

SCHOOL BOARD MEETING

Wednesday, June 7, 2017

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, June 7, 2017 at 4:00 pm in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: Kent Alberty, Douglas C. Morrison, Carly R. Reiter, and President Todd Thaelke. Absent: Vice President Kate Parker.

Action ST00212

A motion was made by Doug Morrison and seconded by Kent Alberty, four (4) votes “yes” on roll call, **approving the minutes of a meeting** held on May 3, 2017 which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00213

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

Action ST00214

A motion was made by Kent Alberty and seconded by Doug Morrison, four (4) votes “yes” on roll call, **approving Item A through D on the consent agenda**, as follows:

A. Approving the Authorizations and Ratifications, as follows:

A1. Supplemental Appropriation impatient

Adopting a resolution, as follows:

RESOLUTION

LET IT BE RESOLVED that the School Board of the Sioux Falls School District 49-5, in accordance with SDCL §13-11.3.2, hereby approves and adopts the following supplemental

budget for 2016-2017 to recognize additional state funding from the Health and Education Facilities Authority for the construction of a campus building, as follows:

a. Post-Secondary Vocational Fund

Revenues:

Other State Revenue – HEFA \$1,511,750

Expenditures:

Post-Secondary Programs – Construction \$1,511,750

A.2. Authorizing the Business Manager to issue Purchase Order(s) requiring additional approval of the School Board in accordance with Action 37531.B15, adopted 7/11/2016, as follows:

<u>PO No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Total Cost</u>
a. S103433	Russell Kreager	Admissions Consulting	\$43,900.00

B. Accepting the **Consolidated Report of Trust and Agency Funds** of June 7, 2017 and stating for the record that as of April 30, 2017, receipts total \$35,945,467.19 and disbursements total \$35,607,772.15 (see MRF #ST175).

C. Approving the **Vice President of Finance and Operation’s Report** of June 7, 2017 in accordance with the SDCL §13-8-35 (see MRF #ST176) and directing that detailed statement of receipts and balances on hand, as of April 30, 2017, be published as part of these minutes, in accordance with SDCL §13-8-3.

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>
Clerical, Class III, full-time Sites, Christa	12 Mo, Business Assoc	05-26-17
Instructor, part-time Taylor, Eugene	Law Enforcement	05-04-17
Federal Work Study, part-time Linder, Rebecca	Financial Aid	05-05-17
Rolf, Kaleen	Scarborough Center	05-04-17

D1. **RESIGNATIONS** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Student Help, part-time		
Andre, Cole	IT, Student Tech	05-05-17
Hofer, Jacob	IT, Student Tech	05-19-17

D2. **EMPLOYMENT RECOMMENDATIONS**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, full-time, extended contract days, stipend			
Evenson, Glade	CDL Trainer, 4 days, \$219.42 per day	05-02-17	\$877.68
Federal Work Study, part-time, per hour			
Heumiller, Rachael	Library	05-17-17	\$10.00
Instructor, part-time, per hour			
Nowak, Deborah	Corp Ed, Computer Apps	05-10-17	\$44.57
Other Help, part-time, per hour			
O'Leary, Katie	Test Center Proctor	05-10-17	\$15.00
Valdez, Martin	Bookstore	05-08-17	12.00
Adjunct Instructor, 2017 Summer Session, Lump Sum Budget			
Bowman, Kaay	Early Childhood	05-08-17	\$1,600.00
Brekke, Ryan	Phlebotomy	05-08-17	2,340.00
Carlson, April	LPN Clinical	05-16-17	8,754.40
Cavin, Georgina	Accounting	05-08-17	12,420.00
Cox, Bryan	Mechatronics	06-05-17	8,820.00
Cummings, Debborah	Health Core	06-05-17	1,440.00
Cuppy, Tanya	LPN Clinical	05-17-17	8,754.40
Davis, Chris	Accounting	05-08-17	\$6,840.00
Dvanajscak, Amanda	LPN Clinical	05-16-17	3,656.64
Entringer, Stephanie	Nursing Clinical	06-19-17	749.44
Erdman, Corliss	CNA	06-05-17	3,240.00
Gill, Estelle	LPN Clinical	06-01-17	2,971.08
Gillis, Sara	Gen Ed, English	06-05-17	3,240.00
Hagle, Cindy	Med Coding	05-09-17	1,800.00
Hitzemann, Leonard Alan	LPN Clinical	05-16-17	6,386.64
Hoyt, Jodi Lynn	Bus Admin	05-08-17	4,140.00
Hunking, Debra	Gen Ed, English	06-05-17	2,700.00
Kaardal, Ivar M	Bus Admin	05-08-17	3,240.00
Kappenman, Gerard Lee	CIS	06-05-17	7,920.00
Kavanagh, David F	Gen Ed, Sociology	06-05-17	2,700.00
Kramer, Jaclyn	LPN Clinical	06-20-17	1,498.88
Lang, Sarah	LPN Clinical	06-15-17	714.44

