

SCHOOL BOARD MEETING

Wednesday, August 5, 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, August 5, 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 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 ST00052

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

Action ST00053

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

Action ST00054

A motion was made by Kate Parker and seconded by Carly Reiter, five (5) votes “yes” on roll call, **approving Item A on 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>
Federal Work Study, part-time Carruthers, Tara	06/30/15
Employment Contract, full-time Homan, Betsy	08/17/15

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

<u>Name</u>	<u>Effective Date</u>
Instructor, part-time Timmerman, Denise	06/30/15
Lab Assistant, part-time Chapman, Emily	06/30/15
Fitzpatrick, Jenna	05/30/14
Masterson, Keeley	11/25/14
Nelson, Anlis	04/28/15
Nelson, Peggy	11/20/14
Student Help, part-time Carruthers, Tara	07/14/15

A2. **SALARY ADJUSTMENT**

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Lab Assistant, part-time Dahler, Elizabeth	Cardiac Ultrasound \$18.18	Cardiac Ultrasound \$20.00 Eff. 07/01/15
DeVaney, Stacey	Cardiac Ultrasound \$18.58	Cardiac Ultrasound \$20.00 Eff. 07/01/15
Grassel, Jacqueline	Cardiac Ultrasound \$18.38	Cardiac Ultrasound \$20.00 Eff. 07/01/15
VandenBos, Sara	ENDT \$17.91	Cardiac Ultrasound \$20.00 Eff. 07/01/15
Instructor, Adjunct, Summer 2015 Session, Addendum to Budget, lump sum McManus, Stacy	Bus Admin, Orig Budget, \$2,700.00	Bus Admin, Add Course, \$5,400.00 Eff. 6/08/15

A2. **SALARY ADJUSTMENT** (continued)

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Employment Contract, 12 Month, per annual		
Carruthers, Tara	Student Worker, part-time, Student Success, Library, \$10.00 per hour	Housing/Retention Coord, Student Success, Housing Empl Contr, 12 Mo, 1.0 FTE, Level E, Step 1, 252 days prorated, \$34,213.91 Eff. 07/15/15
Frey, Amanda	Admissions-Student Recr, Student Succ, Admissions, Empl Contr, 12 Mo, 1.0 FTE, Level G, Step 5, 8 days prorated, \$1,389.20	Bookstore Manager, Finance & Ops, Bookstore, Empl Contr, 12 Mo, 1.0 FTE, Level I, Step 1, 254 days prorated, \$51,849.66 Eff. 07/13/15
	Bookstore Manager, Finance & Ops, Bookstore, Empl Contr, 12 Mo, 1.0 FTE, Level I, Step 1, 36 days prorated, \$7,348.77	Student Success Advisor, Student Success Empl Contr, 12 Mo, 1.0 FTE, Level I, Step1, 218 days prorated, \$44,500.89 Eff. 09/01/15
Jaskulka, Thomas	Application Support Spec, IT, Specialist, 12 Mo, 1.0 FTE, Level N, Step 6 \$23.45 per hour	Programmer Analyst, IT, Empl Contr, 12 Mo, Professional 1, 1.0 FTE Level W, Step 2, 239 days prorated, \$57,458.10 Eff. 08/03/15
Strengge, Sanna	Admissns Assoc, part-time, Student Succ, Admissions, \$16.00 per hour	Admissions-Student Recr, Student Succ, Admissions, Empl Contr, 12 Mo, 1.0 FTE, Level G, Step 1, 239 days prorated, \$39,765.29 Eff. 08/03/15

A3. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Employment Contract, full-time, per hour		
Brauer, Elissa	08/10/15	\$12.42
Employment Contract, additional work days stipend, lump sum		
Fischer, Anna	7/31/2015	\$1,096.83
Instructor, full-time, per annual		
LeLoux, Loretta	07/23/15	\$60,175.00
McNickle, Ginger	07/23/15	\$60,175.00
Instructor, extended contract days, lump sum		
Lucas, Judy	07/10/15	\$6,901.94
Instructor, part-time, per hour		
Bursing, Axanthia	07/24/15	\$35.00
Erdman, Corliss	07/01/15	\$35.00
Erdman, Corliss	07/01/15	\$35.00
Hoss, Sherri	07/01/15	\$46.01
Kent, Katherine	07/24/15	\$35.00
McKenna, Katherine	07/27/15	\$25.00
Osborn, Michelle	07/24/15	\$35.00
Stueven, Rebecca	07/24/15	\$35.00
Suhr, Lori	07/01/15	\$35.00
Tipton, Caroline	06/12/15	\$20.90
Zweifel, Linda	07/01/15	\$35.00
Instructor, part-time, curriculum development, per hour		
Heide, Jaclyn	07/01/15	\$35.00/\$20.90
Peterson, Anne	07/01/15	\$35.00/\$20.90
Instructor, substitute, per hour		
Lewis, Nancy	07/01/15	\$35.00
Lab Assistant, part-time, per hour		
Bursing, Axanthia	07/24/15	\$20.00
Kent, Katherine	07/24/15	\$20.00
Nelson, Renae	08/03/15	\$20.00
O'Bryan, Brenna	07/09/15	\$20.00
Osborn, Michelle	07/24/15	\$20.00
Stueven, Rebecca	07/24/15	\$20.00

