

Hutchinson Public Schools

Excellence in Academics, Activities, and Character

INDEPENDENT SCHOOL DISTRICT NO. 423
Regular Meeting of the Board of Education
November 21, 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, SALE OF SURPLUS EQUIPMENT, EXTENDED FIELD TRIPS
- VI. PROGRAMS**
 - A. STUDENT HIGHLIGHTS (Kobow)
 - B. TIGER TIME (Tschida)
- VII. ADMINISTRATIVE REPORTS**
 - A. APPROVAL OF FISCAL YEAR 2024 AUDIT REPORT (Boll)
 - B. Q COMP MEMORANDUM OF AGREEMENT (Deitte)
 - C. READ ACT MEMORANDUM OF UNDERSTANDING (Scott)
 - D. SUPERINTENDENT UPDATE (Deitte)
 - E. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)
- VIII. BOARD MEMBER TOPICS**
 - A. AMERICAN EDUCATION WEEK, NOVEMBER 18-22, 2024 (Deitte)
 - B. PROCESS FOR SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)
 - C. COMMITTEE REPORTS
- XI. OTHER ITEMS OF BUSINESS**
 - A. UPCOMING BOARD MEETINGS
 - B. UPCOMING COMMITTEE MEETINGS
- X. ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Thursday, November 21, 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. STUDENT HIGHLIGHTS (Kobow)

B. TIGER TIME (Tschida)

VII. ADMINISTRATIVE REPORTS

A. APPROVAL OF FISCAL YEAR 2024 AUDIT REPORT (BoII)

Justin McGraw, representing the audit firm of Conway, Deuth & Schmiesing, will present an overview of the District Fiscal Year 2024 audit. Administration recommends approval of the audit as presented.

- [Management Letter, June 30, 2024](#)
- [Audited Financial Statements and Supplementary Information, June 30, 2024](#)
- [Audit Report, June 30, 2024](#)
- [Annual Auditor Fund Balance Letter](#)

Motion_____ Second_____

B. APPROVAL OF Q-COMP MEMORANDUM OF AGREEMENT (Deitte)

Administration recommends approval of the [Q-Comp Memorandum of Agreement](#) effective July 1, 2025 through June 30, 2027.

Motion_____ Second_____

C. READ ACT MEMORANDUM OF UNDERSTANDING (Scott)

Administration recommends approval of the [Read Act Memorandum of Understanding](#) effective July 1, 2023 through June 30, 2025.

Motion_____ Second_____

D. SUPERINTENDENT UPDATE (Deitte)

E. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)

VIII. BOARD MEMBER TOPICS

A. AMERICAN EDUCATION WEEK, NOVEMBER 18-22, 2024 (Deitte)

B. PROCESS FOR SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)

The Board will conduct a semi-annual performance evaluation of the Superintendent at the December 9, 2024 Board meeting.

C. COMMITTEE REPORTS

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

IX. OTHER ITEMS OF BUSINESS

A. UPCOMING BOARD MEETINGS

- **Work Session** - November 25, 2024, 5:45 pm, Middle School Media Center
- **Regular School Board Meeting** - December 9, 2024, 5:30 pm, City Center

B. UPCOMING COMMITTEE MEETINGS

- **Insurance** - November 21, 3:45 pm, District Office conference Room
- **Finance** - November 25, 2024, 3:00 pm, District Office Conference Room (tentative)
- **Parks, Recreation & Community Education** - December 2, 2024, 5:15 pm, Location to be Determined
- **Technology** - December 6, 2024, 7:15 am, Virtual
- **Facilities** - December 6, 2024, 10:00 am, Location to be Determined
- **Finance** - December 9, 2024, 3:00 pm, High School Conference Room
- **Comprehensive Achievement and Civic Readiness** - December 9, 2024, 3:45 pm, High School Forum

XI. ADJOURN

Motion_____

Second_____

CONSENT AGENDA
November 21, 2024

Minutes

The minutes of the [October 14, 2024 regular meeting](#), [October 25, 2024 special meeting](#), [October 28, 2024 work session](#), and [November 15, 2024 special meeting](#) are submitted for review and approval.

Claims

The administration recommends ratification of the [October 15 through November 5, 2024 claims](#) in the amount of \$2,948,946.02.