D2. **EMPLOYMENT RECOMMENDATIONS** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Adjunct Instructor, 2017 Summer Session, Lump Sum Budget (continued)			
Larsen, Kristin	Gen Ed, Math	05-08-17	\$5,400.00
Lease, Sara	LPN Clinical	06-03-17	2,606.64
McGee, Patricia Ellen	Bus Admin	06-05-17	2,700.00
McManus, Stacy	Bus Admin	06-05-17	5,400.00
Merrick, Kristin	LPN Clinical	06-03-17	2,886.64
Moore, Sharon	CIS	06-05-17	2,340.00
Morris, Roger	CIS	05-08-17	2,880.00
Mower, Britney	LPN Clinical	05-15-17	5,834.44
O'Leary, Katie	Gen Ed, English	06-05-17	4,680.00
Pepper, Dustin	LPN Clinical	05-08-17	11,756.64
Peters, Dennis	Bus Admin	06-05-17	2,700.00
Peterson, Anne	LPN Clinical	06-17-17	868.88
Pommer, Jacqueline	CIS	05-08-17	3,240.00
Post, Sherri	Health Core	05-08-17	13,320.00
Roller, Cynthia	CIS	06-05-17	4,440.00
Rose, Jean	Bus Admin	05-08-17	3,240.00
Russell, Dennis	Gen Ed, Psychology	05-08-17	2,700.00
Schaffer, Kenneth	CIS	06-05-17	4,680.00
Schwartz, Colette	LPN Clinical	05-24-17	2,606.64
Stainbrook, Amy	LPN Clinical	05-16-17	5,126.64
Stueven, Rebecca	LPN Clinical	05-15-17	7,376.64
Talcott, Roberta	Marketing	06-05-17	2,700.00
VanOverbeke, Jeffrey S	Gen Ed, Speech	06-05-17	5,400.00
Weihe, Kimberly Elnora	Bus Admin & Marketing	05-08-17	5,940.00
Wellnitz, Kristin Kay	Gen Ed, Psychology	06-05-17	5,400.00
Williams, Brian Keith	Marketing	06-05-17	2,700.00
Wolff, Dana	Bus Admin	05-08-17	1,800.00
Zediker, Afton	LPN Clinical	05-15-17	2,880.00
Instructor, FY2017 Overload, Lump Sum Pay			
Amor, Patrick	Automotive Tech	07-01-16	\$6,840.00
Berry, Vincent	Plumbing	07-01-16	1,620.00
Burchatz, Ronald	Collision/Repair & Refinish	07-01-16	2,880.00
Entringer, Stephanie	Nursing	07-01-16	2,340.00
Foster, Fenecia	General Ed, Math	07-01-16	2,700.00
Hoier, Patrick	Cardiovascular Invasive	07-01-16	7,920.00
Johnson, Shaina	Welding Tech	07-01-16	900.00
Lanphere, Nicholas	Diesel Tech	07-01-16	5,400.00
Lease, Sara	Nursing	07-01-16	8,100.00
Merritt, Jason	Automotive Tech	07-01-16	4,500.00
Pepper, Dustin	Nursing	07-01-16	360.00
Post, Sherri	Health Core	07-01-16	2,024.53
Pothast, Lee	Diesel Tech	07-01-16	5,760.00
Schlepp, Jeffrey	Architectural Tech	07-01-16	3,240.00

