

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

July 27, 2026

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, and Sara Pollmann. Also present were Dan Deitte, Superintendent; Becky Boll, Director of Business Finance; Michael Scott, Director of Teaching and Learning; and Tina Vorliceck, recording secretary. Members absent: Michael Massmann and Danny Olmstead.

PUBLIC COMMENTS – No public comments were offered.

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 29, 2026 regular meeting and July 13, 2026 work session.
- Ratified the June 4, 2026 through June 30, 2026 claims in the amount of \$3,165.501.27 (including wire transfers).
- Authorized the following employment:

Change in Assignment

Bergsma, Shawn - Special Education Assistant, Middle School, 8/31/26

Stenzel, Gwen - Student Supervisor, Tiger Elementary, 9/8/26

Withers, Nisha - Q Comp Advisor, Tiger Elementary, Park Elementary, West Elementary, 8/31/26

Extended Employment

Frank, Carmen - District Homeless Liaison, High School, 7/1/26-6/30/27

Scott, Sara - Casual Support, District Office, 7/6/26-8/19/26

Extended School Year

Ellis Paula - Special Education Assistant and Bus Rider, Transition Assistance Program, 7/7/26-7/23/26

Kavanagh, Shelby - Bus Rider, Transition Assistance Program, 7/7/26-7/16/26

Nikolaisen, Kari - Education Assistant, Transition Assistance Program, 7/7/26-7/23/26

Plombon, Leslie - Bus Rider, Transition Assistance Program, 7/7/26-7/23/26

Extra-curricular

MacMullan, Ross - Assistant Boys LaCrosse Coach, 4/19/26

Leaves of Absence (full or intermittent)

Brand, Judy - Lead Custodian, Middle School, 5/13/26-6/1/26

Houseman, Ryan - Science Teacher, High School, 6/8/26-8/24/26

Peck, Bonnie - Special Education Assistant, Park Elementary, 8/6/26-9/16/26

Shorkey, Lauren, FACS Teacher, High School, 9/9/26-10/2/26

Vasquez, Vivian - Special Education Assistant, Park Elementary, 7/24/26-12/14/26

New

Barlow, Abigail - Grade 3 Teacher, Tiger Elementary, 8/24/26

Danberg, Amy - Administrative Assistant, High School, 7/21/26

Heilman, Emily - Long-term Substitute Grade 2 Teacher, 8/24/26-11/24/26

Orth, Emilee - Special Education Assistant, West Elementary, 8/31/26

Resignations

Burczek, Ashley - Dishwasher, Middle School, 6/4/26

Hartwig, Holly - Custodian, Middle School, 7/17/26

Krueger, James - Custodian, Middle School, 6/19/26

Retirement

Klement, Jane - Education Assistant-Title 1 and Student Supervision, Tiger Elementary, 6/4/26

Summer

Brown, Alex - Substitute ALC Science Teacher, 6/22/26-7/23/26

Daak, Yolanda - Summer SPED Administrative Assistant, West Elementary, 7/8/26-7/31/26
Hillstrom, Anne - Summer Outreach Coordinator, Nutrition Services, 7/13/26-8/21/26
Johnson, Veronica - Interpreter and Translator, Tiger Elementary, 8/3/26-8/21/26
Martin, Kimberly - Kindergarten Connection Special Education Assistant, West Elementary, 7/13/26-8/14/26
Nelson, Meghan - Home Visit Early Childhood Special Education Teacher, West Elementary, 7/1/26-8/21/26
Soliz, Vanessa - Kindergarten Connection Special Education Assistant, West Elementary, 8/3/26-8/13/26

Targeted Service

Krause, Brianna - Substitute Teacher, Tiger Elementary, 6/8/26-7/23/26
Langins, John, Substitute Teacher, Middle School, 7/13/26-7/13/26
Mackenthun, Taylor - Substitute Teacher, Middle School, 7/16/26-7/16/26
Thode, Tim - Substitute Teacher, West Elementary, 6/8/26-7/24/26

- Approved a membership renewal for MREA (Minnesota Rural Education Association) - 2026-2027 Dues, \$2,500.00 (base fee - \$1,100, legislative fee - \$1,400).
- Approved the FY 28 long-term facility maintenance revenue application

TIGER TIME - Lesli Mueller, Director of Child Nutrition, provided an overview of the food services department.

SUPERINTENDENT UPDATE - 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 (Boll) - Rebecca Boll, Director of Business and Finance, provided an update.

FIRST READING - POLICY SERIES 100, 200, 300 AND POLICIES REVIEWED ANNUALLY/AS NEEDED - 400, 500, 600, 700, 800 – Motion made by Sara Pollmann, seconded by Diane Jankowski, with all members present voting aye, to approve the the first reading of policy series 100, 200, 300 and policies reviewed annually/as needed - 400, 500, 600, 700, 800.

2026-2027 SECONDARY STUDENT HANDBOOKS – Motion made by Sara Pollmann, seconded by Erin Knudtson, with all members present voting aye, to approve the 2026-2027 Secondary Student Handbooks as presented, changing Chairman to Chair or Chairperson and Vice-Chairman to Vice-Chair or Vice-Chairperson.

2026-2027 ACTIVITIES HANDBOOK – Motion made by Diane Jankowski, seconded by Erin Knudtson, with all members present voting aye, to approve the 2026-2027 Activities Handbook as presented.

STATE OF THE FACILITIES PRESENTATION (TenEyck) - Justin TenEyck, Director of Building and Grounds, gave an overview of the district facilities for the next 3 - 5 years.

SUPERINTENDENT'S ANNUAL PERFORMANCE EVALUATION PUBLIC SUMMARY - Superintendent Dan Deitte's annual evaluation was held on June 29th, 2026. Dan Deitte and ISD 423 Board members Erin Knudtson, Garrett Luthens, Michael Massman, Sara Pollmann, and Diane Jankowski were present. Board members reviewed and discussed the perception survey, board review survey and professional goals of Superintendent Deitte. Various comments were submitted for Mr. Deitte to reflect upon and consider in his role and decision-making. The board concluded this annual review of Mr. Deitte's performance as superintendent and found it acceptable.

COMMITTEE REPORTS - Committee reports were presented as follows:

- Facilities (Jankowski) - The committee discussed the long-term facilities maintenance plan, new windows at West, new locker rooms at the Middle School, new flooring in the nurses office at West, and the remodel to the District Office.
- Finance (Pollmann) - The committee discussed the June revenues, expenses, and claims; everything is on track.
- Parks, Recreation & Community Education (Knudtson) - No meeting was held

UPCOMING BOARD MEETINGS -

- **School Board Work Session**- August 10, 2026, 5:30 pm, District Office Conference Room

- **School Board Regular Meeting** - August 24, 2026, 5:30 pm, City Center

UPCOMING COMMITTEE MEETINGS -

- **Parks, Recreation & Community Education** - August 3, 2026, 5:15 pm, Location to be Determined
- **Finance** - August 19, 2026, 4 pm, District Office Conference Room
- **Facilities** - August 21, 2026, 10:00 am, Location to be Determined

ADJOURN - Moved by Diane Jankowski, seconded by Erin Knudtson, with all members present voting aye, to adjourn the regular meeting at 6:22 pm.



Garrett Luthens, Chair

8/24/2026
Date



Michael Massmann, Clerk

8/24/2026
Date