

SCHOOL BOARD MEETING

Wednesday, April 8, 2020

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, April 8, 2020 at 4:05 p.m. in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: Nan Baker (conference call), Kate Parker (conference call), Todd Thielke (conference call), Vice President Carly R. Reiter (conference call), President Cynthia H. Mickelson. Absent: none.

Action ST00459

A motion was made by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call **approving the minutes of a meeting** held on March 6, 2020 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00460

A motion was made by Todd Thielke and seconded by Kate Parker, 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 ST00461

A motion was made by Todd Thielke and seconded by Carly R. Reiter, 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:**

1. Amending Action

Amending Board Action ST00397 as adopted on July 9, 2019 as follows:

In response to the COVID-19 pandemic and recognizing that the Summer 2020 term modality may be delivered entirely online, authorizing the Vice President, Finance and Operations to suspend the charging of the \$50/credit online course fee for the Summer 2020 (Academic Year 2019) term.

2. Grant Approval

Authorizing the Administration of Southeast Technical Institute to enter into and execute all documents related to the Adult Education and Family Literacy Act (AEFLA) grant through the South Dakota Department of Labor and Regulation – WIOA Title II for FY21. The grant will provide academic instruction and education services for adults below the postsecondary level that will increase an individual’s ability to read, write and speak in English and perform mathematics or other activities necessary for the attainment of a secondary school diploma or equivalent; to transition to postsecondary education and training; and obtain employment. The total amount of the FY21 award is \$350,000. The contact person for this grant is Jennifer Keyes.

B. Approving the **Consolidated Report of Trust and Agency Funds** of April 8, 2020 and stating for the record that as of February 29, 2020, receipts total \$37,754,547.07 and disbursements total \$34,662,988.45. (see MRF #ST347)

C. Approving the **Vice President of Finance and Operation’s Report** of April 8, 2020 in accordance with the SDCL §13-8-35 (see MRF #ST348) and directing that detailed statement of receipts and balances on hand, as of February 29, 2020, 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>
Instructor, 226 day, full-time		
Hoier, Patrick	Cardiovascular Invasive	05-13-20
Other Help, part-time		
Newell, Helena	Food Service	03-06-20
Stuck, Kathleen	Book Store	06-27-19
Student Help, part-time		
Lonning, Danielle	Food Service	03-03-20

D2. **Change of Status**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual			
Jensen, Marcia	Dental Assisting	Part-time instructor, \$24.00 per hr	206 Day, 1.0 FTE, Lane 4, Step 10, 62 dys prorated, \$19,097.81, Effec. 04-06-20

D3. **Employment Recommendations**

<u>Location/</u>	<u>Effective</u>	<u>Current</u>	<u>Proposed</u>
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<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Pay</u>	<u>Pay</u>
Adjunct Instructor, 2020 Spring Session, Addendum to Lump Sum Budget				
Eubanks, Katelyn	CIS	03-17-20	\$0.00	\$1,550.00
Foster, Brandon	Wireless Tech	03-09-20	0.00	4,262.50
Thorin, Todd	Wireless Tech	03-09-20	0.00	4,262.50

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, full-time, per annual			
Heath, Lynn	226 Day, DMS Program, 1.0 FTE, Lane 5, Step 10, 52 days prorated	04-20-20	\$16,589.38
Solberg, Megan	186 Day, Nursing Pgm, 1.0 FTE, Lane 6, Step 6, 47 days prorated	03-23-20	\$14,045.42
Stahl, Emily	226 Day, Vet Tech Pgm, 1.0 FTE, Lane 8, Step 5, 56 days prorated	04-14-20	\$17,385.27

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, part-time, per hour			
Erickson, Tami	Corporate Ed	01-28-20	\$35.00
Friesz, Ethan	Corporate Ed	01-26-20	35.00
Knudson, Alisa	Respiratory Therapy	04-14-20	32.00
Pommer, Jacqueline	Corporate Ed	01-22-20	35.00
Stoltenberg, Nathan	Construction Mgmt	03-09-20	32.00
Voss, Brian	Construction Mgmt	04-24-20	35.00

Instructor, Clinical/Other Instructor Activity, part-time, per hour			
Ahrendt, Sarah	LPN	02-21-20	\$35.00/\$24.00
Tschetter, Lisa	LPN	03-16-20	\$35.00/\$24.00

Lab Assistant, part-time, per hour			
Nielsen, Tracy	Collision, Repair, Refinish	03-09-20	\$20.00

Other Help, part-time, per hour			
Jensen, Sheri	Food Service	03-02-20	\$12.00

Action ST00462

President Bob Griggs shared information regarding the COVID-19 Planning and Operations Update Report (MRF #ST349). Southeast Tech administrators provided reports regarding the planning and operations that have been moved online in response to the expanding COVID-19 health emergency. Even though Southeast Tech's buildings are closed to the public to help contain the spread of COVID-19, our campus is very much open. Staff and faculty are working hard to continue to support our students, process admissions applications, administer testing options and host virtual visits and orientation sessions. Administrators conferenced into the meeting and discussed the following:

1. Academic Affairs – VP of Academics Benjamin Valdez. As the number of confirmed cases of COVID-19 in South Dakota increases, Governor Noem has asked all K-12 institutions and the four technical institute campuses to remain closed through at least Friday, May 1, 2020. To align with guidance from Governor Noem, Southeast Tech will continue to be closed to the general public through May 1, 2020 and will now work to provide online/hybrid course delivery for all lab-based classes through at least Friday, May 1. Faculty are working to teach all lecture-based courses online for the remainder of the semester.
2. Enrollment Management – VP for Enrollment Management Megan Fischer. Admissions completed a Virtual Visit Day on Friday, March 27 for about 30 students who registered for the event. The Virtual Visit Day provided students an introduction to Southeast Tech and how our career-focused programs are based on industry demand. At Southeast Tech, attending an Academic Advising and Registration (AAR) Day is required of all new students. Because we must refrain from hosting campus events to help control COVID-19, we moved our April AAR sessions to LIVE, online events. On Friday, April 3, we hosted over 100 students for the first virtual AAR session. On Saturday, April 4, we hosted about 120 students for the AAR virtual session. Our third event will be held virtually on Friday, April 24.
3. IT – Chief Information Officer Erik VanLaecken. Information Technology staff continue to assist faculty with online courses development and instruction. IT staff are also responding virtually to technology issues experienced by students.
4. Finance & Operations – Vice President of Finance and Operations Rich Kluin. Campus custodians have engaged in extra cleaning efforts across campus. Buildings have remained closed to the public to minimize the potential community spread of the Coronavirus.
5. Student Affairs – President Griggs. Students have been provided with regular communication regarding campus closure dates and also access to a wide variety of Student Support services that are accessible online including, tutoring, counseling, disability services, IT help desk, and advising. A Coronavirus webpage was created to assist students with accessing the latest campus information related to the Coronavirus. Southeasttech.edu
6. Housing Foundation – Housing Director Andy VanZanten. Students have been encouraged to stay at home after spring break. Students leaving campus were offered a refund of \$950 dollars for housing costs.

Action ST00462, continued

Wednesday, April 8, 2020

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 COVID-19 Planning and Operations Update Report.**

Action ST00463

On motion by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, the School board **adjourned** at 4:59 p.m.

CYNTHIA H. MICKELSON
Presiding Officer

TODD VIK
Business Manager