

SCHOOL BOARD MEETING

Wednesday, December 2, 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, December 2, 2015 at 4:05 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 Thoelke 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 ST00088

A motion was made by Doug Morrison and seconded by Carly Reiter, five (5) votes “yes” on roll call, **approving the minutes of a meeting** held on November 4, 2015, which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00089

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

Action ST00090

A motion was made by Kate Parker and seconded by Doug Morrison, 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.	8 – Mac Pro Desktop (Model Year 2011)	Southeast	Amanda Bormann Kelly Molstad Keith Wagner	\$500 / unit	2016-ST0031

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

Item No.	Description	Location	Appraisers	Appraised Value	Property File No.
b.	7 – Mac Pro Desktop (Model Year 2010)	Southeast	Amanda Bormann Kelly Molstad Keith Wagner	\$500 / unit	2016-ST0031
c.	4 – Apple 17” Monitor	Southeast	Amanda Bormann Kelly Molstad Keith Wagner	\$50 / unit	2016-ST0031

B. Accepting the **Consolidated Report of Trust and Agency Funds** of December 2, 2015 and stating for the record that as of October 31, 2015, receipts total \$20,571,356.82 and disbursements total \$17,804,137.75 (see MRF #ST75)

C. Approving the **Vice President of Finance and Operation’s Report** of December 2, 2015 in accordance with the SDCL §13-8-35 (see MRF #ST76) and directing that detailed statement of receipts and balances on hand, as of October 31, 2015, be published as part of these minutes, in accordance with SDCL §13-8-3.

D. **Approving financial transactions** of Southeast Tech - October 2015 (see MRF #ST77).

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	
Fuhrer, Chelsea	10/16/15
Stahl, Karen	12/01/15
Student Tutor	
Moffatt, Jeffrey	10/28/15
Streit, Nicole	10/05/15

E2. **SALARY ADJUSTMENT**

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Clerical, full time, per hour Erdmann, Robin	IPC, Special Services, Clerical Class II, 12 Mo, 1.0 FTE, Level I, Step 16, \$16.65	Academic Affrs Secretary, Clerical Class III, 12 Mo, 1.0 FTE, Level K, Step 16, \$18.91 Eff. 12/02/15

E2. SALARY ADJUSTMENT (Continued)

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Instructor, Adjunct, Fall 2015 Session, Addendum to Budget, lump sum		
Bleyenburg, Cory	CAD, Orig Budget, \$3,313.15	CAD, Add Courses, \$4,753.15 Eff. 08/24/15
Hoyt, Jodi	Bus Admin, Orig Budget, \$9,347.20	Bus Admin, Add Courses \$12,688.45 Eff. 9/21/15

E3. EMPLOYMENT RECOMMENDATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Pay</u>
Instructor, part-time, curriculum development, per hour		
Cuppy, Tanya	01/04/16	\$35.00/\$20.90
Hayashi, Jenny	12/07/15	\$35.00/\$20.90
Jaskulka, Ashton	12/07/15	\$35.00/\$20.90
Jacobs, Karle	01/04/16	\$35.00/\$20.90
McCabe, Sarah	01/04/16	\$35.00/\$20.90
Werkmeister, Myra	12/07/15	\$35.00/\$20.90
Instructor, substitute, per hour		
Cuppy, Tanya	01/04/16	\$35.00
Hayashi, Jenny	12/07/15	\$35.00
Jaskulka, Ashton	12/07/15	\$35.00
Jacobs, Karle	01/04/16	\$35.00
McCabe, Sarah	01/04/16	\$35.00
Werkmeister, Myra	12/07/15	\$35.00
Student Help, part-time, per hour		
Decker, Anthony	11/23/15	\$10.00
Haensel, Makenzie	10/15/15	\$10.00
Student Help, Student Success stipend, lump sum		
Hamilton, Christopher	11/10/15	\$325.00
Student Tutor, part-time, per hour		
Walkins, Curtis	11/18/15	\$10.00

Action ST00091

Tracy Noldner, Vice President of Student Affairs and Institutional Research, presented the results of the Southeast Tech Spring 2015 Employer Survey. (see MRF#ST78). Since 2005, Southeast Tech has conducted an employer survey every other year to determine if Southeast Tech graduates are meeting the needs of their employers. The survey is sent out to all employers who have hired any student who graduated in the past two years and is employed "in field" or "in a related field". The survey covers 13 categories including Communication, Problem-Solving, Technical Skills, Work Ethic and Overall Performance. Over the years, Southeast Tech and the Institute have rated highly on the survey. This most recent survey is no different. The overall results remain consistently high and continue to indicate that Southeast Tech is providing a strong, well-educated workforce for South Dakota.

Following general discussion, a motion was made by Doug Morrison and seconded by Kate Parker, five (5) votes "yes" on roll call, **acknowledging the Employer Survey Report.**

Action ST00092

Lon Hird, Director of Academics and Training Solutions Institute, presented information on the Automotive Technology Award. (see MRF #ST79)

The Automotive Technology program at Southeast Tech was recognized as one of the top four Automotive programs in the country by *Tomorrow's Tech* magazine. *Tomorrow's Tech* is a publication dedicated to automotive technology students and education. This competition, sponsored by O'Reilly Auto Parts and WIX Filters, included entries from 77 schools from across the United States. Once nominated and entered into the competition, Automotive Tech programs must complete an entry form and submit a six-minute video highlighting the program, its people and its strengths.

Following general discussion, a motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes "yes" on roll call, **acknowledging the Automotive Technology Award Report.**

Action ST00093

Jim Rokusek, Director of Admissions, provided an Automotive/Diesel/Collision Recruitment Plan - Recruitment Update Report (see MRF #ST80). The most effective recruitment practice for any college is the campus visit. The Southeast Tech admission office puts a significant amount of effort into getting students to visit campus. The most effective recruitment practices for Southeast Tech are 1) Campus Visitation Day events, 2) High School Visits, 3) Admission Office Visits, and 4) Program level events. In order to fill the transportation programs in the new building, all of these practices will be utilized. The upcoming Ag Diesel option and the recent *Tomorrow's Tech* Automotive Award are significant and will greatly help recruitment efforts. Southeast Tech will host a transportation camp in April of 2016.

Following general discussion, a motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes "yes" on roll call, **acknowledging the Automotive/Diesel/Collision Recruitment Plan - Recruitment Update Report.**

continued

Wednesday, December 2, 2015

Action ST00094

On motion by Todd Thielke and seconded by Kate Parker, five (5) votes “yes” on roll call, the School board **adjourned** at 4:50 p.m.

KENT ALBERTY
Presiding Officer

TODD VIK
Business Manager