West Central School District #49-7
School Board Meeting Minutes
July 14, 2025

Motions are carried and unanimously approved unless stated otherwise.

The West Central School District #49-7 School Board convened in regular session at 5:30 p.m. on July 14, 2025 2025 in the District Administration Office in Hartford, SD.

The following board members were present: Alison McGillivray, Lexy Klinkhammer, Justin Eich, Kim Lanham, and Adam DeJong.

Also present: Superintendent Dr. Knight, Technology Director Waltner, and Business Manager Stuessi.

Call to Order
President McGillivray called the meeting to order at 5:30 p.m. The meeting started with the Pledge of Allegiance.

Adoption of the Agenda
Action 25-138 Motion by Lanham, second by Eich to amend the agenda to correct Resolution #25-01 Authorization of Check Signatures to be Resolution #26-01 Authorization of Check Signatures and remove Item 8a-Authorization to Pay FY2025 Claims from the agenda.

Action 25-139 Motion by Klinkhammer, second by Eich to adopt the amended agenda.

Approval of the Minutes
Action 25-140 Motion by Lanham, second by Klinkhammer to approve the meeting minutes from June 9, 2025 as published.

Conflicts of Interest
Board member Lanham disclosed a direct benefit conflict of interest as follows: Lanham's spouse, Anthony T. Lanham, is a teacher and coach employed by the district. Lanham's disclosure of her spouse's employment with the West Central School District contains an interest and direct benefit.

Action 25-141 Motion by Klinkhammer, second by DeJong to authorize Lanham's direct benefit because it is reasonable, fair and not contrary to public interest.

Consent Agenda
Action 25-142 Motion by Eich, second by Lanham to approve the consent agenda. The consent agenda addressed the following items:

- CLAIMS:
  GENERAL FUND, A1 Electric Plumbing Heat & Air, Building Repairs, $26,613.76, Advanced Pest Solutions, Pest Control, $480.00, Alcester-Hudson School District 61-1, Entry Fee, $200.00, Amazon Business, Instructional Supplies, $2,253.11, Automatic Building Controls Inc, Alarm Monitoring, $1,130.61, BLUE BEACON, Bus Maintenance, $62.60, BOK Financial, Annual Disclosure, $350.00, Builders Supply Company, Maintenance Supplies, $1,161.75, C&B CENTRAL AG & TURF - IDEAL YARDWARE, Maintenance Supplies, $62.66, Carroll Institute, Student Services, $12,750.00, CC&F Retail Inc, Diesel, $186.48, Century Business Products Inc, Print Management, $1,603.80, City Glass & Glazing Inc, Building Repairs, $524.08, City Of Hartford, Water & Sewer, $1,051.11, Coffee Cup Fuel Stops, Diesel, $4,998.75, Convergint Technologies LLC, Building Repairs, $1,623.90, Cressman Sanitation Inc, Garbage, $730.50, Culligan of Sioux Falls, Water Softener, $124.50, Custom Home Improvement Inc, Building Repairs, $4,506.23, DAKOTA AG CENTER GRAIN, Grounds Supplies, $3,614.25, EIDE BAILLY LLP, Technology Services, $369.00, Employers Mutual Casualty Company, 2025-26 Property Liability Insurance, $244,445.00, First Dakota Indemnity Company,

