

## **REGULAR MEETING**

**Monday, March 9, 2026**

The Monday, March 9, 2026 Regular Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:33pm. by Chairperson B Borrell. After the pledge of allegiance, roll was taken with the following members present: B Borrell, Koch, Bauman, Marketon, Puncochar and J Borrell; Mulvihill attended virtually; Student Representatives: Brycen Diers, Arianna Grosshuesch and Julianna Peterson. Also present were Superintendent Dan Edwards, Principals Stephanie Kuehn, Jim Schimelpfenig, and Jennifer Olson.

**(Item IV)** Puncochar recommended approval of the agenda; Bauman seconded; Superintendent Edwards indicated there is an addition to the agenda for this evening, an overnight field trip request, and asked that it be added to New and Other Business as Item A and shift other items down.

Puncochar recommended approval of the agenda as amended; Bauman seconded; those in favor: Marketon Puncochar, J Borrell, Koch, Bauman, Mulvihill and B Borrell; opposed: none; passed unanimously.

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

**(Item VI)** Koch recommended approval of the consent agenda; Puncochar seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

B Borrell recognized the retirement of Elementary Music Teacher Dawn Kalvig who was his Elementary Music teacher and he enjoyed her class and we appreciate her years of service with the district.

The consent agenda included the February 9, 2026 Regular Board meeting minutes, February 23, 2026 Work Session meeting minutes, bills, monthly treasurer report, February 2026 enrollment, the approval of the extended leave request for **Kortney Carlson** as an Elementary Teacher effective the 2026-27 school year; and the resignation of **Nikki Reed** as a Humphrey Elementary Paraprofessional effective March 2, 2026; and the following retirements of **Brian Barth** as a Special Education Teacher effective at the end of the 2025-26 school year; **Sandy Williams** as a Special Education Paraprofessional effective at the end of the 2025-26 school year; and **Dawn Kalvig** as an Elementary Music Teacher effective at the end of the 2025-26 school year, the second reading and approval of the following policies: 621-Literacy & Read Act, and the Elementary Laker News.

**(Item VII, Subd. A)** J Borrell recommended approval of FFA Field trip; Bauman seconded; those in favor: Marketon, Puncochar, J Borrell, Koch, Bauman, Mulvihill and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. B)** B Borrell indicated we will review our Threat Assessment Protocol with the help of Superintendent Edwards, Chief Thompson and Principal Schimelpfenig.

Superintendent Edwards acknowledged the Howard Lake Chief of Police is with us tonight. Edwards also indicated we have a partnership with School Resource Officer Johnson, Howard Lake Chief of Police Thompson and our Administration with any threat assessment protocols. Edwards indicated that we had the opportunity to work together this past week on a situation.

Chief Thompson spoke to when the police are brought in and if there is a criminal component or not, if there is a threat and investigate it to determine if it is valid or not.

Principal Schimelpfenig reviewed the history of safety protocols and procedures. Schimelpfenig indicated we practice lockdown drills and have a lockdown process in place, HLWW previously provided ALICE training for staff and administration, and then recently added threat assessment training and expanding collaboration with law enforcement.

Superintendent Edwards indicated we had several conversations with students regarding the investigation. Edwards also reported we sent communication to families Monday and sent out followup communications throughout the week as well.

B Borrell reported since he has been on the board we have not had the need to send out this type of communication.

Principal Schimelpfenig indicated this has not been a frequent event in the district and this is probably the most communication that we have had to send out to families in the past 15-16 years, however due to social media now, it required more communication.

Puncochar commented that Superintendent and I were down at the Capital today and that we appreciate the relationship that we have with the Howard Lake Police Department and how important Officer Johnson is to our district, and well as the rest of the Police Department.

Superintendent Edwards also called attention to the good relationship with Wright County Sheriff's office as well as the Howard Lake Police Department and HLWW School Resource Officer Johnson.

Marketon thanked the administration, staff and Police Department for all of the hard work, time and effort that was put in and the communications to students and families.

Mulvihill also expressed the importance of the I Love You Guys training. Mulvihill also asked are there any safety concerns in the facilities area.

Superintendent Edwards responded that other districts and Facilities Committees have identified safety concerns with the help of the audit by InBylt and this is also something that they are looking into for our district as well. Edwards also noted that the district did receive a security grant that allowed additional projects to take place this year in the district.

