Hutchinson Public Schools

Excellence in Academics, Activities, and Character

INDEPENDENT SCHOOL DISTRICT NO. 423
Regular Meeting of the Board of Education
November 23, 2026, 5:30 pm
City Council Chambers - 111 Hassan St SE

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT (Opportunity for public comment on agenda items)

V. CONSENT AGENDA

MINUTES, CLAIMS, EMPLOYMENT, EXTENDED FIELD TRIP

VI. PROGRAMS

A. STUDENT HIGHLIGHTS (Barnard)
B. TIGER TIME (Inglis)

VII. ADMINISTRATIVE REPORTS

A. APPROVAL OF FISCAL YEAR 2026 AUDIT REPORT (Boll)
B. EMPLOYEE WEATHER POLICY HANDBOOK 2026-2027 (Deitte)
C. SUPERINTENDENT UPDATE (Deitte)
D. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)

VIII. BOARD MEMBER TOPICS

A. AMERICAN EDUCATION WEEK, NOVEMBER 16-20, 2026 (Deitte)
B. DISCUSSION OF PROPOSED AMENDMENT TO MSHSL BYLAW 101
C. PROCESS FOR SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)
D. COMMITTEE REPORTS

IX. OTHER ITEMS OF BUSINESS

A. UPCOMING BOARD MEETINGS
B. UPCOMING COMMITTEE MEETINGS

X. ADJOURN

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, November 23, 2026, 5:30 pm, in the City Council Chambers at City Center. The following items are listed for your consideration:

I. CALL TO ORDER

II. ROLL CALL

Members Present:

Members Absent:

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT

Qualifications and Procedure:

- School Board meetings are meetings held in the public, not public meetings.
- Public comment is reserved for students, parents of students, district employees, and members of the community within the boundaries of the school district.
- Board members will listen to public comments; not engage in a discussion.
- Public comment is included on each regular meeting, special meeting and work session agenda and limited to 30 minutes.
- Each speaker is allowed three minutes to speak about items on the agenda.
- Prior to making a comment, state your qualification (student, parent of a student, district employee, or member of the community within the boundaries of the school district).
- Those wishing to address the Board concerning any agenda items are requested to form an orderly line down the center aisle (or designated space).
- The Board Chair may modify the procedure as needed.

V. CONSENT AGENDA (one motion)

The purpose of the "Consent Agenda" is to enable the board to efficiently act on routine business, allowing more time on agenda discussion items. Upon receipt of the agenda, board members may wish to contact the superintendent's office with questions about items included in the Consent Agenda. At the board meeting, the chairman will ask if any board member wants discussion of any Consent Agenda item(s). At that time, board members may request that the board chairman remove any item from the Consent Agenda for separate consideration. The board will proceed by taking action first on the remaining Consent Agenda. Then those individual items, lifted from the agenda, will be considered. For each such item a motion, second, discussion and vote becomes necessary.

Motion_____ Second_____

VI. PROGRAMS

A. STUDENT HIGHLIGHTS (Barnard)

B. TIGER TIME (Inglis)

Eric Inglis, Activities Director, will cover student leadership/action card, MSHSL Form A and Form B, and Bound/gate admissions.

VII. ADMINISTRATIVE REPORTS

A. APPROVAL OF FISCAL YEAR 2026 AUDIT REPORT (Boll)

Justin McGraw, representing the audit firm of Conway, Deuth & Schmiesing, will present an overview of the District Fiscal Year 2026 audit. Administration recommends approval of the audit as presented.

- Management Letter, June 30, 2026
- Audited Financial Statements and Supplementary Information, June 30, 2026
- Audit Report, June 30, 2026

Motion_____ Second_____

B. EMPLOYEE WEATHER POLICY HANDBOOK 2026-2027 (Deitte)

Superintendent Deitte will provide an overview of the Employee Weather Policy Handbook 2026-2027 for employees. Administration recommends approval.

