

## **OFFICIAL MINUTES – REGULAR MEETING**

Board of Education

Independent School District No. 423

September 9, 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, Danny Olmstead, and Sara Pollmann. Also present were Dan Deitte, Superintendent; Becky Boll, Director of Business Finance; and Michael Scott, Director of Teaching and Learning. Members absent: Tina Vorlicek, recording secretary; and Brie Kobow, Student Representative.

**PUBLIC COMMENTS** – Public comments were offered regarding the Title IX policy.

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

- Approved the minutes of the August 12, 2024 regular meeting and August 26, 2024 work session.
- Ratified the August 14 through September 4, 2024 claims in the amount of \$2,627.487.08 (including wire transfers).
- Authorized the following employment:

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

Foster, Stacy - Special Education Assistant, West Elementary, 9/3/24  
Garcia Delgado, Gabriela - Cook, West Elementary, 9/3/24  
McCarthy, Anita - Cook Lead, Middle School, 9/3/24  
Olson, Sara - Long-term Substitute Teacher, Middle School, 9/16/24-12/13/24  
Pzynski Miller, Sheryl - ECFE Parent Educator, West Elementary, 8/26/24  
Seay, Sonia - Special Education Assistant, Tiger Elementary, 9/3/24  
Steece, Timothy - Physical Therapist, Park Elementary, 8/26/24  
Telecky, Ashley - Special Education Assistant, West Elementary, 9/3/24  
Vallacher, Billie - Education Assistant-Title/Student Supervision, Park Elementary, 8/26/24  
Walker, Abby - Special Education Assistant, High School, 9/3/24

### ***Extended Employment***

Hanneman, Johanna - Media Specialist, District-wide, 7/1/24-6/30/25  
Huepenbecker, Valerie - Counselor, Middle School, 7/1/24-6/30/25  
Mahan-Deitte, Olivia - Special Education Teacher, West Elementary, 8/28/24-8/28/24  
Tillmann, Erika - Counselor, Middle School, 7/1/24-6/30/25

### ***Extended School Year (ESY)***

Nelson, Meghan - ECSE Teacher, West Elementary, 7/29/24-8/16/24

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

Buckentin, Jocelynn - Yearbook Co-Advisor, Middle School, 9/3/24  
Buker, Daniel - Head Fall Strength & Conditioning Coach, 9/3/24  
Cedestrom, Emily - Girls Tennis Coach, Middle School, 8/19/24  
Kutter, Stephanie - Volleyball Coach, Middle School, 9/2/24  
Messner, Amber - Event Worker, District-wide, 8/20/24  
Scheuble, Troy - Assistant Fall Strength & Conditioning Coach, 9/3/24

### ***Independent Contracts***

Beilke, Lois - Food Service Assistant Production Supervisor, 2024-2026  
DuFrane, Anthony - Special Education Accountant/Administrative Assistant, 2024-2026

Hietala, Michael - Network Manager, 2024-2026  
Jahn, David - Building Supervisor, 2024-2026  
Karels, Todd - District Electrician, 2024-2026  
Postusta, Tyler - District Technology Support Specialist, 2024-2026  
Rannow, Jenny - Payroll and Benefits Coordinator, 2024-2026  
Richardson, Robert - Food Service Production Supervisor/Culinary Coordinator, 2024-2026  
Schmidt, Nick - Director of Technology, 2024-2026  
Schmidt, Quintin - District Technology Support Specialist, 2024-2026  
Steinbach, Joanie - Food Service Assistant Production Supervisor, 2024-2026  
Trimbo, Dan - HVAC Specialist, 2024-2026  
Vorliceck, Kristina - Office Manager, District Office, 2024-2026

***Leaves of Absence***

Chan, Samantha - Special Education Teacher, Park Elementary, 8/29/24-10/29/24  
Garberg, Marica - Education Assistant, West Elementary, 8/26/24-10/6/24  
Johnson, Abigail - Special Education Teacher, Tiger Elementary, 3/17/25-6/5/25

