

SCHOOL BOARD MEETING

Wednesday, February 4, 2015

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into special session, pursuant to due notice, on Wednesday, February 4, 2015 at 3:00 p.m. in the Instructional Planning Center, 201 East 38<sup>th</sup> 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 ST00006

A motion was made by Todd Thoelke and seconded by Doug Morrison, five (5) votes "yes" on roll call, **approving the minutes of a meeting** held on January 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 ST00007

A motion was made by Doug Morrison and seconded by Kate Parker, five (5) votes "yes" on roll call, **approving the agenda** as presented.

Action ST00008

A motion was made by Todd Thoelke and seconded by Doug Morrison, five (5) votes "yes" on roll call, **approving Item A of the consent agenda**, as follows:

- A. Accepting the **Southeast Tech Personnel Report**, as follows:
  - A1. **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>
<b>Other Help</b>	
Kary, Diane	01/16/15
<b>Federal Work Study Assignment</b>	
Davenport, Kimberly	02/11/15
Walker, Nicole	12/09/14

A1. **CHANGE IN EMPLOYMENT STATUS** (continued)

<u>Name</u>	<u>Effective Date</u>
<b>Student Tutor</b>	
Maleki, Jamil	12/02/14
McCarty, Shayne	12/10/14
Mentele, Paige	12/04/14
Nguyen, Kim	12/03/14

A2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
<b>Federal Work Study, part-time, per hour</b>		
Bruining, Samantha	01/15/15	\$10.00
Gilliam, Emily	01/12/15	10.00
Heggen, Elizabeth	01/12/15	10.00
Johnson, Ian	01/12/15	10.00
Stahl, Karen	01/20/15	10.00
Velasquez, Jessica	01/12/15	10.00
<b>Instructor, part-time, per hour</b>		
Lewis, Nancy	11/10/14	\$35.00
Schlepp, Jeffrey	01/12/15	31.64
Schneider, Nicholas	01/12/15	31.64
Schumacher, Tory	01/09/15	25.00
<b>Instructor, part-time, curriculum development, per hour</b>		
Kruse, Jane	01/26/15	\$35.00/\$20.69
Naescher, Justin	01/12/15	\$35.00/\$20.69
<b>Other Help, part-time, per hour</b>		
Anderson, Emily	12/12/14	\$15.00
<b>Student Help, part-time, per hour</b>		
Muhl, Danica	01/15/15	\$10.00
<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
<b>Student Tutor, part-time, per hour</b>		
Sieveke, Chelsea	01/19/15	\$9.00
Wegh, Jessica	01/13/15	9.00
Zomer, Samantha	01/20/15	9.00

A2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
<b>Spring, 2015, Adjunct Instructor Training Stipend, lump sum</b>		
Bennett, Elizabeth	01/20/15	\$60.00
Blok, Kelly	01/20/15	60.00
Brekke, Ryan	01/20/15	60.00
Conrad, Terry	01/20/15	60.00
Erdman, Corliss	01/20/15	60.00
Erickson, Tami	01/20/15	60.00
Horan, Steven	01/20/15	60.00
Hoyt, Jodi	01/20/15	60.00
Jones, Kristoffer	01/20/15	60.00
Kaardal, Ivar	01/20/15	60.00
Kappenman, Gary	01/20/15	60.00
Kruse Thornton, Renae	01/20/15	60.00
Lassegard, Darcy	01/20/15	60.00
Marsh, Cathy	01/20/15	60.00
Merchant, Joshua	01/20/15	60.00
Michels, John	01/20/15	60.00
Miller, Breck	01/20/15	60.00
Millman, Paul	01/20/15	60.00
Moore, Sharon	01/20/15	60.00
Schoenfelder, Tonya	01/20/15	60.00
Schultz, Kellie	01/20/15	60.00
Schwartz, Colette	01/20/15	60.00
Stahl, Janet	01/20/15	60.00
Stephan, David	01/20/15	60.00
Stuefen, David	01/20/15	60.00
Stueven, Rebecca	01/20/15	60.00
Taylor, Abbey	01/20/15	60.00
<b>Spring, 2015, Adjunct Instructor Budget, lump sum</b>		
Benker, Walda	01/12/15	\$5,940.00
Bennett, Elizabeth	01/12/15	3,240.00
Blok, Kelly	01/12/15	12,060.00
Bogensberger, Karen	01/12/15	2,880.00
Brekke, Ryan	01/12/15	3,240.00
Cavin, Georgina	01/12/15	4,140.00
Cleland, Nicholas	01/12/15	3,240.00
Conrad, Terry	01/12/15	3,600.00
Cox, Bryan	01/12/15	12,600.00
Cummings, Debborah	01/12/15	900.00
Curtis-Cramer, Sherry	01/12/15	2,700.00
Davis, Chris	01/12/15	4,140.00
Entringer, Stephanie	01/12/15	7,200.00
Erdman, Corliss	01/12/15	11,200.00

