

## **OFFICIAL MINUTES – REGULAR MEETING**

Board of Education

Independent School District No. 423

October 13, 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, Garrett Luthens, Michael Massmann, 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 Ava Knorr, Student Representative were also present. Members absent: Erin Knudtson.

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

**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 September 8, 2025 regular meeting and September 22, 2025 work session.
- Ratified the September 9 through September 30, 2025 claims in the amount of \$2,188,138.55.
- Authorized the following employment:

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

Adamski, Robyn - Special Education Assistant, Park Elementary, 9/15/25  
Anderson, Wendy - Substitute Early Childhood Family Education Teacher, West Elementary, 9/2/25  
Bailey, Stephanie - Special Education Assistant, West Elementary/Head Start, 9/2/25  
Beilke, Halii - Special Education Assistant, Tiger Elementary, 9/2/25  
Brodsky, Elizabeth - Education Assistant/Student Supervisor, Middle School, 9/8/25  
Brodsky, Elizabeth - Education Assistant ECFE Sibling Care, West Elementary, 9/8/25-12/19/25  
Brodsky, Elizabeth - Education Assistant ECFE Sibling Care, West Elementary, 9/16/25-12/16/25  
Brown, Sara - Education Assistant/Student Supervisor, West Elementary, 9/2/25  
Carroll, Tim - English Teacher, High School, 8/25/25  
Chiolero-Stevens, Isabella - Special Education Assistant, Tiger Elementary, 9/2/25  
Chiolero-Stevens, Isabella - Special Education Assistant, West Elementary, 9/4/25  
Drahos, Rochelle - FACS Teacher, Middle School, 8/25/25  
Ebert, Alyssa - Special Education Assistant, West Elementary, 9/2/25  
Elder, Madison - Special Education Assistant/Bus Rider, West Elementary, 9/2/25  
Ellis, Paula - Special Education Assistant/Bus Rider, Transition Assistance Program, 9/2/25  
Enstad, Melissa - Special Education Assistant/Bus Rider, Tiger Elementary, 10/1/25  
Giese, Brianna - Substitute LPN, District-wide, 10/6/25  
Hoffmann, LuAnn - Special Education Assistant/Bus Rider, West Elementary, 9/2/25  
Jakes, Shirley - Special Education Assistant, Park Elementary, 9/2/25  
Johnson, Alyssa - Special Education Assistant, Transition Assistance Program, 9/2/25  
Johnson, Gwen - Special Education Assistant/Bus Rider, High School, 9/2/25  
Klement, Jane - Education Assistant-Title I/Student Supervisor, Tiger Elementary, 9/2/25  
Krueger, Rita - Lead Administrative Assistant, West Elementary/Early Learning, 10/6/25  
Marconcini, Brandon - Custodian, High School, 10/16/25  
Martin, Kimberly - Special Education Assistant, West Elementary, 10/1/25  
McCarthy, Anita - Lead Cook Certified, Middle School, 9/15/25  
Mitsche, Abagale - Special Education Assistant/Bus Rider, High School, 9/2/25  
Moen, Jennifer - Custodian, Park Elementary, 10/17/25  
Nonnemacher, Michelle - Science Teacher, Middle School, 8/25/25  
Olson, Janet - Special Education Assistant/Bus Rider, West Elementary, 9/2/25  
Otte, Leah - Substitute Administrative Assistant, District-wide, 9/2/25  
Peck, Bonnie - Special Education Assistant/Bus Rider, Park Elementary, 9/2/25

Plombon, Leslie - Special Education Assistant Bus Rider, Transition Assistance Program, 9/2/25  
Plombon, Leslie - Special Education Assistant Bus Rider, Transition Assistance Program, 9/22/25  
Plombon, Tylee - Special Education Assistant, West Elementary, 9/2/25  
Redman, Kristie - School Psychologist, Tiger Elementary/West Elementary, 9/2/25  
Reponen, Michael - Science Teacher, Middle School, 8/25/25  
Rieke, Lori - Special Education Assistant/Bus Rider, Park Elementary, 9/15/25  
Schmidt, Diana - Special Education Assistant, Head Start, 9/2/25  
Seay, Sonia - Special Education Assistant/Bus Rider, Tiger Elementary, 9/2/25  
Smith, Bridget - Special Education Assistant/Bus Rider, Park Elementary, 9/2/25  
Staples, Katelynn - Special Education Assistant/Education Assistant-Title, High School, 9/8/25  
Steece, Timothy - Physical Therapist, West Elementary, 9/2/25  
Stevens, Bobby Jo - Special Education Assistant, West Elementary, 9/2/25  
Trout, Jessica - Occupational Therapist, West Elementary, 9/2/25  
Wendroth, Kari - Long-term Substitute Special Education LD Teacher, District-wide, 9/30/25-11/11/25  
Westlund, Peggy - RtI Coordinator/Language Arts Teacher, Middle School, 8/25/25  
Woods, Carrie - Reading Interventionist/Language Arts Teacher, Middle School, 8/25/25  
Wurzberger, Kaitlyn - Special Education Assistant, Tiger Elementary, 9/2/25

