

# Hutchinson Public Schools

*Excellence in Academics, Activities, and Character*

**INDEPENDENT SCHOOL DISTRICT NO. 423**

**Special Meeting of the Board of Education**

**June 24, 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, EMPLOYMENT, MEMBERSHIP RENEWALS
- VI. ADMINISTRATIVE REPORTS**
  - A. FISCAL YEAR 2024-2025 BUDGET ADOPTION (BoII)
  - B. 2024-2025 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE (Tschida)
  - C. 2024-2025 ELEMENTARY STUDENT HANDBOOKS (Principals)
- VII. BOARD MEMBER TOPICS**
  - A. RESOLUTION CERTIFYING THE POPULATION ESTIMATE FOR THE 2024 PAYABLE 2025 LEVY
- VIII. OTHER ITEMS OF BUSINESS**
  - A. UPCOMING BOARD MEETINGS
  - B. UPCOMING COMMITTEE MEETINGS
- IX. ADJOURN**

The special meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, June 24, 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. FISCAL YEAR 2024-2025 BUDGET ADOPTION (Boll)**

Administration recommends adoption of the Fiscal Year 2025 budget as presented by Becky Boll, Director of Business and Finance.

Motion \_\_\_\_\_

Second \_\_\_\_\_

- B. [2024-2025 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE](#)  
(Tschida)

Administration recommends approval of the 2024-2025 Resolution for Membership in the Minnesota State High School League (MSHSL). The total fee is \$6,371.00 (\$100 membership fee, \$4,480 activity fee and \$1,791.00 per enrollment fee).

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

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

Principals will speak to the proposed changes to the 2024-2025 student handbooks for [West Elementary](#) (changes highlighted), [Tiger Elementary](#) (changes highlighted), and [Park Elementary](#) ([summary of changes](#)). Administration recommends approval of the handbooks as presented.

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

## VII. BOARD MEMBER TOPICS

- A. [RESOLUTION CERTIFYING THE POPULATION ESTIMATE FOR THE 2024 PAYABLE 2025 LEVY](#)

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

## VIII. OTHER ITEMS OF BUSINESS

- A. UPCOMING BOARD MEETINGS

- **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

- **Facilities** - July 2, 2024, 8:30 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

## IX. ADJOURN

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

## CONSENT AGENDA

June 24, 2024

### **Minutes**

The minutes of the [June 10, 2024 regular meeting](#) are submitted for review and approval.

### **Employment**

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

Borstad, Amy - Education Assistant, Middle School, 9/3/24  
Deal, Koni - Media Education Assistant, Tiger Elementary, 8/16/23  
Jozwick, Michele - Special Education-LD Teacher, Park Elementary, 8/26/24

#### ***Extracurricular***

Card, Todd - Head Boys Tennis Coach, High School, 3/24/25  
Card, Todd - Head Boys Wrestling Coach, High School, 11/18/24  
Card, Todd - Head Girls Tennis Coach, High School, 8/12/24  
Primus, Mason - Set Builder (Fall), High School, 8/12/24  
Sponholz, Tanya - Speech Advisor, High School, 11/11/24  
Westad, Holly - National Honor Society Advisor, High School, 9/3/24

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

Nelson, Kristin - Food Service & Campus Specialist, District Office, 6/17/24-7/31/24  
Taylor, Karrie - Director of Special Services, District Office, 6/17/24-6/30/24

#### ***Extended School Year***

Bridge, Jill - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Carlson, Abbey - Education Assistant, Park Elementary/Transition Assistance Program, 7/9/24-7/25/24  
Darnell, Wendy - Education Assistant, Bus, 7/9/24-7/25/24  
Johnson, Alyssa - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Johnson, Gwen - Education Assistant, Bus, 7/9/24-7/25/24  
Kurth, Ally - Teacher, West Elementary, 6/3/24-8/23/24 (increased hours)  
Mitsche, Agagale - Education Assistant, Bus, 7/9/24-7/25/24  
Nelson, Meghan L - Teacher, West Elementary, 7/8/24-7/26/24  
Plombon, Leslie - Education Assistant, Bus, 7/9/24-7/25/24

#### ***Leave of Absence***

Albrecht, Kaylee - FACS Teacher, High School, 8/26/24-9/3/24  
Carrigan, Michelle - Custodian, Tiger Elementary, 5/29/24-8/28/24  
Frankfurth, Meghan - Kindergarten Teacher, West Elementary, 5/22/24-8/25/24  
Marshall, Scott - Agriculture Teacher, High School, 5/14/24-5/30/24  
Schmidt, Ronald - Custodian, West Elementary, 6/11/24-7/26/24  
Smith, Jeff - Technical Education Teacher, High School, 8/26/24-11/5/24

#### ***New***

Card, Todd - Business Teacher (0.55 FTE), Middle School, 8/26/24  
Frank, Ma del Carmen, Spanish Teacher, High School, 8/26/24  
Langan, Jody - Grade 3 Teacher, Tiger Elementary, 8/26/24  
Nelson, Meghan L - ECSE Teacher, West Elementary, 8/26/24  
Pearson, Kristin - Grade 3 Teacher, Tiger Elementary, 8/26/24  
Reeves, Lauren - Art Teacher, Middle School, 8/26/24  
Sponholz, Tanya - English Teacher, High School, 8/26/24  
Strauss, Katie - Substitute LPN, District-wide, 9/3/24

***Resignation***

Messner, Emily - Special Education Assistant, Tiger Elementary, 5/29/24

Morales, Tiffany - Special Education Assistant, Bus Rider, 5/29/24

Nelson, Kristin - Food Service Specialist, District Office, 6/28/24

Nelson, Kristin - Campus Support Specialist, District Office, 6/28/24

***Summer***

Farenbaugh, Kristine - LPN, Tiger Elementary/Park Elementary/High School, 6/3/24-8/1/24

Harbarth, Sarah - Substitute LPN, Park Elementary, 7/11/24-7/11/24

Pzynski Miller, Sheryl - Early Childhood Family Education Teacher, West Elementary, 6/10/24-8/2/24

Schaufler, Jennifer - Early Childhood Family Education Teacher, West Elementary, 6/10/24-8/2/24

Schultz, Kristi - Early Childhood Family Education Assistant, West Elementary, 6/10/24-8/2/24

**Membership Renewals**

MREA (Minnesota Rural Education Association) - 2024-2025 Dues, \$2,500.00

(base fee - \$1,100, legislative fee - \$1,400)

MSBA (Minnesota School Board Association) - 2024-2025 Dues, \$8,624.00

(Policy Services - \$750.00, Membership - \$7,874.00)