

## **OFFICIAL MINUTES – REGULAR MEETING**

Board of Education  
Independent School District No. 423  
November 21, 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, Erin Knudtson, Garrett Luthens, Michael Massmann, Danny Olmstead (arrived at 5:43pm), and Sara Pollmann. Also present were Dan Deitte, Superintendent; Becky Boll, Director of Business Finance; Michael Scott, Director of Teaching and Learning; Brie Kobow, Student Representative; and Tina Vorlicek, recording secretary. Members absent: none.

**PUBLIC COMMENTS** – Public comment was received congratulating Michael Massmann and Sara Pollmann on their re-election and thanking Tiffany Barnard for her service (noting her leadership will be a loss to the Board and District).

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

- Approved the minutes of the October 14, 2024 regular meeting, October 25, 2024 special meeting, October 28, 2024 work session, and the November 15, 2024 special meeting.
- Ratified the October 15 through November 5, 2024 claims in the amount of \$2,948.946.02 (including wire transfers).
- Authorized the following employment:

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

Dressel, Haley - Special Education Assistant, West Elementary, 9/3/24  
Garcia Delgado, Gabriela - Cook, West Elementary, 11/11/24  
Harbarth, Sarah - LPN, Middle School, 10/15/24  
Johnson, Gwen - Special Education Assistant, High School, 9/3/24  
Jones, Bella - Special Education Assistant, West Elementary, 9/23/24  
Kirchner, Heidi - Special Education Assistant, Bus, 9/3/24  
Plath, Nichole - Special Education Assistant, Transition Assistance Program, 10/7/24  
Rick, Catherine - Cook, Park Elementary, 8/26/24  
Worthington, Erin - Special Education Assistant, High School, 10/7/24

### ***Community Education***

Ahner, Jacob - Instructor, 10/11/24  
Coffman, Craig - Instructor, 8/1/24  
Georgakopoulos, Tess - Instructor, 10/11/24

### ***Extended Employment***

Card, Todd - Substitute Teacher, Middle School, 10/7/24-6/4/25  
Mielke, Jacalynn - Substitute Teacher, Middle School, 10/25/24-6/4/25

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

Pearce, Greg - Education Assistant, Bus, 7/18/24-7/25/24

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

Boeckers, Mackenzie - Student Council Co-Advisor, High School, 10/1/24-6/6/25  
Buker, Daniel - Fall Strength and Conditioning Coach, High School, 9/3/24  
Buker, Keri - Student Council Co-Advisor, High School, 10/1/24-6/6/25  
Harlander, Chad - Assistant Strength and Conditioning Coach, High School, 11/11/24-3/4/25  
Huntley, Jacob - New World Singers, High School, 11/1/24-6/6/25

Ikem, Kristin - Head Special Olympics/Unified Coach, High School, 11/13/24-4/18/25  
Koehring, Gary - Head Strength and Conditioning Coach, High School, 11/11/24-3/4/25  
Messner, Rebecca - Assistant Special Olympics/Unified Coach, High School,  
9/16/24-11/15/24  
Neppl, Lisa - Event Worker, District-wide, 9/28/24  
Nisse, Amy - Special Olympics/Unified Coach, High School, 9/16/24-11/15/24  
Piechowski, Dennis - Grade 9 Boys Basketball Coach, High School, 11/18/24-3/22/25  
Rude, Corey - Grade 9 Girls Basketball Coach, High School, 11/11/24-3/15/25  
Scheuble, Troy - Fall Strength and Conditioning, High School, 9/3/24  
Schraw, Tanner - Volleyball Coach, Middle School, 8/26/24-10/14/24

***Independent Contracts***

Larson, Keith - Building Supervisor, 2024-2026

***Leaves of Absence***

Corby, Emily - Early Childhood Family Education Teacher, West Elementary, 11/1/24-3/1/25  
Olmscheid, Amanda - Special Education Assistant, West Elementary, 10/11/24-10/10/25  
Rathmann, Alicia - Special Education Assistant, Transition Assistance Program,  
10/22/24-10/21/25

***New***

Baysinger, Joleen - Special Education Assistant, Middle School, 10/21/24  
Block, Bridget - Title I Teacher, Nonpublic Schools, 11/12/24-6/4/25  
Bontjes, Savannah - Student Supervisor, West Elementary, 11/25/24  
Davies, Ellie - Special Education Assistant, Middle School, 10/21/24  
Drew, Jodi - Education Assistant-Title, West Elementary, 10/14/24  
Lee, Meghan - Health/Medical Assistant, Transition Assistant Program, 10/21/24  
Mahan-Deitte, Sienna - Special Education Assistant, West Elementary, 10/21/24  
Manthey, Jill - Cook Lead, Tiger Elementary, 11/18/24  
Mueller, Jenna - Assistant Cook, West Elementary, 11/11/24  
Wendroth, Kari - Long-term Substitute Grade 2 Teacher, Tiger Elementary,  
11/15/24-12/20/24  
Wendroth, Kari - Long-term Substitute Grade 2 Teacher, Tiger Elementary, 12/20/25-3/21/25

