

**REGULAR MEETING**  
**Monday, September 12, 2022**  
**HLWW HS Media Center**

The Monday, September 12, 2022, Regular School Board meeting of the Howard Lake-Waverly-Winsted ISD #2687 was called to order at 6:02 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Bravinder, Peterson, Marketon, Scheuch and Puncochar. Also present were Superintendent Brad Sellner, Principals Stephanie Kuehn, Jim Schimelpfenig, and Jennifer Olson, and Board Secretary Marilyn Greeley.

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

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

**(Item VI)** Bravinder recommended approval of the consent agenda which included the August 8, 2022 Regular Meeting minutes, August 22, 2022 Work Session minutes, bills, enrollment, monthly treasurer report, the FMLA leave request for **Tyler Mahr** effective November 10-23, 2022, employment recommendations of **Marissa Mate** as a 0.2 FTE middle/high school Art Teacher effective the 2022-23 school year; due to a sixth assignment; **Kevin Schmeling** as a 0.6 FTE High School Math Teacher effective the 2022-23 school year, replacing Kelsi Hogg; **Kacie Carlsted** as a 0.4 FTE High School Math Teacher effective the 2022-23 school year, replacing Kelsi Hogg; **Christina Mounsdon** as a middle school paraprofessional effective the 2022-23 school year replacing Kietra Travis; **Payge Bickmann** as a high school paraprofessional starting the 2022-23 school year filling an open position; and **Kathy Chase** as a 2 hr. food service worker replacing food service hours of Darlene Stoll effective September 8, 2022, and the second reading and approval of the following policies: 427-Workload Limits for SPED Teachers; 534-School Meals Policy (Please review the changes to the school meals policy under section 3, subdivision B. This is a minor wording change that reflects the current process we follow for low balances.); 555-Kindergarten Early Admission (please note this is a District policy and is not a MSBA policy.); 618-Assessment of Student Achievement; 619-Staff Development for Standards; 620-Credit for Learning; 624-Online Learning Options, a thank you from the Probst family and the following recognition:

The School Board recognizes AZZ Galvanizing in Winsted for the donation of school supplies and backpacks for HLWW students. The District received 50 backpacks with school supplies included. Thank you for your generous donation.

Puncochar seconded; passed unanimously.

**(Item VII, Subd. A)** Puncochar recommended approving Andy's for the HS/MS Campus, and Joey Bayerl for Winsted and Humphrey Elementary sites for snow removal vendors for the 2022-23 season; Bravinder seconded; passed unanimously.

**(Item VII, Subd. B)** Koch recommended approval of the high school handbook changes; Bravinder seconded; Marketon asked for clarification about the use of personal devices; Principal Kuehn indicated personal devices will only be allowed if it is needed for the classroom,

however they should be using their school issued chrome book; passed unanimously.

**(Item VII, Subd. C)** Koch recommended approval of 2022-24 Custodial Contract; Bravinder seconded; Bravinder reviewed the summary of the custodial contract; passed unanimously.

**(Item VII, Subd. D)** Bravinder recommended approval of the District Office contract for 2022-24; Peterson seconded; Bravinder reviewed the summary for the District Office Contract; passed unanimously.

**(Item VII, Subd. E)** Bravinder recommended approval of the Community Education Secretary contract for 2022-24; Koch seconded; Bravinder reviewed the Community Education Secretary summary; passed unanimously.

**(Item VII, Subd. F)** Bravinder recommended approval of Jane Ludwig as a language interpreter/translator; Koch seconded; Superintendent Sellner reviewed the information about the interpreter/translator contract; passed unanimously.

**(Item VII, Subd. G)** Peterson recommended approval of the High School Volleyball Team field trip request for October 7-8 and the FFA National Convention field trip request for October 24-30; Bravinder seconded; passed unanimously.

**(Item VII, Subd. H)** Superintendent Sellner reviewed the proposed 2022 pay 2023 levy certification information.

Bravinder motioned to approve the maximum certification of the proposed 2022 payable 2023 property levy; Puncochar seconded; passed unanimously.

**(Item VII, Subd. I)** Bravinder recommended approval of the Resolution Directing the Administration to make recommendations for reduction in curriculum, programs and positions; Koch seconded; Bravinder indicated we normally do this in January, however we felt it necessary to look at this now so we have a longer time to review our options; those in favor: Peterson, Bravinder, Koch, Puncochar, Scheuch, Marketon and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. J)** Superintendent Sellner reviewed possible reductions for the 2023-24 school year. Heuer reported we are not looking for approval at this time, this is only a discussion item. Bravinder requested to look deeper, for additional items. Puncochar and Marketon requested to be clear this is just the beginning. Peterson suggested the sooner we get this information out the better. Koch agreed with Peterson and said people are looking for it.

