

## **OFFICIAL MINUTES – REGULAR MEETING**

Board of Education

Independent School District No. 423

January 13, 2025

**CALL TO ORDER** – Chair Garrett Luthens called to order the regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, MN, at 5:42 pm in the City Council Chambers at City Center.

**ROLL CALL** - Members present: Diane Jankowski, Erin Knudtson, Garrett Luthens, Michael Massmann, Danny Olmstead, and Sara Pollmann. Also present were Dan Deitte, Superintendent; Becky Boll, Director of Business Finance; Michael Scott, Director of Teaching and Learning; and Tina Vorlicek, recording secretary. Members absent: Brie Kobow, Student Representative.

**PUBLIC COMMENTS** – No public comments were offered.

**CONSENT AGENDA** – Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to approve the consent agenda as follows:

- Approved the minutes of the December 9, 2024 regular meeting.
- Ratified the December 9, 2024 through January 7, 2025 claims in the amount of \$1,290.978.44 (including wire transfers).
- Authorized the following employment:

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

Bontjes, Savannah - Education Assistant-Student Supervisor, West Elementary, 12/5/24  
Cox, Mary - Special Education Assistant and Bus Rider, Tiger Elementary/Bus, 11/1/24  
Ebert, Alyssa - Special Education Assistant, West Elementary and Bus, 12/4/24  
Ellis, Paula - Special Education Assistant, Transition Assistance Program/Bus, 1/2/25  
Kaping, Jamie - Health/Medical Assistant and Administrative Assistant, West Elementary, 3/15/24  
Olmscheid, Amanda - Special Education Assistant, West Elementary, 9/3/24  
Plombon, Tylee - Special Education Assistant, West Elementary, 1/2/25  
Streich, Kimberly - Special Education Assistant, Bus, 9/3/24  
Ruiz, Noele - Education Assistant-ELL, Middle School, 12/6/24  
Walker, Abby - Special Education Assistant, High School, 12/13/24  
Young, Donald - special Education Assistant, High School, 11/27/24

### ***Community Education***

Hill, Thomas - Instructor, PRCE, 12/20/24  
Jennissen, Lucille - Lifeguard, PRCE, 12/7/24  
Schwartz, Izabelle - Lifeguard, PRCE, 12/7/24

### ***Extended Employment***

Davies, Ellie - Substitute Special Education Assistant, Middle School, 11/14/24-6/4/25  
Olson, Sara - Substitute Teacher, Middle School, 12/17/24-6/4/25

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

Graham, Luke - Boys Tennis Coach, Middle School, 3/31/25-5/16/25  
Neumann, Ashley - Assistant Special Olympics Basketball Coach, High School, 12/30/24-4/18/25

### ***Leaves of Absence (full or intermittent)***

Dressel, Haley - Special Education Assistant, West Elementary, 12/12/24-12/12/25  
Foster, Stacy - Special Education Assistant, West Elementary, 1/28/25-2/19/25

Lloyd-McDonald, Rebecca - Education Assistant-Media Center, Middle School,  
1/13/25-1/13/26

Marshall, Scott - Agriculture Teacher, High School, 12/11/24-5/12/25

Scheele, Amy - Community Education Program and Facility Coordinator, PRCE,  
12/3/24-12/17/24

Schmidt, Bonnie - Custodian, High School, 11/25/24-11/25/25

Steece, Timothy - Physical Therapist, District-wide, 12/11/24-1/2/25

***New***

Duke, Ashlynd - Assistant Cook, West Elementary, 1/6/25

Selchow, Jordan - Long-term Substitute ECSE Teacher, West Elementary, 12/30/24-3/15/25

Shogren, Terry - Special Education Assistant, High School, 1/27/25

Utecht, Josie - Special Education Assistant, Tiger Elementary, 12/30/24

Wollan, Andrea - Long-term Substitute Agriculture Teacher, High School, 12/19/24-3/7/25

Zipf, Annabelle - Special Education Assistant, West Elementary, 12/16/24

***Resignations***

Benson, Carla - Boys Tennis Coach, Middle School, 5/17/24

Dressel, Krista - Assistant Cook, West Elementary, 1/24/25

Reierson, Stephanie - Special Education Assistant, Tiger Elementary, 12/9/24

Runke, Brittany - Education Assistant-Preschool, West Elementary, 12/2/24

Wegner, Gregory - Custodian, Middle School, 12/3/24

***Retirement***

Nohner, Sharon - Special Education Assistant, Transition Assistance Program, 12/31/24

Parsons, Amy - English Teacher, High School, 6/6/25

***Targeted Services***

Moore, Andrea - Crow River Area Learning Center Work-based Learning Teacher, High School,  
11/18/24-6/3/25

***Termination***

Allgor, Kim - Contracted Service Provider with Strategic Staffing, District-wide, 9/23/24

**STUDENT HIGHLIGHTS** - None.

**TIGER TIME** - Karrie Taylor, Director of Special Services and English Learner Teachers Lyndsey Grand, Pam Rausch, and Judy Platz highlighted the District's Multilingual Learner program. ISD 423 students have exposure outside of school to 14 different languages. Since 2015, there has been a steady increase in the number of Multilingual Learners in the District, including an increase in those newly arrived in Country.

