the last couple of years, there is no change in the amount this year from last year.

Bravinder motioned to approve the Long-Term Facilities Maintenance resolution for Wright Tech Center; Koch seconded; Marketon asked how is the allocation figured. Sellner and Heuer indicated it is the seats available and usage. those in favor: Peterson, Bravinder, Koch, Puncoschar, Scheuch, Marketon and Heuer; opposed: none; passed unanimously.

(Item VII, Subd, E) Koch recommended approval of going forward with a community levy survey; Puncoschar seconded; Koch reported the cost for the survey is about \$8,000 instead of \$20,000 fee. Koch reported they will give a recommendation to the district of what the community may pass, and they are typically successful if they use the recommendation they provide. Puncoschar reported School Perceptions will also provide us with some additional information that may be helpful to use. Sellner also indicated we can include some information in the survey such as how the community would like to receive information about the levy which would help us strategize how to send information out to the public. Heuer indicated if we do anything we should do the survey. Heuer asked should we do a survey and levy or one or the other. Marketon asked what was the rate of response. Koch reported they range from 25-40%, once they receive 400 surveys back they feel their data has integrity. Heuer reminded the board we are asking if we should move forward with the survey. Koch reported we discussed holding an election in 2021 vs 2022. Bravinder said if we do not go out for an election this year we should not do a survey. Heuer said that would mean we need to tighten the belt sooner. Sellner

reported if we do not go out for a levy this year we will lose \$85,000 in levy at the end of 2021-22. Marketon said if we take a year off we may have a better chance of passing. Sellner reported the committee wanted to be able to get information back, review it and then be able to get information out to parents before the end of the school year.

Heuer reported we have a motion from Koch and a second by Puncochar to approve going forward with the survey; those in favor: none; opposed: all; motion fails.

(Item VII, Subd, F) Superintendent Sellner gave an update on the E-Learning Plan.

Scheuch recommend approval of the update to the E-Learning Plan; Puncochar seconded; passed unanimously.

(Item VII, Subd, G) Superintendent Sellner reviewed the process of the vacancy and timeline of the Community Education Director position. Superintendent Sellner thanked Margaret Marketon for her years of service to the district. Sellner indicated he had been looking into all the different areas of community education, and recommends we replace the director position. Heuer also thanks Marketon for her years of service to the district.

(Item VII, Subd, H) Superintendent Sellner reviewed the radon testing results.

(Item VII, Subd, I) Scheuch recommended approval of Policy 516-Student Medication; Bravinder seconded; Sellner explained there were some changes that came out of legislation to this policy, so MSBA did an update and because it is getting close to the end of the school year we want to expedite this approval; passed unanimously.

(Item VII, Subd. J) Superintendent Sellner reviewed the recommended changes to the Crisis Management Policy.

Peterson recommended approval of the Crisis Management Policy; Heuer read the recommended updates; Marketon seconded; passed unanimously.

(Item VII, Subd. K) The Policy Committee recommends the first reading of the following policies: 701-Establishment and Adoption of School District Budget, 701.1-Modification of School District Budget, 702-Accounting, 703-Annual Audit, 705-Investments, 706-Acceptance of Gifts, 712-Video Surveillance other than on buses, 713-Student Activity Accounting, 720-Vending Machines.

(Item VII, Subd. L) Heuer reviewed the resolution accepting donations.

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

(Item VII, Subd. M) Heuer asked if there were any items for discussion at the work session. Heuer indicated there were no items for a work session at this time.

(Item VII, Subd. N) Peterson recommended approval of the FFA field trip request; Scheuch seconded; Koch expressed concern that we would be setting a precedence and how we would reconcile any issue if we allow this. Sellner indicated we would ask them to put a plan together following the guidelines. Heuer indicated we could approve the trip request and make sure all mitigation is in place so we are following all the guidelines; Sellner indicated if anything changes with COVID cases or anything else we would have to pull back the request; those in favor: Marketon, Scheuch, Puncochar, Koch, Peterson and Heuer; those opposed: Bravinder; passed by majority.

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

- MSHSL voted to place two seats on their board for superintendents.
- We will need to do a comparable worth study next year.
- As we hear more from the legislature about school funding, we will continue to work on our proposed budget for the 2021-22 school year.
- The legislature will decide on whether distance learning will be required to be offered again next school year.
- The county COVID numbers have been updated.
- Staff vaccination updates are 49% of staff are vaccinated; 28% are still working on getting in or undecided; and 23% have declined at this time.

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

- Thank you to those who helped out reading to our students.
- Parent/teacher conferences were February 11 and 16 and were conducted virtually.
- We celebrated 100 days in school.
- We are excited about 2021-22 kindergarten registration.

Principal Schimelpfenig reported:

- We are pleased to have our students back and our numbers are staying manageable; students are settling into routines.
- We are finding there are more student needs for social and emotional support. We are working on ways to provide interventions and to meet the needs of the students.
- MCA testing is planned for mid to the end of April.
- We are planning a Deep Portage experience for our sixth graders, however due to the weather we will plan for something in mid-May.

Heuer reported Principal Mix's report is in the packet.

Marketon thanked the administration for being able to have the elementary students in school year-round; and for being able to get all our students back in school already.

(Item VIII, Subd. C) School Board Committee reports at attached.

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Bravinder reported May 1st will be the plan to have 10th graders sign up for the Wright Tech Center.

(Item IX) Items for next meeting

Work Session: not needed at this time.

Regular Meeting:

- Bill Reader for April-Bravinder
- Department Report-Preschool
- Recognition's
- Leave/Resignations/Retirements
- Employment Recommendations
- Approve Second Reading of Policies
- Approve First Reading of Policies
- Approve Treasurer Report-January, April, July, October
- Present Handbook changes April-approve in May
- Possible Approval of revised 2020-21 budget
- Other

(Item X) Scheuch motioned to close the meeting at 8:04 pm; Bravinder seconded; passed unanimously.

Bravinder motioned to open the closed meeting at 8:12 pm to discuss the superintendent performance review; Scheuch seconded; passed unanimously.

The board discussed the Superintendents performance review.

Scheuch motioned to close the closed meeting at 9:00 pm; Koch seconded; passed unanimously.

(Item XI) Bravinder motioned to re-open meeting at 9:00 pm.; Scheuch seconded; passed unanimously.

Heuer adjourned the meeting at 9:01 pm.

Respectfully submitted,

Kelsey Puncochar, Clerk