



**Lewiston–Altura Public School District**  
**100 County Road 25**  
**Lewiston, MN 55952**  
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*(507) 523-2191*

*Gwen Porter, Superintendent*  
*Dave Riebel, PreKdg – 5 Principal*  
*Cory Hanson, 6-12 Principal*

**Belief Statements (internal operations- beliefs to drive decisions):**

- **LIFELONG LEARNERS:** We believe in the value of education for all ages.
- **ACCOUNTABILITY:** We believe we are accountable for our actions and outcomes.
- **COMMUNITY CENTERED:** We believe our schools are the central hub of our community and essential for building strong communities.
- **ADAPTABLE:** We believe in being responsive to an ever-changing world.
- **RESPECTFUL:** We believe in everyone's right to safety, respect, and dignity in our schools.
- **DIVERSE:** We believe in fostering the value of each other's individual differences, perspectives, and life experiences.
- **STUDENT FOCUSED:** We believe that we are all responsible for the success of students.

**Goals**

1. **STUDENT SUCCESS:** Provide all students with the education they need for success: academically, emotionally, and socially.
2. **EFFECTIVE STAFFING:** Hire, maintain, train and support staff to be as effective as possible.
3. **FINANCE:** Be financially healthy and sustainable.
4. **FACILITIES:** Have facilities that are safe, modern and conducive to 21st century education.
5. **COMMUNITY ENGAGEMENT:** Engage with parents, community members and business owners.

**Superintendent's Report to the School Board**  
**Respectfully Submitted by Gwen Porter**  
**February 9, 2026**

**Meeting Agenda Item Notes**

**Policy and Procedures:** The agenda includes items at the request of Mr. Baer. These requests are the regarding the recent email I sent to staff (and copied the Board) explaining that administration may potentially announce a 'Secure – Get Inside, Lock Outside Doors' response protocol if federal agents were on campus.. Mr. Baer is requesting Board discussion and consideration of legal counsel consultation regarding this information.

Lewiston – Altura Public Schools follows The Standard K12 Response Protocol as part of its school safety plan. The Standard K12 Response Protocol was developed by the I Love U Guys Foundation and is used widely by schools nationwide. The Standard K12 Response Protocol defines the responses of Hold, Secure, Lockdown, Evacuate and Shelter that provide different classroom response tactics depending on the situation and type of potential threat or interruption to the school routine. It is designed to provide consistent, clear shared language and actions among all students, staff and first responders.

The Secure Protocol initiates getting all students and staff in the buildings, not allowing students or staff to exit the buildings, and not allowing entrance into the buildings. For example, a Secure response protocol may be initiated when there is reported violence or criminal activity in the neighborhood, an unknown person or persons on the grounds and weapons are visible or suspected, a dangerous animal on the grounds or other unscheduled situations.

I informed the staff that a Secure protocol may potentially be utilized if there are federal agents on campus to help prevent a disrupted learning environment that might result from the agents' presence. The Secure protocol would also provide administrators time to talk with the agent(s) to confirm their identify, their purpose of being at the school and whether or not they possessed a judicial warrant that would lawfully enable them to speak with a specific staff member or student.

I have consulted with several area superintendents, and the proposed response is identical. This also follows the recommendation of the MN Department of Education. It is also important to understand that our schools do not currently have secured offices, i.e., once an individual is allowed access in the entrance, s/he has the ability to go anywhere in the school - even though told to stop at the office. In schools with a higher level of security (as we will have in September), the office will have a secured locked door preventing access to the corridor without staff permission. I am also attaching the Board approved Crisis Management Response Management and Plans handbook approved by the Board in August 2025.

The agenda will include a discussion of policy (set by the School Board) vs procedures (strategies to implement policies which are the responsibility of the superintendent to implement with staff). Attached to the agenda is an article from MSBA that explains this distinction. The Board will then consider whether to modify Policy 806 (Crisis Management) to incorporate specific situations when the Secure protocol would or would not be implemented. The Board will then consider whether to consult legal counsel regarding this possible change to policy.

**Vickie Speltz, Food Service Director** Ms. Speltz will be updating on the Food Service Program, including the HVED and St. John's programs that she is also overseeing. See the attached financial report.

**2026-2027 Budget Discussion** There will be discussion on next year's budget and a target of reduction/increased revenues of \$225,000.

**2026-2027 Superintendent Position** A draft posting of a superintendent position and solicitation of applications, and timeline for interviews and hiring will be discussed.

### **Additional Updates**

**Artificial Intelligence Training** On February 17<sup>th</sup>, the morning of the teachers' staff development day will be focused on Artificial Intelligence.

**Consent Agenda Leave Notices** I have become aware that when a staff member requests a leave of absence that s/he is legally or contractually allowed, the leave should not be on Board agendas for approval. This is because there is no 'approval' required and it is a potential violation of confidential information regarding the staff member.

Richard Finger Recognition Former L-A FFA teacher Richard Finger (31 years) has been announced as a member of the MN FFA Hall of Fame Class of 2026. I spoke with Mr. Finger and invited him to come to the school so we could take photos, etc. He was extremely honored and would like to come. He is going to call me back in early March so we can schedule a visit. (He is having hip replacement surgery.) Thank you, Bree, for getting me Mr. Finger's telephone number.

### Enrollment

| Grade Level      | May 29, 2025 | Sept 4, 2025 | October 6, 2025 | November 1, 2025 | December 1, 2025 | January 5, 2026 | February 1, 2026 |
|------------------|--------------|--------------|-----------------|------------------|------------------|-----------------|------------------|
| Kdg              | 38           | 29           | 28              | 28               | 28               | 28              | 27               |
| 1st              | 26           | 39           | 38              | 38               | 39               | 39              | 38               |
| 2 <sup>nd</sup>  | 36           | 28           | 28              | 28               | 28               | 28              | 28               |
| 3 <sup>rd</sup>  | 38           | 36           | 36              | 36               | 36               | 36              | 36               |
| 4 <sup>th</sup>  | 25           | 41           | 41              | 41               | 41               | 40              | 40               |
| 5 <sup>th</sup>  | 39           | 29           | 28              | 28               | 28               | 27              | 26               |
| 6 <sup>th</sup>  | 38           | 44           | 44              | 44               | 44               | 43              | 44               |
| 7 <sup>th</sup>  | 38           | 36           | 36              | 36               | 35               | 36              | 36               |
| 8 <sup>th</sup>  | 37           | 39           | 39              | 39               | 39               | 38              | 38               |
| 9 <sup>th</sup>  | 55           | 45           | 45              | 45               | 44               | 44              | 43               |
| 10 <sup>th</sup> | 58           | 55           | 54              | 53               | 52               | 52              | 52               |
| 11 <sup>th</sup> | 48           | 58           | 58              | 58               | 58               | 58              | 58               |
| 12 <sup>th</sup> | 56           | 48           | 48              | 48               | 48               | 48              | 48               |
| <b>Total</b>     | <b>532</b>   | <b>527</b>   | <b>523</b>      | <b>523</b>       | <b>520</b>       | <b>517</b>      | <b>514</b>       |

*Equity is important in all of our decision making.*

