



northern *State* university

Millicent Atkins School of Education  
Gerber Building

Date: June 21, 2017

To: Members of the South Dakota Board of Education

Re: Conflict of Interest Waiver Request

Attached please find a request for a waiver from the South Dakota Board of Education concerning my employment contract with the SD Board of Regents to serve as the dean of the School of Education at Northern State University. The Board of Education does not have its next regularly scheduled meeting until July 17, 2017, but I am making this written disclosure and request at this time because the contract is effective on June 22, 2017.

I previously requested a waiver for my prior employment contract with the SD Board of Regents and was approved for said waiver on June 20, 2016. I request that you consider and approve this waiver request at the meeting of the Board on July 17, 2017, and will be available via telephone to answer questions concerning the waiver request during the meeting.

Sincerely,

A handwritten signature in black ink that reads "Kelly Duncan". The signature is written in a cursive style with a long, sweeping underline.

Kelly Duncan, Ph.D.  
Dean of Education

REQUEST FOR STATE BOARD WAIVER

THIS IS A PUBLIC DOCUMENT

Date: 6/21/2017

Name of Board Member or Former Board Member: Dr. Kelly Duncan (former Member)

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

Brief explanation of your potential conflict of interest:

*I am the dean of the School of Education at Northern State University (NSU).*

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:

*I have an employment contract with the South Dakota Board of Regents (BOR) as an NSU employee to be effective June 22, 2017 – June 21, 2018.*

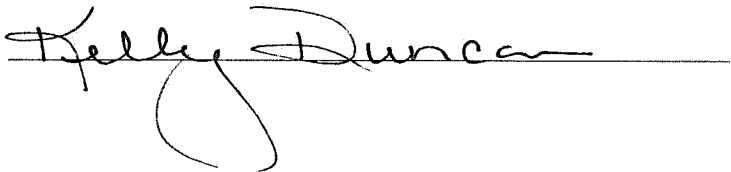
Brief explanation of the essential terms of the contract or transaction:

*The contract is a standard BOR employment contract to serve as the dean of the NSU School of Education.*

Brief explanation of why you believe a waiver should be granted:

*I do not approve of or enter into contracts between NSU and any state or government agencies. However, because I have a contract with a state agency (SDBOR) which may touch on subject matter of the South Dakota Board of Education (such as teacher preparation program), I am disclosing the contract and requesting a waiver.*

Signature of Person Requesting Waiver:

A handwritten signature in black ink that reads "Kelly Duncan". The signature is written over a horizontal line.