

SCHOOL BOARD MEETING

Wednesday, October 7, 2015

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, October 7, 2015 at 4:30 p.m. in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: Douglas C. Morrison, Kate Parker, Carly Reiter, Vice President Todd Thaelke and President Kent Alberty. Absent: None. Jeffrey Holcomb, President of Southeast Tech, and Rich Kluin, Vice President of Finance and Operations, were also present.

Action ST00070

A motion was made by Todd Thaelke and seconded by Doug Morrison, five (5) votes "yes" on roll call, **approving the minutes of a meeting** held on September 2, 2015, which were furnished to the Sioux Falls Argus Leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00071

A motion was made by Carly Reiter and seconded by Doug Morrison, five (5) votes "yes" on roll call, **approving the agenda** as presented.

Action ST00072

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

- A. Accepting the **Consolidated Report of Trust and Agency Funds** of October 7, 2015 and stating for the record that as of August 31, 2015, receipts total \$7,833,015.13 and disbursements total \$4,860,313.43 (see MRF #ST59).
- B. Approving the **Vice President of Finance and Operation's Report** of October 7, 2015, in accordance with the SDCL §13-8-35 (see MRF #ST60) and directing that detailed statement of receipts and balances on hand, as of August 31, 2015, be published as part of these minutes, in accordance with SDCL §13-8-3.
- C. **Approving financial transactions** of Southeast Tech - August 2015 (see MRF #ST61).
- D. Accepting the **Southeast Tech Personnel Report**, as follows:

D1. **CHANGE IN EMPLOYMENT STATUS.** Accepting the change in employment status, as of the effective date indicated, of the personnel identified below who were previously employed by Board Action:

<u>Name</u>	<u>Effective Date</u>
Federal Work Study Assignment	
Ewald, Rebecca	08/21/15
Heggen, Elizabeth	05/29/15
Student Tutor	
Wegh, Jessica	07/23/15
Zomer, Samantha	04/30/15

D2. **SALARY ADJUSTMENT**

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Instructor, Lane Change, full-time, per annual		
Cavin, Georgina	Accounting, 186 Days, 1.0 FTE, Lane 6, Step 10 \$60,175.00	Accounting, 186 Days, 1.0 FTE, Lane 7, Step 10 \$62,181.00 Eff. 07/01/15
Heide, Jaclyn	LPN, 186 Days, 1.0 FTE, Lane 5, Step 10 \$58,170.00	LPN, 186 Days, 1.0 FTE, Lane 6, Step 10 \$60,175.00 Eff. 07/01/15
Pastrano, Xavier	General Ed, 186 Days, 1.0 FTE, Lane 7, Step 5 \$54,837.00	General Ed, 186 Days, 1.0 FTE, Lane 8, Step 5 \$56,605.00 Eff. 07/01/15
Tunge, Paul	HVAC, 186 Days, 1.0 FTE, Lane 5, Step 10 \$58,170.00	HVAC, 186 Days, 1.0 FTE, Lane 6, Step 10 \$60,175.00 Eff. 07/01/15
Zediker, Afton	TAACCCT3 Grant, LPN, 206 Days, 1.0 FTE, Lane 4, Step 10 \$62,203.00	TAACCCT3 Grant, LPN, 206 Days, 1.0 FTE, Lane 5, Step 10 \$64,424.00 Eff. 07/01/15

D2. SALARY ADJUSTMENT (Continued)

<u>Name</u>	<u>Current</u>	<u>Proposed</u>
Student Help, part-time, per hour		
Ramsbey, Ashley	Bookstore Assoc, \$11.00	Bookstore Assoc, \$12.00 Eff. 07/01/15

