

# Hutchinson Public Schools

*Excellence in Academics, Activities, and Character*

**INDEPENDENT SCHOOL DISTRICT NO. 423**  
**Regular Meeting of the Board of Education**  
**December 9, 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, EXTENDED FIELD TRIP
- VI. PROGRAMS**
  - A. STUDENT HIGHLIGHTS (Kobow)
  - B. TIGER TIME (Holtz)
- VII. ADMINISTRATIVE REPORTS**
  - A. TRUTH IN TAXATION HEARING (Boll)
  - B. FINAL ADOPTION OF 2024 PAYABLE 2025 LEVY (Boll)
  - C. APPROVAL OF BILL OF SALE AND ASSIGNMENT (Deitte)
  - D. APPROVAL OF LEASE AGREEMENT (Deitte)
  - E. SUPERINTENDENT UPDATE (Deitte)
  - F. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)
- VIII. BOARD MEMBER TOPICS**
  - A. RESOLUTION ACCEPTING DONATIONS
  - B. SCHOOL BOARD COMPENSATION SCHEDULE
  - C. COMMITTEE REPORTS
- IX. OTHER ITEMS OF BUSINESS**
  - A. UPCOMING BOARD MEETINGS
  - B. UPCOMING COMMITTEE MEETINGS
  - C. CLOSED MEETING - SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)
- X. ADJOURN TO OPEN SESSION (Luthens)**
- XI. ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, December 9, 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 (Holtz)**

Dawn Holtz, Middle School Principal, will highlight Middle School Science, including the Amplify science curriculum being used school-wide.

## VII. ADMINISTRATIVE REPORTS

### A. TRUTH IN TAXATION HEARING (Boll)

Becky Boll, Director of Business and Finance, will present an overview of the School District budget and review the 2024 payable 2025 levy information.

### B. FINAL ADOPTION OF 2024 PAYABLE 2025 LEVY (Boll)

Administration recommends adoption of the 2024 payable 2025 levy.

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

### C. APPROVAL OF BILL OF SALE AND ASSIGNMENT (Deitte)

Administration recommends approval of the Bill of Sale and Assignment for the property located at 1045 5th Avenue SE, Hutchinson, Mn between Lyle C. Hicks, as Trustee of the Amended and Restated Lyle C. Hicks Revocable Trust Agreement dated November 14, 2024 and ISD 423, effective December 10, 2024.

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

### D. APPROVAL OF LEASE AGREEMENT (Deitte)

Administration recommends approval of the Lease Agreement for the property located at 1045 5th Avenue SE, Hutchinson, Mn between ISD 423 and Superior Transportation Services, Inc., effective December 10, 2024 through June 30, 2027.

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

### E. SUPERINTENDENT UPDATE (Deitte)

### F. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)

## VIII. BOARD MEMBER TOPICS

### A. [RESOLUTION ACCEPTING DONATIONS](#)

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

### B. [SCHOOL BOARD COMPENSATION SCHEDULE](#)

The Board will discuss equitable distribution of work and compensation through a new compensation schedule based on Board and committee meetings, effective January 1, 2025.

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

### C. COMMITTEE REPORTS

- Comprehensive Achievement and Civic Readiness (Olmstead/Pollmann)
- Facilities (Barnard/Knudtson/Olmstead)
- Finance (Luthens/Massmann/Pollmann)
- Parks, Recreation & Community Education (Pollmann)
- Technology (Olmstead)

**IX. OTHER ITEMS OF BUSINESS**

**A. UPCOMING BOARD MEETINGS**

- **Reorganization Meeting** - January 13, 2025, 5:30 pm, City Center
- **School Board Regular Meeting** - January 13, 2025, following Reorganization Meeting, City Center
- **School Board Work Session** - January 27, 2025

**B. UPCOMING COMMITTEE MEETINGS**

- **Technology** - January 3, 2025, 7:15 am, Virtual
- **Parks, Recreation & Community Education** - January 6, 2025, 5:15 pm, Location to be Determined
- **Facilities** - January 10, 2025, 10:00 am, Location to be Determined
- **Finance** - January 13, 2025, 1:00 pm, District Office Conference Room
- **MSBA Leadership Conference** - January 16-17, 2025, Minneapolis Convention Center
- **Educator Licensure & Teacher Quality** - January 22, 2025, District Office Conference Room

**C. CLOSED MEETING - SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)**

Per M.S. 13d.05, Subd. 3, the Chair will close the meeting to conduct a semi-annual performance evaluation of the Superintendent.