2025-26 Work Comp Insurance, $49,363.04, Franchise Concrete Inc, Grounds Maintenance, $6,562.73, G & R Controls Inc, HVAC Repairs, $3,298.00, G&N LLC (SCHOOL BUS DRIVER TRAINING PROGRAM), Registration, $100.00, Golden West Telecommunications, Phone, $1,523.53, HAELSEL, KATIE, Refund, $50.00, Hartford Ace Hardware, Maintenance Supplies, $1,892.45, Hartford Best Paint and Body LLC, Bus Maintenance, $840.00, Hartford Building Center, Building Supplies, $755.11, HEALTHEQUITY, INC., Processing Fee, $153.65, Heiman Inc, Maintenance, $7,989.50, Hillyard Inc, Custodial Supplies, $2,138.92, HUDL, Annual Subscription, $8,459.00, IMAGINE LEARNING LLC, Curriculum, $27,181.00, INCIDENT IQ, LLC, Technology Services, $8,500.00, Innovative Office Solutions LLC, Custodial Supplies, $997.28, J&P ROOFING SYSTEMS INC, Roof Repair, $2,704.08, Jamf Software LLC, Technology Software, $16,104.00, JD'S House of Trophies, Cocurricular Supplies, $18.00, JEFF CHAMBERS MUSIC LLC, Cocurricular Supplies, $2,760.00, Johnson, Amy, Refund, $50.00, Jostens Inc, Instructional Supplies, $826.04, KAUFMAN LAW OFFICE, Legal Services, $15,843.37, KNIGHT, ERIC, Mileage, $31.02, LIU - Lasting Impressions Unlimited Inc, Cocurricular Supplies, $872.80, LODGE AT DEADWOOD, Lodging, $600.00, MacDoctors, Technology Repairs, $926.00, Madison Central School Dist 39-2, Entry Fee, $75.00, Marsh McLennan Agency LLC, Cyber Insurance, $7,560.00, MASCOT JUNCTION, INC., Instructional Supplies, $4,870.00, MidAmerican Energy Company, Natural Gas, $1,497.78, Midwest Bus Parts Inc, Bus Repairs, $655.80, Napa Auto Parts Of Hartford, Grounds Supplies, $338.28, NB Golf LLC, Equipment Repair, $924.13, New Century Press Inc, Publishing, $201.60, Nothdurft Construction LLC, Grounds Supplies, $4,768.00, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage, $1,108.04, Pitney Bowes Global Financial Services LLC, Postage, $219.98, Popplers Music, Cocurricular Supplies, $340.05, PowerSchool Group LLC, Software Renewal, $1,277.41, PS GARAGE DOORS OF SOUTH DAKOTA, Building Repairs, $224.75, Riddell All American Sports, Helmet Reconditioning, $5,625.80, Sanford Health Occupational Medicine Clinic, DOT Exam, $161.00, SASD, Dues, $5,418.00, SHI International Corp, Technology Software, $1,750.45, Sioux Valley Energy, Electricity, $23,803.00, Software Unlimited Inc, Fiscal Software, $8,800.00, Stan Houston Equipment Company Inc, Maintenance Supplies, $1,481.01, T-MOBILE USA INC., Cell Phone, $492.80, Tammen Auto & Tire Inc, Bus Repairs, $885.91, Taylor Music Inc, Cocurricular Supplies, $191.71, Teachwell Solutions, Student Tuition, $3,410.00, TK Elevator Corporation, Building Maintenance, $650.13, Town Of Humboldt, Water/Sewer/Natural Gas, $855.47, Verizon Wireless, Phone, $211.36, GENERAL FUND TOTAL, $547,179.07, CAPITAL OUTLAY FUND, ARCHITECTURE INCORPORATED, Professional Services, $4,245.00, Cengage Learning Inc, Curriculum, $26,603.50, EIDE BAILLY LLP, Technology Equipment, $48,986.00, Franchise Concrete Inc, Grounds Improvements, $13,469.41, Hillyard Inc, Custodial Supplies, $3,654.69, HOWE HEATING & PLUMBING, INC., Building Improvements, $113,184.44, Infinite Campus Inc, Curriculum, $13,691.70, Innovative Office Solutions LLC, Building Improvements, $100,344.78, IXL Learning Inc, Curriculum, $10,155.00, MOSS ENTERPRISES, Curriculum, $49,880.00, NEWSELA, INC., Curriculum, $3,245.44, Pheasantland Industries, Curriculum, $2,623.63, Popplers Music, Curriculum, $199.95, SHI International Corp, Curriculum, $2,550.00, STOCKWELL ENGINEERS, Grounds Improvements, $350.00, Taylor Music Inc, Curriculum, $4,049.00, Zearn Inc, Curriculum, $2,500.00, CAPITAL OUTLAY FUND TOTAL, $399,732.54, SPECIAL EDUCATION FUND, Amazon Business, Instructional Supplies, $67.65, Century Business Products Inc, Print Management, $3.26, Children's Home Society of South Dakota, SPED Services, $19,755.76, Ellwein, Tracee, PT Services, $829.12, EVERWAY, Curriculum, $969.87, First Dakota Indemnity Company, 2025-26 Work Comp Insurance, $5,607.76, Golden West Telecommunications, Phone, $156.69, Lifescape, Student Services, $43,477.25, RELAYHUB, LLC, Curriculum, $3,168.00, Southeast Area Cooperative, Billing, $563.47, Teachwell Solutions, Student Services, $41,784.00, Wheelchair Express Sioux Falls, SPED Transportation, $2,250.00, SPECIAL EDUCATION FUND TOTAL, $118,632.83, CAPITAL PROJECTS FUND, BANNERVILLE USA, INC, Fixtures, $13,450.00, Franchise Concrete Inc, Construction, $21,692.63, GIL Haugan Construction, Inc, Construction, $113,804.20, CAPITAL PROJECTS FUND TOTAL, $148,946.83, FOOD SERVICE FUND, Amazon Business, Kitchen Supplies, $338.63, Carlson & Stewart Refrigeration Inc, Equipment Repair, $1,004.08, Century Business Products Inc, Print Management, $9.01, CYBERSOFT TECHNOLOGIES, INC., Software Renewal, $4,780.00, DOUBLETREE HOTELS-RAPID CITY DOWNTOWN, Lodging, $1,932.00, East Side Jersey Dairy Inc, Milk, $58.32, First Dakota Indemnity Company, 2025-26 Work Comp Insurance, $13,233.20, FULL, SCARLETT, Refund, $34.20, Golden West Telecommunications, Phone, $156.69, Innovative Office Solutions LLC, Furniture, $5,360.68, NORTH CENTRAL FOOD SUPPLY AND SERVICE, Equipment Repair, $390.50, PERFORMANCE

