

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

May 12, 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 5:30 pm in the City Council Chambers at City Center.

ROLL CALL - Members present: Diane Jankowski, 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; Tina Vorlicek, Recording Secretary; and Brie Kobow, Student Representative were also present. Members absent: none.

PUBLIC COMMENTS – Public comment was received stating the top priority is high quality education to all children and expressing disappointment that the community will not have the opportunity to vote on a levy referendum this year; detrimental to the district.

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

- Approved the minutes of the April 14, 2025 regular meeting and April 28, 2025 work session.
- Ratified the April 15 through May 5, 2025 claims in the amount of \$2,211.355.15.
- Authorized the following employment:

Change in Assignment

Defries, Sandra - Special Education Assistant, Bus,
Harbarth, Sarah - Substitute Building Nurse, Middle School, 1/27/25
Hoffmann, LuAnn - Special Education Assistant, West Elementary/High School, 4/25/25
Hoffmann, LuAnn - Special Education Assistant, West Elementary/Bus, 5/5/25
Mahan-Deitte, Sienna - Substitute Special Education Assistant, West Elementary, 4/15/25
Olson, Sara - Long-term Substitute Special Education Teacher, Middle School, 4/28/25-6/5/25

Community Education

Jennissen, Henry - Lifeguard, PRCE, 4/15/25
McCormick, Meg - Community Education Instructor, PRCE, 4/16/25
McKellips, Christopher - Community Education Instructor, PRCE, 5/5/25

Extended Employment

Elling, Arial - Early Childhood Special Education Teacher, West Elementary, 3/3/25-6/5/25
Kurth, Ally - Early Childhood Special Education Teacher, West Elementary, 3/3/25-6/5/25
Nelson, Meghan - Early Childhood Special Education Teacher, West Elementary, 3/3/25-6/5/25

Extra-Curricular

Newcomb, Chandler - Assistant Boys LaCrosse Coach, High School, 4/7/25-6/14/25

Independent Contracts

Boll, Rebecca - Director of Business and Finance, 2024-2027
Rodelius, Amy - Special Education Coordinator, 2025-2027
Scott, Michael - Director of Teaching and Learning, 2024-2027

Leaves of Absence (full or intermittent)

Chiolero-Stevens, Isabella - Special Education Assistant, West Elementary, 2/15/25-2/18/26
Kroon Pesavento, Jennifer - Speech Language Pathologist, West Elementary, 2/27/25-2/27/26
Vasquez, Vivian - Special Education Assistant, Park Elementary, 3/25/25-3/25/26

New

Albrecht, Rebecca - Long-term Substitute Special Education Assistant, Middle School, 5/1/25-6/4/25
Macemon, Kimberly - Long-term Substitute Grade 2 Teacher, Tiger Elementary, 8/18/25-11/26/25

Resignations

Barrick, Emma - Assistant Girls Hockey Coach, High School, 2/22/25
Crosby, Abbie - Special Education Assistant, Park Elementary, 5/2/25

Frykman, Jon - Football Coach, Middle School, 10/14/24

Geislinger, Isabella - Special Education Assistant, Middle School, 5/2/25

Hanson, Shannon - Special Education Assistant, Transition Assistance Program, 4/28/25

Harbarth, Sarah - Substitute Building Nurse, District-wide, 4/28/25

Heilman, Emily - Education Assistant-ADSIS, Supervision, Tiger Elementary, 6/4/25

Janssen, Deborah - Preschool Teacher, West Elementary, 6/5/25

Nelson, Shonda - Special Education Assistant, High School, 5/1/25

Pauly, Rebecca - Special Education Teacher/Work Experience Coordinator, Transition Assistance Program, 6/5/25

Winkels, Margaret - Preschool Teacher, West Elementary, 6/5/25

Zakrzewski, Amanda - Reading Teacher, Middle School, 6/5/25

Retirements

Young, Angela - Education Assistant, Middle School, 6/4/25

- Approved the following agreements:
 - Adult Basic Education Participating School District Agreement - July 1, 2025 through June 30, 2026
 - Purchase of Service Agreement for the Transportation of Children and Youth in Foster Care Placement - July 1, 2025 through June 30, 2027
 - Agreement Concerning Teacher of Deaf/Hard of Hearing Sharing Between River Bend Education District #6049 and Hutchinson School District #423 - August 25, 2025 through June 1, 2026

STUDENT HIGHLIGHTS - Brie Kobow, Student Representative, highlighted recent and upcoming events. Ava Knorr will be the 2025-2026 Student Representative.

TIGER TIME - STREAM teachers Chelsey Schumaci and Masey McDowell, highlighted the STREAM (Science, Technology, Robotics, Engineering, Arts, Mathematics) curriculum at West Elementary and Tiger Elementary

SUPERINTENDENT UPDATE (Deitte) - 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.

DIRECTOR OF BUSINESS AND FINANCE UPDATE - Rebecca Boll, Director of Business and Finance, provided an update.

ACKNOWLEDGEMENT OF REQUEST TO NEGOTIATE - The District is in receipt of a request to negotiate from the Education Minnesota Education Support Professionals (HESP) bargaining group. Erika Smith will serve as the lead negotiator.

