

## **OFFICIAL MINUTES – REGULAR MEETING**

Board of Education

Independent School District No. 423

June 9, 2025

**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 5:33 pm in the City Council Chambers at City Center.

**ROLL CALL** - Members present: Erin Knudtson, Garrett Luthens, Michael Massman, Danny Olmstead, and Sara Pollmann. Dan Deitte, Superintendent; Rebecca Boll, Director of Business Finance, Michael Scott, Director of Teaching and Learning; and Tina Vorlicek, Recording Secretary were also present. Members absent: Diane Jankowski.

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

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

- Approved the minutes of the May 12, 2025 regular meeting.
- Ratified the May 13 through June 2, 2025 claims in the amount of \$2,360.307.07.
- Authorized the following employment:

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

Brand, Judy - Lead Custodian, Middle School, 5/9/25-8/31/25  
Ellis, Paula - Special Education Assistant, Transition Assistance Program, 4/24/25  
Fritsch, Katelynn - Chemical Health Specialist, High School, 7/1/25  
Lauinger, Jennifer - Reading Interventionist, Tiger Elementary, 8/25/25  
Mielke, Jacalynn - Education Assistant/Student Supervisor, Middle School, 9/2/25  
Pearce, Gregory - Substitute Special Education Assistant, Bus, 5/2/25  
Siewert, Troy - Custodian Lead, Middle School, 6/9/25

### ***Community Education***

Zetah, Stephanie - Community Education Instructor, PRCE, 6/3/25

### ***Extended Employment***

Buckentin, Jocelynn - Technology Innovation Specialist, District, 6/16/25-7/7/25  
Och, Renee - Targeted Services Teacher, Tiger Elementary, 6/16/25-7/24/25  
Platz, Judy - Targeted Services Teacher, Tiger Elementary, 6/16/25-7/24/25  
Rodelius, Amy - Special Education Coordinator, District-wide, 7/1/25-6/30/27  
Tavary, Meredith, Targeted Services Teacher, High School, 6/9/25-7/24/25

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

Adamski, Robin - Education Assistant, Middle School, 7/15/25-7/31/25  
Amborn, Amanda - Education Assistant, Middle School, 7/15/25-7/31/25  
Anderson, Nancy - Teacher, Middle School, 7/15/25-7/31/25  
Bacon, Angela - Teacher, Tiger Elementary, 7/15/25-7/31/25  
Bacon, Nicolos - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Bedard, Louis - Teacher, Tiger Elementary, 7/15/25-7/31/25  
Beilke, Halii - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Bridge, Jill - Education Assistant, Transition Assistance Program, 7/15/25-7/31/25  
Daak, Yolanda - Education Assistant, West Elementary, 7/15/25-7/31/25  
Doxtator, Christina - Education Assistant, Middle School, 7/15/25-7/31/25  
Ebert, Alyssa - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Ellis, Paula - Education Assistant, Transition Assistance Program, 7/15/25-7/31/25  
Field, Mark - Teacher, Tiger Elementary, 7/15/25-7/31/25  
Fischer, Yvette - Education Assistant, Transition Assistance Program, 7/15/25-7/31/25  
Foster, Stacy - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Frykiman, Alicia - Teacher, Transition Assistance Program, 7/15/25-7/31/25

Gill, Jennifer - Education Assistant, Middle School, 7/15/25-7/31/25  
Johnson, Alyssa - Education Assistant, Transition Assistance Program, 7/15/25-073125  
Kruse, Denise - Teacher, Transition Assistance Program, 7/15/25-7/31/25  
Kucera, Dave - Teacher, District-wide, 7/15/25-7/31/25  
Losievski, Savanna - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
McCoy, Hannah - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Mitsche, Abagale - Education Assistant, High School, 7/15/25-7/31/25  
Nelson, Dacotah - Education Assistant, Tiger Elementary, 7/15/25-7/31/25  
Nikolaisen, Kari - Education Assistant, Transition Assistance Program, 7/15/25-7/3125  
Nisse, Amy - Teacher, High School, 7/15/25-7/31/25  
Petersen, Brenda - Education Assistant, Middle School, 7/15/25-7/31/25  
Polifka, Amy - Education Assistant, West Elementary, 7/15/25-7/31/25  
Pulkrabek, Beth - Education Assistant, High School, 7/15/25-7/31/25  
Rathmann, Alicia - Education Assistant, Transition Assistance Program, 7/15/25-7/31/25  
Rettmann, Lori - Teacher, Middle School, 7/15/25-7/31/25  
Rieke, Lori - Education Assistant, Middle School, 7/15/25-7/31/25  
Rustige, Victoria - Teacher, West Elementary, 7/15/25-7/31/25  
Sturges, Paige - Education Assistant, Middle School, 7/15/25-7/31/25  
Worthington, Erin - Education Assistant, High School, 7/15/25-7/31/25

