

## **OFFICIAL MINUTES – SPECIAL MEETING**

Board of Education

Independent School District No. 423

June 23, 2025

**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: 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; and Tina Vorliceck, Recording Secretary were also present. Members absent: none.

**PUBLIC COMMENTS** – Public comments were received in support of renewing the membership to the Minnesota State High School League.

**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 June 9, 2025 regular meeting.
- Authorized the following employment:

***Change in Assignment***

Cisewski, Melissa - Education Assistant-ADSIS, Tiger Elementary, 9/2/25

Kucera, Dave - DAPE Teacher, Middle School, 8/25/25

Siewert, Troy - Lead Custodian, Park Elementary, 6/11/25

***Community Education***

Berner, Seth - Community Education Instructor, PRCE, 6/13/25

Cheney, Michelle - Community Education Instructor, PRCE, 6/17/25

Horsman, Josh - Community Education Instructor, PRCE, 6/18/25

Merkins, Trent - Community Education Instructor, PRCE, 6/13/25

***Extended School Year***

Bayerl, MacKenzie - Education Assistant, Transaction Assistance Program, 7/15/25-7/31/25

Lee, Mehan - Health/Medical Assistant, Transition Assistance Program, 7/15/25-7/31/25

Trout, Jessica - Occupational Therapist, District-wide, 6/9/25-8/22/25

Vasek, Cleone - Speech and Language Pathologist, District-wide, 7/15/25-7/31/25

***Extra-curricular***

Berscheit, Leah - Head Boys Swimming Coach, High School, 11/24/25

Hemling, Montana - Head Girls Hockey Coach, High School, 10/27/25

***Leaves of Absence (full or intermittent)***

Turner, Paige - Special Education Teacher, Tiger Elementary, 8/25/25-11/10/25

***New***

Aisleben, Amber - Early Childhood Special Education Teacher, West Elementary, 8/25/25

Dettman, Ellyssa - Speech Pathologist, Park Elementary, 8/25/25

Hertzog, Katrina - Preschool Teacher, West Elementary, 8/25/25

Muellerleile, Alia - Grade 4 Teacher, Park Elementary, 8/25/25

Nelson, Kael - Casual Custodial, High School, 6/9/25-8/29/25

Tollefsrud, Erin - EL Teacher, Park Elementary and Middle School, 8/25/25

***Resignations***

Barlow, Abigail - Education Assistant, Middle School, 6/4/25

Riedel, Mackenzi - Volleyball Coach, Middle School, 10/14/24

***Retirements***

Deal, Koni - Media Assistant, Tiger Elementary, 6/23/25

Dobratz, Shelli - English Teacher, High School, 8/4/25

### ***Summer***

Amborn, Amanda - Special Education Assistant, High School, 6/16/25-6/18/25  
Atkinson, Courtney - Garden Assistant, Farm, 6/9/25-9/30/25  
Bernardy, Samantha - LPN, District-wide, 6/9/25-7/31/25  
Boeckers, Mackenzie - Targeted Services Teacher, High School, 6/24/25-6/26/25  
Boor, Zachary - Garden Assistant Manager, Farm, 5/19/25-10/14/25  
Ellefson, Dave - Targeted Services Teacher, High School, 6/9/25-7/24/25  
Fritsch, Katelyn - Targeted Services Teacher, High School, 6/9/25-7/24/25  
Hamlow, Ruth - Targeted Services Teacher, High School, 6/9/25 - 7/24/25  
Houseman, Ryan - Targeted Services Teacher, High School, 6/9/25-7/24/25  
Hubbard, Rhoda - Targeted Services Teacher, High School, 6/9/25-6/26/25  
Huls, Hylie - Targeted Services Teacher, West Elementary, 6/6/25-7/25/25  
Moore, Andrea - Targeted Service Teacher, High School, 5/12/25-6/30/25  
Nava, Maria - Targeted Services Education Assistant, High School, 6/9/25-6/26/25  
Rausch, Pam - Targeted Services Teacher, High School, 6/9/25-6/26/25  
Renning, Abrah - Targeted Services Teacher, West Elementary, 6/12/25-7/25/25  
Rude, Corey - Targeted Services Teacher, High School, 6/9/25-7/24/25  
Schmidt, Jeff - Targeted Services Teacher, Middle School, 6/17/25-7/17/25  
Steinbach, Joanie - Assistant Production Supervisor, 6/9/25-8/22/25  
Werowski, Patrick - Garden Assistant, Farm, 6/9/25-9/30/25

- **Membership Renewals**

Approved membership renewals to MSBA (Minnesota School Board Association) - 2025-2026 Dues, \$8,800.00 (Policy Services - \$760.00, Membership - \$8,040.00) and MREA (Minnesota Rural Education Association) - 2025-2026 Dues, \$2,500.00 (base fee - \$1,100, legislative fee - \$1,400).

**2025-2025 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE (Tschida)** – 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: 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.

**TIGER TIME (Rettmann)** – Bailey Rettmann, West Elementary Principal, highlighted the District's early learning. For the 2024-2025 school year, all sections were full and additional sections could not be added. The only barrier to adding more opportunities is physical space. Space issues are being reviewed/discussed by administrators. The downside to not having enough space is that students who start with early learning programs in the District are much more likely to continue their education with the District.

**FISCAL YEAR 2025-2026 BUDGET ADOPTION (Boll)** - Moved by Danny Olmstead, seconded by Diane Jankowski, with all members present voting aye, to adopt the fiscal year 2025-2026 budget as presented.

**SUPERINTENDENT UPDATE (Deitte)** - Dan Deitte, Superintendent, provided an update.

**DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)** - Michael Scott, Director of Teaching and Learning, provided an update.

**2025-2026 ELEMENTARY STUDENT HANDBOOKS (Principals)** – Moved by Danny Olmstead, seconded by Michael Massmann, with all members present voting aye, to approve the 2025-2026 student handbooks for West Elementary, Tiger Elementary, and Park Elementary.

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

- Facilities (Jankowski/Knudtson/Olmstead) - The sub committee to review facility fees has met and shared information from the District and user groups. A follow-up meeting will take place.

**UPCOMING BOARD MEETINGS -**

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

**UPCOMING COMMITTEE MEETINGS -**

- **Technology** - June 24, 2025, 3:45 pm, District Office Conference Room
- **Facilities** - July 1, 2025, 10:00 am, Middle School
- **Finance** - July 10, 2025, 4:00 pm, District Office Conference Room
- **Finance** - July 23, 2025, 5:00 pm, District Office Conference Room
- **Parks, Recreation & Community Education** - August 4, 2025, 5:15 pm, Location to be Determined

**ADJOURN** - Moved by Erin Knudtson, seconded by Danny Olmstead, with all members present voting aye, to adjourn the special meeting at 6:23 pm.



Garrett Luthens, Chair

7/14/2025  
Date



Michael Massmann, Clerk

7/14/2025  
Date