### ***Community Education***

Bormann, John - Community Education Instructor, PRCE, 9/2/25-6/30/26  
Bridge, Jill - Community Education Instructor, PRCE, 10/7/25-10/7/25  
Crocker, Lily-Anna - Community Education Instructor, PRCE, 10/4/25-12/20/25  
DeMeyer, William - Lifeguard, PRCE, 9/12/25  
Doberstein, Kevin - Community Education Instructor, PRCE, 9/2/25-6/30/26  
Neuberger, Kylie - Lifeguard, PRCE, 9/8/25  
Reiter, Adam - Community Education Instructor, PRCE, 9/7/25-10/2/25  
Schroeder, Maggie - Lifeguard, PRCE, 9/5/25  
St. Onge, Kaden - Community Education Instructor, PRCE, 9/2/25-6/30/26  
Stark, Talia - Community Education Instructor, PRCE, 9/26/25 - 6/8/26  
Tamondong, Justin - Community Education Instructor, PRCE, 10/4/25 - 10/4/25

### ***Extended Employment***

Kern-Anderson, Jennifer - Substitute Teacher, Park Elementary, 9/5/25-6/5/26  
Kruse, Denise - Substitute Custodian, Park Elementary, 9/30/25-10/24/25  
Mielke, Jacalynn - Substitute Teacher, Middle School, 9/2/25-6/4/26  
Rettmann, Lori - Special Education Teacher, Homebased Instruction, 9/29/25-12/5/25  
Wittington, Emily - Substitute Teacher, Park Elementary, 9/5/25-6/5/26

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

Borstad, Amy - Head Special Olympics/Unified Equestrian Coach, High School, 5/22/26  
Buckentin, Jocelynn - Yearbook Advisor, Middle School, 9/4/25  
Buker, Daniel - Head Strength and Conditioning Coach, High School, 9/2/25  
Beffert, Jami - Admin Supervisor, District-wide, 9/22/25  
Dobratz, Kris - National Honor Society Advisor, High School, 8/25/25  
Fairbanks, Rory - Admin Supervisor, District-wide, 9/22/25  
Fritsch, Katelyn - Assistant Strength and Conditioning Coach, High School, 9/3/25  
Goebel, Susan - Assistant Special Olympics/Unified Bowling Coach, High School, 9/17/25  
Higgins, Troy - Assistant Strength and Conditioning Coach, High School, 9/3/25  
Huntley, Andrea - Assistant Special Olympics/Unified Basketball Coach, High School, 1/12/26  
Ikem, Kristin - Head Special Olympics/Unified Basketball Coach, High School, 1/12/26  
Koehring, Gary - Head Strength and Conditioning Coach, High School, 11/10/25  
Kutter, Stephanie - Volleyball Coach, Middle School, 9/9/25  
Mons, Justin - Assistant Marching Band Director, High School, 8/11/25  
Neumann, Ashley - Assistant Special Olympics/Unified Basketball Coach, 1/12/26  
Renning, Scott - Girls Basketball Coach, Middle School, 10/27/25  
Skolberg, Chad - Event Worker, District-wide, 9/12/25

Sponholz, Tanya - Yearbook Advisor, High School, 8/25/25  
Stenzel, Gwen - Event Worker, District-wide, 9/26/25  
Zendejas, Kelly - FTC Robotics Coach, Middle School, 9/29/25

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

Jozwick, Michele - Special Education Teacher, Park Elementary, 9/2/25-9/2/26  
Olmscheid, Amanda - Special Education Assistant, West Elementary, 9/2/25-9/2/26  
Olson, Kari - Cook Lead, Park Elementary, 9/2/25-9/2/26  
Schaufler, Jennifer - Early Childhood Family Education Teacher, West Elementary, 10/9/25-10/9/26  
Verch, Kelsey - Special Education Assistant, Park Elementary, 10/10/25-12/15/25

***New***

Arndt, Alyssa - Assistant Cook, Middle School, 9/16/25  
Crosby, Abbie - Special Education Assistant, West Elementary, 9/30/25  
Day, Adria - Health/Medical Assistant, Middle School, 9/9/25  
Grant, Ricky - Custodian, Park Elementary, 9/30/25  
Janssen, Deborah - Long-term Substitute Early Childhood Screening, West Elementary, 9/30/25  
Johnson, William - Substitute Custodian, Park Elementary, 9/8/25-10/31/25  
Krueger, Rita - Special Education Assistant, Middle School, 9/9/25  
Loberg, Connie - Dishwasher, Middle School, 9/23/25  
Tews, Amanda - Substitute Custodian, Park Elementary, 9/4/25-10/31/25  
Verch, Kelsey - Special Education Assistant, Park Elementary, 9/16/25  
Vlcek, Kevin - Custodian, High School, 10/21/25  
Vorliceck, Patrick - Custodian, High School, 10/14/25

