

SCHOOL BOARD MEETING

Wednesday, November 4, 2015

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into regular session, pursuant to due notice, on Wednesday, November 4, 2015 at 4:00 p.m. in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: Douglas C. Morrison, Kate Parker, Carly Reiter, Vice President Todd Thaelke and President Kent Alberty. Absent: None. Jeffrey Holcomb, President of Southeast Tech, and Rich Kluin, Vice President of Finance and Operations, were also present.

Action ST00081

A motion was made by Doug Morrison and seconded by Todd Thaelke, five (5) votes “yes” on roll call, **approving the minutes of a meeting** held on October 7, 2015, which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00082

A motion was made by Kate Parker and seconded by Todd Thaelke, five (5) votes “yes” on roll call, **approving the agenda** as presented.

Action ST00083

A motion was made by Kate Parker and seconded by Todd Thaelke, five (5) votes “yes” on roll call, **approving Item A through E on the consent agenda**, as follows:

A. Approving the Authorizations and Ratifications, as follows:

A1. Disposal of School District Property

Authorizing the disposal of surplus property to sell at private sale, public auction, sealed bids or to dispose of, in accordance with SDCL §6-13-1, as follows:

| Item No. | Description | Location | Appraisers | Appraised Value | Property File No. |
|-----------------|--------------------------------------------------------------------------------|-----------------|--------------------------------------------------|------------------------|--------------------------|
| a. | 1 - Hunter Alignment Rack, 1 – V6 Cadillac CTS Engine, 1 – 1998 Grand Prix GTP | Southeast | Jason Merritt Micah Giebler Michael Whalen | \$0 | 2016-ST0001 |

A1. **Disposal of School District Property** (continued)

| Item No. | Description | Location | Appraisers | Appraised Value | Property File No. |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------------------------------|------------------------|--------------------------|
| b. | 5 – Dell Latitude E6500, 2 – Dell Docking Stations, 1 – Apple 17” Flat Screen Monitor, 35 – Dell Optiplex 760 Desktops, 2 – Dell Optiplex755, 1 - Dell Latitude E6520, 18 – Dell Latitude D820, 6 – Dell Latitude D830, 6 – Dell Latitude E6500, 1 – Gateway M280E Tablet, 18 – MacBook Pros | Southeast | Kelly Molstad Keith Wagner Amanda Bormann | \$0 | 2016-ST0002 |
| c. | 21 – Dell Latitudes (D520) | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0003 |
| d. | 15 – Dell Latitudes (D600), 46 – Dell Latitudes (D600), 1 – MacBook Pro | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0004 |
| e. | 2 – Dell Latitudes (D810), 3 – Dell Latitudes (D520), 8 – Dell OptiPlex GX270 | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0005 |
| f. | 4 – MacBook Pro, 7 – Dell Latitudes (D510) | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0006 |
| g. | 24 – Gateway #-46105 Desktops | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0007 |
| h. | 2 – Proxima C185 DLP Projectors, 1 – Sanyo PLC-SW20AR Projector, 11 - Dell D-Series Replicators, 8 – Dell E-Series Port Replicators | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0008 |
| i. | Dell Latitude (810), 2 - Dell Latitude (D520), 6 - Dell Latitude (D600), 2 – Dell Precision 650, 2 – Dell Optiplex GX270, Dell Latitude (D510), MacBook Pro | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0009 |
| j. | Compaq CRT Monitor, 4 - Overhead Projector, Video Cassette Player, Dell Latitude (E6510), Gateway 19” Flat, HP, Color Inkjet (CP1700), HP JetDirect Ex Plus 3, Optiquest V115 CRT Monitor, IBM AS/400, 2- 3M 9700 Overhead Projectors | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0010 |
| k. | 9 – Multimedia Projectors, Panasonic VCR/DVD Player | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0011 |
| l. | 3 – Dell Latitudes (D600), Dell Latitude (D510), MacBook Pro, Mac G4, 10 - Dell 17” Flat Monitors, 12 - Dell 15” Flat Monitor, 13 - Dell Optiplex GX270 Desktop, HP Laserjet 4000 | Southeast | Amanda Bormann Gerard Strouth Craig Peters | \$0 | 2016-ST0012 |

A1. **Disposal of School Property** (continued)