D3. EMPLOYMENT RECOMMENDATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Clerical, full-time, per hour		
Weischedel, Andrea	10/12/15	\$16.25
Woodward, Judy	10/19/15	\$16.25
Federal Work Study, part-time, per hour		
Currie, Catlin	08/24/15	\$10.00
Gores, Kyra	09/04/15	\$10.00
McDonald, Trevor	08/24/15	\$10.00
Schell, Rebekka	09/11/15	\$10.00
Uhing, Jennie	09/11/15	\$10.00
Wamstad, Jaden	08/24/15	\$10.00
Instructor, full-time, per hour		
Pottratz, Jennifer	08/31/15	\$56,491.33
Instructor, FY2015 Advisor Pay, stipend, lump sum		
Bowman, Kaay	07/01/14	\$1,632.60
Braucht, Sonja	07/01/14	\$1,632.60
Lab Assistant, part-time, per hour		
Salzwedel, Jackie	09/01/15	\$20.00
Whitman, Nicole	08/20/15	\$20.00
Other Help, part-time, per hour		
Chap, Eric	09/28/15	\$15.00
Lewis, Nancy	08/15/15	\$15.00
Macaluso, Grace	09/28/15	\$15.00
Reich, Alexis	09/30/15	\$15.00
Timm, Michael	07/01/15	\$23.70
Specialist, full-time, per hour		
Friesz, Ethan	09/21/15	\$24.72
Student Help, part-time, per hour		
Dunn, Beverly	08/31/15	\$10.00
Schaefer, Katherine	09/14/15	\$10.00
Young, Julie	09/16/15	\$10.00

D3. EMPLOYMENT RECOMMENDATIONS (Continued)

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Student Tutor, part-time, per hour		
Carter, Thomas	09/15/15	\$10.00
Diede, Diandra	09/08/15	\$10.00
Herman, Nathan	09/25/15	\$10.00
Moffatt, Jeff	09/28/15	\$10.00
Streit, Nicole	08/26/15	\$10.00
Tutor Other, part-time, per hour		
Michels, John	10/05/15	\$12.00
Fall, 2015, Adjunct Instructor Budget, lump sum		
Ahrendt, Sarah	08/24/15	\$7,583.20
Armstrong, Misty	08/24/15	\$2,700.00
Bennett, Elizabeth	08/24/15	\$3,428.10
Bleyenburg, Cory	08/24/15	\$3,313.15
Blok, Kelly	08/24/15	\$13,148.10
Braucht, Jason	10/19/15	\$3,302.70
Bray, Robert	08/24/15	\$962.70
Brekke, Ryan	08/24/15	\$1,862.70
Bursing, Axanthia	11/20/15	\$41.80
Cavin, Georgina	08/24/15	\$6,840.00
Cleland, Nicholas	08/24/15	\$4,680.00
Conrad, Terry	08/24/15	\$9,062.70
Cox, Bryan	08/24/15	\$11,700.00
Cummings, Debborah	08/24/15	\$900.00
Davis, Chris	08/24/15	\$4,140.00
Entringer, Stephanie	08/24/15	\$3,600.00
Erickson, Tami	08/24/15	\$12,960.00
Forster, Robert	08/24/15	\$900.00
Foster, Fenecia	08/24/15	\$12,600.00
Gacke, Nancy	09/04/15	\$2,340.00
Gillespie, Jeff	08/24/15	\$3,936.75
Gillis, Sara	08/24/15	\$5,400.00
Hattervig, Karen	08/24/15	\$2,762.70
Hitzemann, Leonard	08/24/15	\$4,413.30
Horan, Steven	08/24/15	\$2,846.30
Hoss, Sherri	08/24/15	\$4,500.00
Hoyt, Jodi	08/24/15	\$9,347.20
Hunking, Debra	08/24/15	\$2,700.00
Johnson, Shaina	08/24/15	\$2,880.00
Jones, Kristoffer	08/24/15	\$9,720.00
Kaardal, Ivar	08/24/15	\$12,026.30
Kampmann, David	08/24/15	\$6,480.00
Kappenman, Gary	08/24/15	\$6,626.30

D3. EMPLOYMENT RECOMMENDATIONS (Continued)