Motion\_\_\_\_\_

Second\_\_\_\_\_

**X. ADJOURN TO OPEN SESSION (Luthens)**

**XI. ADJOURN**

Motion\_\_\_\_\_

Second\_\_\_\_\_

## CONSENT AGENDA

December 9, 2024

### **Minutes**

The minutes of the [November 21, 2024 regular meeting](#) and [November 25, 2024 work session](#) are submitted for review and approval.

### **Claims**

The administration recommends ratification of the [November 12 through December 3, 2024 claims](#) in the amount of \$1,418,242.26.

### **Employment**

#### ***Change in Assignment***

Bernardy, Samantha - LPN, High School, 12/9/24  
Lopez Alfaro, Laura - Assistant Cook, Middle School, 9/3/24  
Mahan-Deitte, Sienna - Special Education Assistant, West Elementary/Bus, 11/18/24  
Mohs, Angie - Special Education Assistant, West Elementary, 10/24/24  
Pzynski Miller, Sheryl - Early Childhood Family Education Teacher, West Elementary, 11/18/24-2/28/25

#### ***Community Education***

Buhler-Daugherty, Gloria - Instructor, PRCE, 12/5/24  
Haas, Jean - Instructor, PRCE, 12/5/24  
Hruby, Sandra - Instructor, PRCE, 12/5/24  
Kropp, Grant - Instructor, PRCE, 11/27/24  
Peterson, Colin - Lifeguard, PRCE, 12/7/24  
Smith, Christopher - Instructor, PRCE, 11/20/24

#### ***Extended Employment***

Borstad, Amy - Substitute Teacher, Middle School, 9/3/24-6/4/25

#### ***Extra-Curricular***

Schultz, Jeannie - Event Worker, District-wide, 11/18/24  
Thode, Tim - Boys Basketball Coach, Middle School, 1/2/25-2/20/25

#### ***Leaves of Absence***

Johnson, Sara - Early Childhood Special Education Teacher, West Elementary, 10/28/24-12/3/24  
Kucera, Dave - DAPE Teacher, District-wide, 11/13/24-11/13/25  
Nielsen, Heidi - Special Education Assistant, High School, 11/21/24  
Nelson, Meghan - Special Education Teacher, Middle School, 4/28/25-5/30/25  
Petersen, Brenda - Special Education Assistant, Middle School, 10/30/24-10/30/25  
Reierson, Stephanie - Special Education Assistant, Tiger Elementary, 10/21/24-10/21/25  
Schmidt, Alexander - Special Education Assistant, High School, 10/28/24-12/8/24  
Stuber, Laura - Special Education Assistant, Transition Assistance Program, 1/8/25-3/6/25

#### ***New***

Campos, Jessica - Assistant Cook, Middle School, 11/11/24  
Eckhart, Ronda - Long-term Substitute Agriculture Teacher, High School, 11/20/24-12/19/24  
Getzke, Mary - Long-term Substitute Social Worker/Behavior Interventionist, Park Elementary, 11/4/24-3/6/25  
Humphrie, Melissa - Special Education Assistant, West Elementary/Tiger Elementary, 10/28/24  
Monahan, Juli - Special Education Assistant, Tiger Elementary, 12/3/24  
Plombon, Tylee - Special Education Assistant, West Elementary, 12/6/24  
Rogowski, Tyler - Assistant Cook, District-wide, 12/2/24

#### ***Resignation***

Fairbanks, Rory - Head Girls Swim and Dive Coach, High School, 11/16/24  
McKnight, Ashton - Assistant Cook, Middle School, 11/15/24  
Mohs, Angie - Special Education Assistant, West Elementary, 11/26/24  
Weisenberger, Mike - Grade 9 Baseball Coach, 6/17/24

***Retirement***

Smith, Jennifer - Special Education Assistant, Transition Assistance Program, 11/29/24

**Extended Field Trip**

[Girls High School Hockey](#) - Holiday Tournament, Sauk Rapids, Mn, December 26-28, 2024