

WORK SESSION MEETING

Monday, June 26, 2023

HLWW HS Media Center

The Monday, June 26, 2023, Work Session School Board 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, Borrell, Bravinder, Marketon, Puncochar; and Mulvihill attended remotely at 6:05 pm. Also present were Principal Stephanie Kuehn; Superintendent Brad Sellner and Board Secretary Marilyn Greeley.

(Item IV) Heuer asked to add an additional item 8-Superintendent recognition and presentation.

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

(Item V) Bravinder recommended approval of the consent agenda which included the resignations of **Alicia Thompson** as a special education teacher effective at the end of the 2022-23 school year; **Johanna Merten** as a 6th Grade Teacher effective June 13, 2023; **Kayla Stansbury** as an eighth grade math teacher effective June 21, 2023; and **Kristi LaFollette** as an Intervention/EL Teacher effective June 21, 2023, the transfer of positions for **Amanda Branchfield** to Satellite cook at Holy Trinity effective the 2023-24 school year replacing Judy Goepfert; and **Lori Murphy** to Food Service Worker/Van Driver effective the 2023-24 school year replacing Amanda Branchfield; and **Coriena Miller** as an Kindergarten Teacher at Winsted Elementary replacing Amanda Zimmermann effective the 2023-24 school year, and Food Service Purchase; Koch seconded; those in favor: Marketon, Puncochar, Koch, Borrell, Bravinder and Heuer; opposed: none; absent: Mulvihill; passed unanimously.

Mulvihill arrived at 6:05pm

(Item VI, Subd. A) Jeff Dehler and Ron Wilke gave a presentation on the services of Dehler PR. The board discussed the presentation and asked questions.

Heuer indicated the board will not be taking action at tonight's meeting, however we will put this on the July meeting for discussion and possible action.

Dehler and Wilke thanked the board members for their time.

The board discussed Dehler's presentation. Heuer recommended the board members review the data from Ehlers from the May meeting and asked for it to be included in the July meeting.

(Item VI, Subd. B) Dawn Kalvig, Hannah Porter, Melanie Lawrence and Principal Stephanie Kuehn gave a presentation on Music, PE and Health curriculum. The board reviewed the curriculum presentation and budget.

Puncochar recommended approval of \$108,827 for curriculum as presented; Bravinder seconded; those in favor: Mulvihill, Bravinder, Borrell, Koch, Puncochar, Marketon and Heuer; opposed: none; passed unanimously.

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(Item VI, Subd. C) Heuer asked the board if there were any questions about the budget. Superintendent Sellner reviewed the 2023-24 budget. Sellner indicated we are still working on LTFM and waiting on legislative information. Sellner also indicated the district will want to look at making a revision in October or November. Mulvihill asked about the 2024 yearend balance for Community Education. Sellner responded he will have Business Manager Megan Tormanen and Community Education Director Rachel Bender review the information.

Heuer indicated we will look for clarification on Community Education, but otherwise is there a recommendation about the budget.

Puncochar recommended approval of the 2023-24 budget with more clarification on the Community Education budget; Bravinder seconded; Bravinder said this is a preliminary budget and we will get clarity on things; Superintendent Sellner indicated he could have Tormanen give a presentation at the July meeting about the deficit in Community Education; those in favor: Marketon, Puncochar, Koch, Borrell, Bravinder, Mulvihill and Heuer; opposed: none; passed unanimously.

(Item VI, Subd. D) Superintendent Sellner indicated there are 30 policies that are being updated and many of those impact the student handbooks. Sellner reported the board does have the authority to approval policies without a second reading.

Heuer asked that the principals review how to deal with smart watches and any devices that are not a phone.

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

(Item VI, Subd. E) Heuer indicated this is the first reading of policy 516.5-Overdoes Medication. Superintendent Sellner indicated the only requirement is to have Naloxone on site by July 1st. Sellner also reported the policy is recommended, but the procedure is required.

Mulvihill indicated she had some questions and comments and asked who she should direct them to. Superintendent Sellner said he would email her the contact person.

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

- He met with Mr. Walbruch and will be working together on the transition between them.
- Sellner thanked the board members and staff for being supportive.

(Item VII, Subd. B) Upcoming Board Member Event Appearances:

- New Teacher Workshop Day -August 24-morning
- Open Houses: Middle School August 30-4:30-7:30pm;
High School August 30-5-7pm
Elementary September 5 & 6 All Day
- First Day of School-September 5

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Heuer asked if the principals can give a report on where they are at for open positions, and what their plan will be if we cannot get them filled.

(Item VII, Subd. C) Heuer asked if there are any updates for the board.

Bravinder reported he will be sending information to board members regarding the legislative updates.

(Item VIII) Current/Next Meeting Dates:

Work Session Meeting-Monday June 26, 2023 6pm HLWW HS Media Center

A board member (Shannah Mulvihill) will be appearing from a remote location:

Country Inn & Suites by Radisson-Lobby, 927 Lake Shore Drive NE, Bemidji, MN 56601

This location is accessible to the public.

Regular Board Meeting-Monday July 10, 2023 6pm HLWW HS Media Center

Regular Board Meeting-Monday August 14, 2023 6pm HLWW HS Media Center

(Item IX) Items for next meeting

Regular Meeting:

- Bill Reader for July-Borrell
- Bill Reader for August-Heuer
- Department Report-
- Recognition's
- Leave/Resignations/Retirements
- Employment Recommendations/Lane Changes
- Approve Second Reading of Policies
- Approve First Reading of Policies
- Approve Treasurer Report-January, April, July, October
- Approve Teacher MOU
- Approve the 2023-24 Calendar Update
- Approve 2023 Board Meeting Start Time Change
- Approve Health & Safety/LTFM
- Discuss/Possible approval of Consulting firm-Dehler PR
- Discuss possible work session in July
- Principal report on open positions

Koch reported she may not be at the July regular meeting.

Heuer recognized and thanked Superintendent Sellner for his dedication and service to the district.

Heuer adjourned the meeting at 9:01 pm.

Respectfully submitted,

Katie Koch, Clerk