D2. **EMPLOYMENT RECOMMENDATIONS** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, FY2017 Overload, Lump Sum Pay (continued)			
Shotkoski, Kevin	Diesel Tech	01-01-17	\$1,980.00
Talbot, Jeff	Law Enforcement	07-01-16	2,880.00
Wendell, John	Collision/Repair & Refinish	07-01-16	1,440.00

D3. **CHANGE OF STATUS**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Other Help, part-time			
Bertelsen, Tori Success,	Scarborough Center	Student Success, Student Worker, part-time, \$10.00 per hour	Student Program Asst, part-time, \$10.00 per hour, Effec. 05-08-17
Weber, Joseph	Admissions	Student Worker, part-time, \$10.00/hour	Admissions Rep, temporary, 2 Mos, \$5,363.06, Stipend Effec. 05-07-17

D4. **PAY RATE ADJUSTMENT.**

<u>Name</u>	<u>Location/Position</u>	<u>Proposed Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
Student Help, per hour				
Dannelley, Tracey	Admissions	04-09-17	\$10.00	\$13.00
Other Help, per hour				
Stephens, Connie	Bookstore	05-07-17	\$12.00	\$12.50

Action ST00216

Instructors Georgina Cavin, Debi Nowak, Dennis Peters, Dana Wolff, Chris Davis and Cindy Hagle presented the Accounting, Administrative Assistant, Office Assistant, Financial Services - Bank & Insurance, Health Care Office Specialist and Medical Coding Program Overview Report. (see MRF #ST177). Accounting, Administrative Assistant, Financial Services – Banking or Insurance, and Medical Coding offer a 2 year AAS Degree. Medical Coding also offers a Certificate and a 1 year Diploma. Healthcare Office Specialist and Office Assistant offer a 1 year Diploma.

The programs are offered traditionally or fully online. Graduates work in all industries. Graduates are employed in Health Care, Banking/Finance/Credit, Real Estate, Retail, Insurance, Hospitality and Manufacturing. Southeast Tech graduates are Managers, Sales people, Service providers, Business owners, Accounting Supervisors and Cost Accountants.

Following general discussion, a motion was made by Kent Alberty and seconded by Carly Reiter, four (4) votes “yes” on roll call, **acknowledging the Academic Program – Accounting, Administrative Assistant, Office Assistant, Financial Services – Bank & Insurance, Health Care Office Specialist and Medical Coding - Overview Report.**

Action ST00216

Kristie Vortherms, Registrar, presented the Enrollment Update Report (see MRF #ST178). Southeast Tech implemented major changes in enrollment management strategies, recruitment systems and business processes related to new student registration beginning in January 2017. Enrollment Management principles were introduced which include the following Quality Improvement Values and Concepts.

- Customer focused with attention to desired customer outcomes.
- Rely on data-based decision making process.
- Continually look for process improvement.
- Integrate planning, training and implementation.
- Actively develop partnerships and convene work groups.

We expect the core values and concepts will enhance the Southeast experience for new and currently enrolled students.

All key enrollment indicators for new entering students are positive.

As of June 1, 2017:

- Applications are up +6.6%. Applications are nearly a month ahead and approach counts on June 30, 2016.
- Admits are up +15.7%. Admits are equal to counts on July 31, 2016. This is a two month lead.
- New and current students have registered for 18,784 credits. This is an increase of +14.2%.

We are cautiously optimistic enrollment targets will be met.

A motion was made by Carly Reiter and seconded by Doug Morrison, four (4) votes “yes” on roll call, acknowledging the Enrollment Update Report.

continued

Wednesday, June 7, 2017

Action ST00217

A motion was made by Kent Alberty and seconded by Doug Morrison, four (4) votes, "yes" on roll call, **authorizing an executive session** of the School board to discuss with legal counsel, in accordance with SDCL 1-25-2 (3). The School Board, thereupon, went into executive session at 4:26 p.m. The School Board resumed in regular session at 5:04 p.m.

Action ST00218

On motion by Kent Alberty and seconded by Carly Reiter, four (4) votes "yes" on roll call, the School board **adjourned** at 5:05 pm.

TODD THOELKE
Presiding Officer

TODD VIK
Business Manager