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Fall, 2015, Adjunct Instructor Budget, lump sum (Continued)		
Kavanagh, David	08/24/15	\$2,700.00
Klinger, Darla	08/24/15	\$4,742.70
Krause, Amanda	08/24/15	\$2,643.40
Kruse Thornton, Renae	08/24/15	\$8,183.60
Larsen, Kristin	08/24/15	\$9,180.00
Lassegard, Darcy	08/24/15	\$1,862.70
Lewis, Nancy	08/24/15	\$4,320.00
Lorang, Luke	08/24/15	\$3,752.05
Lothrop, LeAnn	09/07/15	\$2,423.60
Lunde, Lloyd	08/24/15	\$2,880.00
Lyle, Nancy	08/24/15	\$979.00
Marsh, Cathy	08/24/15	\$12,386.30
Marvel, Rhonda	08/24/15	\$1,091.30
McGee, Patricia	08/24/15	\$4,140.00
McManus, Stacy	10/19/15	\$5,400.00
Mekelburg, Erin	08/24/15	\$8,735.20
Michels, John	08/24/15	\$5,363.60
Miller, Breck	08/24/15	\$5,462.70
Millman, Paul	08/24/15	\$2,783.60
Moore, Sharon	08/24/15	\$2,444.50
Morris, Roger	10/19/15	\$3,240.00
Nesheim, Carly	09/07/15	\$468.60
Nielsen, Amanda	08/24/15	\$2,783.60
Nowak, Deborah	08/24/15	\$6,480.00
Osborn, Michelle	08/24/15	\$41.80
Olson, Curtis	08/24/15	\$8,820.00
Pastrano, Xavier	08/24/15	\$5,040.00
Pepper, Merrel	08/24/15	\$4,680.00
Peters, Dennis	10/19/15	\$2,700.00
Peterson, Anne	09/07/15	\$1,007.20
Pommer, Jacqueline	10/19/15	\$3,240.00
Pospichil, Amanda	08/24/15	\$4,043.40
Prouty, Jessica	08/24/15	\$7,804.80
Reski, Tressie	08/24/15	\$4,140.00
Roller, Cynthia	08/24/15	\$7,380.00
Rose, Jean	08/24/15	\$7,380.00
Russell, Dennis	08/24/15	\$5,400.00
Schaffer, Kenneth	08/24/15	\$4,680.00
Schoenfelder, Tonya	08/24/15	\$7,262.70
Schultz, Kellie	08/24/15	\$125.40
Schuttloffel, Dennis	08/24/15	\$5,822.70
Schwartz, Colette	08/24/15	\$6,197.80
Sharif, Mohamed	08/24/15	\$2,942.70

D3. EMPLOYMENT RECOMMENDATIONS (Continued)

<u>Name</u>	<u>Effective Date</u>	<u>Actual Pay</u>
Fall, 2015, Adjunct Instructor Budget, lump sum (Continued)		
Stevens, Cynthia	08/24/15	\$2,643.40
Stuefen, David	08/24/15	\$10,745.40
Stueven, Rebecca	08/24/15	\$7,622.70
Suhr, Lori	08/24/15	\$6,177.40
Talcott, Roberta	10/19/15	\$2,700.00
Taylor, Abbey	08/24/15	\$7,729.00
VanOverbeke, Jeffrey	08/24/15	\$5,400.00
Weihe, Kimberly	08/24/15	\$3,240.00
Wellnitz, Kristin	08/24/15	\$2,700.00
Williams, Brian	08/24/15	\$5,400.00
Wohlwend, Bruce	08/24/15	\$3,240.00
Wolff, Dana	08/24/15	\$2,700.00

Action ST00073

Margaret Pennock, Southeast Tech Marketing Director, provided an overview of the marketing plans for Southeast Tech. Southeast Tech is working toward “rebranding” its image. This process began with a new logo and has expanded to a new and responsive website, increased media presence, changed the focus of television advertising, begun the process of “environmental branding” and increased external partnerships. (see MRF #ST62)

Following general discussion, a motion was made by Todd Thaelke and seconded by Carly Reiter, five (5) votes “yes” on roll call, **acknowledging the Marketing Initiatives Report.**