A2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
<b>Spring, 2015, Adjunct Instructor Budget, lump sum (continued)</b>		
Erickson, Tami	01/12/15	\$ 8,640.00
Forster, Robert	01/12/15	1,800.00
Foster, Fenecia	01/12/15	2,700.00
Gacke, Nancy	01/12/15	11,160.00
Gregory, Peter	01/12/15	2,700.00
Hagle, Cindy	01/12/15	2,700.00
Horan, Steven	01/12/15	4,740.00
Hoyt, Jodi	01/12/15	9,850.00
Hoss, Sherri	01/12/15	2,700.00
Hunking, Debra	01/12/15	5,400.00
Johnson, Linda	01/12/15	1,350.00
Jones, Kristoffer	01/12/15	9,720.00
Kaardal, Ivar	01/12/15	10,800.00
Kampmann, David	01/12/15	6,480.00
Kappenman, Gary	01/12/15	11,160.00
Kavanagh, David	03/16/15	2,700.00
Kruse Thornton, Renae	01/12/15	2,700.00
Larsen, Kristin	01/12/15	2,700.00
Lassegard, Darcy	01/12/15	2,700.00
Lucas, Judy	01/12/15	3,600.00
Marsh, Cathy	01/12/15	13,680.00
McConville, Teresa	03/16/15	2,700.00
McGee, Patricia	01/12/15	4,140.00
McManus, Stacy	03/16/15	2,700.00
Merchant, Joshua	01/12/15	4,680.00
Michels, John	01/12/15	12,780.00
Miller, Breck	01/12/15	5,400.00
Millman, Paul	01/12/15	2,700.00
Moore, Sharon	01/12/15	2,340.00
Morris, Roger	01/12/15	6,480.00
Nowak, Deborah	01/12/15	6,480.00
Olson, Curtis	01/12/15	7,920.00
Pastrano, Xavier	01/12/15	2,700.00
Pepper, Dustin	01/12/15	2,700.00
Pepper, Merrel	01/12/15	9,360.00
Peters, Dennis	03/16/15	2,700.00
Peterson, Anne	01/12/15	3,600.00
Pommer, Jacqueline	03/16/15	3,240.00
Reski, Tressie	01/12/15	4,140.00
Roller, Cynthia	01/12/15	6,480.00
Rose, Jean	01/12/15	2,700.00
Russell, Dennis	01/12/15	2,700.00
Saugstad, Jeanette	03/16/15	1,800.00

A2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
<b>Spring, 2015, Adjunct Instructor Budget, lump sum (continued)</b>		
Schaffer, Kenneth	01/12/15	\$ 4,680.00
Schneider, Terry	01/12/15	2,880.00
Schoenfelder, Tonya	01/12/15	2,880.00
Schultz, Kellie	01/12/15	4,140.00
Stahl, Janet	01/12/15	3,240.00
Stephan, David	01/12/15	2,700.00
Stuefen, David	01/12/15	9,180.00
Stueven, Rebecca	01/12/15	3,600.00
Suhr, Lori	03/16/15	1,800.00
Talcott, Roberta	03/16/15	2,700.00
Taylor, Eugene	04/27/15	2,340.00
VanOverbeke, Jeffrey	01/12/15	2,700.00
Veire, Camilla	01/12/15	9,540.00
Warkenthien, Richard	01/12/15	3,240.00
Weihe, Kimberly	01/12/15	3,240.00
Wellnitz, Kristin	01/12/15	5,400.00
Williams, Brian	01/12/15	3,240.00
Wohlwend, Bruce	01/12/15	4,680.00
Wolff, Dana	01/12/15	5,400.00

Action ST00009

Rich Kluin, Vice President of Finance and Operations, presented the following reports:

## A. Southeast's Tech's Consolidated Report of Trust &amp; Agency Funds

Southeast Tech maintains four separate Trust & Agency Funds. The Southeast Tech Bookstore fund is maintained to provide for the timely refunds to students resulting for the return of textbooks and other supply items purchased through the Southeast Tech Bookstore. Southeast Tech EFT is maintained to receive and distribute funds received via electronic funds of financial aid alternative loans and direct payments from the State of South Dakota. The Southeast Tech Tuition & Fees fund is maintained as the main operating account of Southeast Tech. The fund receives all payments made by students and all other payment sources resulting from operating activities. This fund also distributes any excess financial aid payments directly to students. The Southeast Tech Trust & Agency fund is maintained to account for the financial activities of various campus student groups. Sources of funds are derived primarily through fund raising activities conducted by students and industry donations. Funds are used to support and enhance student experiences in their programs of study. (see MRF #ST3)