Motion_____ Second_____

C. SUPERINTENDENT UPDATE (Deitte)

D. DIRECTOR OF TEACHING AND LEARNING UPDATE (Scott)

VIII. BOARD MEMBER TOPICS

A. AMERICAN EDUCATION WEEK, NOVEMBER 16-20, 2026 (Deitte)

B. DISCUSSION OF PROPOSED AMENDMENT TO MSHSL BYLAW 101

C. PROCESS FOR SUPERINTENDENT'S SEMI-ANNUAL EVALUATION (Luthens)

The Board will conduct a semi-annual performance evaluation of the Superintendent at the December 14, 2026, Board meeting.

D. COMMITTEE REPORTS

- Finance (Luthens/Massmann/Pollmann)
- Parks, Recreation & Community Education (Knudtson)
- Technology (Massmann/Olmstead)

IX. OTHER ITEMS OF BUSINESS

A. UPCOMING BOARD MEETINGS

- **School Board Regular Meeting** - December 14, 2026, 5:30 pm, City Center
- **School Board Work Session** - December 21, 2026, 5:00 pm, District Office Conference Room

B. UPCOMING COMMITTEE MEETINGS

- **Parks, Recreation & Community Education** - December 7, 2026, 5:15 pm, Location to be Determined
- **Finance** - December 10, 4:30 pm, District Office Conference Room
- **Technology** - December 17, 2026, 3:45 pm, District Office Conference Room

- **Facilities** - December 18, 2026, 10:00 am, Location to be Determined

X. ADJOURN

Motion_____ Second_____

CONSENT AGENDA
November 23, 2026

Minutes

The minutes of the October 26, 2026 regular meeting and November 9, 2026 work session are submitted for review and approval.

Claims

The administration recommends ratification of the October 1, 2026 through October 31, 2026 claims in the amount of $2,591,851.45.

Employment

Change in Assignment

Colin, Elizabeth - Special Education Assistant, High School, 9/21/26
Ebert, Alyssa - Special Education Assistant, High School, 9/21/26
Ellis, Paula - Special Education Assistant and Bus Rider, Park Elementary, 8/25/26
Field, Mark - Special Education EBD Teacher, West Elementary and Tiger Elementary, 8/31/26
Fischer, Yvette - Special Education Assistant, Transition Assistance Program, 8/31/26
Fountain, Emily - Special Education Assistant, High School, 9/21/26
Frankfurth, Meghan - Special Education Teacher, Middle School, 11/2/26-3/5/27
Gill, Jennifer - Special Education Assistant and Bus Rider, Middle School, 11/9/26
Janssen, Arianna - Special Education DCD Teacher, West Elementary and Tiger Elementary, 10/12/26
Johnson, Gwen, Special Education Assistant and Bus Rider, Transition Assistance Program, 8/31/26
Johnson, Gwen - Special Education Assistant and Bus Rider, Transition Assistance Program, 11/2/26
Ludowese, Joyce - Education Assistant-Title I and Student Supervisor, Tiger Elementary, 8/25/26
Nikolaisen, Kari - Special Education Assistant, Transition Assistance Program, 8/31/26
Olson, Janet - Special Education Assistant and Bus Rider, West Elementary, 9/18/26
Olson, Kari - Assistant Production Supervisor, High School, 10/26/26
Peck, Bonnie - Special Education Assistant and Bus Rider, Park Elementary, 10/7/26
Peck, Bonnie - Special Education Assistant and Bus Rider, Park Elementary, 11/9/26
Pzynski Miller, Sheryl - Early Childhood Screening, West Elementary, 8/24/26
Steinbeisser, Melissa - Special Education Assistant and Bus Rider, West Elementary, 10/6/26
Stenzel, Gwen - Education Assistant Title I and Student Supervisor, Tiger Elementary, 8/31/26
Vliem, Tina - Special Education Assistant, High School, 9/21/26
Walling, Jody - Special Education Assistant and Bus Rider, West Elementary, 9/6/26
Wurzberger, Kaitlyn - Special Education Assistant, Tiger Elementary, 10/26/26