| Item No. | Description | Location | Appraisers | Appraised Value | Property File No. |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------|------------------------|--------------------------|
| m. | Dell Latitude (D520), Dell Latitude (D810), 18 – Dell Latitude (D820), 23 – Dell Latitude (D830), | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0013 |
| n. | 9 – Epson PowerLite 1715c LCD Projector | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0014 |
| o. | Samsung SF-5100 | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0015 |
| p. | Sony Mavica Digital Still Camera (MVC-CD1000), Polycom Sound Station, Compaq 473A Monitor, Compaq 491 Monitor | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0016 |
| q. | 2 - SamsungSF-5100 Facsimile Transceivers | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0017 |
| r. | 2 – HP Elitebook (8560W) | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0018 |
| s. | Panasonic Omnivision VHS (PV-4210) | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0019 |
| t. | 2 – Dell Precision T3400 Desktops, 5 – Gateway TA7/E-295C Tablet, 34 - Dell Optiplex GX520 Desktop, 24 - Dell E196 19" Flat Monitor, 4 – Gateway M280E Tablet, 2 - Dell Latitude2 (D810) | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0020 |
| u. | 4 – Epson EMP 1715c LCD Project, 7 – Epson 826W LCD Projector, Proxima C180 LCD Projector, 4 – Gateway Notebook Model 600YG2, Apple MacPro Tower, 4 – Apple Mac G4 Tower, Apple MacBook Pro, HP LaserJet P1505 Printer, HP LaserJet 4000 Printer, 4 – Gateway E-4610S Desktop, Dell OptiPlex GX270 Desktop | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0021 |
| v. | 2 – Dell Latitude E6500 | Southeast | Gerard Strouth Craig Peters Kari Scofield | \$0 | 2016-ST0022 |
| w. | 45 – Dell Latitude (D810), 2 – Dell 15" Flat Monitor, 67 – Dell Latitudes (D510), 7 – Dell Latitudes (D520), 86 – Dell Latitudes (D600), 2 – Mac G4, 24 – Mini Macs, 10 – MacBook Pro | Southeast | Amanda Bormann Keith Wagner Kelly Molstad | \$0 | 2016-ST0023 |

A1. **Disposal of School Property** (continued)

| Item No. | Description | Location | Appraisers | Appraised Value | Property File No. |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------------------------------|------------------------|--------------------------|
| x. | HP Deskjet D2680 Printer, HP Deskjet 5150 Printer, 3M Projector MP8030, HP Laserjet 4250N, Dell P221 LCD Monitor, RCA Lyceum TV | Southeast | Kelly Molstad Amanda Bormann Keith Wagner | \$0 | 2016-ST0024 |
| y. | 2 – MacBook Pro, 3 - Dell Latitude E6510, Dell Latitude E6520, Dell Precision 670 Desktop, Triview TLM-1703. | Southeast | Kelly Molstad Amanda Bormann Keith Wagner | \$0 | 2016-ST0025 |
| z. | 33 – MacBook Pro | Southeast | Kelly Molstad Amanda Bormann Keith Wagner | \$800 | 2016-ST0025.1 |
| aa. | 2 – MacBook Pro | Southeast | Kelly Molstad Amanda Bormann Keith Wagner | \$900 | 2016-ST0025.2 |
| bb. | 2 – Samsung Fax Machine, Xero Phaser 7400 Printer | Southeast | Amanda Bormann Keith Wagner Gerard Strouth | \$0 | 2016-ST0026 |
| cc. | IBM 6332-JIN 17" Monitor, Samsun 753 DF Monitor, ViewSonic #90 Monitor, Mac G3, HP Laserjet 4P Printer, Sharp FO-4500 Fax | Southeast | Amanda Bormann Keith Wagner Gerard Strouth | \$0 | 2016-ST0027 |
| dd. | 11 – Dell Latitude Docking Stations | Southeast | Amanda Bormann Kelly Molstad Keith Wagner | \$0 | 2016-ST0028 |
| ee. | 5 – Dell Latitude (D820) | Southeast | Craig Peters Kari Scofield Gerard Strouth | \$0 | 2016-ST0029 |
| ff. | Freightliner Truck | Southeast | Lon Hird Pat Amor Michael Whalen | \$0 | 2016-ST0030 |

- B. Accepting the **Consolidated Report of Trust and Agency Funds** of November 4, 2015 and stating for the record that as of September 30, 2015, receipts total \$15,913,748.57 and disbursements total \$10,217,564.04 (see MRF #ST69)
- C. Approving the **Vice President of Finance and Operation's Report** of November 4, 2015 in accordance with the SDCL §13-8-35 (see MRF #ST70) and directing that detailed statement of receipts and balances on hand, as of September 30, 2015, be published as part of these minutes, in accordance with SDCL §13-8-3.
- D. **Approving financial transactions** of Southeast Tech - September 2015 (see MRF #ST71).

E. **Accepting the Southeast Tech Personnel Report**, as follows:

- E1. **CHANGE IN EMPLOYMENT STATUS.** Accepting the change in employment status, as of the effective date indicated, of the personnel identified below who were previously employed by Board Action:

| <u>Name</u> | <u>Effective Date</u> |
|--------------------------------------|-----------------------|
| Federal Work Study Assignment | |
| Pospischil, Megan | 10/30/15 |
| Instructor, Adjunct | |
| Bogensberger, Karen | 04/23/15 |
| Donovan, Shelley | 05/08/14 |
| Kampmann, Christina | 12/12/14 |
| Mulder, Rachel | 05/08/14 |
| Veire, Camilla | 05/07/15 |
| Instructor, Part-time | |
| DeGroot, Anna | 07/31/15 |
| Naescher, Justin | 05/07/15 |
| Instructor, Substitute | |
| Guggisberg-Conors, Heidi | 05/29/15 |
| Johnson, Beverly | 10/15/15 |
| Lab Assistant | |
| Zick, James | 05/29/15 |
| Student Help | |
| Ely, Jenna | 05/29/15 |

