

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

September 9, 2013

CALL TO ORDER – Chairman Kamrath called to order the regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, MN, at 5:30 pm in the City Council Chambers at City Center.

ROLL CALL - Members Present: Josh Gehlen, Lori Hornick-Lindell, Keith Kamrath, Deb Penwell, and Jim Waldron. Also present were Daron VanderHeiden, Superintendent; Donna Luhning, Director of Business & Finance; Tina Vorlicek, Recording Secretary; and student representatives Carrie Stroming and Nina Grunzke. Members absent: Byron Bettenhausen.

PUBLIC COMMENTS –Chairman Kamrath invited members of the audience to address the board regarding items on the agenda. No public comments were offered.

CONSENT AGENDA – Motion made by Lori Hornick-Lindell, seconded by Josh Gehlen, with all members present voting aye, to approve the consent agenda as follows:

- Approved the minutes of the August 12, 2013 regular meeting.
- Ratification of the August 8, 2013 through September 3, 2013 claims in the amount of \$1,630,383.51 (including wire transfers).
- Authorized the following employment:

Extended Employment

- **Lisa Ditlefsen** – ECFE EC Educator (8/27/13 – 5/13/14)
- **Amy Kirchoff** – ECFE Education Assistant II (8/27/13 – 5/13/14)
- **Angela Mochinski** – ECFE Education Assistant II (8/27/13 – 5/13/14)
- **Naomi Shadis** – Library Teacher, Park Elementary (7/1/13 – 6/30/14)
- **Irene Schwartz** – ECFE Parent Educator (8/27/13 – 5/13/14)
- **Jessica Trost** – German Teacher, High School (8/26/13 – 6/5/14)
- **Kathryn Vesely** – ECFE EC Educator (8/27/13 – 5/13/14)
- **Monica Wehler** – ECFE Education Assistant II (8/27/13 – 5/13/14)

Increased Assignment

- **Valerie Huepenbecker** – Counselor, West Elementary (8/19/13 – 6/30/14)
- **Lore Lewerenz** – Cook Assistant, High School Breakfast Program (9/3/13)

New

- **Jennifer Anderson**- Middle School Volleyball Coach (8/12/13)
- **Mary Anderson** – Special Education Bus Rider (9/3/13)
- **Jami Beffert** – ALC Night School Math Teacher (9/9/13 – 3/6/14)
- **Sandra Benoit** - Education Assistant, Kindergarten Class Size Reduction (9/03/13-6/5/14)
- **Michele Caldwell** – Special Education Assistant, Middle School (9/3/13)
- **Todd Card** – Head Girls Tennis Coach (8/12/13)
- **Scott Daak** – B-squad Volleyball Coach (8/12/13)
- **Kris Dobratz** – Crow River ALC Math Lab Teacher (9/5/13 – 6/5/14)
- **Ronda Eckhart** – National Honor Society Advisor (8/12/13)
- **Tim Ellefson**- Head Girls Basketball Coach (8/12/13)
- **Brian Elwell** – ALC Night School Science Teacher (9/12/13 – 6/5/14)
- **Deb Garvin** – Education Assistant I, Middle School (9/3/13)
- **Brenda Geiken** – Education Assistant I & III, West Elementary (8/27/13 – 6/4/14)
- **Susan Goebel** – Special Education Assistant, Park Elementary (9/3/13)
- **Amanda Harris** – ALC Night School English Teacher (9/10/13-6/5/14)
- **Amber Hlavka** – English Teacher, High School (8/26/13)
- **Rhoda Hubbard-Anderson** – ALC Night School Social Studies Teacher (9/11/13 – 6/5/14)
- **Sheila Jaster** – Cook Cashier, Park Elementary (8/26/13)

