

## **Southwest Area Career & Technical Education Academy**

### **Governing Board Meeting Minutes**

**Wednesday, December 1, 2021, 7:30 PM**

#### **DPS North Campus, Administration Building**

**Call to Order/Roll Call** – President, Brent Seaks called the meeting to order at 7:30pm. Roll call showed all board members present Barb Meduna, South Heart; Connie Jalbert, New England; Kim Schwartz, Dickinson; Pamla Kukla, Killdeer; and Wes Krebs, Belfield.

**Approval of Agenda** – Mrs. Schwartz moved to approve the agenda, Mrs. Jalbert seconded. A voice vote was taken on the motion. The motion carried unanimously.

**Approval of Minutes** - Mrs. Schwartz moved to approve the minutes, Mr. Krebs seconded. A voice vote was taken on the motion. The motion carried unanimously.

**Financial Report** – Director Anderson reported that the fiscal accounts with Bravera Bank have been established and the first deposit of \$1 million into the account. Discussions by the board on establishing a budget for current fiscal and it was determined to hold off until construction estimates are done and use the business plan for guidance. A budget will be created for next fiscal year starting July 1<sup>st</sup>, 2022.

**Directors Report** – Director Anderson presented information to the board on the status of the ND CTE Coronavirus Grant and RFQ process for Architectural Services for the DPS North Campus.

#### **Unfinished Business**

**Advisory Committee** – Director Anderson reported that the advisory committee wasn't able to organize to provide recommendations to the board. The advisory committee will meet and provide recommendations for next meeting date. Discussion was had on adding Kevin Nelson, Roughrider CTE and having only one spot for DSU on the committee.

**Bylaws Update** – Mrs. Jalbert moved to amend the bylaws as presented. Mrs. Meduna seconded the motion. A voice vote was taken on the motion. Motion passed unanimously.

#### **New Business**

**Survey Results and Round-table Feedback** - Director Anderson shared results of the student and business & industry survey with the board and reported that we haven't gotten the results from the round-table sessions yet. We will have further discussion and review of those documents at the next meeting.

**RFQ Process and Timeline** - It was announced that the RFQ process for Architectural Services will close on December 8<sup>th</sup> and interviews will take place on December 13<sup>th</sup> and approval by Dickinson Public School Board at their meeting on December 13<sup>th</sup>. Director Anderson asked if any members would like to serve on the selection committee. It was determined that President Seaks will serve on the selection committee and the RFQ's will be shared later with the full board.

**Committee Establishment** – Discussion on establishing committees for the SWACTEA.

No action was taken but Director Anderson was asked to bring his committee recommendations based on need to future meetings.

**CTE Center Visit** – Director Anderson will work to setup CTE Center tours in SE ND for board members and advisory committee members on February 16-17<sup>th</sup>. Will report back at next meeting.

**Announcements** - Next board meeting will be January 5<sup>th</sup>, 2022 at the DPS North Campus Administration Building.

**Adjournment** -At 8:42 p.m., President Seaks declared the meeting adjourned. Minutes prepared by Aaron Anderson, SWACTEA Director.

Aaron Anderson, SWACTEA