**(Item VII, Subd. C)** B Borrell reviewed the lawn care estimates.

Puncochar recommended approval of Andy's Lawn Care for the 2026 lawn care season; Koch seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. D)** J Borrell recommended approval of the Spring 2026 Coaching Staff; Bauman seconded; those in favor: Marketon, Puncochar, J Borrell, Koch, Bauman, Mulvihill and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. E)** B Borrell reviewed the LTFM information from Wright Tech. Koch motioned to approve the Long Term Facilities Maintenance resolution for Wright Tech Center; Marketon seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. F)** Superintendent Edwards reviewed the recommendation of a 5-12 daily schedule study. Edwards indicated that this planning process would take about 18 months to complete.

Marketon motioned to initiate the study of a 5th-12th grade daily schedule; J Borrell asked that we hope to also be looking at the positives that it could also bring not just from a budget standpoint. Edwards did say that yes that would also be part of the study as well. Puncochar indicated she would like to see some data that looks at the optimal amount of study time for classes. Mulvihill appreciated the extension to include grades 5-12. Koch indicated she is excited to see what comes out of the study. Puncochar thanked the student representatives for being a part of this process, they have done a great job on getting feedback from the student body. Edwards also reported we will continue to have updates and we will have opportunities to have parent focus groups as well. Puncochar seconded; those in favor: Marketon, Puncochar, J Borrell, Koch, Bauman, Mulvihill and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. G)** Superintendent Edwards indicated the revised 2025-26 budget was presented to the Budget Committee this evening and their recommendation is not to take action tonight, but give an update and bring back to the March work session for approval.

Tomnanen reviewed and highlighted the 2025-26 budget changes.

Puncochar reported she is excited to see the Community Education and specifically Lake Care increased in fund balance.

B Borrell indicated we will wait to approve the revised budget until March 30, 2026

Superintendent Edwards Thanked Megan for all of the work that she has put in and her work and oversight of the budget, please be sure to track legislative updates and reach out to your local legislative representatives. Edwards indicated there is a possibility of added money on the formula via the permanent trust fund, this would not go into effect until FY 2028.

**(Item VII, Subd. H)** Superintendent Edwards indicated we are entering into year three of the funding cycle for the A & I Funds. Edwards reported this is a continuation of the current usage of A&I funds, currently it is helping to support the Title work that we do.

Puncochar recommended approval of the A&I Budget; Koch seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. I)** B Borrell reviewed the donations.

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

**(Item VII, Subd. J)** B Borrell reviewed the work session items:

- Preview New Website
- Discuss Secondary Schedule
- Approve Revised 2025-26 Budget
- Discuss Proposed 2026-27 Budget
- Discuss Open campus for senior that are in good standing.

J Borrell recommended approval of the items for the work session; Marketon seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

**(Item VII, Subd. K)** Board members verbally recognized positive things in the district. Mulvihill recognized all the donors to the school district, and also the school safety when dropping of students; I noticed the number of students that were saying hi to JJ and the connection that he has made with the students of the district.

Marketon recognized and thanked the law enforcement, administration, teacher and student for last week, thank you to Mulvihill and all those involved with the Create with Kindness event; and thank you to the Activities Boosters group on a great activity they hosted yesterday.

Bauman recognized thanked all the administration and JJ for last week; to Mulvihill about the Kind event last week and to Ms. Housemann and her amazing communication.

Puncochar also recognized the administration and local polic department with the handling of all the events of last week, and the everyday safety that my students feel; the Booster event I heard was great, and also the fact that we have a budget that can work for us.

J Borrell recognized the All Activities Booster who are putting in a lot of hours, and Coach Carr whose team suffered a tough loss in the first round of playoffs, I appreciate his composure on the sidelines.

Peterson recognized the Kindness event, and all those who help with ACT testing.

Diers recognized the DECA program and thankful that we have the opportunity to be part of this program, not many schools have it; and last week at the State meet we have two finalists: Ari Keating and Martin Koch, and advisor Neal Schlagel.

Koch recognized thank you to all those involved in navigating last week, and to the high school teachers who coninued to keep the day running and supporting students, and the PTA event was fantastic, and the Booster event and also to DECA who are doing great things.

B Borrell recognized Dr. Edwards, administration, principals, Howard Lake Police Department, teachers and all those involved; and the Track team for the “Flock my yard” fundraiser.

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

- I will continue to track the legislative updates
- We are entering the hiring season and reviewed hiring protocols, we will bring in a representative from the FFA Alumni group to be part of the interview group for the upcoming interview for this position.

Marketon indicated who are we using for our background checks and how in depth do we go. Tormanen said vendor does a Minnesota check and those coming from out of state we do have a more extensive check for those.