**(Item VII, Subd. K)** Heuer read the donations. Scheuch recommended approval of the resolution accepting donations; Puncochar seconded; those in favor: Marketon, Scheuch, Puncochar, Koch, Bravinder, Peterson and Heuer; those opposed: none; passed unanimously.

Superintendent Sellner indicated that Wright County Community Action will be receiving a \$20,000 donation to continue the backpack program. Sellner also reported this program serviced 25-30 students in the past. Sellner indicated we hope to have the program up and running by mid-October.

**(Item VII, Subd. L)** Heuer indicated the following items could be on the work session:

- World's Best Workforce Plan presentation
- Discuss potential reductions
- Discuss levy planning and documents for the public meetings

Bravinder indicated he will be absent.

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

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

- We had a great start to the school year.
- Enrollment is up to 1288
- We need to schedule a Levy Committee meeting
- The house has one piece of flooring that was positive for asbestos which is ok as long as it is not disturbed.
- The neighbor adjacent to the MAWSECO Facility is interested in purchasing the half lot on the north side of the gym.

Marketon asked if the district has any indication on any substitute issues, similar to the shortages we experienced last year. Principal Schimelpfenig indicated that the resident substitute has already been busy, but we do not think it will be the same as last year.

Marketon also asked if we can determine what the trend is for the increase in enrollment. Superintendent Sellner indicated we may not be able to find that information out until after the first student data submission to the state in the next month.

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

- The welcome days were very positive and a good start to the school year.
- Tomorrow and Wednesday we will be talking to students about the common areas.
- The walk to school day will be the morning of October 5<sup>th</sup>-from Glenn's Supervalu in Winsted and City Hall in Waverly.
- Title grants have been submitted and we have been already approved for title 2 grants.

Principal Schimelpfenig reported:

- We've had a lot of new staff, almost 1/3 of our staff is new.
- Open house went well.
- Staff is making connections with students and students are getting into a routine.
- The back-to-school workshops went very well.
- The 5<sup>th</sup> grade students will travel to Ney Park on September 14.

Principal Kuehn reported:

- We've had several new staff this year, but we are getting settled in.
- The first week went well and students are getting into a routine.
- We will be starting Laker time next week
- Homecoming court nominations were announced, and activities will start the week of September 18.

Puncochar reported she heard comments from teaching staff that the start to school went well.

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

Koch reported at MAWSECO, things are going well.

Bravinder reported at Wright Tech Center their contract was ratified and all staff are hired.

Bravinder also indicated our membership is up.

Heuer asked all members who are building reps to please make those contacts and schedule their meetings.

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

Homecoming Week-September 19-23

Humphrey Elementary Referendum Public Information Meeting-September 29, 6:30-8pm

High School Referendum Public Information Meeting-October 3, 6:30-8pm

Winsted Elementary Referendum Public Information Meeting-October 13, 6:30-8pm

LEEA Awards Banquet-November 2; 4:30-7:30pm

High School Band Concert - November 3 @ 7pm

Veterans Day Program - November 11

Educational Support Staff Banquet-November 16; 4:30-7:30pm

Fall Musical - November 18-20

Students of Excellence-April 26; 4:30-7:30pm

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

**Work Session Meeting- September 26, 2022 6pm HLWW HS Media Center**

**Referendum Public Meeting-September 29, 2022 6:30pm Humphrey Elm**

**Referendum Public Meeting-October 3, 2022 6:30pm HLWW HS Media Center**

**Regular Board Meeting-Tuesday, October 11, 2022 6pm HLWW HS Media Center**

**Referendum Public Meeting-October 13, 2022 6:30pm Winsted Elm**

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

Work Session:

- World's Best Workforce Plan presentation
- Discuss potential reductions
- Discuss levy planning and documents for the public meetings

Regular Meeting:

- Bill Reader for October-Puncochar
- Bill Reader for November-Scheuch
- Bill Reader for December-Bravinder

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- Department Report-
- 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
- Worlds Best Workforce Plan presentation (Approve in October)

Heuer adjourned the meeting at 7:20 pm.

Respectfully submitted,

Kelsey Puncochar, Clerk