Action ST00074

Jim Rokusek, Director of Admissions, provided an update on the final enrollment for the Fall 2015 semester. Fall 2015 enrollment decreased by approximately 8% at Southeast Tech for the Fall 2015 semester. Of the 2,196 students enrolled for the Fall 2015 semester, 1,118 were new students and 795 were returning students. The current very low regional unemployment rate is expected to continue and will negatively impact enrollment as students are drawn to available jobs. In addition, the decreasing number of high school graduates in the region poses a challenge to recruitment efforts. In order to meet the region’s need for a trained technical workforce, Southeast Tech is taking significant steps to increase student enrollments, including the implementation of new recruitment software, a revised Southeast Tech website, increased marketing with emphasis on program-specific advertising, increased use of technology, and environmental branding. (see MRF #ST63)

Following general discussion, a motion was made by Todd Thaelke and seconded by Kate Parker, five (5) votes “yes” on roll call, **acknowledging the Fall 2015 Enrollment Report;** with the understanding that additional information will be brought forward at a subsequent meeting.

Action ST00075

Tracy Noldner, Vice President of Student Affairs and Institutional Research provided a Fall 2015 Retention Update report. Southeast Tech continues to see strong retention results. The 2014 new student retention rate (fall to fall) of 66% continues a trend of higher first year retention rates over the past three years (68% in 2013 and 65% in 2012). Prior to 2012, the first year retention rates were 60% for 2011 and 62% for 2010. A similar trend has continued with the institute's two-year retention rates, moving from 50% for 2011 to 58% for 2012 and 59% for 2013. Final retention rates (three-year retention rates) for 2012 were 56%, an increase of 7% over the previous year. Although the region's current low employment can significantly hurt retention rates by pulling students away from their education and back into the workforce, Southeast Tech believes that by continuing to use the current retention strategies and developing new ones, including a stronger Career Center, retention rates will not only be maintained, but will improve. (see MRF #ST64)

Following general discussion, a motion was made by Kate Parker and seconded by Carly Reiter, five (5) votes "yes" on roll call, **acknowledging the 2015 Retention Report.**

Action ST00076

President Jeff Holcomb provided an update of the Forward Sioux Falls Strategic Workforce Action Agenda. Forward Sioux Falls contracted with Market Street Services to facilitate a six-month process that assessed where the Sioux Falls region is now in terms of its competitive workforce position; provided an in-depth understanding of both short-term education and training needs and the sustainability of the workforce, which resulted in the development of a Strategic Workforce Action Agenda. A specific section regarding Technical Education is found in the analysis findings. A significant portion of the action agenda refers to talent development and related areas. (see MRF #65)

Following general discussion, a motion was made by Todd Thoeke and seconded by Doug Morrison, five (5) votes "yes" on roll call, **acknowledging the Forward Sioux Falls Strategic Workforce Action Agenda report.**

Action ST00077

A motion was made by Todd Thoeke and seconded by Doug Morrison, five (5) votes "yes" on roll call, acknowledging the second reading of **Policy GBEB/STI – Code of Conduct and approving the amendments to the policy**, as presented (see Action ST00059, adopted 08-05-2015 and MRF #ST66).

Action ST00078

A motion was made by Doug Morrison and seconded by Todd Thoeke, five (5) votes "yes" on roll call, **acknowledging the second reading of Policy JIAA/STI – Harassment and revising the accompanying Regulation JIAA-R/STI – Harassment**, as presented (see Action ST00060, adopted 08-05-2015 and MRF #ST67)

continued

Wednesday, October 8, 2015

Action ST00079

A motion was made by Doug Morrison and seconded by Carly Reiter, five (5) votes “yes” on roll call, **acknowledging the second reading of Policy KEB/STI – Public Concerns/Complaints about Personnel and revising the accompanying Regulation KEB-R/STI – Public Concerns/Complaints about Personnel**, as presented (see Action ST00061, adopted 8-05-2015 and MRF #ST68)

Action ST00080

On motion by Todd Thaelke and seconded by Kate Parker, five (5) votes “yes” on roll call, the School board **adjourned** at 5:15 p.m.

KENT ALBERTY
Presiding Officer

TODD VIK
Business Manager