**MEMORANDUMS OF AGREEMENT - SELF INSURANCE RESERVE FUND (Deitte)** - Motion made by Danny Olmstead, seconded by Sara Pollmann, with all members present voting aye, to approve the Memorandums of Agreement between Independent School District No. 423, Hutchinson Public Schools and each collective bargaining group (School Service Employees Local No. 284 S.W.I.U., Education Minnesota Hutchinson Education Support Professionals, Education Hutchinson, and Administrative Group) for the purpose of dispersing a portion of the self insurance reserve fund, effective January 1, 2025 through December 31, 2026.

**SUPERINTENDENT UPDATE** - Dan Deitte, Superintendent, provided an update.

**DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)** - Michael Scott, Director of Teaching and Learning, provided District highlights and an update from the past month.

**PROGRAM/POSITIONS REDUCTION RESOLUTION (Chair)** – Chair Luthens introduced the resolution.

WHEREAS, there has been a reduction in student enrollment, and

WHEREAS, this decrease in student enrollment may necessitate the discontinuance or reduction of programs and/or the discontinuance or reduction of positions, and

WHEREAS, a determination must be made as to whether programs or positions must be reduced and/or discontinued,

BE IT RESOLVED, by the School Board of Independent School District No. 423 as follows:

That the School Board hereby directs the Superintendent and Administration to consider the discontinuance and/or reduction of programs or positions as a result of a reduction in enrollment and make recommendations to the School Board for the discontinuance of programs, reduction of programs, discontinuance of positions, or the reduction of positions.

The motion for adoption of this resolution was made by Michael Massmann and duly seconded by Danny Omstead, and upon a roll call vote being taken, the following members voted in favor of the motion: Diane Jankowski, Garrett Luthens, Erin Knudtson, Michael Massmann, Danny Olmstead, and Sara Pollmann. And the following members voted against the motion: none. Whereupon the resolution was declared duly passed and adopted.

**PUBLIC SUMMARY OF SUPERINTENDENT’S SEMI-ANNUAL EVALUATION (Chair)** – Superintendent Dan Deitte's six-month evaluation was held on December 9, 2024. Superintendent Dan Deitte and ISD 423 Board members Tiffany Barnard, Garrett Luthens, Michael Massmann, Danny Olmstead, and Sara Pollmann were present. Board members commended Mr. Deitte for his excellent communication skills and for responding to the district's immediate needs. Superintendent Deitte will continue to work on the following goals: Relationships Matter; Excellent Communicator; Raise Student Achievement; and Maintain Fiscal Responsibility, While Negotiating Competitive Salary/Benefit Packages.

**COMMITTEE REPORTS** - Committee reports were presented as follows:

- Facilities (Knudtson) - Building inventory tours are being conducted which will help ensure all facilities are being used efficiently and effectively. Discussed summer projects, bus garage, Middle School and Park Elementary gym curtain replacements, and window leaks at Tiger Elementary and Park Elementary.
- Finance (Pollmann) - The committee discussed the December bills, investments, self-insurance fund distribution, budget timeline and process, and general aid funding (ISD 423 ranks 231 out of 320 districts).
- Parks, Recreation & Community Education (Pollmann) - Two advisory board members retired and two joined, the VMF project is 90% complete, discussed 2025 projects, and free open swim opportunities provided by Hutchinson Health.

**UPCOMING BOARD MEETINGS -**

- **School Board Work Session** - January 27, 2025, 5:30 pm, District Office Conference Room
- **School Board Regular Meeting** - February 10, 2025, 5:30 pm, City Center

**UPCOMING COMMITTEE MEETINGS -**

- **Technology** - January 16, 2025, 3:45 pm, District Office Conference Room
- **Educator Licensure & Teacher Quality** - January 22, 2025, 4:00 pm, District Office Conference Room
- **Finance** - January 23, 2025, 4:00 pm, District Office Conference Room
- **Parks, Recreation & Community Education** - February 3, 2025, 5:15 pm, Location to be Determined

- **Finance** - February 6, 2025, 4:00 pm, District Office Conference Room
- **Facilities** - February 7, 2025, 10:00 am, Location to be Determined
- **Student Health & Wellness** - February 7, 2025, 3:00 pm, District Office Conference Room
- **Comprehensive Achievement and Civic Readiness** - February 10, 2025, 3:30 pm, High School Forum

**ADJOURN** - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, to adjourn the regular meeting at 6:40 pm.



Garrett Luthens, Chair

2/10/2025

Date



Michael Massmann, Clerk

2/10/2025

Date