

## SCHOOL BOARD MEETING

Wednesday, December 4, 2019

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 4, 2019 at 4:11 p.m. in the Instructional Planning Center, 201 East 38<sup>th</sup> Street, Sioux Falls, South Dakota, with the following members present: Nan Baker, Kate Parker, Todd Thoelke, Vice President Carly R. Reiter, President Cynthia H. Mickelson. Absent: none.

### Action ST00428

A motion was made by Nan Baker and seconded by Kate Parker, five (5) votes “yes” on roll call **approving the minutes of a meeting** held on November 6, 2019 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

### Action ST00429

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

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

### Action ST00430

A motion was made by Nan Baker and seconded by Kate Parker, five (5) votes “yes” on roll call, **approving Item A through D on the consent agenda** as follows:

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



D3. **Change of Status**

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
<b>Employment Contract, 12 Month, full-time, exempt, per annual</b>			
Ebeling, Brianna	Admissions	Federal Wrk Study, Part-time, \$11.00 per hr	Adm Asst, Clerical, Class III, 12 Mo, 1.0 FTE, Lvl K, Step 1, \$17.60 per hr, Effec. 12-01-19

D4. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Instructor, part-time, per hour</b>			
Hodgen, Max	Gen Ed, Math	11-11-19	\$24.00
Lee, Gabriella	Surg Tech Clinical	12-01-19	35.00
Whitley, Brianna	Dental Assisting	11-01-19	32.00

**Student Help, part-time, per hour**

Hansen, Matthew	Student Tutor	10-30-19	\$10.50
McNatt, Alexa	Scarborough Ctr	11-18-19	10.50
Powell, Alexa	Food Service	10-21-19	12.00

**Instructor, FY2020 Annual Student Advisory Pay, lump sum**

Borgen, Cory	Dakota Turf/GCSAA	07-01-19	\$3,336.00
Breitling, Rodney	Civil Eng Tech	07-01-19	1,668.00
Breitling, Rodney	Athletic, Basketball	07-01-19	2,641.00
Breitling, Rodney	Athletic, Volleyball	07-01-19	3,197.00
Castardo, Ruby	Surg Tech/AST	07-01-19	1,668.00
Conrad, Anthony	SD Advertising Fed	07-01-19	3,336.00
Derry, Elise	Studnt Prac Nurse Assoc	07-01-19	1,668.00
Haynes, Matthew	Construction Mgmt	07-01-19	3,336.00
Jurrens, Misty	Neurodiagnostic Tech	07-01-19	1,668.00
Kassing, Elizabeth	Civil Eng Tech	07-01-19	1,668.00
LeLoux, Loretta	Early Childhood	07-01-19	3,336.00
McNickle, Ginger	PLANET	07-01-19	3,336.00
Merritt, Jason	Skills USA, Nationals	07-01-19	3,336.00
Miller, Richard	Law Enforcement	07-01-19	3,336.00
Morris, Roger	Assoc of IT Professionals	07-01-19	3,336.00
Mower, Britney	Studnt Prac Nurse Assoc	07-01-19	1,668.00
Russell, Dennis	Skills USA, Campus	07-01-19	3,336.00
Schlepp, Jeffrey	Homebuilders Assoc	07-01-19	3,336.00
Schneider, Nicholas	Animation Tech Artisans	07-01-19	3,336.00
Schneider, Nicholas	Skills USA, State	07-01-19	3,336.00
Schroeder, Johnnie	Manufacturing Eng Society	07-01-19	3,336.00
Tunge, Paul	HVAC/ASHRAE	07-01-19	1,668.00

Action ST00430, continued

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D4. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Van Zee, Joyce	Surg Tech/AST	07-01-19	\$1,668.00
Vos, Daniel	HVAC/ASHRAE	07-01-19	1,668.00

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
<b>Adjunct Instructor, 2019 Fall Session, Addendum to Lump Sum Budget</b>				
Kramer, Jaclyn	Nursing Clinical	08-26-19	\$0.00	\$5,040.00