B. Vice President's Report

The Vice President's Report presented selected financial elements of Southeast Tech. The report included Southeast Tech's Funds on hand as of December 31, 2014, a statement of cash receipts, disbursements and cash balances for December 2014 and supplemental appropriations. (see MRF #ST4)

C. FY15 Second Quarter Financials

The FY15 Second Quarter Financials for the Post-Secondary Vocational, Bookstore, Training Solutions Institute and Childcare Funds were reviewed. (see MRF #ST5)

D. FY16 Budget Timeline

The STI Council met on January 30, 2015 and was presented with Southeast Tech's recommended FY16 budget timelines. The recommend budget timelines allow for key actions of the legislature and State Board of Education to be acted upon in advance of the Southeast Tech's budget compilation. The 2015 legislative session will conclude in March which will establish the level of funding provided to the technical institutes in FY16. Additionally, the State Board of Education will establish and set the tuition rates of the four technical schools for FY16. The budget timelines also provide an opportunity to conduct and potentially complete negotiations of a collective bargaining agreement that would take effect on July 1, 2015. (see MRF #ST6)

Following general discussion, a motion was made by Doug Morrison and seconded by Todd Thaelke, five (5) votes "yes" on roll call, **acknowledging the Reports of the Vice President of Finance and Operations.**

Action ST00010

Dr. Craig Peters, Director of Academics, presented an overview of the Trade Adjustment Assistance Community College and Career Training (TAACCT) grant.

Southeast Technical Institute is the lead for the South Dakota Allied Training Consortium (SDAHTC). Health Care employers face a hiring challenge across the state of South Dakota, especially in the rural areas of South Dakota. The SDAHTC is providing programs of various lengths to all portions of the state of South Dakota, to help meet those employment challenges. Southeast Tech and our partners are working closely with the South Dakota Department of Labor and Regulation, Department of Education and Department of Health to serve the unemployed, underemployed, and displaced workers across South Dakota. The TAACCCT3 grant is exceeding its education and training projections. (see MRF #ST7)

Following general discussion, a motion was made by Todd Thaelke and seconded by Carly Reiter, five (5) votes "yes" on roll call, **acknowledging the TAACCCT Grant report.**

Action ST00011

Tracy Noldner, Vice President of Student Success and Institutional Research, presented an overview of Southeast Tech's Retention Process, Tools and Outcomes.

Since 2009, Southeast Tech has dedicated time and resources to develop a retention process to help its student succeed. Through the efforts of faculty, staff, and administration, the institute has developed a Student Success Center and numerous retention tools that provide a more systematic and integrated approach to retaining students. The result has been a more comprehensive approach to helping our student succeed. By recognizing student issues and concerns earlier, and assisting with meeting those needs or solving those concerns more quickly, Southeast Tech has experienced stronger retention rates as well as improved results in other key measures. (see MRF #ST8)

Following general discussion, a motion was made by Todd Thaelke and seconded by Kate Parker, five (5) votes "yes" on roll call, **acknowledging the Retention Process, Tools and Outcomes Report.**

Action ST00012

President Jeff Holcomb provided an update on the progress of the new building plans and process.

The South Dakota State Board of Education approved the bonding and concept of the new building for Southeast Tech at a telephonic meeting on January 29, 2015. The bonding approval is expressed as a resolution adopted at the meeting. The amount authorized for bonding was \$20,000,000.00. Facility fees for students were raised \$2 per credit hour to \$30 per credit hour in FY16 with an additional increase next year of \$5 per credit hour to \$35 per credit hour in FY17. A history of facility fees was also included in the report. (see MRF #ST9)

Following general discussion, a motion was made by Todd Thaelke and seconded by Carly Reiter, five (5) votes "yes" on roll call, **acknowledging the New Building Update Report.**

Action ST00013

President Jeff Holcomb reviewed the Southeast's recommended positions on 2015 pending legislation that is currently before the South Dakota legislature and would impact the state technical institutes if enacted into law. President Holcomb stated that Southeast Tech is working closely with legislators to let them know Southeast Tech's position on each of the bills. (see MRF #ST10)

Following general discussion, the Board has voted to support HB1118 and voted to take no position on HJR 1003 and SB106. A motion was made by Todd Thaelke and seconded by Carly Reiter, five (5) votes "yes" on roll call, **approving the positions on 2015 pending legislation.**

continued

Wednesday, February 4, 2015

Action ST00014

On motion by Kate Parker and seconded by Todd Thaelke, five (5) votes "yes" on roll call, the School board **adjourned** at 4:20 p.m.

KENT ALBERTY

Presiding Officer

TODD VIK

Business Manager