

Hutchinson Public Schools

Excellence in Academics, Activities, and Character

**INDEPENDENT SCHOOL DISTRICT NO. 423
Regular Meeting of the Board of Education
City Council Chambers – 111 Hassan St SE
Monday, September 9, 2013, 5:30 pm**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **PUBLIC COMMENT** (Opportunity for public comment on agenda items)
- V. **CONSENT AGENDA**
MINUTES, CLAIMS, EMPLOYMENT, EXTENDED FIELD TRIPS
- VI. **PROGRAM**
 - A. VISION TRANSPORTATION (Mohr)
 - B. EYE ON THE TIGER (Szymanski)
 - C. DISTRICT HIGHLIGHTS (VanderHeiden)
 - D. STUDENT HIGHLIGHTS
- VII. **ADMINISTRATIVE REPORT**
 - A. APPROVAL OF MIDDLE SCHOOL BUILDING SUPERVISOR CONTRACT AGREEMENT (Luhring)
 - B. RATIFICATION OF HUTCHINSON EDUCATION SUPPORT PROFESSIONALS CONTRACT (Luhring)
 - C. ANNUAL REPORT ON CURRICULUM, INSTRUCTION & STUDENT ACHIEVEMENT (Marcotte)
- VIII. **BOARD MEMBER TOPICS**
 - A. ADOPTION OF RESOLUTION AUTHORIZING AN ABSENTEE BALLOT BOARD (Kamrath)
 - B. ADOPTION OF RESOLUTION APPOINTING ELECTION JUDGES (Kamrath)
 - C. COMMITTEE REPORTS
- IX. **OTHER ITEMS OF BUSINESS**
 - A. UPCOMING BOARD MEETINGS (Kamrath)
- X. **ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, September 9, 2013, 5:30 pm in the City Council Chambers at City Center. The following items are listed for your consideration:

I. CALL TO ORDER

II. ROLL CALL

Members Present:

Members Absent:

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT

Members of the public wishing to address the board concerning any agenda items are requested to make their statements at this time. Please come to the podium and give your name, address and agenda item you are addressing.

V. CONSENT AGENDA (one motion)

The purpose of the "Consent Agenda" is to enable the board to efficiently act on routine business, allowing more time on agenda discussion items. Upon receipt of the agenda, board members may wish to contact the superintendent's office with questions about items included in the Consent Agenda. At the board meeting, the chairman will ask if any board member wants discussion of any Consent Agenda item(s). At that time, board members may request that the board chairman remove any item from the Consent Agenda for separate consideration. The board will proceed by taking action first on the remaining Consent Agenda. Then those individual items, lifted from the agenda, will be considered. For each such item a motion, second, discussion and vote becomes necessary.

Motion _____ Second _____

VI. PROGRAM

A. STUDENT TRANSPORTATION – (Mohr)

Brian Mohr, Director of Buildings, Grounds and Student Transportation will introduce the management staff of the district's new student transportation company.

B. EYE ON THE TIGER – (Szymanski)

Activities Director Paul Szymanski will highlight the 2013 fall activities.

C. DISTRICT HIGHLIGHTS – (VanderHeiden)

D. STUDENT HIGHLIGHTS –

VII. ADMINISTRATIVE REPORT

A APPROVAL OF MIDDLE SCHOOL BUILDING SUPERVISOR CONTRACT AGREEMENT (Luhring)

The Middle School Building Supervisor (James Mickle) employment contract is recommended for approval for the period of July 1, 2013 through June 30, 2014.

Motion _____ Second _____

B. RATIFICATION OF HUTCHINSON EDUCATION SUPPORT PROFESSIONALS CONTRACT (Luhring)

Administration recommends ratification of the Hutchinson Education Support Professionals contract.

Motion _____ Second _____

C. ANNUAL REPORT ON CURRICULUM, INSTRUCTION & STUDENT ACHIEVEMENT (Marcotte)

Deb Marcotte, Director of Teaching and Learning, will present the 2012-2013 Annual Report on Curriculum, Instruction and Student Achievement for Hutchinson Public Schools.

Motion _____ Second _____

VIII. BOARD MEMBER TOPICS

A. ADOPTION OF RESOLUTION AUTHORIZING AN ABSENTEE BALLOT BOARD (Kamrath)

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.

Motion _____ Second _____

B. ADOPTION OF RESOLUTION APPOINTING ELECTION JUDGES (Kamrath)

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.

Exhibit A

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

Motion _____ Second _____

C. COMMITTEE REPORTS

<u>Committee</u>	<u>Next Meeting</u>
District Improvement Team (Penwell/Bettenhausen)	October 23, 2013
Educator Licensing & Teacher Quality (Penwell)	October 22, 2013
Facilities (Bettenhausen/Gehlen/Hornick-Lindell)	October 9, 2013
Finance (Waldron/Gehlen/Kamrath)	September 9, 2013
Insurance (Penwell)	TBD
Legislative Liaison/SEE (Kamrath)	September 19, 2013
Parks, Recreation, Community Education (Hornick-Lindell)	October 7, 2013

IX. OTHER ITEMS OF BUSINESS

A. UPCOMING BOARD MEETINGS (Bettenhausen)

Special Meeting – The board will schedule a special meeting prior to October 1, 2013 to approve the preliminary levy certification.

Regular Meeting – The next regular board meeting is scheduled for Monday, October 14, 2013, 5:30 pm, Council Chamber at City Center.

Quarterly Meeting – The next quarterly board meeting is scheduled for Monday, October 28, 2013, 5:30 pm, location to be determined.

X. ADJOURNMENT

Motion _____ Second _____

**CONSENT AGENDA
September 9, 2013**

Minutes

The minutes of the August 12, 2013 regular board meeting are enclosed for review and approval.

Claims, Accounts and Donation Acknowledgement

- The administration recommends ratification of the August 8, 2013 through September 3, 2013 claims in the amount of \$1,630,383.51 (including wire transfers).

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 Clintzman – 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)

Extended Field Trips

Girls Swim/Dive - September 20-21, 2013 - Grand Forks, UND Swim Invite