Employment

Change in Assignment

Dressel, Haley - Special Education Assistant, West Elementary, 9/3/24
Garcia Delgado, Gabriela - Cook, West Elementary, 11/11/24
Harbarth, Sarah - LPN, Middle School, 10/15/24
Johnson, Gwen - Special Education Assistant, High School, 9/3/24
Jones, Bella - Special Education Assistant, West Elementary, 9/23/24
Kirchner, Heidi - Special Education Assistant, Bus, 9/3/24
Plath, Nichole - Special Education Assistant, Transition Assistance Program, 10/7/24
Rick, Catherine - Cook, Park Elementary, 8/26/24
Worthington, Erin - Special Education Assistant, High School, 10/7/24

Community Education

Ahner, Jacob - Instructor, 10/11/24
Coffman, Craig - Instructor, 8/1/24
Georgakopoulos, Tess - Instructor, 10/11/24

Extended Employment

Card, Todd - Substitute Teacher, Middle School, 10/7/24-6/4/25
Mielke, Jacalynn - Substitute Teacher, Middle School, 10/25/24-6/4/25

Extended School Year

Pearce, Greg - Education Assistant, Bus, 7/18/24-7/25/24

Extra-Curricular

Boeckers, Mackenzie - Student Council Co-Advisor, High School, 10/1/24-6/6/25
Buker, Daniel - Fall Strength and Conditioning Coach, High School, 9/3/24
Buker, Keri - Student Council Co-Advisor, High School, 10/1/24-6/6/25
Harlander, Chad - Assistant Strength and Conditioning Coach, High School, 11/11/24-3/4/25
Huntley, Jacob - New World Singers, High School, 11/1/24-6/6/25
Ikem, Kristin - Head Special Olympics/Unified Coach, High School, 11/13/24-4/18/25
Koehring, Gary - Head Strength and Conditioning Coach, High School, 11/11/24-3/4/25
Messner, Rebecca - Assistant Special Olympics/Unified Coach, High School, 9/16/24-11/15/24
Neppel, Lisa - Event Worker, District-wide, 9/28/24
Nisse, Amy - Special Olympics/Unified Coach, High School, 9/16/24-11/15/24
Piechowski, Dennis - Grade 9 Boys Basketball Coach, High School, 11/18/24-3/22/25
Rude, Corey - Grade 9 Girls Basketball Coach, High School, 11/11/24-3/15/25
Scheuble, Troy - Fall Strength and Conditioning, High School, 9/3/24
Schraw, Tanner - Volleyball Coach, Middle School, 8/26/24-10/14/24

Independent Contracts

Larson, Keith - Building Supervisor, 2024-2026

Leaves of Absence

Corby, Emily - Early Childhood Family Education Teacher, West Elementary, 11/1/24-3/1/25
Olmscheid, Amanda - Special Education Assistant, West Elementary, 10/11/24-10/10/25
Rathmann, Alicia - Special Education Assistant, Transition Assistance Program, 10/22/24-10/21/25

New

Baysinger, Joleen - Special Education Assistant, Middle School, 10/21/24
Block, Bridget - Title I Teacher, Nonpublic Schools, 11/12/24-6/4/25
Bontjes, Savannah - Student Supervisor, West Elementary, 11/25/24
Davies, Ellie - Special Education Assistant, Middle School, 10/21/24
Drew, Jodi - Education Assistant-Title, West Elementary, 10/14/24
Lee, Meghan - Health/Medical Assistant, Transition Assistant Program, 10/21/24
Mahan-Deitte, Sienna - Special Education Assistant, West Elementary, 10/21/24
Manthey, Jill - Cook Lead, Tiger Elementary, 11/18/24
Mueller, Jenna - Assistant Cook, West Elementary, 11/11/24
Wendroth, Kari - Long-term Substitute Grade 2 Teacher, Tiger Elementary, 11/15/24-12/20/24
Wendroth, Kari - Long-term Substitute Grade 2 Teacher, Tiger Elementary, 12/20/25-3/21/25

Resignation

Anderson, Erin - B Squad Softball Coach, High School, 6/7/24
Hedges, Samantha - Special Education Assistant, High School, 5/29/24
Koehring, Gary - Basketball Coach, Middle School, 2/27/24
Koopmeiners, Cindi - K-5 Title I Teacher, Non-public Schools, 11/15/24
Lyons, Emily - Golf Coach, Middle School, 5/17/24
Piechowski, Dennis - Gr 9 Girls Basketball Coach, High School, 3/16/24
Raabe, Nathaniel - Assistant Musical Director, High School, 10/29/23
Raabe, Nathaniel - New World Singers Coach, High School, 5/30/24
Scheuble, Troy - Golf Coach, Middle School, 5/17/24
Stubblefield, Julie - Assistant Cook, Middle School, 10/20/24
VonBerge, Matthew - Winter Assistant Strength and Conditioning Coach, High School, 2/23/24

Termination

District employee, 10/15/24

Sale of Surplus Equipment

Item: Linon Home Dcor Luxor Memory Foam Folding Bed Mattress, Cot, Beige; Price: \$109.99; Number available for sale: 5

Extended Field Trips

[Wrestling](#) - Pequot Lakes, MN, 12/20/24-12/21/24

[Wrestling](#) - LaCrosse, WI, 12/26/24-12/28/24