- **Ron Johnson** – Long Term Substitute ELL Teacher, West and Park Elementary (8/28/13 – 10/31/13)
- **Danny Johnston** – Crow River ALC Night School WBL Teacher (9/9/13 – 6/5/14)
- **Melissa Kirchoff** – Art Specialist Teacher, Park Elementary (8/26/13)
- **Christine Kuball** – Long-term Substitute Building Nurse, Middle School (8/19/13-10/25/13)
- **Denise Larson** – ADSIS Reading Teacher, High School (8/26/13-6/5/14)
- **Jill McRaith** – Long-term Substitute Building Nurse, Middle School (8/19/13-10/25/13)
- **Melody Moore** – Special Education Bus Rider (9/3/13)
- **Joe Otremba** – Crow River ALC Math Lab Teacher (9/5/13 – 6/5/14)
- **Scott Renning** – Middle School Football Coach (8/12/13)
- **Meghan Rettke** – Middle School Volleyball Coach (8/12/13)
- **Corey Rude** – ALC Night School Math Teacher (3/17/14 – 6/5/14)
- **Jacklyn Sindt** – Building Nurse, Park Elementary (8/19/13)
- **Tim Thode** – Middle School Football Coach (8/12/13)
- **Angela Tuminelly** – ADED Education Assistant, West Elementary (9/3/13 – 6/4/13)
- **Roxanne White** – Special Education Bus Rider (9/3/13)

Other (Return from Unrequested Leave)

- **Michelle Anderson** – ADSIS Certified Teacher, West Elementary (8/26/13 – 6/6/14)
- **Janice Miner** – ADSIS Education Assistant, West Elementary (8/27/13 – 6/4/14)
- **Kami Jo Rath** - Education Assistant, Kindergarten Class Size Reduction (9/03/13-6/5/14)
- **Lesly Ruzicka** – Education Assistant, Kindergarten Class Size Reduction (9/03/13-6/5/14)

Resignations

- **Alex Brown** – Middle School Football (8/12/13)
- **Todd Card** – Middle School Football (8/12/13)
- **Melanie Clintsman** – Building Nurse, Park Elementary (8/6/13)
- **Scott Daak** – Middle School Volleyball (8/12/13)
- **Denise Einck** – Middle School Volleyball (8/12/13)
- **Tim Ellefson** – 9th Grade Girls Basketball (8/12/13)
- **Liesha Goodwater** – Assistant Dance Coach (8/12/13)
- **Kristin Kilgren** – Art Specialist Teacher, Park Elementary (8/22/13)
- **Callee Sell** – Middle School Volleyball (8/12/13)
- **April Stiles** – Language Arts Teacher, High School (8/15/13)
- **Jennifer Telecky**- Rtl Coordinator, Middle School (8/15/13)

Retirements

- **Lottie Kottke** – Confidential Secretary, District Office (12/31/13)
- **Miles Willhite** – Evening Lead Custodian, High School (8/30/13)

Transfers

- **Mary Getzke** – ISB Coordinator, Middle School (8/26/13 – 6/5/14)
- **Shelly Grorud** – Planning Room Education Assistant I, West Elementary (8/8/13)
- **Johanna Hanneman** – Secretary II, Park Elementary (8/19/13)
- Approved the following extended field trip.
 - Girls Swim/Dive – September 20-21, 2013 – Grand Forks, UND Swim Invite

RECOGNITION – Josh Gehlen, on behalf of the Board of Education, recognized and thanked **Miles Willhite** (Custodian, High School) for 13 years and **Lottie Kottke** (Confidential Secretary, District) for 37 years of dedicated service and wished them well in their retirements.

STUDENT TRANSPORTATION – Brian Mohr, Director of Buildings, Grounds, and Student Transportation introduced the management staff of Vision Transportation and thanked them for all their work making a smooth transition between transportation companies. Introduced were Tom Burr, General Manager; Paul Meyer, Site Manager; and Cori Ewert, Assistant Manager/Dispatcher. Tom Burr spoke on behalf of Vision Transportation, thanking the district for the opportunity and thanking Cori Ewert for all her work in getting the Hutchinson site up and running. It was noted that address changes are still handled through the district office; however,

busing questions should be directed to Vision Transportation. The local phone number is 320-234-0888. Also, drivers are still needed.

