

OFFICIAL MINUTES

ANNUAL REORGANIZATION MEETING

Board of Education

Independent School District No. 423

January 13, 2026

CALL TO ORDER - Acting Chair Garrett Luthens called to order the annual reorganization meeting of the Board of Education of Independent School District No. 423, Hutchinson, MN at 5:30 pm in the Council Chambers at City Center.

ROLL CALL - Members present: Diane Jankowski, Erin Knudtson, Garrett Luthens, Michael Massmann, Danny Olmstead, and Sara Pollmann. Also present were Dan Deitte, Superintendent; Michael Scott, Director of Teaching and Learning; Becky Boll, Director of Business and Finance; Tina Vorlicek; Recording Secretary; and Student Representatives Ava Knorr and Eleanor Barnard.

PLEDGE OF ALLEGIANCE – Acting Chair Garrett Luthens led the meeting in the pledge of allegiance.

ELECTION OF CHAIR - Garrett Luthens was nominated for the position of Chair. No additional nominations were received. **Garrett Luthens** was the only candidate nominated for the office of Chair and is hereby declared elected by acclamation.

ELECTION OF VICE-CHAIR - Erin Knudtson was nominated for the position of Vice-Chair. No additional nominations were received. **Erin Knudtson** was the only candidate nominated for the office of Vice-Chair and is hereby declared elected by acclamation.

ELECTION OF CLERK - Michael Massmann was nominated for the position of Clerk. No additional nominations were received. **Michael Massmann** was the only candidate nominated for the office of Clerk and is hereby declared elected by acclamation.

ELECTION OF TREASURER - Sara Pollmann was nominated for the position of Treasurer. No additional nominations were received. **Sara Pollmann** was the only candidate nominated for the office of Treasurer and is hereby declared elected by acclamation.

OFFICIAL NEWSPAPER - It was agreed to continue to post notices at the local library and District website until an official newspaper is established in the Hutchinson School District.

OFFICIAL DEPOSITORIES - Moved by Michael Massamann, seconded by Danny Olmstead, with all members present voting aye, official depositories were named for the ensuing year, contingent upon meeting Board policy on collateral requirements.

- BPA Utica Trust
- Citizens Bank & Trust Company
- Home State Bank
- Matrix Trust Company-Minnesota
- Healthcare Consortium VEBA Trust
- MidCountry Banks
- MN School District Liquid Asset Fund
- PMA Public Funds
- Security Bank & Trust Co.
- Wells Fargo
- Zions Bancorporation

INVESTMENTS - Moved by Danny Olmstead, seconded by Erin Knudtson, with all members present voting aye, the Board authorized the Superintendent, Board Treasurer, Director of Business and Finance, and District Controller to invest District funds; and Becky Boll, Director of Business and Finance; Cindy Longhenry, Controller; Jenny Rannow, Payroll and Benefits Coordinator; and Cheryl Olson, Accountant to make wire transfers with approval of the Superintendent or Director of Business and Finance.

SCHOOL BOARD SALARY - Moved by Michael Massmann, seconded by Sara Pollmann, with all members present voting aye, affirming the Board salary schedule as approved at the December 9, 2024 regular Board meeting.

MILEAGE - Moved by Sara Pollmann, seconded by Diane Jankowski, with all members present voting aye, the Board set the mileage reimbursement rate at current IRS guidelines.

BOARD MEETING DATES AND TIMES - Moved by Michael Massmann, seconded by Diane Jankowski, with all members present voting nay, that regular meetings continue to be held on the second Monday of each month and that work sessions be held on the fourth Monday of each month (work session exceptions: move the May meeting to Tuesday, May 26 and no meeting in December). All regular meetings are held in the Council Chambers at City Center. Work sessions will generally be conducted at one of the District schools. Unless otherwise determined, all regular and work session meetings will commence at 5:30 pm. Moved by Sara Pollmann, seconded by Michael Massmann, with all members present voting aye, that regular meetings be held on the fourth Monday of each month (regular meeting exception: move May meeting to Tuesday, May 26) and that work sessions be held on the second Monday of each month. All regular meetings are held in the Council Chambers at City Center. Work sessions will generally be conducted at one of the District schools. Unless otherwise determined, all regular and work session meetings will commence at 5:30 pm.

SHORT-TERM EMPLOYMENT - Moved by Sara Pollmann, seconded by Danny Olmstead, with all members present voting aye, to authorize the Superintendent to employ persons within the confines of the adopted District budget for short-term employment at various levels in the District. This includes part-time employees such as substitutes, consultants, curriculum work, adult programs, and employment created by board approved grants. Rates will be paid according to existing statute or school labor agreements.

PETTY CASH - Moved by Michael Massmann, seconded by Erin Knudtson, with all members present voting aye, the Board authorized petty cash accounts as follows.

District Office	50	Gate Ticket Box #1	650
Park Elementary Office	50	Gate Ticket Box #2	650
West Elementary Office	50	Gate Ticket Box #3	650
Tiger Elementary Office	50	Gate Ticket Box #4	650
Middle School Office	50	Gate Ticket Box #5	650
High School Office	50	Gate Ticket Box #6	650
Food Service (Garden)	170	Concessions #1	350
Food Service (Summer Feeding)	660	Hutch Spirit Items #1	200
Community Education	50		
 Total Petty Cash	 \$5,630		

COMMITTEE APPOINTMENTS - Chair Luthens appointed Board committees as follows.

Board Compensation	Massmann / Pollmann
Book Review	Jankowski
Calendar	Olmstead / Pollmann
Comprehensive Achievement and Civic Readiness	Jankowski / Pollmann
Educator Licensure & Teacher Quality	Jankowski
Facilities	Jankowski / Knudtson / Olmstead
Finance	Luthens / Massmann / Pollmann
Hearing Representative	Knudtson
High School League	Olmstead (primary) / Massmann
Insurance	Luthens
Legislative Liaison	Pollmann
Meet & Confer	Jankowski / Luthens / Pollmann
Parks, Recreation & Community Education	Knudtson
Policy Review	Jankowski / Knudtson / Pollmann
Student Health & Wellness	Knudtson
Technology	Massmann / Olmstead
Transportation	Pollmann / Massmann

ADJOURNMENT - Moved by Erin Knudtson, seconded by Michael Massmann, with all members present voting aye, the meeting adjourned at 5:42 pm.



Garrett Luthens, Chair

2/23/2025
Date



Michael Massmann, Clerk

2/23/2025
Date