

# Hutchinson Public Schools

*Excellence in Academics, Activities, and Character*

**INDEPENDENT SCHOOL DISTRICT NO. 423**  
**Regular Meeting of the Board of Education**  
**June 10, 2024, 5:30 pm**  
**City Council Chambers - 111 Hassan St SE**

- 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, AGREEMENTS, INSURANCE
- VI. ADMINISTRATIVE REPORTS**
  - A. 2024-2025 PRELIMINARY BUDGET PRESENTATION (Administrative Team)
  - B. ACTIVITY FEES INCREASE PROPOSAL (Tschida)
  - C. Q COMP ANNUAL REPORT
- VII. BOARD MEMBER TOPICS**
  - A. RESOLUTION ACCEPTING DONATIONS
  - B. RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY
  - C. OFFICIAL DISTRICT NOTIFICATIONS
  - D. COMMITTEE REPORTS
- VIII. OTHER ITEMS OF BUSINESS**
  - A. UPCOMING BOARD MEETINGS
  - B. UPCOMING COMMITTEE MEETINGS
  - C. CLOSED SESSION: PERSONNEL
  - D. ADJOURN TO OPEN SESSION / BOARD ACTION, IF ANY
  - E. CLOSED SESSION: SUPERINTENDENT'S SEMI-ANNUAL PERFORMANCE EVALUATION
  - F. ADJOURN TO OPEN SESSION
- IX. ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, June 10, 2024, 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**

**Qualifications and Procedure:**

- School Board meetings are meetings held in the public, not public meetings.
- Public comment is reserved for students, parents of students, district employees, and members of the community within the boundaries of the school district.
- Board members will listen to public comments; not engage in a discussion.
- Public comment is included on each regular meeting, special meeting and work session agenda and limited to 30 minutes.
- Each speaker is allowed three minutes to speak about items on the agenda.
- Prior to making a comment, state your qualification (student, parent of a student, district employee, or member of the community within the boundaries of the school district).
- Those wishing to address the Board concerning any agenda items are requested to form an orderly line down the center aisle (or designated space).
- The Board Chair may modify the procedure as needed.

**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. ADMINISTRATIVE REPORTS**

**A. 2024-2025 PRELIMINARY BUDGET PRESENTATION (Administrative Team)**

B. ACTIVITY FEES INCREASE PROPOSAL (Tschida)

Bill Tschida, Activities Director, will present a recommendation for a proposed increase in activity fees effective July 1, 2024.

Motion\_\_\_\_\_ Second\_\_\_\_\_

C. Q COMP ANNUAL REPORT

The District Q Comp Advisors, Tiffany Meuleners and Ruth Hamlow, will present the 2023-2024 Q Comp Annual Report.

**VII. BOARD MEMBER TOPICS**

A. [RESOLUTION ACCEPTING DONATIONS](#)

Motion\_\_\_\_\_ Second\_\_\_\_\_ Roll Call Vote

B. [RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY](#)

Motion\_\_\_\_\_ Second\_\_\_\_\_ Roll Call Vote

C. OFFICIAL DISTRICT NOTIFICATIONS

D. COMMITTEE REPORTS

- Educator Licensure & Teacher Quality (Massmann)
- Technology (Olmstead)
- Facilities (Barnard/Knudtson/Olmstead)
- Finance (Luthens/Massmann/Pollmann)
- Parks, Recreation & Community Education (Pollmann)
- Book Review (Massmann)

**VIII. OTHER ITEMS OF BUSINESS**

A. UPCOMING BOARD MEETINGS

- **Special School Board Meeting** - June 24, 2024, 5:30 pm, City Center
- **Regular School Board Meeting** - July 8, 2024, 5:30 pm, City Center
- **Work Session** - July 22, 2024, 5:30 pm, Middle School Media Center

B. UPCOMING COMMITTEE MEETINGS

- **Finance** - June 24, 2024, 2:30:00 pm, Middle School, Superintendent's Office
- **Facilities** - Tentative: July 2, 2024, 9:00 am, Location to be Determined
- **Finance** - July 8, 2024, 1:00 pm, Middle School, Superintendent's Office
- **Parks, Recreation & Community Education** - August 5, 2024, 5:15 pm, Location to be Determined

C. CLOSED SESSION: PERSONNEL

Pursuant to Minnesota Statutes section 13D.05, subdivision 2(b) the meeting will close for preliminary consideration of allegations against an employee of the District.

