

SCHOOL BOARD MEETING

Wednesday, December 7, 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 Wednesday, December 7, 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: Douglas C. Morrison, Carly R. Reiter, Vice President Kate Parker and President Todd Thielke. Absent: Kent Alberty.

Action ST00167

A motion was made by Carly Reiter and seconded by Kate Parker, four (4) votes “yes” on roll call, **approving the minutes of a meeting** held on November 3, 2016, which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00168

A motion was made by Carly Reiter and seconded by Doug Morrison, four (4) votes “yes” on roll call, **approving the agenda** as presented.

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

Action ST00169

A motion was made by Kate Parker and seconded by Carly Reiter, four (4) votes “yes” on roll call, **approving Item A through E on the consent agenda**, as follows:

**A. Approving the Authorizations and Ratifications as follows:**

**A.1. Acknowledgement of Addition to Southeast Technical Institute Council Membership**

Acknowledging the appointment of Rick Thaler, Rob deWit, Scott Oyen, Damon Coughlin, Mark Mickelson and Clara Hart to the Southeast Tech Council.

- B. Accepting the **Consolidated Report of Trust and Agency Funds** of December 7, 2016 and stating for the record that as of December 7, 2016, receipts total \$15,762,498.75 and disbursements total \$14,881,407.07 (see MRF #ST146).
- C. Approving the **Vice President of Finance and Operation's Report** of December 7, 2016 in accordance with the SDCL §13-8-35 (see MRF #ST147) and directing that detailed statement of receipts and balances on hand, as of October 31, 2016, be published as part of these minutes, in accordance with SDCL §13-8-3.
- D. **Approving financial transactions** of Southeast Tech (see MRF #ST148).
- E. **Accepting the Southeast Tech Personnel Report**, as follows:

**E1. 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>Federal Work Study, part-time</b> |                          |                       |
| Christensen, Maggie                  | IT, Student Tech         | 12-09-16              |
| <b>Instructor, part-time</b>         |                          |                       |
| Curtis-Cramer, Sherry                | General Ed               | 12-16-16              |
| <b>Other Help, part-time</b>         |                          |                       |
| Korstad, Karlene                     | Food Service             | 11-17-16              |
| Norrid, Casey                        | Food Service             | 11-08-16              |
| Stoner, Richard                      | Food Service             | 11-04-16              |
| Teague, Cassandra                    | Food Service             | 10-27-16              |
| <b>Student Help, part-time</b>       |                          |                       |
| Carroll, Michelle                    | Scarborough Center       | 10-06-16              |
| Christensen, Maggie                  | IT, Student Tech         | 12-09-16              |
| Longman, Brenna                      | Scarborough Center       | 11-04-16              |

**E2. INVOLUNTARY TERMINATION.**

| <u>Name</u>                          | <u>Location/Position</u> | <u>Effective Date</u> |
|--------------------------------------|--------------------------|-----------------------|
| <b>Federal Work Study, part-time</b> |                          |                       |
| Elivanette, Minani                   | Scarborough Center       | 11-10-16              |

**E3. EMPLOYMENT RECOMMENDATIONS.**

| <u>Name</u>  | <u>Location/Position</u> | <u>Effective Date</u> | <u>Amount</u>   |
|--|--------------------------|-----------------------|-----------------|
| <b>Instructor, part-time, per hour</b>                         |                          |                       |                 |
| Huwe, Andrew   | Surgical Tech            | 01-03-17              | \$25.00         |
| Lewis, Nancy   | Health Core, CPR         | 11-01-16              | \$35.00         |
| Lunde, Lloyd   | Corp Ed, Auto CAD        | 11-15-16              | \$46.01         |
| <b>Instructor, part-time, curriculum development, per hour</b> |                          |                       |                 |
| Dawson, Jenna  | LPN                      | 11-21-16              | \$35.00/\$21.11 |

Action ST00170

Kate Parkinson - Landscape Design Instructor, Ginger McNickle – Horticulture Technology Instructor and Cory Borgen – Sports Turf Management Instructor presented the Horticulture Technology Program overview (see MRF #149). The Horticulture Technology, Landscape Design Technology and Sports Turf Management programs all offer a 2 year AAS degree. Program outcomes include: Management skills in the green industry, Identification of plants and cultural methods, growing techniques, soil and water conservation techniques, safe operation of equipment and professional human relation skills.

Job Placement is 91% in related field. Landscape Design Career opportunities include: Landscape Design, Landscape Foreman, Landscape Maintenance, Landscape Installation, Conservation Officer or Arborist. Horticulture Career opportunities include: Greenhouse and High Tunnel Production, Garden Center, Nursery Production, Vegetable Production, Fruit Production or Botanical Gardens. Sport Turf Management Career opportunities include Golf Course Superintendent, Starting your own business, Park and Recreation or Sports Turf.

Following general discussion, a motion was made by Doug Morrison and seconded by Carly Reiter, four (4) votes “yes” on roll call, **acknowledging the Academic Program – Horticulture Technology – Overview Report.**

Action ST00171

Robert Griggs, President, presented information on the Tech College Governance Structure. With the passage of Amendment R and anticipated legislation, preliminary conversations have started to create a new state board of technical education.

Following general discussion, a motion was made by Carly Reiter and seconded by Doug Morrison, four (4) votes “yes” on roll call, **acknowledging the Tech College Governance Structure Report.**

Action ST00172

Rich Kluin, Vice President of Finance and Operations, presented the FY18 Budget Timeline and Guidelines (see MRF #ST150). The Administration of Southeast Tech has developed the proposed budget guidelines and timelines that embody the requirements of the Higher Learning Commission (HLC). The HLC requires that institutions connect their budgets to the institutional mission and goals. HLC stresses the importance of open lines of communication, increased transparency, and the embracement of data-driven planning and evaluation and its impact on decision making.

HLC guidance also requires that the institution’s resources, structures and processes are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities. Furthermore, HLC articulates that...

1. The institution engages in systematic and integrated planning.
2. The institution allocates its resources in alignment with its mission and priorities.
3. The institution links its processes for assessment of student learning, evaluation of operations, planning and budgeting.
4. The planning process encompasses the institution as a whole and considers the perspectives of internal and external constituent groups.
5. The institution plans on the basis of a sound understanding of its current capacity and that institutional plans anticipate the possible impact of fluctuations in the institution’s sources of revenue.
6. The institution plan anticipates emerging factors such as technology, demographic shifts, and globalization.

Internal and external stakeholders will begin their work in January. These stakeholders which are comprised of community representatives, faculty and staff from all levels, and administration, will submit recommendations to the President for consideration in late March. Two public information sessions will be held in April and May 2017 to allow for additional community review of budget recommendations prior to the Board’s tentative budget adoption.

A motion was made by Doug Morrison and seconded by Kate Parker, four (4) votes “yes” on roll call, **acknowledging the FY18 Budget Goals and Timeline Report.**

Action ST00173

On motion by Carly Reiter and seconded by Kate Parker, four (4) votes “yes” on roll call, the School board **adjourned** at 4:46 pm.

TODD THOELKE  
Presiding Officer

TODD VIK  
Business Manager