

## SCHOOL BOARD MEETING

Thursday, November 3, 2016

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 Thursday, November 3, 2016 at 4:00 pm in the Instructional Planning Center, 201 East 38<sup>th</sup> Street, Sioux Falls, South Dakota, with the following members present: Kent Alberty, Douglas C. Morrison, Carly R. Reiter, Vice President Kate Parker and President Todd Thaelke. Absent: None.

### Action ST00158

A motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes “yes” on roll call, **approving the minutes of a meeting** held on October 5, 2016, which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

### Action ST00159

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

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President Thaelke asked about any conflicts of interest. None were brought forward.

### Action ST00160

A motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes “yes” on roll call, **approving Item A through E on the consent agenda**, as follows:

- A. Accepting the **Consolidated Report of Trust and Agency Funds** of November 3, 2016 and stating for the record that as of November 3 2016, receipts total \$14,956,666.80 and disbursements total \$7,849,141.05 (see MRF #ST138).
- B. Approving the **Vice President of Finance and Operation’s Report** of November 3, 2016 in accordance with the SDCL §13-8-35 (see MRF #ST139) and directing that detailed statement of receipts and balances on hand, as of September 30, 2016, be published as part of these minutes, in accordance with SDCL §13-8-3.
- C. **Approving financial transactions** of Southeast Tech (see MRF #ST140).
- D. **Accepting the Southeast Tech Personnel Report**, as follows:

- D1. **RESIGNATIONS.** Accepting the resignation of School District Personnel as of the effective date indicated, the personnel having been previously employed by Board Action, as follows:

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
<b>Employment Contract, 12 Month, exempt</b>		
Danielson, Jacque	Student Success Advsr	11-04-16
<b>Federal Work Study, part-time</b>		
Knodel, Faith	Scarborough Center	10-20-16
<b>Other Help, part-time</b>		
Bream, Tony	Food Service	10-20-16
Hill, Theresa	Food Service	10-13-16
<b>Specialist, 10 Month</b>		
Timm, Michael	Diesel Tech	10-28-16
<b>Student Help, part-time</b>		
Peters, Joseph	IT, Student Tech	10-06-16

- D2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
<b>2016 Fall Session, Addendum to Adjunct Lump Sum Budget</b>				
Werkmeister, Myra	LPN Clinical Instr	09-08-11	\$3,884.38	\$3,001.06

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Administrator, stipend, lump sum</b>			
Kluin, Richard	Interim President	07-01-16 to 08-31-16	\$7,500.00

<b>Instructor, 206 Day, per annual</b>			
Werkmeister, Myra	TAACCCT3 Grant, LPN Instructor, 95 Days Prorated, Lane 4, Step 5	10-17-16 to 03-31-16	\$25,298.13

<b>Instructor, part-time, per hour</b>			
McCuen, Amy	Surg Tech Clinical	01-05-17	\$25.00
Olinger, Caitlin	Surg Tech Clinical	01-05-17	\$25.00

D2. **EMPLOYMENT RECOMMENDATIONS** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Other Help, part-time, per hour</b>			
Boll, Tracey	Food Service	10-17-16	\$12.00
Bream, Tony	Food Service	10-18-16	\$12.00
Danielson, Jacque	Student Success	11-05-16 to 12-09-16	\$32.38
Haight, Andrew	Food Service	10-24-16	\$12.50
Hill, Theresa	Food Service	10-12-16	\$12.00
Jungemann, Shaunna	Food Service	10-20-16	\$12.00
Korstad, Karlene	Food Service	10-12-16	\$12.00
Liesinger, Valerie	Food Service	10-17-16	\$12.00
Mayrose, James	Food Service	10-10-16	\$11.00
Miller, Darwin	Food Service	10-10-16	\$12.00
Stoner, Richard	Food Service	10-24-16	\$13.00
Stubbs, Carmen	Food Service	10-18-16	\$12.00
Teague, Cassandra	Food Service	10-24-16	\$12.00
<b>Student Help, part-time, per hour</b>			
Andersen, Branden	IT, Student Tech	10-31-16	\$10.00
Kussman, Jenna	IT, Student Tech	10-31-16	\$10.00

D3. **PAY RATE ADJUSTMENT**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
<b>ABE Tutor, per hour</b>				
Baker, Jill	Multicultural Ctr	10-09-16	\$15.00	\$15.15
Fossell, Sheila	Learning Ctr	10-09-16	\$16.71	\$16.86
Harbert, Charlene	Adult Ed, Clerical	10-09-16	\$11.19	\$11.34
Henry, Mary Jean	Learning Ctr	10-09-16	\$16.01	\$16.16
Jasarovic, Lilly	Multicultural Ctr	10-09-16	\$15.91	\$16.06
Jorgensen, Eunice	Learning Ctr	10-09-16	\$16.71	\$16.86
Machacek, Judy	Learning Ctr	10-09-16	\$15.00	\$15.15
Rahn, Diane	Learning Ctr	10-09-16	\$15.91	\$16.06
Schmidt, Anita	Multicultural Ctr	10-09-16	\$16.71	\$16.86
Toering, Rose	Learning Ctr	10-09-16	\$15.45	\$15.60

Action ST00161

Tracy Noldner, Vice President of Student Affairs and Institutional Research presented the 2016-2021 Strategic Plan, Mission and Vision Approval Report. (See MRF #ST141)

During the 2015-2016 academic year, Southeast Technical Institute commissioned Market Street Services, Inc. to lead institute stakeholders through a Strategic Planning process. The outcome of that process was the development of revised institutional mission and vision statements and a 2016-2021 Strategic Plan.