E2. **SALARY ADJUSTMENT**

| <u>Name</u> | <u>Current</u> | <u>Proposed</u> |
|-----------------------------------------------------------------------------|----------------------------------------|---------------------------------------------------------|
| Instructor, Adjunct, Fall 2015 Session, Addendum to Budget, lump sum | | |
| Ahrendt, Sarah | LPN, Orig Budget, \$7,583.20 | LPN, Add Courses, \$11,903.20 Eff. 10/19/15 |
| Nesheim, Carly | T3 Grnt, LPN, Orig Budget, \$468.60 | T3 Grnt, LPN, Add Courses \$2,869.00 Eff. 9/24/15 |
| Stevens, Cynthia | LPN, Orig Budget, \$2,643.40 | LPN, Add Courses, \$4,324.80 Eff. 09/24/15 |

E2. SALARY ADJUSTMENT (continued)**Other Help, part-time, per hour**

| | | |
|-----------------|-------------------------------------|----------------------------------------------|
| Ramsbey, Ashley | Bookstore Assoc, Student \$12.00 | Bookstore Assoc, \$13.00 Eff. 10/11/15 |
|-----------------|-------------------------------------|----------------------------------------------|

E3. EMPLOYMENT RECOMMENDATIONS

| <u>Name</u> | <u>Effective Date</u> | <u>Pay</u> |
|---------------------------------------------------------------------|-----------------------|------------|
| Federal Work Study, part-time, per hour | | |
| Harrington, Riley | 10/12/15 | \$10.00 |
| Mathis, Jason | 11/02/15 | \$10.00 |
| Instructor, Academic Program Presentation, stipend, lump sum | | |
| Merritt, Jason | 10/02/15 | \$200.00 |
| Instructor, part-time, per hour | | |
| Dunbar, Mark | 10/10/15 | \$35.00 |
| Pepper, Dustin | 10/20/15 | \$39.31 |
| Prouty, Terry | 10/24/15 | \$37.01 |
| Schroeder, Johnnie | 11/03/15 | \$43.14 |
| Student Help, part-time, per hour | | |
| Burggraff, Katelyn | 10/06/15 | \$10.00 |
| Davidyuk, Alex | 10/14/15 | \$10.00 |
| Reich, Alexis | 09/30/15 | \$15.00 |

Action ST00084

Jim Rokusek, Director of Students, provided additional information regarding the final enrollment for Fall 2015 (see MRF#ST72). Fall 2015 enrollment decreased by approximately 8% at Southeast Tech for the Fall 2015 semester. Of the 2,192 students enrolled for the Fall 2015 semester, 1118 were new students and 795 were returning students which is an 8% change from last year. Overall enrollments are down in several divisions and up in others. The most marked decrease is in the Business and Communications Division and the "Three Year" students in the Health Division. These two areas account for 86% of the enrollment decrease. Enrolling new students will continue to be a challenge in the near future. The current very low regional unemployment rate is expected to continue and will negatively impact enrollment as students are drawn to available jobs. In addition, the decreasing number of high school graduates in the region poses a challenge for recruitment efforts.

However, in order to meet the region's needs for a trained technical workforce, Southeast Tech is taking significant steps to increase student enrollment, including the implementation of new recruitment software, a revised Southeast Tech website, increased marketing with emphasis on

program-specific advertising, increased use of technology, shifting additional funding to advertising, and environmental branding.

Following general discussion, a motion was made by Todd Thoelke and seconded by Kate Parker, five (5) votes “yes” on roll call, **acknowledging the Enrollment Report Update.**

Action ST00085

Rich Kluin, Vice President of Finance/Operations, presented the FY16 First Quarter Financials.

The FY16 First Quarter Financials for the Post-Secondary Vocational, Bookstore, Training Solutions Institute and Childcare funds were reviewed. (see MRF #ST73 and Action ST00050 adopted 07-13-15) An FY15 First Quarter comparison was also provided.

Following general discussion, a motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes “yes” on roll call, **acknowledging the FY16 First Quarter Financials Report.**

Action ST00086

Craig Peters, Director of Academic Support, provided a Competency Based Education report (see MRF #ST74). As part of Southeast Tech’s TAACCCT grant, a deliverable was created to review Competency Based Education (CBE). CBE has been around for 40 years, and at one time, the majority of Southeast Tech’s programs were delivered in a competency based format. In the last three years there has been a dramatic increase of the utilization of CBE and research into the methodology.

Southeast Tech has reviewed an extensive amount of current research and common practices, attended multiple CBE conference, aligned Southeast Tech staff and teams to research CBE and has developed a pilot math course to be offered in Spring 2016. This course provides students with the same educational outcomes by moving course objectives to course competencies and developing a framework for individualized student completion through mastery of competencies.

Following general discussion, a motion was made by Kate Parker and seconded by Carly Reiter, five (5) votes “yes” on roll call, **acknowledging the Competency Based Education Report.**

Action ST00087

On motion by Todd Thoelke and seconded by Kate Parker, five (5) votes “yes” on roll call, the School board **adjourned** at 4:57 p.m.

KENT ALBERTY
Presiding Officer

TODD VIK
Business Manager