

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

October 14, 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 (arrived at 5:31pm), 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 Sara Pollmann, seconded by Erin Knudtson, with all members present voting aye, to approve the consent agenda as follows:

- Approved the minutes of the September 9, 2024 regular meeting, September 23, 2024 work session, and the October 7, 2024 special meeting.
- Ratified the September 11 through October 9, 2024 claims in the amount of \$3,335.602.25 (including wire transfers).
- Authorized the following employment:

Change in Assignment

Anderson, Haley - Special Education Assistant, Transition Assistant Program/Community,
9/3/23

Anderson, Susan - Special Education Assistant, Tiger Elementary, 9/3/24

Cox, Mary - Special Education Assistant, Tiger Elementary, 9/3/24

Dammann, Rebekah - Occupational Therapist, Park Elementary, 8/26/24

Ebert, Alyssa - Special Education Assistant, West Elementary, 10/7/24

Foster, Stacy - Education Assistant-ECFE, West Elementary, 9/17/24

Greve, Karen - Cook, Tiger Elementary/West Elementary, 9/3/24

Heerdt, Karissa - Education Assistant-ECFE, West Elementary, 9/16/24

Johnson, Debra - Special Education Assistant, West Elementary, 9/3/24

Johnson, Gwen - Special Education Assistant, High School, 9/3/24

Jones, Bella - Special Education Assistant, West Elementary, 9/3/24

Kroon Pesevento, Jennifer - Speech and Language Pathologist, West Elementary, 8/26/24

Lohrey, Katelynn - Special Education Assistant/Education Assistant-Title, High School, 9/9/24

Lopez Alfaro, Laura - Assistant Cook, Middle School, 9/3/24

McGraw, Karla - Special Education Assistant, Middle School, 9/13/24

Mielke, Jacalynn - Education Assistant/Student Supervisor, Middle School, 9/10/24

Paulson, Caroline - Speech and Language Pathologist, West Elementary, 8/26/24

Peck, Bonnie - Special Education Assistant, Park Elementary, 9/3/24

Plath, Nichole - Special Education Assistant, Transition Assistance Program, 9/16/24

Schmidt, Diana - Special Education Assistant, West Elementary/Head Start, 9/3/24

Seay, Sonia - Special Education Assistant, Tiger Elementary, 10/7/24

Shafer, Wendy - Cook, Tiger Elementary, 8/27/24

Soliz, Vanessa - Special Education Assistant, West Elementary, 10/7/24

Stuber, Laura - Sign Language Interpreter/Education Assistant, Transition Assistance Program,
8/26/24

Telecky, Ashley - Special Education Assistant, West Elementary, 9/3/24
Wester, Julie - Special Education Assistant, West Elementary, 9/3/24
Vasquez, Vivian - Special Education Assistant, Park Elementary, 9/3/24
Walker, Abby - Special Education Assistant, High School, 9/3/24-12/18/24
Walling, Jody - Special Education Assistant, West Elementary, 9/3/24
Weber, Hunter - Custodian, Middle School/Floater, 9/3/24
Young, Don - Special Education Assistant, High School, 9/9/24

Community Education

Alberts, Leslie - Instructor, Community Education, 8/1/24
Ambron, Jonathan - Instructor, Community Education, 8/1/24
Bouta, Jessica - Instructor, Community Education, 8/1/24
Bridge, Jill - Instructor, Community Education, 8/1/24
Bzdok, Chrlene - Instructor, Community Education, 8/1/24
Dean, Kirsten - Instructor, Community Education, 8/1/24
Erlandson, Conner - Lifeguard, Middle School, 9/11/24
Forst, Laura - Instructor, Community Education, 9/19/24
Gatz, Charlotte - Instructor, Community Education, 8/1/24
Kieser, Megan - Instructor, Community Education, 8/1/24
Kropp, Chanda - Instructor, Community Education, 8/1/24
Ledin, Steve - Instructor, Community Education, 8/1/24
Merkins, Andrew - Instructor, Community Education, 8/1/24
Mezera, Jakob - Lifeguard, Middle School, 9/9/24
Scheele, Amy - Instructor, Community Education, 8/1/24
Schroeder, Maggie - Instructor, Community Education, 9/23/24
Stifter, Michael - Instructor, Community Education, 8/1/24
Vander Veen, Patrice - Instructor, Community Education, 8/1/24
Wadsworth, Daeshaundra - Instructor, Community Education, 8/1/24
Wick, Sawyer - Lifeguard, Middle School, 9/6/24
Witte, Sara - Instructor, Community Education, 8/1/24