***Resignations***

Boeckers, Mackenzie - Grade 10 Softball Coach, High School, 6/6/25  
Brand, Kyle - Custodian, Middle School, 9/29/25  
Carroll, Tim - Assistant Varsity Softball Coach, High School, 6/6/25  
Chiolero-Stevens, Isabella - Special Education Assistant, West Elementary, 10/14/25  
Colin Elizabeth - Special Education Assistant, High School, 9/23/25  
Feuerborn, Allison - Yearbook Advisor, Middle School, 6/4/25  
McDonald, Shelley - Cook Lead, Tiger Elementary, 9/19/25  
Tews, Amanda - Substitute Custodian, Park Elementary, 9/15/25  
Wehler, Monica - Event Worker, High School, 9/29/25

***Targeted Services***

Schmidt, Jeff - Teacher, Middle School, 9/29/25-6/4/26

- **Approved the following extended field trips:**
  - FFA - Indianapolis, IN, October 27 - November 1, 2025
  - Girls Hockey - Marshall, Mn, November 28 - 29, 2025
  - Boys Hockey - Kasson/New Ulm, MN, December 5 - 6, 2025
  - Boys Basketball - Zimmerman, MN, December 5 - 6, 2025

**STUDENT HIGHLIGHTS** - Student Representative Ava Knorr provided a student activity and fine arts update.

**TIGER TIME** - Jennifer Telecky, High School Principal, provided an update on the TigerPath Academies.

**APPROVAL OF COOPERATIVE SPONSORSHIP AGREEMENT (Deitte)** - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, to approve the cooperative sponsorship agreement between Hutchinson Public Schools, ISD 423 and Mayer Lutheran for Boys Swimming and Diving beginning with the 2025-2026 school year.

**READ ACT MEMORANDUM OF UNDERSTANDING (Scott)** - Moved by Sara Pollmann, seconded by Michael Massmann, with all members present voting aye, to approve the Read Act Memorandum of Understanding, effective July 1, 2025 through June 30, 2026.

**APPROVAL OF COMMITTED FUND BALANCE (Boll)** - Moved by Danny Olmstead, seconded by Diane Jankowski, with all members present voting aye, to approve \$50,087.85 as the committed fund balance for severance pay and other retirement benefits for the fiscal year ending June 30, 2025.

**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.

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

**RESOLUTION SUPPORTING FROM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION (Luthens)** - Board Chair Garrett Luthens introduced the following resolution:

### **RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of Hutchinson Public Schools, ISD 423 recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Hutchinson Public Schools, ISD 423 supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

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, Garrett Luthens, 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.

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

- Technology (Massmann/Olmstead) - Discussed school start-up issues, phone service change, software, and Chromebook availability.
- Facilities (Jankowski/Knudtson/Olmstead) - Discussion included Tiger/Park Elementaries windows, facility rental waiver for employees (to limit custodial work/expense), bus garage remodel, safety committee (members needed), staffing changes, security, and playgroup safety.
- Finance (Massmann/Pollmann): The committee reviewed the revenues, expenses, bills, the audit, levy, and approved the facility committee recommendation for TAP/District Office/Middle School projects to use the remaining fund balance from the original projects.
- Parks, Recreation and Community Education (Knudtson) - no report.

**UPCOMING BOARD MEETINGS -**

- **School Board Work Session** - October 27, 2025, 5:00 pm, City Center
- **School Board Regular Meeting** - November 10, 2025, 5:30 pm, City Center

**UPCOMING COMMITTEE MEETINGS -**

- **Negotiations (Local 284)** - October 21, 2025, 1:00 pm, District Office Conference Room
- **Educator Licensure & Teacher Quality** - October 22, 2025, 4 pm, District Office Conference Room

- **Technology** - October 22, 2025, 3:45 pm, Middle School Conference Room 416
- **Negotiations (HESP)** - October 23, 2025, 5:30 pm, Middle School Media Center
- **Parks, Recreation & Community Education** - November 3, 2025, 5:15 pm, Location to be Determined
- **Facilities** - November 7, 2025, 9:00 am, Location to be Determined
- **Finance** - November 10, 2025, 8:00 am, District Office Conference Room
- **Negotiations (HESP)** - November 13, 2025, 5:30 pm, Middle School Media Center

**ADJOURN** - Moved by Michael Massmann, seconded by Danny Olmstead, with all members present voting aye, to adjourn the regular meeting at 6:13 pm.



Garrett Luthens, Chair

11/10/2025  
Date



Michael Massmann, Clerk

11/10/2025  
Date