Motion\_\_\_\_\_ Second\_\_\_\_\_

D. ADJOURN TO OPEN SESSION / BOARD ACTION, IF ANY

Motion\_\_\_\_\_ Second\_\_\_\_\_

E. CLOSED SESSION: SUPERINTENDENT’S SEMI-ANNUAL PERFORMANCE EVALUATION

Pursuant to Minnesota Statutes section 13D.05, subdivision 1-b the meeting will close to conduct a performance evaluation of the Superintendent.

Motion\_\_\_\_\_ Second\_\_\_\_\_

F. ADJOURN TO OPEN SESSION

**IX. ADJOURN**

Motion\_\_\_\_\_ Second\_\_\_\_\_

**CONSENT AGENDA**  
**June 10, 2024**

**Minutes**

The minutes of the [May 13, 2024 regular meeting](#) are submitted for review and approval.

**Claims**

The administration recommends ratification of the [May 15 through June 5, 2024 claims](#) in the amount of \$2,237,989.36.

**Employment**

***Casual***

Amborn, Amanda - Casual Custodial, Middle School, 6/3/24-8/30/24  
Knoll, Jodi - Casual Custodial, West/Tiger Elementary, 6/3/24-8/30/24

***Change in Assignment***

Bergsma, Shawn - Special Education Assistant, Tiger Elementary, 5/6/24  
Borstad, Amy - Education Assistant, Middle School, 7/1/23  
Danks, Sheryl - Cook Lead, Tiger Elementary, 5/6/24-5/24/24  
Kleindl, Jodi - K-1 Interventionist, West Elementary, 8/26/24  
Merten, Johanna - Grade 4 Teacher, Park Elementary, 8/26/24  
Padrnos, Cassie - Grade 2 Teacher, Tiger Elementary, 8/26/24  
Runke, Brittany - Special Education Assistant, West Elementary, 5/6/24  
Schumaci, Chelsey - K-1 STREAM Teacher, West Elementary, 8/26/24  
Shorkey, Lauren - .75 FACS Teacher/.25 work Based Learning Teacher, High School, 8/26/24  
Vallacher, Billie - Education Assistant-Title I, Park Elementary, 9/3/24  
Van De Steeg, Brenda - Education Assistant, West Elementary, 8/21/24  
Young, Angela - Education Assistant, Middle School, 9/3/24

***Extended Employment***

Farenbaugh, Kristine - LPN, District-wide, 6/3/24-8/1/24  
Graf, Rebecca - HR Coordinator, District Office, 6/24/24-6/28/24  
Hjerpe, Madison - Speech Services, 6/10/24-8/23/24  
Longhenry, Cindy - Controller, District Office, 10/1/20-6/30/24  
Schmalz, Fabiola - Administrative Assistant Support, District Office, 6/3/24-8/30/24  
Redmann, Kristie - School Psychologist, West Elementary/Tiger Elementary, 6/3/24-8/23/24

***Extended School Year***

Adamski, Robyn - Education Assistant, Park Elementary, 7/9/24-7/25/24  
DeWolfe, Abigayle - Education Assistant, West Elementary, 7/9/24-7/25/24  
Dettman, Robin - Speech Pathologist, West Elementary, 6/3/24-8/23/24  
Ellis, Paula - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Field, Mark - Teacher, West-Tiger Elementaries, 7/8/24-7/25/24  
Fischer, Yvette - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Hjerpe, Madison - Teacher, West Elementary, 7/8/24-7/26/24  
Koehring, Emelia - Teacher, West Elementary, 6/3/24-8/23/24  
Kurth, Allyson - Teacher, West Elementary, 6/3/24-8/23/24  
Miesbauer, Rebeka - Occupational Therapist, West Elementary, 6/3/24-8/23/24  
Nikolaion, Kari - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Schmidt, Diana - Education Assistant, West Elementary, 7/9/24-7/25/24  
Sellner, Kaytlin - Education Assistant, West Elementary, 7/9/24-7/25/24

**Extra-curricular**

Hantge, Christie - Head Boys Track Coach, High School, 5/15/24-6/8/24  
Simondet, Lindsey - Jazz Band, Middle School, 10/23/23

