

HETTINGER PUBLIC SCHOOL  
 School Board Proceedings

<div> <div>Regular School Board Meeting Minutes</div> <div>December 17, 2025</div> <div>6:00 PM</div> <div>Board Room</div> </div> <div> <div>Call to Order</div> <div>President Patrick Kilzer called the meeting to order at 6:00 PM.</div> <div>Roll Call</div> <div>Board Members Present: Patrick Kilzer (President), Allison Clausen, Jordan Christman, LaNae Kristy, Ben Laufer</div> <div>Others Present: Darin Seamands (Superintendent/Secondary Principal), Jeremy Fordahl (Business Manager), Kira Henderson (Administrative Assistant), Jon Kohler (Athletic Director)</div> <div>Confirmation of Agenda</div> <div>Additions and deletions were requested as follows:</div> <div>Add Gym Floor Information under New Business (Information)</div> <div>Add 14-Passenger Bus under New Business (Information/Action)</div> <div>Add Transportation Committee under Committee Reports</div> <div>Add Negotiations Committee under Committee Reports</div> <div>Motion: Christman moved to approve the agenda as amended. Clausen seconded. Vote: Motion carried unanimously.</div> <div>Public Comment</div> <div>None.</div> <div>Approval of Minutes</div> <div>November 19, 2025 – Regular Meeting</div> <div>Motion: Christman moved to approve. Clausen seconded. Vote: Motion carried unanimously.</div> <div>November 25, 2025 – Special Meeting</div> <div>Motion: Kristy moved to approve. Laufer seconded. Vote: Motion carried unanimously.</div> <div>Consideration of Bills</div> <div>No discussion.</div> <div>Financial Reports</div> <div>December 2025 Financial Report</div> <div>Motion: Christman moved to approve. Clausen seconded. Vote: Motion carried unanimously.</div> <div>Approval of Bills</div> <div>Motion: Christman moved to approve. Clausen seconded. Vote: Motion carried unanimously.</div> <div>ADAMS COUNTY..... 60.00</div> <div>AFLAC..... 1,700.38</div> <div>AMAZON CAPITAL SERVICES, INC..... 1,631.65</div> <div>AMERIPRISE FINANCIAL SERVICES..... 5,212.74</div> <div>ANDERSON, JEFF..... 100.00</div> <div>AUTO VALUE HETTINGER..... 357.03</div> <div>BOWMAN SALES AND SERVICE..... 543.40</div> <div>BSN SPORTS..... 50.88</div> <div>CENTRAL DAKOTA FRONTIER COOP..... 1,426.55</div> <div>CITY OF HETTINGER..... 781.24</div> <div>CONSOLIDATED TELCOM, INC..... 824.91</div> <div>DACOTAH BANK HETTINGER..... 30.10</div> <div>EHLERS, MORGAN..... 350.00</div> <div>ETSYSTEMS INC..... 231.00</div> <div>HAWKINS WATER TREATMENT GROUP INC..... 433.54</div> <div>HEICK'S SERVICES LLC..... 1,500.00</div> <div>HILLYARD/SIOUX FALLS..... 1,633.79</div> <div>HORACE MANN LIFE INS CO..... 570.00</div> <div>INFORMATION TECHNOLOGY DEPT..... 105.84</div> <div>KENNEDY'S FRESH FOODS..... 787.24</div> <div>LARSON, JODI K..... 202.74</div> <div>LAUFER VERMEER..... 8,351.84</div> <div>LAUFER, BEN..... 526.45</div> <div>LAUNDRY CHUTE, THE..... 362.00</div> <div>LEARNWELL..... 412.00</div> <div>MARCO..... 2,046.85</div> </div>	<div> <div>MILLER, HENRY..... 24,058.64</div> <div>MONTANA DAKOTA UTILITIES..... 10,254.96</div> <div>N D SCHOOL BOARDS ASSOCIATION..... 487.50</div> <div>ND PHIT..... 26,620.54</div> <div>NDSBMCP..... 