To assure that all stakeholder groups had the opportunity for input into the planning process and mission and vision statements, a Strategic Vision Plan Project Committee made up of representatives from the institute (two administrators, four faculty, and four staff), and twelve external stakeholders (industry and secondary education representatives) met to develop the strategic plan and review/revise the mission and vision statements. Additional input was gathered through internal and external surveys and individual and group focus visits.

The outcome of the Strategic Planning process included:

1. Revised Mission statement: *"To educate individuals for dynamic and rewarding careers that promote lifetime success and meet the workforce needs of our region."* (Previous Mission statement: *"To educate individuals for employment opportunities, professional growth and life-long learning."*)
2. Revised Vision statement: *"Educational excellence for tomorrow's workforce"* (Previous Vision statement: *"Creating workforce excellence"*)
3. A 2016-2021 Strategic Plan

On September 20, 2016, the Southeast Tech Council reviewed the proposed mission, vision and strategic plan and voted to recommend adoption of all three to the School Board.

Following general discussion, a motion was made by Kate Parker and seconded by Kent Alberty, five (5) votes "yes" on roll call, **acknowledging the 2016-2021 Strategic Plan, Mission and Vision Approval Report.**

Action ST00162

Kristin Possehl, Nursing Program Director, and Sara Lease, Nursing Instructor, presented the Nursing Program Overview. (See MRF #ST142) The Nursing Program offers a one-year LPN diploma program and a one-year LPN to RN Associate of Applied Science program.

Both programs have prerequisites necessary before starting nursing courses. The Licensed Practical Nursing Diploma consists of one semester of prerequisites, 11 months of LPN courses

and the student must be a CNA. The LPN to RN AAS Degree consists of one semester of prerequisites, must be a licensed LPN with work experience, and one year of RN courses.

The LPN program started in 2001, since then over 1000 have graduated. There are two program starts for day groups, January and August. The evening program starts each spring. A total of 130-140 students are accepted each year. The graduation rate consistently greater than 80%. The board pass rate is 98.6% mean over the past 3 years, the national average is 82.5%.

The LPN to RN program started in 2012. There are have been 102 graduates since the start of the program. We accept 24 students twice each year, in January and August. Retention rate is consistently above the goal of 75%. The Board pass rate 3 year mean in 2014 was 90.83%, consistently above the national average.

Job placement is 100% for both LPN and RN programs. Graduates are employed at numerous types of facilities, including clinics, hospitals, long term care, hospice and correctional health.

Following general discussion, a motion was made by Doug Morrison and seconded by Kate Parker, five (5) votes "yes" on roll call, **acknowledging the Academic Program – Nursing Program - Overview Report.**

#### Action ST00163

Jim Jacobsen, Vice President of Academics, provided a Certificate Program Overview report. (See MRF #ST143) Certificate programs allow students to learn specific career skills in order to obtain a job or to specialize in their careers. Certificates are credit bearing programs of study which provide students with industry recognized credentials and are specifically aligned with industry recognized standards. Certificate programs can also provide an additional educational pathway for students who are interested in beginning their higher education experience. Southeast Tech is reaching the role that certificate programs can play within specific programs of study while also helping to meet the workforce needs of employers.

A motion was made by Kent Alberty and seconded by Doug Morrison, five (5) votes "yes" on roll call, **acknowledging the Certificate Program Update Report.**

#### Action ST00164

Rich Kluin, Vice President of Finance/Operations, presented the FY17 First Quarter Financials.

The FY17 First Quarter Financials for the Post-Secondary Vocational, Bookstore, Food Service, Child Care and Training Solutions Institute were reviewed. (See MRF #ST144)

A motion was made by Doug Morrison and seconded by Kent Alberty, five (5) votes "yes" on roll call, **acknowledging the 1<sup>st</sup> Quarter Finance Report.**

continued

Thursday, November 3, 2016

Action ST00165

Rich Kluin, Vice President of Finance and Operations, presented the Operating Task Report. (see MRF #ST145)

A motion was made by Carly Reiter and seconded by Kate Parker, five (5) votes “yes” on roll call, **acknowledging the Operating Task Report.**

Action ST00166

On motion by Kent Alberty and seconded by Carly Reiter, five (5) votes “yes” on roll call, the School board **adjourned** at 4:51 pm.

TODD THOELKE  
Presiding Officer

TODD VIK  
Business Manager