RESOLUTION PLACING TEACHERS ON UNREQUESTED LEAVE OF ABSENCE (Luthens) - Board Chair Garrett Luthens introduced the following resolution:

Resolution Placing Teachers on Unrequested Leave of Absence

WHEREAS, on March 31, 2025, the School Board of Independent School District No. 423 met and, by majority roll call vote, adopted a resolution proposing to place Julie Olson and Dennis Piechowski on unrequested leave of absence ("ULA"), effective June 30, 2025, because of discontinuance of position, lack of pupils, and financial limitations;

WHEREAS, on April 1, 2025, the District hand-delivered to Ms. Olson and Mr. Piechowski written notice of their proposed placement on ULA along with a copy of the School Board's resolution;

WHEREAS, the written notice stated that each teacher could request a hearing within fourteen calendar days of receiving the notice, and that not requesting a hearing within the fourteen-day period would be deemed to be acquiescence to the School Board's proposed action; and

WHEREAS, the District did not receive a written request for a hearing from Ms. Olson or Mr. Piechowski within the fourteen-day

period;

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

1. Effective June 30, 2025, Julie Olson and Dennis Piechowski are hereby placed on ULA from their teaching positions because of discontinuance of position, lack of pupils, and financial limitations. This is a final action by the School Board.
2. The Administration is directed to provide Julie Olson and Dennis Piechowski with written notice of the School Board's final action along with a copy of this Resolution. The Administration is further directed to place a copy of that notice and this Resolution in the personnel files of Julie Olson and Dennis Piechowski along with a declaration stating how the notice and this Resolution were provided to them.

The motion for adoption of this resolution was made by Michael Massmann and duly seconded by Danny Olmstead, and upon a roll call vote being taken, the following members voted in favor of the motion: Diane Jankowski, 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 REDUCING AND DISCONTINUING EDUCATIONAL PROGRAMS AND POSITIONS (Luthens) - Board Chair Garrett Luthens introduced the following resolution:

Resolution Reducing and Discontinuing Educational Programs and Positions

Board Chair Garrett Luthens introduced the following resolution:

WHEREAS the School Board of Independent District No. 423 adopted a resolution on January 13, 2025 directing the Administration to make recommendations regarding the reduction and/or discontinuance of programs and positions, and

WHEREAS, said recommendations have been received and considered by the School Board,

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

That the following programs and positions, or portions thereof, be discontinued:

1. 1.0 Non-Certified Behavior Interventionist - High School
2. 0.26 English - High School
3. 1.0 Business - High School
4. 1.0 Science - High School
5. 0.83 German - High School
6. 1.0 Math - Middle School
7. 1.0 English - Middle School
8. 1.0 Social Studies - Middle School
9. 0.55 Science - Middle School
10. 1.0 Classroom Teacher - Tiger
11. 1.0 Education Assistant - Tiger
12. 1.0 Classroom Teacher - West
13. 5.0 Special Education Assistants - Districtwide

The motion for adoption of this resolution was made by Danny Olmstead and duly seconded by Michael Massmann, and upon a roll call vote being taken, the following members voted in favor of the motion: Diane Jankowski, 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:

Todd Card
Luke Graham
Brianna Johnston
Britney Schwing
Holly Westad
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 Erin Knudtson and duly seconded by Diane Jankowski, and upon a roll call vote being taken, the following members voted in favor of the motion: Diane Jankowski, 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 REPORTS - Committee reports were presented as follows:

- Facilities (Jankowski/Knudtson/Olmstead) - Window leaks at West Elementary and Tiger Elementary continue to be reviewed. The architect will be visiting to evaluate the leaks at Tiger Elementary. A subcommittee has been formed to review and update facility rental fees. Space issues at West and Tiger Elementary continue to be evaluated with potential solutions for the upcoming school year (with the goal of moving students out of the hallways for interventions/specialists).
- Parks, Recreation & Community Education (Knudtson) - Bike or Walk to School Day was May 7. The RC Car Race park is moving forward (in an area by Tartan Park). The parks are open. The Aquatic Center will open June 9. Roberts Park lighting will be updated in the fall.
- Finance (Massmann/Pollmann): The committee reviewed the revenues, expenses and bills, independent contracts, new/renewing agreements, insurance, benefits, and copier/print management quotes.

- **Technology (Massmann/Olmesat):** InfoSec Training continues to see a drop in employee participation. Google Services implemented a new parental consent that was causing issues, a resolution was found. Discussed technology replacements, MCA testing, technology subscriptions (there are thousands of subscriptions to monitor), exploring how to provide assistance at the start of the school year for devices (assistance is based on completed free or reduced applications, many families do not fill this out by the start of school, will try using the previous year applications and monitor as current year applications are completed).

UPCOMING BOARD MEETINGS -

- **School Board Work Session** - May 27, 2025, 5:30 pm, District Office Conference Room
- **School Board Regular Meeting** - June 9, 2025, 5:30 pm, City Center
- **School Board Special Meeting** - June 23, 2025, 5:30 pm, City Center

UPCOMING COMMITTEE MEETINGS -

- **Technology** - May 15, 2025, 3:45 pm, District Office Conference Room
- **Striving for Comprehensive Achievement and Civic Readiness** - May 19, 2025, 3:30 pm, HHS Forum
- **Educator Licensure & Teacher Quality** - May 21, 2025, 4:00 pm, District Office Conference Room
- **Parks, Recreation & Community Education** - June 2, 2025, 5:15 pm, Location to be Determined
- **Finance** - June 5, 2025, 4:00 pm, District Office Conference Room
- **Facilities** - June 6, 2025, 9:00 am, Location to be Determined

UPCOMING SUPERINTENDENT'S SEMI-ANNUAL PERFORMANCE EVALUATION

The Board will conduct a semi-annual performance evaluation of the Superintendent in a closed session at the June School Board meeting. Board members will receive a copy of the evaluation form electronically which should be completed by June 1, 2025.

ADJOURN - Moved by Michael Massmann, seconded by Erin Knudston, with all members present voting aye, to adjourn the regular meeting at 6:27 pm.



Garrett Luthens, Chair

6/9/2025

Date



Michael Massmann, Clerk

6/9/2025

Date