#### ***Extra-curricular***

Borstad, Amy - Event Worker, District-wide, 6/4/25

#### ***New***

Ericksen, Kaylee - Grade 2 Teacher, Tiger Elementary, 8/25/25  
Jackson, Anthony - English Language Arts Teacher, Middle School, 8/25/25  
Hanneman, Kathleen - Substitute Health/Medical Assistant, District-wide, 5/20/25  
Nelson, Sara - Social Worker, Middle School, 8/25/25  
Tews, Amanda - Casual Custodian, Park Elementary, 6/9/25-8/29/25

#### ***Resignations***

Betker, Kelsie - Social Worker/Behavior Interventionist, Park Elementary, 6/5/25  
Borstad, Amy - Education Assistant, Middle School, 6/4/25  
Cherveney, Brynn - Special Education Assistant, Transition Assistance Program, 6/4/25  
Draeger, Grace - Grade 3 Teacher, Tiger Elementary, 6/5/25  
Fritsch, Katelynn - Homeless Liaison, District-wide, 6/5/25  
Graham, Luke - Boys and Girls Tennis Coach, Middle School, 5/16/25  
Hjerpe, Madison - Speech Language Pathologist, West Elementary, 6/5/25  
Johnson, William - Custodian, Park Elementary, 6/4/25  
Kramer, Courtney - Special Education-EBD Teacher, Park Elementary, 6/5/25  
Ondracek, Morgan - Special Education Assistant, West Elementary, 5/22/25  
Pachan, Karen - Special Education Teacher, High School, 6/30/25  
Piechowski, Dennis - Grade 10 Volleyball Coach, High School, 11/9/24  
Rannow, Wanda - Special Education Assistant, Tiger Elementary, 6/3/25  
Ruiz, Noele - Education Assistant-EL, Middle School, 6/4/25  
Ruzicka, Susan - Special Education Assistant, High School, 5/14/25  
Sanders, Lisa - Education Assistant-Title I, Tiger Elementary, 6/4/25  
Schraw, Tanner - Volleyball and Golf Coach, Middle School, 5/16/25  
Simondet, Lindsey - Assistant Marching Band Director, High School, 6/6/25  
Stuber, Scott - Lead Custodian, Middle School, 5/28/25  
Walker, Abby - Special Education Assistant, High School, 5/14/25  
Westad, Holly - National Honor Society Advisor, High School, 6/6/25

#### ***Summer***

Broten, DeAnna - Cook, Park Elementary, 6/9/25-8/22/25  
Brown, Alex - Exploratory Camp Curriculum Writing, High School, 5/27/25-6/13/25  
Brown, Alex - Exploratory Camp Health Sciences Teacher, High School, 6/16/25-6/18/25

