RAPID CITY AREA SCHOOL DISTRICT 51-4
SPECIAL BOARD OF EDUCATION MEETING

The Rapid City Area School Board of Education held a special meeting on Tuesday, November 30th, 2010 with Western Dakota Tech at the City/School Administration Center. President Leah Lutheran called the meeting to order at 5:30 P.M. with the following board members in attendance: Sheryl Kirkeby, Dr. Suzan Nolan, Doug Kinniburgh, Brad Otten, and Jeff Nelsen. Board Member Bret Swanson was absent with notice. Others in attendance included: Dr. Craig Bailey, Dr. Tim Mitchell, Student Representative Chris Butt, WDT staff and other members of the community.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

NOLAN moved and KINNIBURGH seconded to approve the establishment of the agenda as presented and recommended. MOTION CARRIED (6-0).

EXECUTIVE SESSION

No Executive Session was held.

COMMUNICATIONS AND RECOGNITION

Recognition – New Staff

The following new staff members recognized was Dr. Marge Beam, Ms. Joy Bridge and Ms. Darla Thompson.

REPORTS

Dr. Bailey reported on the Fall 2010-11 enrollment. WDT set enrollment records in three areas: Total number of students: 1,177, a 2.2 percent increase from fall 2009. Credit hours taken: 18,013.5, a 1.7 percent increase from Fall 2009. Full-time equivalent enrollment: 1,200, a 1.7 percent increase from Fall 2009. Mr. Travis Lundquist gave an update on the “SIS” or Student Information System known as Jenzabar. Jenzabar will hold seminar trainings on October 6 & 7 at WDT; it will take approximately 18 months to implement this system.

Mr. Jeff Nelsen reported on the New Rushmore Building Update. Stakeholders met on July 28th. A shared one-story Library will be added with the partnership of the City, Schools, County and WDT. The three-story building will have a One-Stop-Shop, which will be the Student Services; this building will also have classrooms, labs, and offices.

Ex-Officio Member Reports
No Reports

Student Representative Report
Mr. Christopher Butt gave a report on the recent community diaper drive, the HHS and the Alpine clubs. A family fun night is scheduled for December 10 at WDT.

**Superintendent’s Comments**
Dr. Mitchell reported on the WDT Governance meetings that are now scheduled for the second Wednesday of every month at WDT. Dr. Mitchell attends monthly WDT Institutional Planning meetings and continues to learn more on the role of WDT; and the RCAS Administrative staff continues to work closely with WDT on such matters as personnel issues.

**OPEN FORUM**
No speakers were present.

**CAPACITY BUILDING**

**Fire Science Program:** Mr. Tom Jaros and Mr. Mark Enright reported on the Fire Science Program. The Fire Science Program prepares students for careers in the wildland and structural fire services. The combination of classroom instruction, extensive hands on training, in-the-field experience, and internships (with safety at the top of list) allow the student to develop skills required for successful employment in the fire service. The Fire Science Program currently has 32 first-year students and 24 second-year students. The successful student will receive numerous State and National certifications.

**Student Cycle:** Mr. Steve Buchholz, Ms. Jill Elder and Ms. Janell Oberlander each gave a report on their department’s role for the “Student Cycle.” The Student Cycle is what a student encounters with WDT. The first cycle is the Marketing Department: advertising, public relations and the media are used to reach the potential student. The second cycle is Admissions: the role of admissions is to recruit, accept, tracking and enrolling the prospective student. The third cycle is Student Services: the prospective student is now a registered student, they will attend welcome day, receive student IDs, learn about and receive the services of Financial Aid, Academic Services, Special Services, the Bookstore and Career Services.

**Financial Aid Federal Law Changes:** Ms. Starla Russell reported on the Financial Aid Federal Law Changes. The new changes were put into law with the Health Care and Education Reconciliation Act of 2010. WDT implemented the Direct Loan Program on July 1, 2010.

**OTHER REPORTS**

**Corporate Education Center Highlights** – Ms. Patsy Schmidt
Review of Corporate Education Center activities and directions over the last quarter.
Finance – Ms. Heidi Anderson
Review of Finance highlights over the last quarter.

Marketing and Admissions – Mr. Steve Buchholz
Review of current Marketing and Admissions activities over the last quarter.

WDT-Foundation – Dr. Kim Morey
Review of current Foundation activities over the last quarter.

Tech Prep – Mr. Russell Poppen
Review of current Tech Prep activities.

Institutional Advancement – Dr. Kim Morey
Institutional Advancement update.

Student Services Highlights – Ms. Janell Oberlander
Review of current Student Services highlights over the last quarter.

Business & Gen Ed Departments – Ms. Kelly O’Brien
Review of current department highlights.

Technology Departments – Dr. Diane Grahek
Review of current department highlights

ADJOURNMENT

KIRKEBY moved and NELSEN seconded to adjourn the SEPTEMBER 23, 2010, special board of education meeting at 8:10 P.M. MOTION CARRIED (7-0).

FUTURE AGENDA – The next WDT Quarterly Board meeting is November 30, 2010.

Respectfully submitted,

Dave Janak, Business Manager

Reva Bad Wound, Administrative Assistant

ATTEST:
Mrs. Leah Lutheran, President
Rapid City Board of Education