***New***

Aten, Kari - Long-term Substitute Grade 1 Teacher, West Elementary, 8/26/24-10/7/24  
Bayerl, Mackenzie - Special Education Assistant, Transition Assistance Program, 9/3/24  
Corby, Emily - Early Childhood Family Education Teacher, West Elementary, 8/26/24  
DuFrane, Anthony - Special Education Accountant/Administrative Assistant, District Office, 9/3/24  
Eckhart, Ronda - Long-term Substitute Tech Ed Teacher, High School, 8/26/24-9/27/24  
Geislinger, Isabella - Special Education Assistant, Middle School, 9/3/24  
Ives, Tobii - Long-term Substitute Special Education Teacher, Park Elementary, 8/26/24-10/30/24  
Mahan-Deitte, Olivia - Special Education Teacher, West Elementary, 9/3/24-6/5-6/5/25  
McCoy, Hannah - Special Education Assistant, Tiger Elementary, 9/9/24  
Nelson, Kristin - Food Service Specialist, District Office, 8/19/24-9/16/24  
Rathmann, Alicia - Special Education Assistant, Transition Assistance Program, 9/9/24  
Schaufler, Jennifer - ECFE Teacher, West Elementary, 8/26/24  
Soliz, Vanessa - Special Education Assistant, West Elementary, 9/3/24  
Staples, Kate - Special Education Assistant, High School, 9/3/24  
Trout, Jessica - Occupational Therapist, District-wide, 8/26/24  
Whittington, Emily - Education Assistant-Title, Park Elementary, 9/9/24

***Other***

Wright, Rachael - Assistant Production Manager, Park Elementary, 5/31/24

***Resignation***

Amparo Garcia, Sabina - Cook, West Elementary, 5/30/24  
Arriaga Rodriguez, Alicia - Education Assistant-EL, Middle School, 8/15/24  
Benson, Carla - Assistant Girls Tennis Coach, Middle School, 10/7/23  
Berg, Kylee - Volleyball Coach, Middle School, 10/23/23  
Buckentin, Elizabeth - Yearbook Co-Advisor, Middle School, 4/1/24  
Burnison, Shanna - Cook, West Elementary, 5/30/24  
Buxcel, Brittney - Assistant Dance Coach, High School, 2/17/24  
Dalbec, Jaydn - Special Education Assistant, West Elementary, 5/31/24  
Drey, Brian - Assistant Robotics Coach, Middle School, 3/24/24  
Jahn, Tasha - Special Education Assistant, Park Elementary, 5/29/24  
Jorgensen, Tracy - Cook Assistant, Middle School, 5/30/24  
Newton, Barbara - Cook Assistant, Middle School, 5/30/24  
Rettig, Kari - Special Education Assistant, High School, 5/29/24

Runke, Brittany - Special Education Assistant, West Elementary, 5/31/24

Strauss, Katie - Substitute LPN, District-wide, 8/20/24

**Targeted Services**

Berge, Joshua - Math Lab Teacher, Crow River Area Learning Center/High School,  
9/3/24-6/4/25

Dobratz, Kris - Math Teacher, Crow River Area Learning Center/High School, 9/3/24-6/4/25

Hamlow, Ruth - English Teacher, Crow River Area Learning Center/High School, 9/3/24-6/4/25

Hubbard, Rhoda - Social Studies Teacher, Crow River Area Learning Center/High School,  
9/3/24-6/4/25

Otremba, Joe - Math Lab Teacher, Crow River Area Learning Center/High School,  
9/3/24-6/4/25

Rude, Corey - Math Teacher, Crow River Area Learning Center/High School, 3/17/25-6/4/25

Zaffke, Stephen - Science Teacher, Crow River Area Learning Center/High School,  
9/3/24-6/4/25

**TIGER TIME** - Lynn Neumann, Director of Parks, Recreation and Community Education, provided an overview of the Goats on the Go program. This was paid for through a \$50K DNR grant for prairie management. The goats provide targeted grazing for invasive species, are eco-friendly, and provide a sustainable approach to land management. The goats were used in four parks this year and are planned for three more parks next year.

**SECOND POLICY READING: POLICIES 204, 207, AND 708 (Administration)** - Moved by Erin Knudtson, seconded by Tiffany Barnard, with all members present voting aye, to approved the second reading of policies 204, 207, and 708.