Extended Employment

Corby, Emily - Early Childhood Family Education Teacher, West Elementary, 9/26/24-3/28/25
Fritsch, Katelyn - Homeless Liaison, District-wide, 9/3/24-6/5/25
Heerdt, Karissa - Education Assistant-ECFE, West Elementary, 9/26/24-3/28/25
Johnson, Veronica - Education Assistant-EL/ECFE, West Elementary, 9/27/24-3/28/25
Kern-Anderson, Jennifer - On-call Substitute Teacher, Park Elementary, 9/5/24-6/6/25
Nelson, Kristin - Food Service Specialist, District Office, 10/17/24-10/17/24
Platz, Judy - English Language Teacher-ECFE, West Elementary, 9/26/24-3/28/25
Schultz, Kristi - Education Assistant-EL/ECFE, West Elementary, 9/27/24-3/28/25
Young, Angela - Education Assistant, Middle School, 9/10/24-6/4/25

Extra-Curricular

Berscheit, Leah - Assistant Strength and Conditioning Coach, High School, 9/16/24
Brown, Alex - Football Coach, Middle School, 8/19/24
Frykman, Jon - Football Coach, Middle School, 8/29/24
Huntley, Andrea - Grade 1 Musical Leader, West Elementary, 1/2/25
Katzenmeyer, Kati - Event Worker, District-wide, 9/12/24
Lauer, Jessica - Assistant Danceline Coach, High School, 10/21/24
Manderscheid, Cody - Football Coach, Middle School, 8/19/24
Och Kyle - Event Worker, District-wide, 8/13/24
Piechowski, Dennis - Grade 10 Volleyball Coach, High School, 8/12/24
Rozeboom, Jordan - Assistant Strength and Conditioning Coach, High School, 9/16/24

Wehler, Monica - Event Worker, District-wide, 9/3/24

Independent Contracts

Bjorstrom, Yuri - Behavior Support Specialist, 2024-2026

Fritsch, Katelyn - K-12 Chemical Health Specialist, 2024-2026

Longhenry, Cindy - Controller, District Office, 2024-2026

Mueller, Lesli - Director of Food Service, District Office, 2024-2026

Leaves of Absence

Dammann, Rebekah - Occupational Therapist, Park Elementary, 9/19/24-9/24/24

Feuerborn, Allison - Administrative Assistant Lead, Middle School, 10/16/24-10/22/24

Hjerpe, Madison - Speech Pathologist, West Elementary, 3/3/25

Lyons, Emily - Agriculture Teacher, High School, 11/19/24

Olson, Duwayne - Assistant Cook, District-wide, 8/26/24

Stuber, Laura - Sign Language Interpreter/Education Assistant, Transition Assistance Program, 9/23/24

Telecky, Ashley - Special Education Assistant, West Elementary, 11/25/24

Vallacher, Billie - Education Assistant-Title, Park Elementary, 9/10/24-9/16/24

New

Albrecht, Rebecca - Long-term Substitute Special Education Assistant, Middle School, 9/16/24-12/9/24

Baum, Amber - Administrative Assistant Lead, High School, 10/14/24

Cisewski, Melissa - Education Assistant, Tiger Elementary, 10/21/24-6/4/25

Dressel, Krista - Assistant Cook, West Elementary, 10/7/24

Haefs, Katie - Substitute LPN, District-wide, 10/14/24

Heerdt, Karissa - Education Assistant-ECFE, West Elementary, 9/16/24

Johnson, Connie - Long-term Substitute Cook Lead, Tiger Elementary, 9/23/24

Luna Sanchez, Norma - Education Assistant-EL, West Elementary, 10/7/24

Mohs, Angie - Special Education Assistant, Tiger Elementary, 10/14/24

Reierson, Stephanie - Special Education Assistant, Tiger Elementary, 9/16/24

Ruiz, Noele - Education Assistant-EL and Supervision, Middle School, 9/23/24

Schwantes, Sharon - Long-term Substitute Administrative Assistant Lead, High School, 9/16/24

Stubblefield, Julie - Assistant Cook, Middle School, 9/16/24

Worthington, Erin - Special Education Assistant, High School, 9/16/24

Other

Runke, Brittany - Education Assistant-Preschool, West Elementary, 9/3/24

Resignation

Del Fiacco, Roger - Assistant Girls Hockey Coach, High School, 2/24/24

Lofgren, Shelby - Grade 1 Musical Leader, West Elementary, 6/4/24

Schumacher, Derrick - Football Coach, Middle School, 8/27/24

Seifert, Kyle - Head Girls Lacrosse Coach, High School, 6/15/24

Thompson-Munn, Kristi - Education Assistant, West Elementary, 9/13/24

Williams, Hannah - Special Education Assistant, Tiger Elementary, 5/31/24

Targeted Services

Pachan, Karen - Crow River Alternative Learning Center Work-Based Learning Teacher, High School, 9/3/24-5/29/25

Schmidt, Jeff - Teacher, Middle School, 9/9/24-5/30/25

Schraw, Tanner - Teacher, Middle School, 9/9/24-5/30/25

- Approved the following extended field trips: FFA National Convention, Indianapolis, IN - October 21-26, 2024 and 7th and 8th Grade Students, Washington, DC - June 2025.

