

## **OFFICIAL MINUTES – SPECIAL MEETING**

Board of Education

Independent School District No. 423

June 24, 2024

**CALL TO ORDER** – Chair Garrett Luthens called to order the special 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; Michael Scott, Director of Teaching and Learning; and Tina Vorlicek, recording secretary. Members absent: none.

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

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

- Approved the minutes of the June 10, 2024 regular meeting.
- Authorized the following employment:

***Change in Assignment***

Borstad, Amy - Education Assistant, Middle School, 9/3/24  
Deal, Koni - Media Education Assistant, Tiger Elementary, 8/16/23  
Jozwick, Michele - Special Education-LD Teacher, Park Elementary, 8/26/24

***Extracurricular***

Card, Todd - Head Boys Tennis Coach, High School, 3/24/25  
Card, Todd - Head Boys Wrestling Coach, High School, 11/18/24  
Card, Todd - Head Girls Tennis Coach, High School, 8/12/24  
Primus, Mason - Set Builder (Fall), High School, 8/12/24  
Sponholz, Tanya - Speech Advisor, High School, 11/11/24  
Westad, Holly - National Honor Society Advisor, High School, 9/3/24

***Extended Employment***

Nelson, Kristin - Food Service & Campus Specialist, District Office, 6/17/24-7/31/24  
Taylor, Karrie - Director of Special Services, District Office, 6/17/24-6/30/24

***Extended School Year***

Bridge, Jill - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Carlson, Abbey - Education Assistant, Park Elementary/Transition Assistance Program, 7/9/24-7/25/24  
Darnell, Wendy - Education Assistant, Bus, 7/9/24-7/25/24  
Johnson, Alyssa - Education Assistant, Transition Assistance Program, 7/9/24-7/25/24  
Johnson, Gwen - Education Assistant, Bus, 7/9/24-7/25/24  
Kurth, Ally - Teacher, West Elementary, 6/3/24-8/23/24 (increased hours)  
Mitsche, Agagale - Education Assistant, Bus, 7/9/24-7/25/24  
Nelson, Meghan L - Teacher, West Elementary, 7/8/24-7/26/24  
Plombon, Leslie - Education Assistant, Bus, 7/9/24-7/25/24

***Leave of Absence***

Albrecht, Kaylee - FACS Teacher, High School, 8/26/24-9/3/24  
Carrigan, Michelle - Custodian, Tiger Elementary, 5/29/24-8/28/24  
Frankfurth, Meghan - Kindergarten Teacher, West Elementary, 5/22/24-8/25/24  
Marshall, Scott - Agriculture Teacher, High School, 5/14/24-5/30/24

Schmidt, Ronald - Custodian, West Elementary, 6/11/24-7/26/24  
Smith, Jeff - Technical Education Teacher, High School, 8/26/24-11/5/24

***New***

Card, Todd - Business Teacher (0.55 FTE), Middle School, 8/26/24  
Frank, Ma del Carmen, Spanish Teacher, High School, 8/26/24  
Langan, Jody - Grade 3 Teacher, Tiger Elementary, 8/26/24  
Nelson, Meghan L - ECSE Teacher, West Elementary, 8/26/24  
Pearson, Kristin - Grade 3 Teacher, Tiger Elementary, 8/26/24  
Reeves, Lauren - Art Teacher, Middle School, 8/26/24  
Sponholz, Tanya - English Teacher, High School, 8/26/24  
Strauss, Katie - Substitute LPN, District-wide, 9/3/24

***Resignation***

Messner, Emily - Special Education Assistant, Tiger Elementary, 5/29/24  
Morales, Tiffany - Special Education Assistant, Bus Rider, 5/29/24  
Nelson, Kristin - Food Service Specialist, District Office, 6/28/24  
Nelson, Kristin - Campus Support Specialist, District Office, 6/28/24

***Summer***

Farenbaugh, Kristine - LPN, Tiger Elementary/Park Elementary/High School, 6/3/24-8/1/24  
Harbarth, Sarah - Substitute LPN, Park Elementary, 7/11/24-7/11/24  
Pzynski Miller, Sheryl - Early Childhood Family Education Teacher, West Elementary,  
6/10/24-8/2/24  
Schaufler, Jennifer - Early Childhood Family Education Teacher, West Elementary,  
6/10/24-8/2/24  
Schultz, Kristi - Early Childhood Family Education Assistant, West Elementary, 6/10/24-8/2/24

- Approved membership renewals for:
  - MREA (Minnesota Rural Education Association) - 2024-2025 Dues, \$2,500.00 (base fee - \$1,100, legislative fee - \$1,400)
  - MSBA (Minnesota School Board Association) - 2024-2025 Dues, \$8,624.00 (Policy Services - \$750.00, Membership - \$7,874.00)

**FISCAL YEAR 2024-2025 BUDGET ADOPTION** - Moved by Sara Pollmann, seconded by Erin Knudtson, with all members present voting aye, to adopt the Fiscal Year 2025 budget as presented by Becky Boll, Director of Business and Finance

**2024-2025 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE** - Moved by Erin Knudtson, seconded by Tiffany Barnard, to approve the 2024-2025 Resolution for Membership in the Minnesota State High School League, with Tiffany Barnard, Erin Knudtson, Garrett Luthens, and Sara Pollmann voting aye, and Michael Massmann and Danny Olmstead voting nay. Motion carried.

**2024-2025 ELEMENTARY STUDENT HANDBOOKS** – Moved by Michael Massmann, seconded by Tiffany Barnard, with all members present voting aye, to approve the West Elementary, Tiger Elementary, and Park Elementary 2024-2025 student handbooks.

**RESOLUTION CERTIFYING THE POPULATION ESTIMATE FOR THE 2024 PAYABLE 2025 LEVY** – Chair Garrett Luthens introduced the resolution.

**RESOLUTION CERTIFYING THE POPULATION ESTIMATE FOR THE  
2024 PAYABLE 2025 LEVY OF INDEPENDENT SCHOOL DISTRICT 423**

**WHEREAS**, the Independent School District #423 has experienced an increase in population from the 2020 census figure of 18,575,  
to the current census figure of 20,894 as determined by the State Demographer.

**BE IT RESOLVED**, by the School Board of Independent School District #423 that the census figure of 20,894 be certified to the State Demographer for approval of use in the 2024 payable 2025 revenue calculations.

The motion for adoption of this resolution was made by Tiffany Barnard 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.

**UPCOMING BOARD MEETINGS -**

- **Regular School Board Meeting** - July 8, 2024, 5:30 pm, City Center
- **Work Session** - July 22, 2024, 5:30 pm, Middle School Media Center

**UPCOMING COMMITTEE MEETINGS -**

- **Facilities** - July 2, 2024, 8:30 am, Location to be Determined
- **Finance** - July 8, 2024, 1:00 pm, Middle School, Superintendent's Office
- **Parks, Recreation & Community Education** - August 5, 2024, 5:15 pm, Location to be Determined

**ADJOURN** - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, to adjourn the special meeting at 5:57 pm.



Garrett Luthens, Chair

7/8/2024  
Date



Tiffany Barnard, Clerk

6/24/2024  
Date