Carrigan, Leah - Targeted Services Teacher, Tiger Elementary, 6/12/25-7/25/25  
 Cox, Mary - Casual Custodial, High School, 6/9/25-8/29/25  
 Dressel, Krista - Cook Assistant, Rec Center, 6/9/25-8/22/25  
 Durham, Jason - Targeted Services Teacher, West, Tiger and Park Elementaries, 6/9/25-6/26/25  
 Eggert, Loriley - Cook, West Elementary, 6/9/25-8/22/25  
 Elton, Angela - Substitute Targeted Services Teacher, West, Tiger and Park Elementaries, 6/16/25-7/24/25  
 Entinger, Ashley - Kindergarten Connection Teacher, West Elementary, 7/7/25-8/14/25  
 Garcia Delgado, Gabriela - Tiger Elementary, 6/9/25-8/22/25  
 Gill, Jennifer - Casual Custodial, Middle School, 6/9/25-8/29/25  
 Greve, Karen - Cook, Park Elementary, 6/9/25-8/22/25  
 Grorud, Shelly - Kindergarten Connection Education Assistant, West Elementary, 7/7/25-8/14/25  
 Harlander, Darcy - Substitute Targeted Services Teacher, Park Elementary, 6/16/25-7/24/25  
 Heilman, Emily - Assistant Garden Manager, West Elementary, 6/9/25-9/30/25  
 Houseman, Johanna - Targeted Services Teacher, Park Elementary, 6/9/25-7/25/25  
 Jones, Bella - Casual Custodial, Park Elementary, 6/9/25-8/29/25  
 Knoll, Jodi - Casual Custodial, West Elementary and Tiger Elementary, 6/9/25-8/29/25  
 Koehring, Gary - Exploratory Camp Curriculum Writing, High School, 5/27/25-6/13/25  
 Koehring, Gary - Exploratory Camp Teacher, High School, 6/16/25-6/18/25  
 Krueger, Nikki - Cook Lead, West Elementary, 6/9/25-8/22/25  
 Kurth, Allyson - Early Childhood Special Education Teacher, West Elementary, 7/9/25-8/30/25  
 Lloyd-McDonald, Rebecca - Targeted Services Teacher, Middle School, 6/16/25-7/17/25  
 Lopez Alfaro, Laura - Cook Assistant, Rec Center, 6/9/25-8/22/25  
 Maiers, Kris - Substitute Targeted Services Teacher, Park Elementary, 6/16/25-7/24/25  
 Mallak, Nikki - Targeted Services Teacher, Park Elementary, 6/9/25-7/25/25  
 Mueller, Jenna - Cook Assistant, Rec Center, 6/9/25-8/22/25  
 Nelson, Meghan L - Early Childhood Special Education Teacher, West Elementary, 6/9/25-8/30/25  
 Och, Renee - Targeted Services Teacher, Tiger Elementary, 6/6/25-7/25/25  
 Olberg, Katie - Targeted Services Teacher, Park Elementary, 6/9/25-7/24/25  
 Olson, Kari - Cook Lead, Park Elementary, 6/9/25-8/22/25  
 Platz, Judy - Targeted Services Teacher, Tiger Elementary, 6/6/25-7/25/25  
 Pzynski Miller, Sheryl - Early Childhood Family Education Parent Educator, West Elementary, 6/9/25-6/27/25  
 Sanders, Lisa - Casual Custodial, Park Elementary, 6/9/25-8/29/25  
 Schaufler, Jennifer - Early Childhood Family Education Teacher, West Elementary, 6/9/25-6/27/25  
 Schmidt, Alexander - Targeted Services Education Assistant, High School, 6/16/25-6/17/25  
 Schmidt, Jeff - Casual Custodial, Middle School, 6/9/25-8/29/25  
 Schroepfer, Christa - Cook Assistant, West Elementary, 6/9/25-8/22/25  
 Schultz, Kristi - Early Childhood Family Education Assistant, West Elementary, 6/9/25-6/27/25  
 Steece, Timothy - Physical Therapist, District-wide, 6/9/25-8/29/25  
 Sturges, Paige - Casual Custodial, Middle School, 6/9/25-8/29/25  
 Telecky, Paige - Casual Custodial, High School, 6/9/25-8/29/25  
 Telecky, Tera - Targeted Services Teacher, Middle School, 6/9/25-6/26/25  
 Thode, Courtney - Targeted Services Teacher, West Elementary, 6/12/25-7/25/25  
 Vasquez, Vivian - Casual Custodial, Tiger Elementary and West Elementary, 6/9/25-8/29/25  
 Weisenberger, Katie - Targeted Services Teacher, Park Elementary, 6/9/25-7/24/25

#### ***Tenure Waiver***

Langan, Jody - Grade 3 Teacher, Tiger Elementary, 2025-2026

#### ***Terminations***

Pearce, Gregory - Special Education Assistant, Bus, 5/27/25

- **Insurance**

<b>2024-2025 Plans and Rates (HealthPartners)</b>		<b>2025-2026 Plans and Rates (HealthPartners)</b>	
\$2,500 Deductible		\$2,500 Deductible	
Single	\$858.84	Single	\$995.20

Family	\$2,398.39	Family	\$2,779.18
\$4,000 HSA Deductible		\$4,000 HSA Deductible	
Single	\$732.89	Single	\$854.78
Family	\$2,046.66	Family	\$2,387.06
\$5,500 HSA Deductible		\$5,500 HSA Deductible	
Single	\$689.73	Single	\$805.94
Family	\$1,926.12	Family	\$2,250.67
\$8,050 HSA Deductible		\$8,050 HSA Deductible	
Single	\$653.01	Single	\$768.95
Family	\$1,823.59	Family	\$2,147.35

**Q COMP ANNUAL REPORT (Hamlow/Meuleners)** – Q Comp Coaches Ruth Hamlow and Tiffany Meuleners presented the 2024-2025 Q Comp Annual Report.