FOODSERVICE, Groceries, $720.74, PURPLE PETUNIA, Cleaning Service, $380.00, Sittig, Jacob, Refund, $9.90, THOMAS-PARSONS, TANYA, Mileage, $11.88, FOOD SERVICE FUND TOTAL, $28,419.83, COMMUNITY FUND, Amazon Business, Camp Supplies, $274.89, Caffrey, Joseph, Camp Supplies, $282.84, DAKOTA SPORTS, DAKOTA LETTERING, MRG DAUBYS, Camp Supplies, $782.37, KNIGHT, ERIC, Camp Supplies, $875.08, TOTAL COMMUNITY FUND, $2,215.18, TOTAL GENERAL CHECKING, $1,245,126.28, IMPREST CHECKING, GENERAL FUND, BARRON, ANDREW, Per Diem, $28.00, DCI, Fingerprinting, $129.75, Dell Rapids School District 49-3, Entry Fee, $175.00, HARTWICK, SCOTT, Memorial, $60.00, Johnson, Amy, Per Diem, $28.00, Stuessi, Krista, Reimbursement, $611.00, GENERAL FUND TOTAL, $1,031.75, FOOD SERVICE FUND, Anderson-Krueger, Mary, Per Diem, $14.00, Bannwarth, Norma, Per Diem, $14.00, Beckman, Patricia, Per Diem, $94.00, BRUENING, KIMBERLY, Per Diem, $14.00, Eastlick, Megan, Per Diem, $94.00, EGGERS, SHIRLEY, Per Diem, $14.00, HICKENBOTHAM, GINA, Per Diem, $14.00, Holtzman, Renei, Per Diem, $14.00, Horner, Kerri, Per Diem, $94.00, MARAS, CHERYL, Per Diem, $14.00, Pressler, Becky, Per Diem, $14.00, STACK, LORI, Per Diem, $14.00, TAYLOR, BONNIE, Per Diem, $14.00, THOMAS-PARSONS, TANYA, Per Diem, $108.00, VALNES, JAYNE, Per Diem, $14.00, FOOD SERVICE FUND TOTAL, $544.00, TOTAL IMPREST CHECKING, $1,575.75, PREPAIDS, GENERAL FUND, ACCUTRAIN CORPORATION, Registration, $757.00, ALDI IN., Retirement Supplies, $50.00, Allegiant Air, Flight, $284.00, ASURE OPERATIONS, Advertising, $249.00, CAPITAL CITY FLORIST & GIFTS, Memorial, $67.00, Creekside Meats Holdings, Retirement Supplies, $50.00, Dakota Timing LLC, Cocurricular Service, $500.00, Delta Air Lines, Inc., Flight, $544.61, DOC NIK'S FLOWERS & GIFTS, Retirement Supplies, $250.00, Dollar General, Instructional Supplies, $12.50, Get 'N' Go CONVENIENCE STORES, Retirement Supplies, $54.64, Goat Bar and Grill, Retirement Supplies, $51.56, Hartford Ace Hardware, Retirement Supplies, $50.00, MAGICSCHOOL.AI, Curriculum, $106.16, MATHEMATICALLY MINDED, LLC, Curriculum, $297.00, RevTrak Inc, Processing Fee, $1,330.78, Sam's Direct Club, Staff Meal, $376.16, SANFORD PENTAGON, Summer Programs, $600.00, SCRIBE, Software, $276.00, Sunshine Foods, Retirement Supplies, $79.93, United States Postal Service, Postage, $53.53, Walmart, Student Incentives Supplies, $357.79, Wex Bank, Fuel, $1,451.91, GENERAL FUND TOTAL, $7,849.57, SPECIAL EDUCATION FUND, Wex Bank, Fuel, $926.97, SPECIAL EDUCATION FUND TOTAL, $926.97, FOOD SERVICE FUND, Hy-Vee Accounts Receivable, Groceries, $26.93, Sunshine Foods, Groceries, $13.46, FOOD SERVICE FUND TOTAL, $40.39, TOTAL PREPAIDS, $8,816.93, TOTAL ALL CLAIMS, $1,255,518.96.