**Leave of Absence**

Marshall, Scott - Head Boys Track Coach, High School, 5/13/24-3/10/25

**New**

Boor, Zachary - Garden Assistant Manager, Farm Site, 6/3/24-9/30/24  
Dean, Taylor - Garden Assistant, Farm Site, 6/3/24-9/30/24  
Graf, Rebecca - HR Coordinator, District Office, 7/1/24  
Graham, Luke - Social Studies Teacher, High School, 8/26/24  
Huntley, Andrea - Music Teacher, West Elementary, 8/26/24  
Huntley, Jacob - Choir Teacher, High School, 8/26/24  
Johnston, Brianna - Grade 1 Teacher, West Elementary, 8/26/24  
Koopmeiners, Cindi - K-5 Title 1 Teacher, Nonpublic Schools, 8/26/24-6/5/25  
Messner, Emily - K-3 Behavior Interventionist, West Elementary/Tiger Elementary, 8/26/24  
Messner, Rebecca - Grade 1 Teacher, West Elementary, 8/26/24  
Oberstar, Lindsey - Long-term Substitute Grade 2 Teacher, Tiger Elementary, 8/26/24-10/16/24  
Smith, Kaite - LPN, District-wide, 9/3/24  
Werowski, Patrick - Garden Assistant, Farm Site, 6/3/24-9/30/24  
Westad, Holly - 9-12 Life Science Teacher, High School, 8/26/24  
Zachmeyer, Stella - Garden Assistant, Farm Site, 6/3/24-9/30/24

**Other**

Johnson, Connie - Clerical, Remote, 5/24/24-6/11/24

**Resignation**

Campa, Nickolas - Education Assistant-ADSI, Middle School, 5/29/24  
Coblentz, Kayla - Special Education Assistant, High School, 5/29/24  
Fleck, Amber - Grade 1 Teacher, West Elementary, 5/30/24  
Machemehl, Amanda - Student Council Advisor, 5/30/24  
Miller, Megan - Occupational Therapist/Behavior Analyst, West Elementary, 5/30/24  
Rattanaovong, Kaylee - Special Education Assistant, Middle School, 5/29/24  
Robuck, Quinlan - English Teacher, High School, 5/30/24  
Robuck, Quinlan - Girls Tennis Coach, Middle School, 10/7/23  
Robuck, Quinlan - Softball Coach, Middle School, 5/17/24  
Robuck, Quinlan - Speech Coach, High School, 4/8/24  
Starke, Randy - C Team Boys Basketball Coach, High School, 3/23/24  
Wehler, Monica - Human Resources Generalist, District Office, 5/28/24  
Westlund, Abby - Grade 4 Teacher, Park Elementary, 5/30/24  
Wichman, Gwen - Special Education Assistant, High School, 5/29/24

**Retirement**

Card, Todd - Computer/Business Teacher, Middle/High School, 5/30/24  
Card, Todd - Head Boys Tennis Coach, High School, 6/7/24  
Card, Todd - Head Girls Tennis Coach, High School, 10/27/23  
Card, Todd - Head Wrestling Coach, High School, 3/2/24  
Lokensgard, Patty - Education Assistant-Title I, Park Elementary, 5/17/24

**Summer**

Arriaga Rodriguez, Alicia - Targeted Services Education Assistant, Middle School, 6/17/24-7/18/24  
Boehme, Jenny - Targeted Services Teacher, Tiger Elementary, 6/17/24-7/25/24  
Brown, Alex - Exploratory Camp, Middle School, 6/3/24-6/6/24  
Carrigan, Leah - Targeted Services Teacher, West Elementary, 6/17/24-7/25/24  
Cederstrom, Emily - Targeted Services Teacher, Park Elementary, 6/17/24-7/25/24