550.00</div> <div>NETWORK SERVICES CO..... 289.05</div> <div>New York Life..... 2,186.45</div> <div>NORTH DAKOTA ATTORNEY GENERAL..... 40.00</div> <div>QUADIENT FINANCE USA, INC..... 200.00</div> <div>REISENAUER, JANE..... 21.42</div> <div>RENAISSANCE LEARNING, INC..... 4,330.35</div> <div>SHRED ND..... 53.75</div> <div>SOUTHWEST TRANSPORTATION..... 38.00</div> <div>SOUTHWESTERN DISTRICT HEALTH UNIT..... 25.00</div> <div>TEACHERS FUND FOR RETIREMENT..... 34,959.22</div> <div>TIME MANGEMENT SYSTEMS..... 143.00</div> <div>VIKING GLASS..... 1,540.90</div> <div>WERC CENTER..... 63.00</div> <div>WEST RIVER STUDENT SERVICES..... 11,185.40</div> <div>WEVIDEO..... 449.70</div> <div>STARION BOND SERVICES..... 22,850.00</div> <div>03 22,850.00Fund Number 3 22,850.00Checking Account ID</div> <div>KENNEDY'S FRESH FOODS..... 2,292.69</div> <div>SYSCO..... 12,263.78</div> <div>4GRAND ENT. LLC 575.00</div> <div>ACT..... 1,042.50</div> <div>AMAZON CAPITAL SERVICES, INC..... 952.91</div> <div>BRAUN DISTRIBUTING..... 1,066.85</div> <div>BSN SPORTS..... 642.00</div> <div>CENTRAL DAKOTA FRONTIER COOP..... 832.23</div> <div>COMFORT INN-MANDAN..... 880.00</div> <div>Dacotah Bank..... 401.58</div> <div>DAUWEN, TODD..... 162.54</div> <div>DIRK, BRENT..... 195.56</div> <div>ERICKSON, DAVE..... 100.00</div> <div>FORDAHL, JEREMY..... 19.99</div> <div>GAUGLER, LAMONT..... 243.16</div> <div>GLINES, PENNIE..... 100.00</div> <div>GOLDSMITH, CHRIS..... 162.54</div> <div>GRAPHIC ATTIC..... 1,764.50</div> <div>HETTINGER SCHOOL DISTRICT..... 24,415.09</div> <div>HOPFINGER, WAYNE..... 175.10</div> <div>HUDL..... 1,650.00</div> <div>JANIKOWSKI, JOEL..... 44.23</div> <div>KENNEDY'S FRESH FOODS..... 310.34</div> <div>MANDAN ACTIVITIES DEPT..... 275.00</div> <div>MATBOSS LLC..... 599.00</div> <div>MICKERMAN BROTHERS..... 7,451.54</div> <div>MICROTEL INN &amp; SUITES BY WYNDHAM DICKINSON..... 20.00</div> <div>MICROTEL INN &amp; SUITES MINOT..... 600.00</div> <div>MINNTEX CITRUS, INC..... 6,909.21</div> <div>MOSBRUCKER, JUSTIN..... 0.00</div> <div>ND FFA ASSOCIATION..... 850.00</div> <div>NORDAK NORTH PUBLICATIONS..... 79.00</div> <div>PEPSI COLA BOTTLING CO..... 1,060.50</div> <div>REGION X FINE ARTS c/o Belfield High School..... 150.00</div> <div>REICH, JESSE..... 418.61</div> <div>RICKERTSEN, JENNIFER..... 32.00</div> <div>SEAMANDS, SARAH..... 200.00</div> <div>SYSCO..... 502.61</div> <div>TIMM, CALLIE..... 175.00</div> <div>VANDERWAL, AUSTIN..... 347.94</div> <div>WARNER, JAMES..... 733.13</div> <div>DACOTAH BANK HETTINGER..... 15.00</div> <div>HEALTH EQUITY..... 480.00</div> <div>WageWorks, Inc..... 2,370.00</div> </div> <div> <div>Reports</div> <div>Superintendent/Secondary Principal Report – Darin Seamands</div> <div>December 12, 2025: Due to icy conditions, the planned professional development day was postponed. Staff members who were able to safely travel were allowed to work in their curricular areas.</div> <div>Steam Boiler: The district is currently operating on one</div> </div>
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steam boiler. The second boiler has electrical issues. If the issue cannot be resolved internally, Iron Fireman (Fargo) will be contacted for diagnosis and repair.