- FINANCIAL REPORT JUNE 2025:
  General Fund, Beginning Balance, $3,824,282, Receipts, $1,045,060, Disbursements, , Claims, -$163,212, Payroll, -$833,206, Other Adjustments, -$51,423, Ending Balance, $3,821,501, Capital Outlay Fund, Beginning Balance, $1,280,939, Receipts, $359,605, Disbursements, , Claims, -$12,756, Other Adjustments, $15,928, Ending Balance, $1,643,717, Special Education Fund, Beginning Balance, $261,599, Receipts, $261,543, Disbursements, Claims, -$72,068, Payroll, -$134,754, Other Adjustments, $4,370, Ending Balance, $320,690, Debt Service Fund, Beginning Balance, $445,180, Receipts, $79,362, Disbursements, Other Adjustments, $897, Ending Balance, $525,439, Construction Fund, , Beginning Balance, $253,547, Receipts, $0, Disbursements, Claims, -$39,485, Other Adjustments, $11,513, Ending Balance, $225,576, Food Service Fund, , Beginning Balance, $595,222, Receipts, $19,919, Disbursements, Claims, -$22,775, Payroll, -$29,713, Other Adjustments, $17,255, Ending Balance, $579,907, Custodial Fund, Beginning Balance, $183,389, Receipts, $21,125, Disbursements, Claims, -$27,053, Other Adjustments, $480, Ending Balance, $177,941, Community Education Fund, Beginning Balance, $87,114, Receipts, $4,847, Disbursements, Claims, -$1,692, Payroll, -$13,358, Other Adjustments, $977, Ending Balance, $77,888, Total All Funds, Beginning Balance, $6,931,273, Receipts, $1,791,461, Disbursements, Claims, -$339,041, Payroll, -$1,011,032, Other Adjustments, -$1, Ending Balance, $7,372,660.
- PERSONNEL ACTIONS:
  New Contracts: Dave Hollenbeck, High School Teacher, $57,500, Residential Alternative Stipend, $1,000, Head Boys Basketball Coach, $6,360. Updated Contracts: Anthony Lanham, High School Teacher, $62,455, Assistant Girls Basketball Coach, $4,240, Head Girls Golf Coach, $5,300, Head Boys Golf Coach, $5,300, Matt Thorson, High School Teacher, $63,700, Head Football Coach, $5,940. New Work Agreements: Nicole Wolf, Educational Assistant, $19.50/hour, Jessica Luna, Educational Assistant, $19.50/hour, Boche Knight, Student Worker, $14.00/hour, Patricia Underberg, Custodian, $19.50/hour. Updated Work Agreements:

Kim Bruening, Food Service Worker, $19.00/hour. Resignations: Matt Thorson, Residential Alternative Stipend, Effective Immediately, Ashley Jones, Educational Assistant, Effective Immediately. Terminations: Kelly Brady, Custodian, Effective Immediately.

