

REQUEST FOR STATE BOARD WAIVER

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Date: September 5, 2016

Name of Board Member or Former Board Member: Debra Shephard

Name of Board, Authority or Commission: South Dakota Board of Education

Brief explanation of your potential conflict of interest: I have been offered a contract to adjunct teach a Career Search Strategies course at Lake Area Technical Institute.

Brief explanation of the current or anticipated business transaction with a State agency or with a political subdivision of the State and your role in the transaction: LATI receives funding from the state and is under the oversight of the Department of Education, the Board of Education, and the Governor's Office.

Brief explanation of the essential terms of the contract or transaction. Fall semester – 3 sections of CSS 100 at .5 credits each.

Brief explanation of why you believe a waiver should be granted: As an adjunct instructor I have no role in administration or funding and projects at LATI. My contract is for teaching these three sections only, which total 24 hours of student contact.

Signature of Person Requesting Waiver

A handwritten signature in black ink, appearing to read "Debra Shephard", written in a cursive style.