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**HUMPHREY ELEMENTARY SCHOOL**

803 Elm Avenue, Box 248  
Waverly, MN 55390  
320-543-4680



Jennifer Olson, Elementary Principal  
jolson@hlww.k12.mn.us

**WINSTED ELEMENTARY SCHOOL**

431 N. 4<sup>th</sup> Street, Box 160  
Winsted, MN 55395  
320-543-4690

January 2, 2024

To: HLWW School Board  
From: Jennifer Olson, Elementary Principal  
RE: FMLA

I received a request for FMLA from Masen Oltmanns, physical education teacher at Winsted Elementary starting May 13, 2024 through May 31, 2024. I recommend his leave be approved as written.

Thank you,  
Jen Olson