- SURPLUS PROPERTY: paper folding machine, adding machines (3), laptop PCs (43), MacBook 11” (104), MacBook 13” (284), iPad (35), Projector.
- CONTRACTS & AGREEMENTS: Experiential Education Partnership Agreement with the University of South Dakota, Coordination Agreement MOU with ICAP Head Start Pre-Birth to Five Program, Fiscal Year 2025 Audit Engagement Letter with ELO CPAs & Advisors, Design Services Proposal with Midwest Engineering for the Hartford Elementary Roof for $16,750.

Public Input
Public input was given.

Fiscal Year 2025-2026 Reorganization
In compliance with SDCL 13-8-14, Superintendent Knight, assumed the chair.

The oath of office was administered to Alison McGillivray and Lexy Klinkhammer. McGillivray and Klinkhammer will each serve one, three-year school board member term.

Lanham nominated McGillivray for School Board President for the 2025-2026 fiscal year. Klinkhammer seconded the nomination. Eich moved to close nominations.
Action 26-001 Motion by Eich, second by Lanham to approve McGillivray for School Board President for the 2025-2026 fiscal year.

President McGillivray assumed the chair.

Lanham nominated Klinkhammer for School Board Vice President. McGillivray seconded the nomination. Lanham moved to close nominations.
Action 26-002 Motion by Eich, second by DeJong to approve Klinkhammer for School Board Vice President for the 2025-2026 fiscal year.

Action 26-003 Motion by Klinkhammer second by Lanham to confirm review of the South Dakota Open Meetings Laws.

Action 26-004 Motion by DeJong, second by Eich to appoint Klinkhammer as the East Dakota Education Cooperative Board of Directors member and Lanham as the alternate member.

Action 26-005 Motion by Klinkhammer, second by Lanham to appoint Eich as the representative to attend joint city/county/school meetings.

Action 26-006 Motion by Eich, second by Klinkhammer to appoint Lanham as the legislative representative.

Action 26-007 Motion by DeJong, second by Lanham to appoint Eich as the land/facilities representatives.

Action 26-008 Motion by Eich, second by Lanham to appoint McGillivray as the financial representative.

Action 26-009 Motion by Lanham, second by Klinkhammer to appoint DeJong and McGillivray as the calendar committee representatives.

Action 26-010 Motion by Klinkhammer, second by Eich to approve the following appointments and designations.

- Reliabank as the Official Depository.
- The Minnehaha Messenger as the official newspaper.

- Rodney Freeman of Churchill, Manolis, Freeman, Kludt, Shelton & Bruns, Attorneys-At-Law, and Lynn, Jackson, Shultz, & Lebrun, P.C., and KSB School Law as legal counsel.
- Business Manager Krista Stuessi as administrator of the custodial accounts and the cafeteria plan as per SDCL 13-16-19.
- Superintendent Eric Knight as federal program representative and Business Manager Krista Stuessi as federal fiscal representative.
- The Minnehaha County Sheriff Office as truant officer.
- Superintendent Eric Knight with authority to close school due to inclement weather or comparable serious circumstances and, in his absence a designee as identified in school policy.
- Business Manager Krista Stuessi as the investment officer and to set the bond at $100,000.
- Business Manager Krista Stuessi as the Authorized Insurance Representative for the school district.
- Business Manager Krista Stuessi to make temporary inter-fund loans due to cash flow needs.
- Business Manager Krista Stuessi to pay MasterCard, Wex and Sam's invoices prior to the regularly scheduled board meeting.
- Superintendent Eric Knight to approve home school and open enrollment applications.
- Superintendent Eric Knight and Business Manager Krista Stuessi to sign all grant and grant applications.
- Resolution #2026-01 Authorization of Check Signatures as follows:

IT IS RESOLVED THAT:

Any of the persons named below, so long as they act in a representative capacity as agents of this School District, are authorized to make any and all other contracts, agreements, stipulations, and orders which they may deem advisable for the effective exercise of the powers indicated below, from time to time, concerning funds deposited in the official depositories or any other business transacted by and between this School District and the official depositories, subject to any restrictions stated below.