**2025-2026 PRELIMINARY BUDGET PRESENTATION** - The administrative team presented the proposed fiscal year 2026 budget using the Modified Zero Based Budgeting process. Each Decision Unit Manager presented their department’s budget. Questions about the proposed budget should be directed to the Director of Business and Finance, the Superintendent, or any of the Decision Unit Managers. The final budget will be presented for adoption at the Special Board meeting on June 23, 2025.

**RESOLUTION ACCEPTING DONATIONS (Luthens)** - Board Chair Garrett Luthens introduced the following 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:

<b>Donor</b>	<b>Item</b>	<b>Designated Purpose (if any)</b>
Five Below	4 boxes of misc items & decorative pillows	West Elementary
Thies Family	Notebooks and folders	West Elementary
Box Tops for Education	\$17.60	West Elementary
Hutchinson Health Foundation	\$1,851.20	2025 Grant Recipient - ECFE
Donna Seller	\$150.00	Donation to library in honor of Cindy Miller & Gloriann Heikes
IJ Burich Foundation	\$1,000.00	West Communication Board
Hutchinson Health Foundation	\$1,851.20	
Carl Hoeft	\$155.24	Park Elementary STREAM Programming
Hutchinson Jaycees	\$250.00	Lego League

Foster Mechanical	\$500.00	8th Grade Valleyfair trip
B & C Heating and Plumbing	\$250.00	8th Grade Valleyfair trip
Meeker Cooperative Electric Trust	\$500.00	Corey Greenwood "Your Story Matters"
Hutchinson Elk's Lodge #2427	\$1,500.00	TigerPath
Jay Malone Motors	\$100.00	TigerPath
Mill Rock Packaging	\$250.00	TigerPath
Charities Aid Foundation America	\$1,500.00	TigerPath
Arctic Shootout Event	Tools	Tech Ed Department
Anonymous	\$300.00	CTE Equipment
Primary Eye Care	\$50.00	Girls Softball
Hometown Realty Inc	\$100.00	Girls Softball
State Farm Insurance - Kropp	\$100.00	Girls Softball
MSSB	\$100.00	Girls Softball
Culvers of Hutchinson	\$399.17	Girls Softball
Josh & Jen Barnett	\$120.00	Boys Baseball
Tokyo Grill	\$500.00	High School Robotics
State Farm Insurance - McGraw	\$50.00	Girls Softball
Piehl, Hanson, Beckman, PA	\$250.00	Girls Softball
Dobratz Hantge Chapel	\$30.00	Girls Softball
Carpets Plus Color Tile	\$250.00	Girls Softball
Southpoint Credit Union	\$50.00	Girls Softball
Colleen Schmoll	\$50.00	Track & Field
Glen Kurth	\$10.00	Girls Softball
Woodstone Senior Living	\$250.00	Girls Softball
David Larson Financial & Insurance	\$100.00	Girls Softball
Jay Malone Motors	\$100.00	Girls Softball
Meeker Cooperative Electric Trust	\$750.00	Robotics
Pizza Hut of Hutchinson	\$200.00	Pizzas for Robotics Club
Simonsons Lumber	\$500.00	Wood for Robotics Club
American Online Giving Foundation- IBM Employee Donation, Vivian Kirkpatrick	\$920.00	Robotics
Gene Haas Foundation	\$2,750.00	Robotics
Rikki Hilgeman	\$175.00	Girls Softball
McLeod Cooperative Power	\$2,000.00	Robotics
Gus Wurdell	\$1,000.00	Spring Play
Design Electric, Inc	\$1,000.00	Scoreboard Project
Hutchinson Elks	500.00	Community Education Class: Life Beyond the Screen
Stearnswood Inc	\$240.00	HCVN On Demand Viewing of School Board Meetings
<b>Total</b>	<b>\$41,810.25</b>	
<b>Year to Date Total</b>	<b>\$162,357.19</b>	

The motion for adoption of this resolution was made by Sara Pollmann and duly seconded by Michael Massmann, and upon a roll call vote being taken, the following members voted in favor of the motion: Erin Knudtson, Garrett Luthens, Michael Massman, Danny Olmstead, and Sara Pollmann. And the following members voted against the motion: none. Whereupon the resolution was declared duly passed and adopted.

