

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

July 14, 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 Massmann, 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: Danny Olmstead.

PUBLIC COMMENTS – No public comments were received.

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

- Approved the minutes of the June 23, 2025 special meeting.
- Ratified the June 10 through July 8, 2025 claims in the amount of \$3,324,014.44.
- Authorized the following employment:

Change in Assignment

Bayerl, Mackenzie - Special Education Teacher, Transition Assistance Program, 8/25/25
Brand, Judy - Lead Custodian, Middle School, 6/23/25
Juergensen, Nikki - Physical Education Teacher, Tiger Elementary, 8/25/25
Scheuble, Troy - Social Studies Teacher, High School, 8/25/25
Timm, Jodi - Physical Education Teacher, West Elementary, 8/25/25

Community Education

Zetah, Daniel - Community Education Instructor, PRCE, 6/18/25

Extended Employment

Ellefson, David - Counselor, High School, 7/1/25-6/30/26
Frank, Ma Del - Homeless Liaison, District-wide, 9/2/25
Muellerleile, Alia - Grade 4 Teacher, Park Elementary, 7/7/25-8/15/25
Simondet, Lindsey - Jazz Band Director, Middle School, 10/7/24

Extra-curricular

Thompson, Abigail - Assistant Girls Hockey Coach, High School, 10/27/25

Leaves of Absence (full or intermittent)

Berg, Theresa - Lead Custodian, West Elementary, 9/1/25-9/10/25
Hoeft, Judy - Music Teacher, Tiger Elementary, 8/25/25-9/2/25
Karels, Todd - Electrician, District-wide, 5/21/25-5/23/25
Lopez, Alejandro - Custodian, High School, 4/23/25-4/23/26
Messner, Rebecca - Grade 1 Teacher, West Elementary, 8/25/25-11/10/25

New

Block, Bridget - Title I Teacher, Nonpublic Schools, 8/25/25-6/4/26
Chellin, Cassidy - English Teacher, High School, 8/25/25
Engman, Heidi - Grade 3 Teacher, Tiger Elementary, 8/25/25
Erickson, Tina - Special Education Teacher, Transition Assistance Program, 8/25/25
Larson, Kendall - Early Childhood Special Education Teacher, West Elementary, 8/25/25
Radunz, Jeff - Custodian, Park Elementary, 7/29/25
Theisen, Kate - Speech Language Pathologist, West Elementary, 8/25/25

Resignations

Lauinger, Jennifer - Reading Interventionist, Tiger Elementary, 6/30/25
Kutter, Stephanie - Volleyball Coach, Middle School, 10/14/24
Mahan-Deitte, Sienna - Substitute Education Assistant, West Elementary, 6/30/25

Summer Employment

Amborn, Amanda - Extended School Year Education Assistant and Bus Rider, Middle School, 7/15/25-7/31/25
Hoffmann, LuAnn - Extended School Year Education Assistant and Bus Rider, Transition Assistance Program, 7/15/25-7/31/25

Jozwick, Michele - Extended School Year Teacher, Middle School, 7/15/25-7/31/25

Nelson, Meghan - Extended School Year Teacher, West Elementary, 7/15/25-7/31/25

Olson, Sara - Extended School Year Education Assistant, Middle School, 7/15/25-7/31/25

Plombon, Leslie - Extended School Year Education Assistant Bus Rider, Bus, 7/15/25-7/31/25

Sanken, Sara - Extended School Year Teacher, Middle School, 7/15/25-7/31/25

Streich, Kimberly - Extended School Year Education Assistant Bus Rider, Transition Assistance Program, 7/15/25-7/31/25

Walling, Jody - Extended School Year Education Assistant Bus Rider, Bus, 7/15/25-7/24/25

- **Long-Term Facility Maintenance Revenue Application**

Approved the Long-term Facility Maintenance Revenue application (revenue projections and expenditure projections).

TIGER TIME - Lesli Mueller, Director of Child Nutrition; Anne Bassett, Food Service Outreach Coordinator; and Aimee Haag, Farm to School Coordinator, highlighted the District's Food Services Summer Feeding and farm to School/garden programs.

FIRST POLICY READING: POLICY SERIES 700, 800, 900 AND POLICIES REVIEWED ANNUALLY/AS NEEDED - 400, 500 (Administration) -

Moved by Erin Knudtson, seconded by Michael Massmann, with all members present voting aye, to approve the first reading of policy series 700, 800, 900 and policies reviewed annually/as needed in the 400 and 500 series.

2025-2026 SECONDARY STUDENT HANDBOOKS (Principals) - Moved by Michael Massmann, seconded by Sara Pollmann, with all members present voting aye, to approve 2025-2026 secondary student handbooks 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 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.

SUPERINTENDENT'S ANNUAL PERFORMANCE EVALUATION PUBLIC SUMMARY - Superintendent Dan Deitte's annual evaluation was held on June 9, 2025. Superintendent Dan Deitte and ISD 423 Board members Erin Knudtson, Garrett Luthens, Michael Massman, Danny Olmstead, and Sara Pollmann were present. Board members commended Mr. Deitte for his communication skills among different stakeholders in the district and are looking forward to the strategic plan framework this fall. Board members recommended balancing his time among the various stakeholders in the district and community. The following goals were reviewed with Superintendent Deitte. He provided a summary of his progress towards the goals and the board felt Superintendent Deitte has made significant progress in each area. 1. Relationships Matter. 2. Excellent Communicator. 3. Raise Student Achievement. 4. Maintain Fiscal Responsibility, While Negotiating Competitive Salary/Benefit Packages.

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

- Facilities (Jankowski/Knudtson/Olmstead) - The sub committee for facility rental fees continues to meet. The long-term facility maintenance application was reviewed along with bus garage parking lot maintenance.
- Finance (Massmann/Pollmann): The committee reviewed the revenues, expenses, and bills. Board questions were answered.
- Technology (Massmann/Olmesat): Although the Infosec training declined, more employee awareness has increased (more people reporting suspicious emails, etc.), summer projects are on track, and will start work on a draft AI policy/procedure.

UPCOMING BOARD MEETINGS -

- **School Board Work Session** - July 28, 2025, 5:30 pm, District Office Conference Room
- **School Board Regular Meeting** - August 11, 2025, 5:30 pm, City Center

UPCOMING COMMITTEE MEETINGS -

- **Technology** - July 17, 2025, 3:45 pm, District Office Conference Room
- **Finance** - July 23, 2025, 5:00 pm, District Office Conference Room (tentative)
- **Parks, Recreation & Community Education** - August 4, 2025, 5:15 pm, Location to be Determined
- **Finance** - August 7, 2025, 4:00 pm, District Office Conference Room
- **Facilities** - August 8, 2025, 9:00 am, Location to be Determined

CLOSED SESSION: NEGOTIATION STRATEGIES - The Chair closed the meeting at 6:12 pm per M.S. 13D.03, Subd. 1-b for negotiation strategies.

ADJOURN TO OPEN SESSION - Moved by Michael Massmann, seconded by Diane Janskowski, with all members present voting aye, to adjourn to the regular meeting at 6:42 pm.

ADJOURN - Moved by Erin Knudtson, seconded by Michael Massmann, with all members present voting aye, to adjourn the regular meeting at 6:43 pm.



Garrett Luthens, Chair

8/11/2025
Date



Michael Massmann, Clerk

8/11/2025
Date