***Resignation***

Anderson, Erin - B Squad Softball Coach, High School, 6/7/24  
Hedges, Samantha - Special Education Assistant, High School, 5/29/24  
Koehring, Gary - Basketball Coach, Middle School, 2/27/24  
Koopmeiners, Cindi - K-5 Title I Teacher, Non-public Schools, 11/15/24  
Lyons, Emily - Golf Coach, Middle School, 5/17/24  
Piechowski, Dennis - Gr 9 Girls Basketball Coach, High School, 3/16/24  
Raabe, Nathaniel - Assistant Musical Director, High School, 10/29/23  
Raabe, Nathaniel - New World Singers Coach, High School, 5/30/24  
Scheuble, Troy - Golf Coach, Middle School, 5/17/24  
Stubblefield, Julie - Assistant Cook, Middle School, 10/20/24  
VonBerge, Matthew - Winter Assistant Strength and Conditioning Coach, High School,  
2/23/24

***Termination***

District employee, 10/15/24

- Approved the sale of surplus equipment: item: Linon Home Dcor Luxor Memory Foam Folding Bed Mattress, Cot, Beige; Price: \$109.99; Number available for sale: 5.
- Approved extended field trips for: Wrestling to Pequot Lakes, Mn, December 20 - 21, 2024 and Wrestling to LaCrosse, Wi, December 26 - 28, 2024.

**STUDENT HIGHLIGHTS** - Brie Kobow, Student Representative, highlighted recent and upcoming events.

**TIGER TIME** - Bill Tschida, Activities Director, recognized the District's nominees for the MSHSL ExCEL Award: Elliott Ladwig and Ava Knorr and the nominees for the MSHSL Triple A Award: Eric Oberg and Emma Czech. The FFA Ag Issues Team was also introduced and demonstrated their understanding of the principles and fundamentals of agriculture issue analysis.

**APPROVAL OF FISCAL YEAR 2024 AUDIT REPORT (Boll)** - Moved by Danny Olmstead, seconded by Sara Pollmann, with all members present voting aye, to approve the fiscal year 2024 audit report as presented.

**APPROVAL OF Q-COMP MEMORANDUM OF AGREEMENT (Deitte)** - Moved by Erin Knudtson, seconded by Danny Olmstead, with all members present voting aye, to approve the Q-Comp Memorandum of Agreement effective July 1, 2025 through June 30, 2027.

**READ ACT MEMORANDUM OF UNDERSTANDING (Scott)** - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to approve the Read Act Memorandum of Understanding effective July 1, 2023 through June 30, 2025.

**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.

**AMERICAN EDUCATION WEEK, NOVEMBER 18-22, 2024 (Deitte)** - On behalf of the Board and Administration, Superintendent Deitte thanked all District staff for the great work they do for the students and families of our District.

**PROCESS FOR SUPERINTENDENT SEMI-ANNUAL EVALUATION (Luthens)** - The Board will conduct a semi-annual performance evaluation of the Superintendent at the December 9, 2024 Board meeting.

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

- Educator Licensure & Teacher Quality (Massmann) - The committee processed forms and discussed tracking completion of the new American Indian History and Culture mandate until the PELSB website has been updated.
- Facilities (Knudtson) - The purchase agreement for the bus garage is in progress and moving forward (the District is renting the property until the closing date). The annexation process on the District-owned farmland has been halted due to the purchase of the bus garage.
- Finance (Pollmann) - The committee discussed the annual audit, farmland, transportation, and the memorandums of understanding.
- Insurance (Luthens) - The committee met to make a final recommendation for allocating a portion of the self insurance fund to employees and retirees participating in the District's insurance plan. It was determined that memorandums of understanding are needed from each union group (agreement from each is needed in order to proceed). Payments will be made six to eight weeks after Board ratification.
- Parks, Recreation & Community Education (Pollmann) - There are two open seats on the advisory board, the Veterans Memorial Field project is progressing, and the new brochure of activities is available.
- Technology (Olmstead) - The new Infosync/cyber security videos for employees are being used; however, they are looking for ways to get more employee participation (incentives like a drawing or a visit from a video character was suggested). AV issues at Park Elementary are being addressed/worked through.

**UPCOMING BOARD MEETINGS** -

- **Work Session** - November 25, 2024, 5:45 pm, Middle School Media Center
- **Regular School Board Meeting** - December 9, 2024, 5:30 pm, City Center

**UPCOMING COMMITTEE MEETINGS -**

- **Insurance** - November 21, 3:45 pm, District Office conference Room
- **Finance** - November 25, 2024, 3:00 pm, District Office Conference Room (tentative)
- **Parks, Recreation & Community Education** - December 2, 2024, 5:15 pm, Location to be Determined
- **Technology** - December 6, 2024, 7:15 am, Virtual
- **Facilities** - December 6, 2024, 10:00 am, Location to be Determined
- **Finance** - December 9, 2024, 3:00 pm, High School Conference Room
- **Comprehensive Achievement and Civic Readiness** - December 9, 2024, 3:45 pm, High School Forum

**ADJOURN** - Moved by Erin Knudtson, seconded by Tiffany Barnard, with all members present voting aye, to adjourn the regular meeting at 6:48 pm.



Garrett Luthens, Chair

12/9/2024  
Date



Tiffany Barnard, Clerk

12/9/2024  
Date