

SCHOOL BOARD MEETING

Wednesday, January 3, 2018

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, January 3, 2018 at 4:00 pm in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: Cynthia H. Mickelson, Carly R. Reiter, Todd Thoeke, Vice President Kent Alberty, and President Kate Parker. Absent: None.

Action ST00264

A motion was made by Todd Thoeke and seconded by Cynthia H. Mickelson, five (5) votes “yes” on roll call, **approving the minutes of a meeting** held on December 6, 2017 which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00265

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

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

Action ST00266

A motion was made by Cynthia H. Mickelson and seconded by Todd Thoeke, five (5) votes “yes” on roll call, **approving Item A through C on the consent agenda** as follows:

- A. Accepting the **Consolidated Report of Trust and Agency Funds** of January 3, 2018 and stating for the record that as of November 30, 2017, receipts total \$21,719,714.31 and disbursements total \$19,896,811.90 (see MRF #ST211).
- B. Approving the **Vice President of Finance and Operation’s Report** of January 3, 2018 in accordance with the SDCL §13-8-35 (see MRF #ST212) and directing that detailed statement of receipts and balances on hand, as of November 30, 2017, be published as part of these minutes, in accordance with SDCL §13-8-3.

C. **Accepting the Southeast Tech Personnel Report**, as follows:

- C1. **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>
Employment Contract, 12 Month, full-time		
Larson, Amanda	Admissions	12-12-17
Federal Work Study, part-time		
Berndt, Jessica	Horticulture	12-08-17
Instructor, part-time		
Ernst, Amanda	Surgical Tech	05-29-15
Other Help, part-time		
Reich, Alexis	CNA Actor	12-29-16
Warner, Kelly	CNA Actor	12-29-16
Student Help, part-time		
Haensel, Makenzie	Admissions	12-30-15
Waldner, Alex	Admissions	06-29-17
Winchester, George	Admissions	05-31-17

C2. **CHANGE OF STATUS**

<u>Name</u>	<u>Delete</u>	<u>Add</u>
Employment Contract, 12 Month, full-time, per annual		

Amending Action STI00252 adopted on **November 1, 2017**, as it pertains to Amanda Schuette by deleting the incorrect 130 days prorated salary at Level E, Step 2, in the amount of \$18,915.57, and inserting the corrected annual salary at Level G, Step 9, in the amount of \$49,874.07, beginning January 1, 2018.

Bormann, Amanda	Technology Mgr, 1.0 FTE, Lvl J, Step 6, \$64,007.30	Programmer/Analyst, 1.0 FTE, Lvl Y, Step 6, \$67,454.58, Effec. 12-01-17
Danielson, Jacque	Admissions Rep, 1.0 FTE, Lvl I, Step 11, \$62,423.91	Student Success Advisor, 1.0 FTE, Lvl I, Step 11, \$62,423.91, Effec. 12-11-17

C3. EMPLOYMENT RECOMMENDATIONS

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Employment Contract, 12 Month, full-time, lump sum, stipend			
Danielson, Jacque	Interim Dir of Admissions	07-11-17 to 12-08-17	\$12,590.59
Instructor, part-time, per hour			
McComsey, Jacy	Surgical Tech Clinical	01-03-18	\$25.00
Other Help, part-time, per hour			
Harrington, Lyndon	Food Service, Vending	12-18-17	\$12.00
Jensen, Cheyenne	Food Service	12-18-17	12.00
Ramsbey, Ashley	Bookstore	12-29-17	13.00
Student Help, part-time, per hour			
Tibbetts, Charles	Registrar	12-13-17	\$10.00
Zeck, Regan	Scarborough Center	12-08-17	10.00

C4. PAY ADJUSTMENT

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
Employment Contract, 12 Month, full-time, per annual				
Weber, Joseph	Admissions Rep	01-01-18	1.0 FTE, Lvl E, Stp 2, \$37,831.13	1.0 FTE Lvl G, Stp 9, \$49,874.07, Eff. 01-01-18

Action ST00267

Information Technology Instructors Todd Wohlwend, Merrel Pepper and Ken Schaffer presented the Information Technology Program Overview and Computer Information Systems Instructors Cindy Roller and Gary Kappenmann presented the Computer Information Systems Program Overview. (see MRF #ST213). Computer Programming, Computer Programming Online and Network Administrator are two-year AAS degrees. Computer Technician Information Technology Security and Software Support Specialist Systems Administrator are both one-year diplomas. Career opportunities include working for diverse industries from education to technology corporations.

Following general discussion, a motion was made by Cynthia H. Mickelson and seconded by Kent Alberty, five (5) votes "yes" on roll call, **acknowledging the Academic Program Overview Report.**

Action ST00268

Beth Kassing provided information about the current status of the Southeast Tech Strategic Plan through an update from the Futures Team. (see MRF #ST214). The presentation included a review of the basic pillars, the foundational changes Southeast Tech has made to support the strategic plan, the role of the Futures team and a timeline of activities concerning the strategic plan.

Following general discussion, a motion was made by Kent Alberty and seconded by Todd Thoelke, five (5) votes “yes” on roll call, **acknowledging the Futures Committee Report.**

Action ST00269

Kristie Vortherms, Director of Student Success and Registrar, and Megan Fischer, Director of Admissions, presented the Enrollment Report. (see MRF #ST215). New strategies designed and implemented include strengthening relationships with currently enrolled students, exploring career pathways that lead to timely graduation and expanding outreach and advising to adult learners. As of January 2, 2018, current students have registered for 25,500 credits. This is a gain of +1,895 credits or +8 percent from January 2, 2017. This will be the second consecutive semester with increased credits and revenue. Current trends in the recruitment of new students enrolling for Fall Semester 2018 was highlighted. The primary strategy of “Moving up the Process” continues to drive our tactics and activities that enable the Admissions team to meet or exceed monthly key performance indicators. While it is early in the recruitment cycle, applications are up +241 or +19 percent compared to December 31, 2016, and admits are up +183 or +46 percent compared to December 31, 2016.

A motion was made by Cynthia H. Mickelson and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, **acknowledging the Enrollment Report.**

Action ST00270

Jim Jacobsen, Vice President of Academics, provided an update on the December 15, 2017 South Dakota Board of Technical Education meeting. (see MRF #ST216). The South Dakota Board of Technical Education approved four academic program changes during their December 15, 2017 meeting. Actions included:

- New Program Approval: Veterinary Assistant Diploma and Veterinary Technician Associates in Applied Science Degree
- Program Reinstatement: Accounting Clerk Diploma program also included a name change to Accounting Clerk Diploma program
- Program Name Change: Vascular Ultrasound Technology to Vascular Sonography
- Program Name Change: Cardiac Ultrasound Technology to Cardiac Sonography

The Board will also be determining the process and procedures for bringing Certificate Programs and Registered Apprenticeship Programs to the board for approval at a future meeting.

Following general discussion, a motion was made by Kent Alberty and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, **acknowledging the South Dakota Board of Technical Education Update Report.**

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President Bob Griggs shared semester kick-off activities included faculty and staff professional development meetings. 2018 initiatives going forward are to increase enrollment, improve retention, enhance communication and governance and to expand outreach and partnership efforts.

Action ST00271

On motion by Carly R. Reiter and seconded by Todd Thoele, five (5) votes “yes” on roll call, the School board **adjourned** at 5:00 pm.

KATE PARKER
Presiding Officer

TODD VIK
Business Manager