



**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION
BOARD OF DIRECTORS STRATEGIC PLANNING/GOAL SETTING
WEDNESDAY, AUGUST 24, 2016
10:30 AM SDHSAA OFFICE – PIERRE, SD**
(Note: No Official Action will be taken at this meeting of the Board of Directors, this meeting is for planning and goal setting purposes of the SDHSAA)

1. Call the meeting to order
Board President, Steve Morford, called the meeting to order at 10:30am, followed by the Pledge of Allegiance.
2. Pledge of Allegiance
3. Introduction of Board and Staff Members – self introductions
SDHSAA Board Members and Executive Staff present were:
Dr. Jason Uttermark, David Planteen, Sandy Klatt, Moe Ruesink, Bud Postma, Brian Maher, Roger Bordeaux, Jim Aisenbray, Steve Morford, Wayne Carney, Jo Auch, John Krogstrand, and Brooks Bowman

Jason Uttermark and Sandy Klatt were present via teleconference. Sandy Klatt arrived to the meeting at 11:30am.

4. Opening Remarks from Chairman Morford
 - a. Board Meeting protocols and procedures
 - Review of parliamentary rules, 1st/2nd reading protocol followed last year
 - If it is action dictated in policy manual, 1 reading only. New items or revised items should have 2 readings
 - b. Vision, mission, and beliefs statements
No changes recommended

Jason Uttermark excused himself from the meeting at 11:05am.

5. Review 2015 Strategic Planning minutes—Chairman Morford
Steve Morford reviewed the minutes from last year’s meeting.
6. Review Board Policy Manual – Constitution/By Laws – Yearbook—Staff
 - Steve Morford reviewed the board policy manual.
 - Brian Maher suggested creating a Conflict-of-Interest policy for the SDHSAA Board. It was recommended that a dialogue be started with the Associated School Boards and Administrators Associations in order to get started on the development of a policy.
7. Review the Finance Committee structure (Sections G & H of the Current Investment Policy Statement) and budget reports—Chairman Morford
 - Wayne Carney presented on the SDHSAA Finance Committee.

- Wayne recommends that the Finance Committee be structured similarly to other SDHSAA Advisory Committees, where it shall send recommendations to the SDHSAA Board of Directors.
 - Steve Morford discussed concerns over the Annual Meeting and how voting occurs.
8. Review the budget & adjustments for the 2016-2017 school year—Wayne and Isaac
Isaac Jahn presented on the 2016-17 SDHSAA budget.
 9. Review 2014-2015 Audit Report—Wayne and Isaac
 10. Discuss Annual Meeting—Chairman Morford
 - a. Receive nominations from the membership for membership on the BOD's
 - b. Review constitutional amendments that will be forwarded to the membership following the Annual Meeting
 - c. Recognize retiring school administrators
 - Steve Morford recommends adding a financial report to be given to the member schools at the Annual Meeting.
 11. Discuss Executive Director Hiring Process—Chairman Morford
 - a. Position Requirements
 - b. Recruitment Efforts
 - c. Posting Position & application forms/process
 - d. Screening & interview committees
 - e. Accepting Applications
 - f. Timeline, Posting, Application Due Date, Interview; Job Offer; Start Date
 - g. Compensation; Benefits; Length of Contract
 - h. Transition
 - i. Other
 - Dr. Maher led the discussion over the hiring process for a new SDHSAA Executive Director
 - It was suggested that a new Executive Director be named by the March 2, 2017 SDHSAA BOD meeting.
 - The board discussed the option of hiring a search firm to assist with finding qualified applicants for the position

Steve Morford called the meeting to recess for 30 minutes for lunch at 12:15pm.
12:50, meeting called to order

- Brian Maher plans to begin marketing the position around September 15th

- The board discussed criteria for the Executive Director position and requirements for applicants. A committee, made up of Brian Maher, Sandy Klatt, and Bud Postma, will meet with SDHSAA Staff and Administrative Assistants to determine what they feel should be included in those requirements.
- The board discussed sending out a survey to member school administration regarding desired requirements for the Executive Director applicants
- It was suggested to make all applications due by October 28th.
- Brian Maher recommends that a committee be formed to research and locate firms or other entities that could assist with narrowing down the pool of applicants. Brian Maher, Sandy Klatt, and Moe Ruesink have been assigned to this committee.
- The board will meet with SDHSAA Staff on August 25th to discuss their expectations of the Executive Director/job description
- All information will be presented to the board at the November 2nd meeting.

12. Legislative considerations—Wayne

No new legislative considerations were presented.

13. Update on corporate contracts/extensions—Wayne

Wayne Carney presented on the current state of our corporate partner contracts.

14. Review SDHSAA Foundation mission with updates on Foundation—Wayne/Stephanie Judson—

Scheduled for 1:00 p.m. CT

“The first step toward getting somewhere is to decide that you are not going to stay where you are.”

Mission Statement:

The mission of the South Dakota High School Activities Association Foundation is to assist and support those educationally based activities programs sponsored by its member schools. The SDHSAA, in collaboration with its member schools, will work to promote interscholastic activities that provide equitable participation opportunities, positive recognition and learning experiences to students, while enhancing the educational experiences of high school students.

Stephanie Judson presented on the SDHSAA Foundation.

15. Review Site Selection Committee & meeting dates—Chairman Morford

Steve Morford gave an update of the formation of the Site Selection Committee.

16. Review SDHSAA Constitutional revisions for 2016-2017—Chairman Morford

no constitutional revisions recommended at this time.

17. Discuss Superintendent group priorities—Chairman Morford
Steve Morford discussed what the Superintendent group viewed as their priorities with the SDHSAA.
18. Discuss Principal group priorities—Chairman Morford
Steve Morford discussed what the Principal group viewed as their priorities with the SDHSAA.
19. Discuss Activities Directors group priorities—Chairman Morford
Steve Morford discussed what the Activities Directors group viewed as their priorities with the SDHSAA.
20. Executive staff and Board Member comments, concerns and suggestions—Chairman Morford
 - Jo auch discussed the winter moratorium which will be voted on at the August 25th BOD meeting. David Planteen reported on his discussions with other admin concerning the moratorium.
 - Jo Auch discussed concerns over the Shot Clock Rule.
21. Set goals for 2016-2017—Chairman Morford
 - Hire a new Executive Director
 - Continue working on transparency
 - Public awareness of the SDHSAA and NFHS
 - SDHSAA BOD outreach to state legislators
 - Create a board policy that outlines time limits on audience input

22. Adjourn.

The meeting was adjourned at 3:20pm.

Sincerely,

Steve Morford
Chairman of the SDHSAA Executive Board

f/w/misc/agenda/strategic planning meeting Aug 24, 2016