TIGER TIME - Jen Telecky, High School Principal, provided an overview of the college credits, hands-on learning, and real-world applications/experiences provided through the TigerPath program. Student Julia Kosel gave a first-hand account of her job-shadowing experience with a local veterinarian.

MINNESOTA STATE HIGH SCHOOL LEAGUE (MSHSL) CONSTITUTIONAL AMENDMENT VOTE (Massmann/Deitte) - Michael Massmann provided an overview of the proposed changes redefining the MSHSL as a 9th through 12th grade organization and technical language changes that cover archaic, outdated, and inconsistent language. As the Board's MSHSL representative, Massmann will complete the online vote in favor of the proposed changes.

APPROVAL OF COMMITTED FUND BALANCE (Boll) - Moved by Sara Pollmann, seconded by Danny Olmstead, with all members present voting aye, to approve \$56,812.00 as the committed fund balance for severance pay and other retirement benefits for the fiscal year ending June 30, 2024.

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.

RESOLUTION SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION - Chair Garrett Luthens introduced the resolution.

**RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO
MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of Hutchinson Public Schools, ISD 423 recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Hutchinson Public Schools, ISD 423 supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

The motion for adoption of this resolution was made by Michael Massmann and duly seconded by Erin Knudtson, 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:

- Educator Licensure & Teacher Quality (Massmann) - A short meeting was held to approve/add a new mandate to the handbook and approve the member roster for 2024-2025.
- Facilities (Barnard) - The committee did a preliminary assessment of the activities fields and buildings and discussed the bus terminal (annexation process is continuing on the District-owned farmland, the District has accepted a counter offer to purchase the building/property from Hick's).

- Finance (Pollmann) - The committee reviewed the September bills, investments, farmland rental, and preliminary information from the annual audit.
- Insurance (Luthens) - The committee met to make a recommendation to the HR Committee for allocating the self insurance funds.
- Parks, Recreation & Community Education (Pollmann) - The group toured the historic St. John's Episcopal church (which is available to rent for events), the lighting at VMF is complete (will start on the grandstand project), the annual Bike to School event went well, there is a new Gaga ball pit at Lion's Park, Odd Fellows (Barney Park) will be getting new (purple) equipment, and the Hutchinson Area Healthcare Foundation is providing free open swim nine times this coming fall/winter.
- Technology (Olmstead) - There was an internet outage at the High School (but it was fixed and back up quickly), there are issues with student-owned Chrombooks being outdated, the committee will continue to meet on the first Friday of each month at 7:15 am, further discussion is needed about District-wide technology/upgrades.

UPCOMING BOARD MEETINGS -

- **Work Session** - October 28, 2024, 5:45 pm, District Office Conference Room
- **Regular School Board Meeting** - November 11, 2024, 5:30 pm, City Center

UPCOMING COMMITTEE MEETINGS -

- **Educator Licensure & Teacher Quality** - October 23, 2024, District Office Conference Room
- **Finance** - October 28, 2024, 3:00 pm, District Office Conference Room
- **Technology** - November 1, 2024, 7:15 am, Virtual
- **Parks, Recreation & Community Education** - November 4, 2024, 5:15 pm, Location to be Determined
- **Facilities** - November 8, 2024, 10:00 am, Location to be Determined
- **Finance** - November 11, 2024, 3:00 pm, District Office Conference Room

CLOSED SESSION: PERSONNEL - Moved by Danny Olmstead, seconded by Erin Knudtson, with all members present voting aye, to close the session at 6:39 pm pursuant to Minnesota Statutes section 13D.05, subdivision 2(b) for preliminary consideration of allegations against an employee of the District.

ADJOURN TO OPEN SESSION / BOARD ACTION, IF ANY - Moved by Danny Olmstead, seconded by Michael Massmann, with all members present voting aye, to adjourn to open session at 7:28 pm.

ADJOURN - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to adjourn the regular meeting at 7:29 pm.



Garrett Luthens, Chair

11/21/2024
Date



Tiffany Barnard, Clerk

11/21/2024
Date