- Job Posting: The elementary principal job posting is being finalized and will be posted over Christmas break.
- Semester Break: Semester One tests are currently taking place. Semester Two will begin when school resumes on January 5, 2026.
- Additional updates are included within committee meeting reports from the past month.

Elementary Principal Report

- The Wellness Committee met on Wednesday, December 3, 2025.
- The K–5 Elementary Music Concert was held on Wednesday, December 10. Mrs. Ehlers and students were thanked for an excellent performance.
- Thanks were extended to Nolan and KNDC for recording holiday wishes from K–4 students to be aired during the holiday season.
- Brushstrokes for the Brain will be held Thursday, December 18, with Alyssa Fitch leading floral centerpiece activities for grades K–6.
- The Hettinger American Legion will sponsor a Santa visit on Friday, December 19, for grades K–4, including gift bags and photos.
- Appreciation was expressed to Mrs. Henderson, Mrs. Erickson, and Mrs. Schneider for organizing the Christmas Student Council activities on Monday, December 15, involving the entire school.
- Lunchroom Report (November): 15 school days; 926 breakfasts and 3,063 lunches served (3,989 total meals). Ice cream was served at lunch and will be moved to snack time for elementary students in the future.

Athletic Director Report – Jon Kohler Athletics:

- Boys Basketball: Season opened at the Roughrider Tournament in Bowman; additional games scheduled Thursday and Saturday. Junior High boys will conclude their season at the Hettinger/Scranton-hosted tournament.
- Girls Basketball: Season underway with 12 participants. Eighth graders will be moved up following the junior high season. Junior High season concludes this weekend in South Heart. Teams will also participate in the Capital Classic in Bismarck over the holidays.
- Girls Wrestling: First-ever girls dual held December 5 in New Salem. Recent events included Mandan and Baker, with upcoming tournaments in Ashley. A girls tournament will be hosted locally on January 24. Additional events scheduled in Harding County and Spearfish.
- Boys Wrestling: Season began December 5 in Mandan. Recent competition in Rapid City, with upcoming tournament in Linton. Junior High wrestlers will attend the JH State Tournament in Minot. Harding County competition scheduled over break.
- Track: No applicants yet for Head Track Coach.
- Volleyball: Seeking a Head Volleyball Coach for next season.
- Football: Based on enrollment numbers, the district may be required to move to 11-man football in future years. The district may appeal to remain 9-man.
- Fan Site: A customizable team store will be added to the district website for Hettinger/Scranton.

Non-Athletic:

- Music: Winter concerts were held for JH/HS (Monday) and Elementary (previous

Wednesday) under Mrs. Ehlers.

Business Manager Report – Jeremy Fordahl

- Statement of Interest: Due to new legislative requirements, the board must approve and retain a Statement of Interest related to county cooperation.
- Budget Amendments Proposed:
  - Bus Repairs & Parts: Increase from \$18,000 to \$28,000
  - Equipment & Bus Payments: Overspent due to double bus payment
  - Equipment: Increase to \$5,000
  - Auditors & Attorneys: Increase to \$26,000
  - Insurance: Increase to \$29,000 (prior payments incorrectly charged to Building Fund)
- SuperintendentEvaluation Examples: Evaluation samples were uploaded, including NDSBA and examples from SD and MT.
- Health Insurance: Anticipated 12–15% premium increase. Transition to standard plan model expected in 2027–2028.

COMMITTEE REPORTS  
 Finance Committee

Met November 25, 2025. Reviewed proposed facility and service fee schedules to take effect for the 2025–2026 school year.

Approved Fee Schedule (Effective 12/17/2025):

- Auditorium: \$50/activity; \$350/day; \$400/week
- Small Gym: \$10/activity; \$75/day
- Pool: \$25/activity + lifeguard/hour; \$100 for 2-hour party
- Classroom: \$25/hour
- Cafeteria: \$25/hour
- Kitchen: \$25/hour; \$35/hour with equipment
- Custodial: \$25/person/hour
- Food Service: \$25/person/hour

Motion: Kristy moved to approve the fee schedule as presented. Clausen seconded. Vote: Motion carried unanimously.

Operating budget discussion included lockers, bleachers, remodel projects, playground storage, football and field lighting.

Co-Op Committee

Met December 3, 2025, with Scranton. Discussion included coaching resignations, sports participation percentages, junior high exposure to multiple sports, evaluation of new sports over a four-year period (50/50 cost split), and expectations for non-primary co-op towns to contribute financially. Separate written agreements will be required.

**Policy Committee**

Met the prior Wednesday. Reviewed policy GACA and recommended further input from the Curriculum Committee and teaching staff. Also discussed FFB attendance and absences and reviewed the student handbook.

**Building Committee**

Reviewed locker replacement options, including changing from 12-inch to 15-inch lockers. Quotes are pending. Met with architects regarding science lab footprint and entrance flow improvements.

**Curriculum Committee**

Did not meet.

**Transportation Committee**

Met December 17, 2025. Reviewed current bus fleet and received quotes for a new activity bus and looking into a 14-passenger bus.

**Negotiations Committee**

Met December 3, 2025. Reviewed roles and responsibilities and job descriptions for elementary principal, dean of students, superintendent, and school interventionist, includ-

ing advertising the elementary position as K–8.

