

Hutchinson Public Schools

Excellence in Academics, Activities, and Character

INDEPENDENT SCHOOL DISTRICT NO. 423
Regular Meeting of the Board of Education
July 8, 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, LONG-TERM FACILITY MAINTENANCE REVENUE APPLICATION, INSURANCE, FOOD SERVICE BID AWARDS
- VI. **PROGRAMS**
 - A. TIGER TIME (Mueller)
- VII. **ADMINISTRATIVE REPORTS**
 - A. FIRST POLICY READING: POLICY SERIES 400, 500, 600 AND POLICIES REVIEWED ANNUALLY/AS NEEDED (Administration)
 - B. 2024-2025 ACTIVITIES HANDBOOK (Tschida)
 - C. 2024-2025 SECONDARY STUDENT HANDBOOKS (Principals)
 - D. SUPERINTENDENT UPDATE (Deitte)
 - E. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)
 - F. DISTRICT OFFICE STAFFING UPDATE (Deitte/Scott/Boll)
- VIII. **BOARD MEMBER TOPICS**
 - A. SUPERINTENDENT'S SEMI-ANNUAL PERFORMANCE EVALUATION PUBLIC SUMMARY
 - B. COMMITTEE REPORTS
- XI. **OTHER ITEMS OF BUSINESS**
 - A. UPCOMING BOARD MEETINGS
 - B. UPCOMING COMMITTEE MEETINGS
 - C. CLOSED SESSION: NEGOTIATION STRATEGIES
- X. **ADJOURN TO OPEN SESSION**
- XI. **ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, July 8, 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. PROGRAMS

A. TIGER TIME (Mueller)

VII. ADMINISTRATIVE REPORTS

- A. FIRST POLICY READING: POLICY SERIES [400](#), [500](#), [600](#) AND POLICIES REVIEWED [ANNUALLY/AS NEEDED](#) (Administration)

Administrators have read these policies and are offering proposed changes for a first reading. The policies and a summary of changes are posted on the District [website](#).

Motion _____ Second _____

- B. 2024-2025 ACTIVITIES HANDBOOK (Tschida)

Bill Tschida, Activities Director, will speak to the proposed changes to the [2024-2025 Activities Handbook](#) (changes noted in red in the handbook). Administration recommends approval of the handbook as presented.

Motion _____ Second _____

- C. 2024-2025 SECONDARY STUDENT HANDBOOKS (Principals)

Principals will speak to the proposed changes to the 2024-2025 secondary student handbooks for [Middle School \(summary of changes\)](#) and [High School \(summary of changes\)](#). Administration recommends approval of the handbooks as presented.

Motion _____ Second _____

- D. SUPERINTENDENT UPDATE (Deitte)
- E. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)
- F. DISTRICT OFFICE STAFFING UPDATE (Deitte/Scott/Boll)

VIII. BOARD MEMBER TOPICS

- A. SUPERINTENDENT'S ANNUAL PERFORMANCE EVALUATION PUBLIC SUMMARY
- B. COMMITTEE REPORTS
- Facilities (Barnard/Knudtson/Olmstead)
 - Finance (Luthens/Massmann/Pollmann)
 - Parks, Recreation & Community Education (Pollmann)

IX. OTHER ITEMS OF BUSINESS

- A. UPCOMING BOARD MEETINGS
- **Work Session** - July 22, 2024, 5:30 pm, Middle School Media Center
 - **Regular School Board Meeting** - August 12, 2024, 5:30 pm, City Center

B. UPCOMING COMMITTEE MEETINGS

- **Facilities** - August 9, 2024, 10:00 am, Location to be Determined
- **Finance** - August 9, 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: NEGOTIATION STRATEGIES

Per M.S. 13D.03, Subd. 1-b the Chair will close the meeting for negotiation strategies.

X. **ADJOURN TO OPEN SESSION**

XI. **ADJOURN**

Motion_____

Second_____

CONSENT AGENDA

July 8, 2024

Minutes

The minutes of the [June 24, 2024 special meeting](#) are submitted for review and approval.

Claims

The administration recommends ratification of the [June 14 through June 20, 2024 claims](#) in the amount of \$1,700,495.69.

Employment

Change in Assignment

Garcia Delgado, Gabriela - Assistant Cook, West Elementary/Tiger Elementary, 6/24/24-8/23/24

Lopez Alfaro, Laura - Cook, West Elementary/Tiger Elementary, 6/24/24-8/23/24

Olson, Kari - Cook Lead, West Elementary/Rec Center, 6/24/24-8/23/24

Scheele, Amy - Community Education Program and Facilities Coordinator, Parks, Recreation, Community Education, 7/15/24

Sitz, Lisaann - Cook, West Elementary/Rec Center, 6/24/24-8/23/24

Steinbach, Joanie - Cook Lead, West Elementary/Tiger Elementary, 6/24/24-8/23/24

Extended Employment

Buker, Keri - Counselor, High School, 7/1/24-6/30/25

Ellefson, Dave - Counselor, High School, 7/1/24-6/30/25

Kropp, Chanda - Counselor, High School, 7/1/24-6/30/25

Lyon, Emily - Agriculture Teacher, High School, 7/1/24-6/30/25

Marshall, Scott - Agricultural Teacher, High School, 7/1/24-6/30/25

Smith, Katie - Float Nurse, District-wide, 7/1/24-8/23/24

Extended School Year (ESY)

Ellis, Paula - Education Assistant, District-wide, 7/9/24-7/25/24

Johnson, Jennifer - Education Assistant, District-wide, 7/9/24-7/25/24

Johnson, Luke - Education Assistant, District-wide, 7/9/24-7/25/24

Nohner, Sharon - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24

Seay, Sonia - Education Assistant, District-wide, 7/9/24-7/25/24

Sisson, Kathryn - Play and Learn Teacher, West Elementary, 7/8/24-7/19/24

Agreements

[Burich Arena Lease Agreement](#), effective July 1, 2024 through June 30, 2026

[Jointly Sponsored Grounds Maintenance Program Agreement](#), effective July 1, 2024 through June 30, 2026

[Use of Facilities Agreement](#), effective July 1, 2024 through June 30, 2026

[City of Hutchinson Police Services](#), effective 2024-2025 school year

Long-Term Facility Maintenance Revenue Application

Administration recommends approving the Long-term Facility Maintenance Revenue application.

- [Revenue Projections](#)
- [Expenditure Projections](#)

Insurance

Property/Liability Insurance

Administration recommends approving EMC as the property/liability insurance carrier for 2024-2025.

Workers' Compensation

Administration recommends approving SFM as the workers' compensation carrier for 2024-2025.

Food Service Bid Awards

Prime Food Vendor Bid Award

Administration recommends that the contract for the prime food vendor for the 2024-2025 school year be awarded to Indianhead Foodservice Distributor-Minnetonka Cooperative.

Bread Contract Award

Administration recommends that the contract for bread products for the 2024-2025 school year be awarded to Pan O'Gold.

Milk Contract Bid Award

Administration recommends that the contract for milk for the 2024-2025 school year be awarded to Stoney Creek Dairy.