AUTHORIZED SIGNERS FOR ACCOUNTS

The following signers shall be authorized, to open, deposit accounts, endorse checks and orders for the payment of money, and withdraw funds on deposit, with regard only to the accounts as designated on file at the business office.

Krista Stuessi, Business Manager
Alison McGillivray, School Board President

The following signers shall be authorized to make deposits, endorse checks and orders for the payment of money, and withdraw funds on deposit, with regard only to the accounts as designated on file at the business office. Only one signature is required for any account listed.

Krista Stuessi, Business Manager
Kylie Dangel, Payroll and Human Resources Coordinator
Laurie Sterrett, Fiscal Administrative Assistant

Further that the School Board of the West Central School District 49-7 has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

Regular Business

Action 26-011 Motion by Eich, second by Klinkhammer to approve 2024-2025 Budget Amendment #2 as follows: Capital Outlay Fund, Means of Finance, Fund Balance $115,000; Expenditures, Construction – High School Boilers, $115,000.

Action 26-012 Motion by Klinkhammer, second by Lanham to approve the following 2025-2026 Rates & Fees: Grades K-5 Lunch $3.25/meal, Breakfast $2.10/meal; Grades 6-8 Lunch $3.45/meal, Breakfast $2.10/meal; Grades 9-12 Lunch $3.60/meal, Breakfast $2.10/meal; Adults Lunch $5.20/meal, Breakfast $3.10/meal; Milk $0.80/carton.

Business Manager Stuessi held a public hearing for the 2025-2026 Proposed Budget.

Action 26-013 Motion by Eich, second by Lanham to approve 2025-2026 School Board meeting dates as follows: July 14, 2025, August 11, 2025, September 8, 2025, October 13, 2025, November 10, 2025, December 8, 2025, January 12, 2026, February 9, 2026, March 9, 2026, April 13, 2026, May 11, 2026, and June 8, 2026. All meetings will be held in the conference room of the District Administration Office and start at 5:30 p.m. Attendance is required for public input.

Action 26-014 Motion by Klinkhammer, second by DeJong to approve 2025-2026 Board Member Per Diem Rates at $60 for members and $65 for the Board President.

Action 26-015 Motion by Klinkhammer, second by Eich to approve 2025-2026 ASBSD Membership and authorization to pay the invoice for membership in the amount of $2,390.77

Action 26-016 Motion by Lanham, second by Klinkhammer to approve the transportation request from the Montrose School District for the 2025-2026 school year.

Action 26-017 Motion by Klinkhammer, second by Eich to approve the intent to form a plan and agreement with the City of Sioux Falls for the co-location of a park/playground site on West Central School District property.

Action 26-018 Motion by Lanham, second by Eich to approve the agreement with JSA Consulting Engineers/Land Surveyors, Inc for engineering services for the High School parking lot improvements.

Action 26-019 Motion by Klinkhammer, second by DeJong to approve the proposal with Aaron Swan & Associates, Inc. for geotechnical engineering services for the High School parking lot improvements.

Second Reading of Policies
Action 26-020 Motion by Klinkhammer, second by Lanham to approve Policies: ABAD-Parents' Rights, BD-School Board Meetings, DFD-Gate Receipts and Admissions, ECABB-Multi Occupancy Room Use, and GCDB-Criminal Background Checks, with recommended changes.

First Reading of Policies: BDDG-Minutes of Board Meetings, FC-Facilities Capitalization Program, IGBA-Programs for Students with Disabilities, IKE-Promotion and Retention of Students, IIAC-Library Materials Selection and Adoption, IICA-R-Student Travel Regulation, JEA-Compulsory Attendance Ages, JECAA-Admission of New Resident Students from Unaccredited Schools, JEG-Exemptions from School Attendance, KLB-Public Complaints About the Curriculum or Instructional Materials. Changes were recommended.

Reports of the Administration
None given.

Reports of the School Board
None given.

Adjourn
Action 26-021 Motion by Eich, second by Lanham to adjourn the meeting at 6:16 p.m.

Approved this _________day of _____________________________ 20______.

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Alison McGillivray, School Board President

Attest:

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Krista Stuessi, Business Manager

Published once at the total approximate cost of $________.