EYE ON THE TIGER – Paul Szymanski, Activities Director, highlighted the 2013 Fall activities and Wright County Conference changes. There are 84 more participants in fall activities compared to last year. The largest increases are in volleyball and swimming. This is the third year of concussion testing (have not had to conduct any post-concussion tests yet this year). Some contests have had to be rescheduled due to the heat. 35 seniors will be attending a sportsmanship conference in Delano. New Prague will be joining the Wright County Conference in 2014-2015.

DISTRICT HIGHLIGHTS – Daron VanderHeiden, Superintendent, presented the district highlights.

- Congratulations to “AP Scholars with Distinction” Bryce Remple and Jakob Schauburger. To earn this award, a student must pass at least five AP exams with a 3.5 average or higher.
- Congratulations to “AP Scholars with Honor” Jessica Haugen, Manjari Ojha, and Ella Turrell. To earn this award, a student must pass at least four AP exams with a 3.25 average or higher.
- Congratulations to “AP Scholar” Corey Grand, Zach Hartnady, Sarah Jensen, Patrick Lira, Eric Madson, Jared Saunders, Mariah Seller, and Colleen Thul. To earn this award, a student must pass at least three AP exams with a 3.0 average or higher.
- Thank you to the Food Service staff at the High School for offering and promoting a healthy breakfast.
- Thank you to all of our Volunteer Building Greeters.
- Congratulations to Joshua Gehlen and Deb Penwell for completing the Minnesota School Board Association Phase I, II, and III trainings.

STUDENT HIGHLIGHTS – Carrie Stroming and Nina Grunzke presented the district highlights.

- The first week of school went very well!
- HHS has RAMP up for Readiness on Thursdays during advisory period. RAMP sessions meet weekly and focus on college and career readiness
- The homecoming parade is October 4 beginning at 12:50 pm at the Middle School. Anyone interested in having an entry in the parade can contact the High School.
- The fall musical is Seussical.
- HHS has a grab n go breakfast program from 7:10-7:30 am in the foyer. The program focus is to promote high school students to eat breakfast.
- On September 17, a BMX bike assembly will take place at 10:45 am in the parking lot with a presentation on bullying.
- HHS has six new foreign exchange students visiting from Brazil, Norway and China.
- Fall Activities are off and running!

APPROVAL OF MIDDLE SCHOOL BUILDING SUPERVISOR CONTRACT AGREEMENT (Luhring) – Motion made by Josh Gehlen, seconded by Jim Waldron, with all members present voting aye, to approve the employment contract for James Mickle from July 1, 2013 through June 30, 2014. The total increase in salary and benefits is 1.93 percent. James Mickle is currently on deployment with the U.S. Army and the contract will be pro-rated to actual days worked.

RATIFICATION OF HUTCHINSON EDUCATION SUPPORT PROFESSIONALS CONTRACT (Luhring) – Motion made by Deb Penwell, seconded by Josh Gehlen, with all members present voting aye, to ratify the 2013-2015 contract with Hutchinson Education Support Professionals. Donna Luhning, Director of Business and Finance, noted the wage increase is 4.68 percent over the two years.

ANNUAL REPORT ON CURRICULUM, INSTRUCTION AND STUDENT ACHIEVEMENT (Marcotte) – Motion made by Jim Waldron, seconded by Deb Penwell, with all members present voting aye, to approve the 2012-2013 Annual Report on Curriculum, Instruction and Student Achievement as presented. The report will be available for review at the district office and on the website, www.hutch.k12.mn.us.

ADOPTION OF RESOLUTION AUTHORIZING AN ABSENTEE BALLOT BOARD (Kamrath) – Chairman Kamrath introduced and read the following resolution.

RESOLUTION AUTHORIZING AN ABSENTEE BALLOT BOARD

WHEREAS, Minnesota Statutes 203B.121 authorizes that the governing body of any school district must authorize an absentee ballot board by resolution to process regular absentee ballots; and

WHEREAS, the absentee ballot board shall take possession of all return envelopes delivered to them in accordance with section 203B.08 during the 45 days before the election for processing and must examine all return envelopes in the manner provided in M.S. 203B.121; and

WHEREAS, the absentee ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots and appointed as provided in Minnesota Statutes Sections 204B.19 to 204B.22. The board may include staff trained as election judges; and

THEREFORE, this Board will consist of City of Hutchinson Administration staff, appointed and certified election judges; and

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 423 that an Absentee Ballot Board with the authority granted by Minnesota Statutes 203B.121 be and hereby is established for all elections.