Unfinished Business

- Policy GACA: Motion: Clausen moved to table until staff input is gathered and bring back in January. Laufer seconded. Vote: Motion carried unanimously.
- Policy ABAC: Motion: Clausen moved to approve the second and third readings. Christman seconded. Vote: Motion carried unanimously.
- Budget Revisions: Motion: Christman moved to approve the amended budget as presented, including increases to bus parts and repairs, equipment, auditors/attorneys, and insurance. Kristy seconded. Vote: Motion carried unanimously.

New Business

- Lockers: Finalized quotes expected; discussion to continue once received.
  - AV Room Seating: Proposal to replace seating with wider seats and desks, adding eight floor seats without reducing capacity. Flooring concerns noted.
  - Motion: Christman moved to approve Option #2 for AV roomseating. Lauferseconded. Vote: Motion carried unanimously.
- Administration was directed to obtain flooring quotes from two local vendors.
- Activity Bus: A 44-passenger bus with vinyl seats and seatbelts quoted at approximately \$210,000. Project must be bid due to exceeding \$50,000.

PUBLIC  
 Notice

Erin Melling (#07860)  
 Melling & Roseland Law, PC  
 1409 5th Avenue  
 Belle Fourche, SD 57717  
 (605) 723-1659  
 melling@mrlawpc.net  
 Attorney for Personal Representative  
 Case No. 01-2026-PR-

IN DISTRICT COURT  
 COUNTY OF ADAMS  
 SOUTHWEST JUDICIAL DISTRICT

In the Matter of the Estate of  
 DAVID GARRY HAAR,  
 Deceased.

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN that the undersigned has been appointed Personal Representative of the above estate. All persons having claims against the deceased are required to present their claims within three months after the date of the first publication or mailing of this notice or the claims will be forever barred.

Claims must either be presented to Travis D. Haar, Personal Representative of the estate, at the address shown below, or filed with the Court.

Dated this 16th day of January 2026.

/s/Travis D. Haar  
 Travis D. Haar  
 1591 Baywood Drive  
 West Fargo, ND 58078

Erin Melling (#07860)  
 Melling & Roseland Law, PC  
 1409 5th Avenue  
 Belle Fourche, SD 57717  
 (605) 723-1659

Sheri Uecker  
 Adams County Clerk of Court  
 602 Adams Ave Suite 202  
 Hettinger, North Dakota 58639  
 (701) 567-2460  
*Published 1/29, 2/5, 12/2026*

- FFB Attendance and Absences: Motion: Kristy moved to table pending committee and administrative review. Laufer seconded. Vote: Motion carried unanimously.
- FFB-E Accumulated Absence Letter: Motion: Kristy moved to table until the next meeting. Clausen seconded. Vote: Motion carried unanimously.
- FGDB Student Handbook: Informational only; no action taken.
- Statement of Interest: Additional research required; no action taken.
- Big Gym Floor: Preliminary quote of approximately \$120,000 received from Dirkson Floors. Possible March timeline with better pricing. Administration directed to obtain firm numbers.
- 14-Passenger Bus: Administration directed to obtain bids due to frequent use for routes and activities.

Next Meeting

The next regular School Board Meeting is scheduled for January 21, 2026, at 6:00 PM in the AV Room.

Adjournment

Motion: Kristy moved to adjourn at 9:02 PM. Laufer seconded. Vote: Motion carried unanimously.

/s/Patrick Kilzer  
 Patrick Kilzer, President  
 /s/Kira Henderson  
 Kira Henderson,  
 Administrative Assistant  
*Published 2/12/26*

PUBLIC  
 Notice

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 1409 5th Avenue  
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 (605) 723-1659  
 melling@mrlawpc.net  
 Attorney for Personal Representative  
 Case No. 01-2026-PR-00004

IN DISTRICT COURT  
 COUNTY OF ADAMS  
 SOUTHWEST JUDICIAL DISTRICT

In the Matter of the Estate of  
 FRANCIS ALLEN KAITFORS,  
 Deceased.

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN that the undersigned has been appointed Personal Representative of the above estate. All persons having claims against the deceased are required to present their claims within three months after the date of the first publication or mailing of this notice or the claims will be forever barred.

Claims must either be presented to Alan Louis Kaitfors, Personal Representative of the estate, at the address shown below, or filed with the Court.

Dated this 5th day of February 2026.

/s/Alan Louis Kaitfors  
 Alan Louis Kaitfors  
 11699 SD Hwy 79  
 Prairie City, SD 57649

Erin Melling (#07860)  
 Melling & Roseland Law, PC  
 1409 5th Avenue  
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*Published 2-12, 19,26/26*