## **Summer**

Draeger, Grace - Targeted Services Teacher, Tiger Elementary, 6/17/24-7/25/24  
Durheim, Jason - Targeted Services STREAM Teacher, West-Tiger-Park Elementaries, 6/17/24-7/25/24  
Eggert, Loriley - Cook 1, West Elementary, 6/3/24-8/22/24  
Ellefson, Dave - Targeted Services Social Studies Teacher, Crow River Area Learning Center/High School, 6/3/24-7/18/24  
Fritsch, Katelyn - Targeted Services HS101 Teacher, High School, 6/3/24-6/18/24  
Garcia Delgado, Gabriela - Assistant Cook, Tiger Elementary, 6/3/24-8/1/24  
Hamlow, Ruth - Targeted Services English Teacher, Crow River Area Learning Center/High School, 6/3/24-7/18/24  
Harlander, Darcy - Targeted Services Substitute Teacher, Park Elementary, 6/17/24-7/25/24  
Heilman, Emily - Garden Assistant Manager, Farm Site, 6/3/24-9/30/24  
Houseman, Ryan - Targeted Services Science Teacher, Crow River Area Learning Center/High School, 6/3/24-7/18/24  
Hubbard, Rhoda - Targeted Services HS101 Teacher, High School, 6/3/24-6/18/24  
Koehring, Gary - Exploratory Camp, Middle School, 6/3/24-6/6/24  
Krueger, Nikki - Cook Lead, West Elementary, 6/10/24-8/22/24  
Kucera, Dave - DAPE Teacher, District-wide, 7/8/24-7/26/24  
Lopez Alfaro, Laura - Cook, West Elementary, 6/3/24-8/22/24  
Moreno, Maria - Targeted Services Education Assistant, High School, 6/3/24-6/13/24  
Miller, Megan - Occupational Therapist, West Elementary, 7/8/24-7/26/24  
Nava, Maria - Targeted Services Education Assistant, High School, 6/17/24-6/27/24  
Neubarth, Kari - Targeted Services Substitute Teacher, Park Elementary, 6/17/24-7/25/24  
Och, Renee - Targeted Services Teacher, Tiger Elementary, 6/17/24-7/25/24  
Olson, Kari - Cook Lead, Park Elementary, 6/3/24-8/22/24  
Platz, Judy - Targeted Services Teacher, Tiger Elementary, 6/17/24-7/25/24  
Rausch, Pam - Targeted Services Teacher, High School, 6/3/24-6/27/24  
Renning, Abrah - Targeted Service Teacher, West Elementary, 6/17/24-7/25/24  
Rude, Corey - Targeted Services Math Teacher, Crow River Area Learning Center/High School, 6/3/24-7/18/24  
Sitz, Lisaann - Cook, Park Elementary, 6/3/24-8/22/24  
Steece, Timothy - Physical Therapist, District-wide, 6/3/24-8/23/24  
Steinbach, Joanie - Cook Lead, Tiger Elementary, 6/3/24-8/22/24  
Tavary, Meredith - Targeted Services Teacher, High School, 6/3/24-7/18/24  
Theis, Shelly - Targeted Services Elementary Substitute Teacher, 6/17/24-7/25/24  
Thode, Courtney - Targeted Services Teacher, West Elementary, 6/17/24-7/25/24  
Thode, Tim - Targeted Services Teacher, Middle School, 6/17/24-6/27/24  
Wersal, Ryan - Targeted Services Education Assistant, Middle School, 6/17/24-7/18/24  
Zaffke, Stephen - Targeted Services Teacher, High School, 6/26/24-6/27/24

## **Agreements**

[Joint Agreement for Employment of Food Service Director](#) - effective July 1, 2024

[Park Elementary Lease Agreement](#) - July 1, 2024 through June 30, 2028

[Agreement to Extend Probationary Period](#) - Michele Jozwick, July 1, 2024 through June 30, 2025

## **Insurance**

Dental, Life, and Long Term Disability Insurance

Administration recommends approving Reliance Standard as the insurance carrier for 2024-2025.

Employee-paid Vision Insurance and Short Term Disability

Administration recommends approving Reliance Standard as the insurance carrier for 2024-2025.

## 2024-2025 Health Insurance Rates

Administration recommends approval of the following health insurance rates for 2024-2025 with Health Partners.

2023-2024 Plans and Rates (HealthPartners)		2024-2025 Plans and Rates (HealthPartners)	
\$1,500 Deductible		\$2,500 Deductible	
Single	\$685.81	Single	\$858.84
Family	\$1,915.18	Family	\$2,398.39
\$3,500 HSA Deductible		\$4,000 HSA Deductible	
Single	\$613.09	Single	\$732.89
Family	\$1,712.10	Family	\$2,046.66
\$5,500 HSA Deductible		\$5,500 HSA Deductible	
Single	\$518.54	Single	\$689.73
Family	\$1,448.06	Family	\$1,926.12
\$7,000 HSA Deductible		\$8,050 HSA Deductible	
Single	\$515.43	Single	\$653.01
Family	\$1,439.39	Family	\$1,823.59