A3. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Other Help, part-time, per hour		
Bursing, Axanthia	07/24/15	\$15.00
Hanks, Breanna	07/27/15	\$15.00
Hotchkin, Stacy	07/24/15	\$38.82
Kent, Katherine	07/24/15	\$15.00
Karpen, Janet	07/24/15	\$28.37
Lewis, Nancy	07/01/15	\$15.00
Osborn, Michelle	07/24/15	\$15.00
Vickmark, Alonna	07/27/15	\$15.00
Warner, Kelly	07/24/15	\$15.00
Woessner, Cynthia	07/24/15	\$28.37
Zweifel, Heather	06/10/15	\$15.00

Action ST00055

Jim Jacobsen, Vice President of Academics, presented an **overview of the New Faculty and Lab Specialist Training Program**. (See MRF #ST42) Southeast Tech has developed a comprehensive training program for new faculty and lab specialists. The majority of new faculty and lab specialists do not have a background or degree in education. They bring extensive industry knowledge and skills specific to their industry or trade to their position. The training provides a pathway to provide new faculty and lab specialists with a foundation of teaching skills, training on the use and integration of technology in instruction, assistance in meeting the requirements to obtain their post-secondary teaching credential and ongoing support through a mentoring program.

Following general discussion, a motion was made by Todd Thoelke and seconded by Doug Morrison, five (5) votes “yes” on roll call, **acknowledging the New Faculty and Lab Specialist Training Report**.

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Jim Jacobsen, Vice President of Academics, stated that Southeast Tech has received formal notification of the action taken by the Accreditation Commission for Education in Nursing. The Board of Commissioners granted an initial five year accreditation to the associate nursing program.

Action ST00056

Craig Peters, Director of Academics, presented an **overview of JumpStart Days**. (See MRF #43) Southeast Tech conducts JumpStart Days to increase retention, prepare students for college, provide students with required technology and technology training and set the stage for

success in their program areas. Southeast Tech has developed a required orientation course for all students prior to the start of college, so they have a JumpStart on their college experience. This course provides students with a basis of financial knowledge for college, success strategies, technology training, and a variety of academic program requirements.

Following general discussion, a motion was made by Doug Morrison and seconded by Todd Thaelke, five (5) votes “yes” on roll call, **acknowledging the JumpStart Report**.

Action ST00057

Jim Rokusek, Director of Admissions, presented an **update on the Build Dakota Scholarship program**. (See MRF #ST44) Build Dakota scholarship program was created through a \$50 million dollar investment funded by a \$25 million donation from T. Denny Sanford and a \$25 million contribution from the South Dakota Future Fund. Half of the funds will be distributed as full-ride scholarships over five years among the technical institutes. The remaining half will be placed in an endowment for future scholarships. 68 scholarships were awarded to incoming Southeast Tech students among the eligible programs.

The Build Dakota Board allocated an additional \$55,000 to each technical institute for additional scholarships for a total of \$1,055,000 for the 2015-16 school year. Many of the students already have college credits from other colleges and universities, prior Southeast Tech coursework, dual credit coursework and credit by exam.

Following general discussion, a motion was made by Carly Reiter and seconded by Kate Parker, five (5) votes “yes” on roll call, **acknowledging the Build Dakota Scholarship Update**.

Action ST00058

A motion was made by Kent Alberty and seconded by Doug Morrison, five (5) votes “yes” on roll call, **approving the review of policies and revision of regulations** (See MRF #ST45), as follows:

- A. ***Policy/Regulation AC/STI AC-R/STI – Equal Opportunity/Nondiscrimination***
- B. ***Policy GBJ/STI Staff Directory***
- C. ***Policy/Regulation GCCAC/STI GCCAC-R/STI Family and Medical Leave***
- D. ***Policy/Regulation JJH/STI JJH-R/STI Student Travel***
- E. ***Policy/Regulation KDD/STI KDD-R/STI Media Relations***

Action ST00059

A motion was made by Kent Alberty and seconded by Doug Morrison, five (5) votes “yes” on roll call, **acknowledging the first reading of Policy GBEB/STI – Code of Conduct** (See MRF #ST46); with the understanding that the policy will return for a second reading on October 7, 2015.

Action ST00060

A motion was made by Kent Alberty and seconded by Doug Morrison, five (5) votes “yes” on roll call, acknowledging the **first reading of Policy/Regulation JIAA/STI JIAA-R/STI – Harassment** (See MRF #ST47); with the understanding that the policy will return for a second reading on October 7, 2015.

Action ST00061

A motion was made by Kent Alberty and seconded by Todd Thoenke, five (5) votes “yes” on roll call, **acknowledging the first reading of Policy/Regulation KEB/STI KEB-R/STI – Public Concerns/Complaints about Personnel** (See MRF #ST48); with the understanding that the policy will return for a second reading on October 7, 2015.

Action ST00062

On motion by Kate Parker and seconded by Todd Thoenke, five (5) votes “yes” on roll call, the School board **adjourned** at 4:43 p.m.

KENT ALBERTY
Presiding Officer

TODD VIK
Business Manager