

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

July 8, 2024

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 5:30 pm in the City Council Chambers at City Center.

ROLL CALL - Members present: Tiffany Barnard, Garrett Luthens, Erin Knudtson, Michael Massmann, and Danny Olmstead (arrived at 5:34 pm). 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: Sara Pollmann.

PUBLIC COMMENTS – No public comments were offered.

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

- Approved the minutes of the June 24, 2024 regular meeting.
- Ratified the June 14 through June 20, 2024 claims in the amount of \$1,700.495.69 (including wire transfers).
- Authorized the following 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

- Approved 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
- Approved the Fiscal Year 2026 Long-term Facilities Maintenance revenue application.
- Approved insurance providers for 2024-2025.
 - Property/Liability Insurance - EMC
 - Workers' Compensation - SFM
- Approved food service bid awards
 - Prime Food Vendor Bid Award - Indianhead Foodservice Distributor-Minnetonka Cooperative
 - Bread Contract Award - Pan O'Gold
 - Milk Contract Bid Award - Stoney Creek Dairy

FIRST POLICY READING: POLICY SERIES 400, 500, 600 AND POLICIES REVIEWED ANNUALLY/AS NEEDED

(Administration) - Moved by Erin Knudtson, seconded by Tiffany Barnard, with all members present voting aye, to approved the first reading of policy series 400, 500, 600, and policies reviewed annually/as needed.

2024-2025 ACTIVITIES HANDBOOK (Tschida) - Moved by Danny Olmstead, seconded by Michael Massmann, with all members present voting aye, approved the 2024-2025 Activities Handbook as presented.

2024-2025 SECONDARY STUDENT HANDBOOKS (Principals) - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, approved the 2024-2025 Middle School and High School Student Handbooks as presented.

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.

DISTRICT OFFICE STAFFING UPDATE (Boll/Deitte/Scott) - Administrators provided background information about the need for added administrative support within the District Office (many new legislative changes that have greatly increased all staff's benefit packages and administrative work loads).

SUPERINTENDENT'S ANNUAL PERFORMANCE EVALUATION PUBLIC SUMMARY - Superintendent Dan Deitte's annual evaluation was held on June 10, 2024, in closed session. Present were Superintendent Dan Deitte and all ISD 423 board members. The board expressed to Superintendent Deitte that he has been making a positive and meaningful impact in multiple areas of ISD 423. His communication skills and responsiveness with the board members have been appreciated. Superintendent Deitte will continue to work on the following goals: 1. Increase student achievement, 2. Work to retain and attract quality Staff, 3. Maintain fiscal responsibility, while negotiating competitive salary/benefit packages, and 4. Continue to build strong relationships with ISD 423 staff, students and the community.

COMMITTEE REPORTS - Committee reports were presented as follows:

- Facilities (Knudtson) - The committee discussed the long-term facilities maintenance plan, bus terminal, and the Middle School/District Office renovations.
- Finance (Massmann) - The committee reviewed bills, contracts, food vendors, District Office staffing, transportation, long-term facilities maintenance plan, and earned sick and safe time.

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

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

CLOSED SESSION: NEGOTIATION STRATEGIES - Moved by Tiffany Barnard, seconded by Danny Olmstead, with all members present voting aye, to closed the meeting at 6:35 pm pursuant to Minnesota Statutes section 13D.03, subdivision 1-b for negotiation strategies.

ADJOURN TO OPEN SESSION

ADJOURN - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to adjourn the regular meeting at 6:56 pm.



Garrett Luthens, Chair

8/12/2024

Date



Tiffany Barnard, Clerk

8/12/2024

Date