

## **REGULAR MEETING**

**Monday, November 13, 2023**

**HLWW High School Media Center**

The November 13, 2023, Regular School Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:32 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Borrell, Bravinder, Marketon and Puncochar; Mulvihill attended virtually. Also present were Superintendent Nate Walbruch, Principal Jennifer Olson, and Board Secretary Marilyn Greeley.

**(Item IV)** Koch recommended approval of the agenda; Borrell seconded; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill, Marketon and Heuer; those opposed: none; passed unanimously.

**(Item V)** Heuer asked if there were any questions or comments from visitors.

Wyatt Determan spoke about a potential auditorium manager position.

Heuer thanked Determan for the information and indicated that the Superintendent and administration are looking into this situation.

**(Item VI)** Bravinder recommended approval of the consent agenda which included the October 9, 2023 Regular Board Meeting, October 16, 2023 Special Board Meeting, October 23, 2023 Work Session Meeting, Bills, Monthly Treasurer Report, Enrollment, the FMLA leave request for **Alayna Oltmanns** effective approximately March 23, 2024; and FMLA Leave Extension for **Emily Youngren** through January 19, 2023; and the resignation of **Jerome Sopowiak** as head custodian at Humphrey Elementary effective December 31, 2023, employment recommendation for **Sara Niesen** as Food Service Cashier effective October 30, 2023 replacing Stacy Thomas, the second reading and approval of policy 704-Fixed Asset, and the Elementary Laker News; Puncochar seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. A)** Nancy Schulzetenberg, a Bergan KDV Auditor, presented and reviewed the 2022-23 Audit.

Bravinder recommended approval of the 2022-23 Audit; Puncochar seconded; Marketon asked if there are new grant opportunities available and if we have a process to make sure we are applying for everything we can. Superintendent Walbruch responded that we do look for grant opportunities, however the most significant grants out there at this time are for the Read Act. Heuer indicated it is more than just grant opportunities that we look for, if we are aware of money available, we investigate it. Marketon asked if there are any best practices from other districts. Walbruch reported he would investigate that. Those in favor: Marketon, Mulvihill, Puncochar, Kocher, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. B)** Erin Kutz, Flagship Insurance representative, reviewed information about our property and casualty insurance renewal. Kutz recommended renewing coverage with Hanover Insurance and Beazley for Cyber Liability.

Bravinder recommended approval of renewing coverage with Hanover Insurance without the umbrella and Beazley for Cyber Liability; Koch seconded; those in favor: Koch, Borrell,

Bravinder, Marketon, Mulvihill, Puncochar and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. C)** Heuer indicated the World's Best Workforce Plan was presented at the October meeting.

Koch recommended approval of the World's Best Workforce Plan; Puncochar seconded; Bravinder indicated that it looks like there is a reduction in goals. Superintendent Walbruch responded that is due to the strategic planning and upcoming read act; those in favor: Puncochar, Mulvihill, Marketon, Bravinder, Borrell, Koch and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. D)** Borrell recommended approval of the resolution to canvass the operating levy election results; Mulvihill seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. E)** Heuer reported Curriculum Director, Stephanie Kuehn, recommends reviewing three new course proposals: Astronomy, Novo Voce, Bel Canto Singers for the 2024-25 school year which are additional electives that could be offered for additional science and arts opportunities. Superintendent Walbruch also indicated that these courses would still need to meet an enrollment threshold.

Puncochar recommended approval of the three additional classes: Astronomy, Novo Voce, and Bel Canto Singers; Borrell seconded; those in favor: Puncochar, Mulvihill, Marketon, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. F)** Heuer asked if we are approving both resolutions or just one. Marketon indicated the information he received from Joe Puncochar, Activities Director, recommended approval of both the A and B Minnesota State High School League resolutions.

Bravinder motioned to approve the MN State High School League Resolutions supporting form A and B applications; Borrell seconded; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill, Marketon and Heuer; opposed: none; passed unanimously.