Josh Gehlen moved for the adoption of this resolution. The motion was duly seconded by Lori Hornick-Lindell, and upon roll call vote being taken thereon the following voted in favor of this resolution: Josh Gehlen, Lori Hornick-Lindell, Keith Kamrath, Deb Penwell, and Jim Waldron.

And the following voted against this resolution: none.

Whereupon this resolution was declared duly passed and adopted.

ADOPTION OF RESOLUTION APPOINTING ELECTION JUDGES (Kamrath) – Chairman Kamrath introduced and read the following resolution.

RESOLUTION APPOINTING ELECTION JUDGES FOR THE NOVEMBER 5, 2013,
SCHOOL DISTRICT SPECIAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 423, State of Minnesota as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's special election on November 5, 2013, to act as such at the combined polling place.
2. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections.
3. Be It Further Resolved that the Hutchinson Election Administrator is with this authorized to make any substitutions or additions as deemed necessary.

Adopted by the Hutchinson School Board this ninth day of September, 2013.

ELECTION JUDGES
NOVEMBER 5, 2013, HUTCHINSON ISD #423 ELECTION

PEARL SEALE
WILLIAM WEGNER
LINDA RUZICKA
SANDY TRAXLER
RYAN POWELL
LEANN ANDERSON
DIANE BOBIER

*MARK LEWANDOWSKI
JEANNE LANGAN
GLADYS PILGRIM
*DENNIS SCHROEDER
ROXANNE JENSEN
VANESSA LAHR
JANET KLOCKMANN

*indicates head judges

THE LOCAL AUTHORITY MAY MAKE SUBSTITUTIONS AS NECESSARY

Josh Gehlen moved for the adoption of this resolution. The motion was duly seconded by Deb Penwell, and upon roll call vote being taken thereon the following voted in favor of this resolution: Josh Gehlen, Lori Hornick-Lindell, Keith Kamrath, Deb Penwell, and Jim Waldron.

And the following voted against this resolution: none.

Whereupon this resolution was declared duly passed and adopted.

COMMITTEE REPORTS - Committee reports were presented as follows:

- District Improvement Team (Penwell/Bettenhausen) – The next meeting is October 23, 2013.
- Educator Licensing & Teacher Quality (Penwell) – The next meeting is October 22, 2013.
- Facilities (Bettenhausen/Gehlen/Hornick-Lindell) – The committee reviewed the parking lot projects, the PA system updates, and transportation. The next meeting is October 9, 2013.
- Finance (Gehlen / Kamrath / Waldron) – The committee reviewed financial reports, bills, transportation, enrollment numbers, District office staffing changes, substitute teacher rate of pay, and levy presentation information. The next meeting is October 14, 2013.
- Legislative / SEE (Kamrath) – The next meeting is September 19, 2013.
- Parks, Recreation, Community Education (Hornick-Lindell) – The next meeting is October 7, 2013.

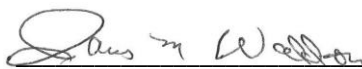
UPCOMING BOARD MEETINGS – A special board meeting will be scheduled prior to October 1, 2013 to approve the preliminary levy certification. The next regular board meeting is scheduled for Monday, October 14, 2013, 5:30 pm, Council Chamber at City Center. The next quarterly board meeting is scheduled for Monday, October 28, 2013, 5:30 pm, location to be determined.

ADJOURNMENT – Motion made by Lori Hornick-Lindell, seconded by Josh Gehlen, with all members present voting aye, to adjourn the meeting at 6:34 pm.



Keith Kamrath, Chairman

10/14/13
Date



Jim Waldron, Clerk

10/14/13
Date