D5. **Salary Change**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
<b>Instructor, Lane Change, full-time, per annual</b>				
Schwartz, Colette	186 Day, Nursing, 1.0 FTE, From: Lane 4, Step 10, To: Lane 5, Step 10	11-01-19	\$57,293.00	\$59,340.00

**Other Help, part-time, per hour**

Newell, Helena	Food Service	11-10-19	12.00	\$12.25
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Action ST00431

Student Government Executive members Francine VerPaalen and Shelby Clarke provided the Student Government Initiatives 2019 Update report. (see MRF #327) Student Government Executive positions are elected each academic year. The board meets regularly outside of General Assembly meetings to discuss committees and campus initiatives. The update included information on Student and Employee of the month awards, Pennies for Patients campaign, Laundry Basket Donation Drive, events and extracurricular activities throughout the year, committees and student clubs.

Following general discussion, a motion was made by Nan Baker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call **acknowledging the Student Government Initiatives 2019 Update Report.**

Action ST00432

Rich Kluin, Vice President of Finance and Operations, presented the July – October 2019 Financial Report. (MRF #ST328) Financials for the Post-Secondary Vocational Fund, Post-Secondary Vocational Bookstore, Post-Secondary Vocational Food Service and Post-Secondary Vocational Child Care were reviewed.

Following general discussion, a motion was made by Carly R. Reiter and seconded by Kate Parker, five (5) votes “yes” on roll call, **acknowledging the July – October 2019 Financial Report.**

Action ST00433

Rich Kluin, Vice President of Finance and Operations, presented the FY21 Budget Guidelines and Timeline Report. (MRF #ST329) The Higher Learning Commission (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 enough 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 has a well-developed process in place for budgeting and for monitoring expenditures.
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 and considers the perspectives of internal and external constituent groups.
5. The institution plans based on 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 institutional plan anticipates emerging factors such as technology, demographic shifts, and globalization.

The Administration of Southeast Tech has developed the proposed budget guidelines and timelines that embody the requirements of the Higher Learning Commission.

Internal and external stakeholders will begin their work in December. Stakeholders are comprised of community representatives, faculty/staff, and administration. Recommendations will be submitted to the President for consideration in March. Public information sessions will be held in March and April of 2020 to allow for additional stakeholder review of budget recommendations prior to the Board's tentative budget adoption.

Following general discussion, a motion was made by Carly R. Reiter and seconded by Kate Parker, five (5) votes "yes" on roll call, **acknowledging the FY21 Budget Guidelines and Timeline Report.**

Action ST0434

Megan Fischer, Vice President for Enrollment Management, provided the December Graduation Update Report. (MRF #ST330) The December 2019 graduation ceremony is scheduled to take place at the Sioux Falls Convention Center on Friday, December 13, at 5 pm. There are 128 candidates for an Associate of Applied Science degree and 58 candidates for a 1-year diploma.

Diana VanderWoude, Sanford Health's HR Senior Executive Director of Leadership, Education and Development (LEAD), is the commencement speaker. VanderWoude also serves on the Southeast Tech Council, the Build Dakota Scholarship Board, and the South Dakota Board of

Technical Education. Smithfield Foods is the fall 2019 Industry Partner and will be recognized at the ceremony.

Following general discussion, a motion was made by Carly R. Reiter and seconded by Kate Parker, five (5) votes "yes" on roll call, **acknowledging the December Graduation Update Report.**

Action ST00435

A motion was made by Kate Parker and seconded by Carly R. Reiter, five (5) votes, "yes" on roll call, **authorizing an executive session** of the School Board to consider a personnel issue, all in accordance with SDCL §1-25-2 (1). The School Board, thereupon, went into executive session at 4:55 p.m. The School Board resumed in regular session at 7:50 p.m.

Action ST00436

On motion by Todd Thoelke and seconded by Carly R. Reiter, five (5) votes "yes" on roll call, the School board **adjourned** at 7:51 p.m.

CYNTHIA H. MICKELSON  
Presiding Officer

TODD VIK  
Business Manager