Community Education

Garding, Kerry - Community Education Instructor, PRCE, 8/31/26

Extended Employment

DeFrane, AJ - Substitute Special Education Bus Rider, District Office, 10/28/26
Kottke, Sarah - Substitute Education Assistant and Student Supervisor, Park Elementary, 10/9/26-6/3/27
Martin, Kimberly - Substitute Teacher, West Elementary, 10/19/26-6/4/27
Reiter, Jennifer - Long-term Substitute Kindergarten Teacher, West Elementary, 11/6/26-11/20/26

Extra-curricular

McCoy, Hannah - Girls Basketball, Middle School, 10/26/26-12/31/26
Messner, Sadie - Assistant Girls Hockey Coach, High School, 11/2/26
Weispfenning, Peggy - Assistant Special Olympics/Unified Bowling Coach, High School, 10/13/26-11/16/26

Independent Contracts

Boll, Rebecca - Director of Business and Finance, 2024-2027
DuFrane, Anthony - Special Education Accountant/Administrative Assistant, 2026-2028
Graf, Becky - Human Resources Coordinator, 2026-2028
Inglis, Eric - Activities Director, 2026-2028
Koehring, Gary - Director of Buildings and Grounds, 2026-2028
Moore, Andrea - TigerPath Coordinator, 2026-2028
Rodelius, Amy - Special Education Coordinator, 2027-2028

Scott, Michael - Director of Teaching and Learning, 2025-2028
Trimbo, Dan - HVAC Specialist, 2026-2028

Leaves of Absence (full or intermittent)

Anderson, Haley - Special Education Assistant, 2/22/27-5/7/27
Cassens, Renee - Cook Lead, High School, 12/16/26-3/17/26
Chan, Samantha - Special Education Teacher, Park Elementary, 5/7/27-11/22/27
Corby, Emily - Early Childhood Family Education Teacher, West Elementary, 3/31/27-12/23/27
Frankfurth, Meghan - Special Education Teacher, Middle School, 3/15/27-8/23/27
Jones, Bella - Special Education Assistant, West Elementary, 3/15/27-6/3/27
Jordahl, Michelle - Art Teacher, Middle School, 12/10/26-12/23/26
Merelic, Cheryl - Special Education Teacher, High School, 10/29/26-11/9/26
Neubarth, Ashley - Kindergarten Teacher, West Elementary, 11/30/26-4/19/27

New

Berscheit, Leah - Long-term Substitute Physical Education/Health Teacher, High School, 10/27/26-11/25/26
Campos, Jessica - Education Assistant ELL, Middle School, 11/4/26
Hagel, Matthew - Technology Education Teacher, High School, 12/22/26
Jacobs, Melinda - Student Supervisor, Tiger Elementary, 11/10/26
Reiter, Jennifer - Long-term Substitute Kindergarten Teacher, West Elementary, 11/30/26-4/19/27

Resignations

Edwards, Lydia - Special Education Assistant, Park Elementary, 11/27/26
Koford, Leann - Education Assistant, West Elementary, 12/18/26
Leslie, Stephanie - Special Education Teacher, Tiger Elementary, 11/3/26
Lyons, Emily - Assistant Strength and Conditioning Coach, High School, 11/6/26
Polifka, Amy - Special Education Assistant, West Elementary, 11/20/26
Rathmann, Alicia - Special Education Assistant, Transition Assistance Program, 11/19/26
Renning, Scott - Middle School Girls Basketball Coach, High School, 10/28/26
Swanson, Alexandra - Special Education Teacher, Middle School, 11/20/26

Retirement

Lewerenz, Lore - Cook, High School, 10/23/26
Weispfenning, Peggy - Special Education Assistant, High School, 12/4/26

Extended Field Trip

Boys 9-12 Basketball - December 4-5, 2026, Zimmerman, Minnesota