**PRELIMINARY 2024 PAYABLE 2025 LEVY CERTIFICATION (Boll)** - Moved by Sara Pollmann, seconded by Michael Massmann, with all members present voting aye, to certify the maximum amount for the preliminary 2024 payable 2025 levy certification and allow the District time to verify all of the information and make corrections if necessary, until the final levy certification in December.

**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.

**2025-2028 SUPERINTENDENT EMPLOYMENT CONTRACT** - Moved by Erin Knudtson, seconded by Danny Olmstead, with all members present voting aye, to approve the Superintendent (Daniel Deitte) employment contract for the period of July 1, 2025 through June 30, 2028.

**RESOLUTION ACCEPTING DONATIONS** – Chair Garrett Luthens introduced the resolution.

**RESOLUTION ACCEPTING DONATIONS**

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance

with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Hutchinson Public Schools, ISD 423, gratefully accepts the following donations as identified below:

<u>Donor</u>	<u>Item</u>	<u>Designated Purpose (if any)</u>
Coborn's Inc.	472.97	MORE School Rewards
State Farm Insurance - Mike McGraw	100.00	Student recognition items
State Farm Insurance - Steve Kropp	100.00	Student recognition items
Carl Hoeft	310.48	Park Elem STREAM Programming
3M Site Hometown Donations	15,000	Tiger Path Program (CNA Supplies, Middle School Tigerpath)
3M Site Hometown Donations	8000.00	Senior Class Party Free-to-all
Kyle Wendling	500	Chromebook Rentals
Vivian Kirkpatrick	460.00	Robotics
Glen Kurth	10.00	Boys Wrestling
ServPro	1,000.00	Activities Sponsorship Program
Wealth Enhancement Group- Shad Ketcher	400.00	Activities Sponsorship Program
CorTrust Bank	100.00	Girls Soccer
David Larson Financial & Insurance	100.00	Girls Soccer
The Paint Factory LLC	100.00	Girls Soccer
John Sanken Inc	100.00	Girls Soccer
Quilt Haven on Main	50.00	Girls Soccer
Slumberland	100.00	Girls Soccer
Town & Country Tire	50.00	Girls Soccer
Bradford Law Office LTD	50.00	Girls Soccer
Edward Jones- Nick Pederson	50.00	Girls Soccer
Hometown Realty Inc- Matt P.	100.00	Girls Soccer
State Farm Insurance- Steve Kropp	100.00	Girls Soccer
Jay Malone	100.00	Girls Soccer
Theis Family Dental	1,000.00	Activities Sponsorship Program
Midwest Industrial Tool Grinding Inc	700.00	Activities Sponsorship Program
Glen Kurth	1,000.00	Activities Sponsorship Program
Peterson, Juergensen, Hemerick & Co	700.00	Activities Sponsorship Program
Hjerpe Contracting, Inc	700.00	Activities Sponsorship Program
The Title Team	1,000.00	Activities Sponsorship Program
Pro Auto MN Inc	700.00	Activities Sponsorship Program
Foster Mechanical	700.00	Activities Sponsorship Program
Mark DeRocher DDS	100.00	Girls Tennis Sponsor
Smedley Agency LLs	50.00	Girls Soccer
Kocks Jewelry	25.00	Girls Soccer
HFit 360	200.00	Girls Soccer
Pure Life Chiropractic & Wellness	50.00	Girls Soccer