**(Item VII, Subd. G)** Borrell recommended approval of the overnight student trip to Luther College Decorah, Iowa January 7-8, 2024 for 11th and 12th grade nominated choir students; Varsity Wrestling December 15-16, 2023 to Baxter MN; Girls Basketball 9-12 December 1-2, 2023 to Lake City MN; and 7-12 Wrestling December 27-29, 2023 to Fargo ND; Bravinder seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. H)** Puncochar recommended approval of the resolution accepting donations; Koch seconded; Bravinder asked when it is general donation who decides where it goes. Heuer reported when general donation it is at the discretion of the advisor or activities director; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill, Marketon and Heuer; those opposed:

none; passed unanimously.

**(Item VII, Subd. I)** Superintendent Walbruch reviewed information about the upcoming Read Act.

**(Item VII, Subd. J)** Superintendent Walbruch reported he has sent out post referendum communications in the form of emails, texts, phone calls and thank you cards. Walbruch asked the board if there were any other communications they would like to see. The board discussed reaching back out to the civic organizations to see if they would like us to come back. Heuer asked Walbruch to reach out to MSBA about their availability to meet to discuss how we start the roll out of our strategic plan before we start reaching out to the community. The consensus of the board was to check with MSBA before reaching back out to the community.

**(Item VII, Subd. K)** Heuer asked if there are any work session agenda items. Heuer indicated if there are no items as of the end of the day Tuesday, we will cancel our November 27 work session meeting.

Marketon recommended if there are not items for the work session that the meeting be cancelled; Puncochar seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

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

- The levy passed! Thank you to the board for their working together approach.
- Thankful for all those who helped with all the work on the levy and thank you to Mr. Sellner for always being there to give a history lesson.
- With the levy passing please remember this is just keeping the lights on, the budget committee will be reviewing and looking at the budget with this in mind.
- We will now start looking at the strategic planning process.
- I am still working on the entry plan and will be riding along on some bus and van routes. I also look forward to getting into the kitchens and classrooms.

Mulvihill expressed her appreciation for Superintendent's work as well.

**(Item VIII, Subd. B)** Principal Olson indicated the only addition to her report was to express her thanks and gratitude to the Superintendent and School Board for your efforts during the levy campaign.

**(Item VIII, Subd. C)** Heuer indicated there was one committee report included. Bravinder reported at the Wright Tech meeting last week they are deficit spending and have been struggling to make payments.

**(Item VIII, Subd. D)** Upcoming Board Member Event Appearances:  
High School Veterans Day-November 10 Breakfast at 8:30am and program at 9:30am  
Educational Support Staff-November 15-Resource Training @ 4:30pm Bravinder  
Fall Musical-November 17-18 @ 7pm, 19 @ 3pm  
High School Band Concert-December 4 @ 7pm

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Middle School Band Concert-December 5 @ 7pm  
Middle School Choir Concert-December 12 @ 7pm  
High School Choir Concert-December 14 @ 7pm  
Students of Excellence-April 24-Resource Training @ 4:30pm Bravinder

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

**School Board Meeting-November 13, 2023 @6:30pm-HS Media Center**

- **Board member Shannah Mulvihill will be appearing from a remote location:  
Sheraton Charlotte Hotel-Business Center/Lobby  
(signage will be posted to direct the public to the meeting room)  
555 South McDowell St., Charlotte, NC 28204**

**This location is accessible to the public**

**Work Session Meeting-November 27, 2023 6:30 pm HLWW HS Media Center**

**Regular Board Meeting-December 11, 2023 6:30 pm HLWW HS Media Center**

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

Work Session, no items at this time.

Regular Meeting:

- Bill Reader for December-Mulvihill
- Bill Reader for January-Bravinder
- Department Report-Special Education
- 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
- Truth in Taxation Hearing
- Approve Final Levy Limitation Certification for 2023 payable 2024
- Approve Combined Polling Site Resolution

Heuer adjourned the meeting at 8:41 pm.

Respectfully submitted,

Katie Koch, Clerk