Superintendent Edwards indicated he will check with area superintendents who they are using and if there is another company to look at.

**(Item VIII, Subd. B)** Principal Schimelpfenig reported:

- Tomorrow will be our first implementation of the CAPTI testing.
- We had a successful student activity event on Friday night. Thank you for all who helped.
- Thank you to those who helped with the Create with Kindness event.

Principal Olson reported:

- We were able to attend a site visit for our Language Arts Curriculum.
- We have a Title and ADSIS event scheduled for April 7<sup>th</sup>.
- We were awarded resources from Americorp.
- Music program was well attended and thank you to all those who participated and helped with the event.
- Field trips will ramp up in the spring-we are welcomeing the Bell Museum who will give a presentation to our elementary students.

Principal Kuehn reported:

- Shout out to our student board representatives.
- We had our first Thankful Thursday, and mindful Mondays.
- Tomorrow we have our ACT testing.
- We will be doing our Studer student survey during advisory.
- Many positive things happening with our FFA Leadership Council, National FFA week and wrapped up with the Annual FFA meal on Friday.
- Scholarship season has started.

Kuehn would like to propose having an open campus for seniors during study hall time; they must be in good standings, and maintain their eligibility.

B Borrell said that is a very interesting idea and we will add that to our work session agenda to discuss it.

**(Item VIII, Subd. C)** Student representatives gave a brief report.

Diers reported a summary/update on the Peer Tutor Program has started and has seen a few students utilizing it. He plans to design a marketing program to help promote it. Diers also reported on the Wellness initiative, we have started mindfulness Mondays and we are working with Mulvihill to explore resources to share with staff, students and families.

Peterson reported we can create a team of students to speak about the vaping issue. Peterson also looked into what other schools have done to help with the vaping issue, perhaps with the new website we can post links to help student and parents know more about what help is out there about vaping.

Mulvihill reported she met with Peterson, Diers and Superintendent Edwards about the vaping concern and what we as a district can do. Edwards did indicate that we do want to understand more fully how we can provide help and how we can implement education into our health curriculum.

The board and administration discussed the vaping concerns and what we can do to help with the situation.

J Borrell read Grosshuesch report. Grosshuesch requested a later school start time and what benefits it could bring.

B Borrell indicated it is something to look into. Superintendent Edwards also reported that this is something that we could look into as we look at the secondary school day schedule.

**(Item VIII, Subd. D)** B Borrell indicated there are written school board committee reports.

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

Students of Excellence April 22-Resource Training @ 4:30pm

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

**Work Session Meeting- March 30, 2026 6:30 pm HLWW HS Media Center**

**Regular Board Meeting-April 13, 2026 6:30 pm HLWW HS Media Center**

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

Work Session:

- Preview New Website
- Discuss Secondary Schedule Review
- Approve Revised 2025-26 Budget
- Discuss Open campus for seniors

Regular Meeting:

- Bill Reader for April-Puncochar
- Bill Reader for May-Bauman
- Bill Reader for June-B Borrell
- Bill Reader for July-J Borrell
- Leave/Resignations/Retirements
- Employment Recommendations/Lane changes
- Approve Second Reading of Policies

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- Approve First Reading of Policies
- Approve Treasurer Report-January, April, July, October
- Monthly Budget Report
- Presentation of HLWW Cardiac Emergency Plan

B Borrell we will take a five minute recess before we start our closed meeting.

Mulvihill indicated that since she is on a public network she will not be in attendance for the closed session.

**(Item XI)** Marketon motioned to close the regular meeting at 8:24 pm; Bauman seconded; those in favor: Mulvihill, Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; passed unanimously.

B Borrell there will be a five minute recess before the closed meeting.

Close the meeting to discuss Recent School Safety Concern

Marketon motioned to open the closed meeting to discuss Recent School Safety Concern; Puncochar seconded; those in favor: Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; Mulvihill absent; passed unanimously.

Discuss Recent School Safety Concern.

Koch motioned to close the closed meeting; Bauman seconded; those in favor: Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; absent: Mulvihill; passed unanimously.

**(Item XII)** Koch motioned to re-open meeting at 8:41 pm.; Puncochar seconded; those in favor: Bauman, Koch, J Borrell, Puncochar, Marketon and B Borrell; opposed: none; absent: Mulvihill; passed unanimously.

B Borrell adjourned the meeting at 8:41 pm.

Respectfully submitted,

Katie Koch, Clerk