Citizens Bank & Trust	250.00	Girls Soccer
Factory Direct	100.00	Girls Soccer
Hutchinson Dental Center	100.00	Girls Soccer
State Farm Insurance - Mike McGraw	50.00	Girls Soccer
Crow River Glass	100.00	Girls Soccer
Parkview Dental	50.00	Girls Soccer
Mark DeRocher DDS	100.00	Girls Soccer
Citizens Bank & Trust- Burich Family Foundation	500.00	Girls Soccer
State Farm - Steve Kropp	1,000.00	Activities Sponsorship Program
Piehl Hanson Beckman PA	700.00	Activities Sponsorship Program
Two Joes Hutchinson Inc- BWW	400.00	Activities Sponsorship Program
State Farm - Mike McGraw	1,000.00	Activities Sponsorship Program
Parkview Dental	700.00	Activities Sponsorship Program
Carpets Plus Color Tile	1,000.00	Activities Sponsorship Program
Southpoint Credit Union	1,000.00	Activities Sponsorship Program
Citizens Bank & Trust	1,000.00	Activities Sponsorship Program
Jay Malone	700.00	Activities Sponsorship Program
Fink Family Chiropractic	1,000.00	Activities Sponsorship Program
MidCountry Bank	700.00	Activities Sponsorship Program
Bear Paw Enterprises- Woodstone Senior Living	1,500.00	Activities Sponsorship Program
Edina Realty	700.00	Activities Sponsorship Program
Marcus Max-Ameriprise	400.00	Activities Sponsorship Program
James McCarthy Trucking	750.00	Activities Sponsorship Program
Auto Xpress LLP	1,500.00	Activities Sponsorship Program
Elbert Insurance & Financial Services	400.00	Activities Sponsorship Program
McLeod County Agricultural Association	800.00	Girls Soccer
Southpoint Credit Union	100.00	Girls Soccer/Girls Tennis
CorTrust Bank	1,000.00	Activities Sponsorship Program
Zephyrus Financial Services	1,000.00	Activities Sponsorship Program
Edward Jones - Nick Pederson	700.00	Activities Sponsorship Program
Asset Protection & Restoration (APR Roofing)	700.00	Activities Sponsorship Program
CenBank	1,500.00	Activities Sponsorship Program
Hutchinson Co-op	400.00	Activities Sponsorship Program
Southwest Initiative Foundation	5,000.00	Exploratory Camps
<b>June - August Total</b>	61,178.45	
<b>Yearly Total</b>	61,178.45	

The motion for adoption of this resolution was made by Sara Pollmann and duly seconded by Danny Olmstead, and upon a roll call vote being taken, the following members voted in favor of the motion: Tiffany Barnard, 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.

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

- Facilities (Knudtson) - TAP and the District Office were both moved into before school started and construction was completed under budget. Thank you to Justin TenEyck and his staff for making this happen! The committee discussed three bus terminal options.
- Finance (Massmann) - The committee reviewed the August financial reports, donations, employment contracts (individual settled and unsettled contracts and the Superintendent contract), the annual audit field work may begin September 30, bus terminal options, enrollment, the preliminary levy certification, and the Read Act.
- Parks, Recreation & Community Education (Knudtson) - There will be no meeting in September.
- Striving for Comprehensive Achievement and Civic Readiness (Pollmann) - The report was covered in the Director of Teaching and Learning update.
- Technology (Olmstead) - The committee reviewed the summer projects, the new sound system for the Middle School, cybersecurity staff training, and the committee's meeting date/time.

**UPCOMING BOARD MEETINGS** -

- **Work Session** - September 23, 2024, 5:45 pm, District Office Conference Room
- **Regular School Board Meeting** - October 14, 2024, 5:30 pm, City Center

**UPCOMING COMMITTEE MEETINGS** -

- **Technology** - October 4, 2024, 7:15 am, Virtual
- **Parks, Recreation & Community Education** - October 7, 2024, 5:15 pm, Location to be Determined
- **Facilities** - October 11, 2024, 10:00 am, Location to be Determined
- **Finance** - October 14, 2024, 1:00 pm, District Office Conference Room
- **Educator Licensure & Teacher Quality** - October 23, 2024, District Office Conference Room

**CLOSED SESSION: PURCHASE AND SALE OF PROPERTY AT 1045 5TH AVE SE, HUTCHINSON** - Moved by Erin Knudtson, seconded by Danny Olmstead, with all members present voting aye, to close the session at 6:20 pm pursuant to Minnesota Statutes section 13D.05, subdivision 3(c), to consider the purchase or sale of property.

**ADJOURN TO OPEN SESSION** - Moved by Danny Olmstead, seconded by Michael Massmann, with all members present voting aye, to adjourn to open session at 7:04 pm.

**ADJOURN** - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to adjourn the regular meeting at 7:05 pm.



Garrett Luthens, Chair

10/14/2024  
Date



Tiffany Barnard, Clerk

10/14/2024  
Date