**RESOLUTION NONRENEWING PROBATIONARY TEACHERS (Luthens)** - Board Chair Garrett Luthens introduced the following resolution:

### **Resolution Non-renewing Probationary Teaching Contracts**

Board Chair Garrett Luthens introduced the following resolution:

WHEREAS, Minnesota Statutes section 122A.40, subdivision 5, states that the first three consecutive years of a teacher's first teaching experience in Minnesota in a single district is deemed to be a probationary period of employment, and that the probationary period in each district in which the teacher is thereafter employed is one year; and

WHEREAS, Minnesota Statutes section 122A.40, subdivision 5, further states that any annual contract with a probationary teacher may or may not be renewed as the school board shall see fit, provided that the board gives the teacher written notice of the nonrenewal before July 1;

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 423 as follows:

1. Pursuant to Minnesota Statutes section 122A.40, subdivision 5, the School Board hereby declines to renew the annual teaching contract for the following probationary teacher(s) effective at the end of this school year:

Rebekah Dammann

2. As a result of this Resolution, the District's employment relationship with the above-named probationary teacher(s) will terminate effective June 30, 2025.
3. The School Board has reviewed and hereby approves the written notice of non-renewal for each affected teacher. The notice to each affected teacher states the reasons for the non-renewal. The School Board Chair is directed to sign the written notice(s) on behalf of the School Board. The reasons for non-renewal are classified as private personnel data under the Minnesota Government Data Practices Act, unless the non-renewal represents the final disposition of disciplinary action.
4. The Superintendent or a designee is directed to serve the affected teacher(s) with a copy of this Resolution and the approved written notice for that teacher before July 1. If possible, the notice(s) should be hand-delivered.

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: Erin Knudtson, Garrett Luthens, Michael Massman, Danny Olmstead, and Sara Pollmann. And the following members voted against the motion: none. Whereupon the resolution was declared duly passed and adopted.

**COMMITTEE AND BOARD REPORTS** - Committee and Board reports were presented as follows:

- Educator Licensure and Teacher Quality (Jankowski) - Scott reported the committee processed teacher clock hours, discussed and finalized hours for Read Act training, and verified the 2025-2026 committee members.
- Facilities (Jankowski/Knudtson/Olmstead) - Window leaks at Tiger Elementary are still being looked into by the contractor to find the source of the leaks. Window leaks at Park Elementary should be fixed this summer. A sub committee is reviewing facility rental fees. Reviewing options for parking lot maintenance at the bus garage. The 800 policy series is up for review. A new pre-treatment product will be used this winter for sidewalks and parking lots.
- Finance (Massmann/Pollmann): The committee reviewed the revenues, expenses, bills, and donations. Board questions were answered. The new Board compensation schedule and procedure is being updated as needed (moved from annual salary to attendance based).
- Parks, Recreation & Community Education (Knudtson) - The pool is open, summer activities have begun, VMF field is open, with the retirement in the department a field striping robot will be tried out this year, and a formal process for requesting funds from groups is being developed.
- Striving for Comprehensive Achievement and Civic Readiness (Jankowski/Pollmann) - The last meeting focused on 8th grade curriculum.

- Technology (Massmann/Olmesat): The committee meetings will continue throughout the summer, discussed summer projects and tech department staffing.
- Board Reports - Massmann reported on professional development he has participated in through ISDFA that has included legislative updates and legal compliance. Membership includes 65 Minnesota school districts and they are branching out to other states. This is an additional resource for School Boards.

#### UPCOMING BOARD MEETINGS -

- **School Board Special Meeting** - June 23, 2025, 5:30 pm, City Center
- **School Board Regular Meeting** - July 14, 2025, 5:30 pm, City Center
- **School Board Work Session** - July 28, 2025, 5:30 pm, District Office

#### UPCOMING COMMITTEE MEETINGS -

- **Technology** - June 12, 2025, 3:45 pm, District Office Conference Room
- **Finance** - June 20, 2025, 8:00 am, District Office Conference Room
- **Finance** - July 10, 2025, 4:00 pm, District Office Conference Room
- **Facilities** - July 11, 2025, 9:00 am, Location to be Determined

#### CLOSED SESSION: SUPERINTENDENT'S SEMI-ANNUAL PERFORMANCE EVALUATION

Moved by Erin Knudton, seconded by Michael Massman, with all members present voting aye, to close the meeting at 7:25 pm, pursuant to Minnesota Statutes section 13D.05, subdivision 1-b to conduct a performance evaluation of the Superintendent.

**ADJOURN TO OPEN SESSION** - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, to adjourn to open session at 8:25 pm.

**ADJOURN** - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, to adjourn the regular meeting at 8:26 pm.



Garrett Luthens, Chair

6/23/2025

Date



Michael Massmann, Clerk

6/23/2025

Date