



Professional Administrators Practices and Standards Commission  
March 27, 2024, @12:00 p.m. CT

Listening Place MacKay Building, First Floor, Library Commons  
800 Governors Drive, Pierre South Dakota

Present via Zoom Jennifer Knecht  
Chantal Ligtenberg  
Daniel Martin  
Darla Mayer  
Peter Books, Chairman 2024

Absent Erin Brenden  
Linda Kirchhevel, Vice Chair 2024

Via Zoom @MacKay Paul Bachand and Kendra Mulder-Mews Commission Counsel  
Ferne Haddock, Executive Secretary

### Call to Order and Roll Call

Chairman Books called the meeting to order at approximately 12:01 p.m. CT.

### Roll Call

A quorum of the commission was present.

### Adoption of Agenda

Motion Martin second by Mayer to adopt the March 27, 2024, agenda. Voice vote. All present voted in favor. Voting aye: Knecht, Ligtenberg, Martin, Mayer, and Books. Motion carried.

### Approval of Minutes

Motion by Knecht second by Mayer to approve the March 20, 2024 – March 21, 2024, minutes. Voice vote. All present voted in favor. Voting aye: Knecht, Ligtenberg, Martin, Mayer, and Books. Motion carried.

### Public Comment (SDCL 1-25-1)

41 No public comment.

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43 **Previous Business**

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45 **PAPSC 2023-12**

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47 Motion by Martin second by Knecht to go into executive session to discuss legal issues with  
48 Commission Counsel. Voice vote. All present voted in favor. Voting aye: Knecht, Ligtenberg,  
49 Martin, Mayer, and Books. Motion carried.

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51 Commission went into executive session at approximately 12:03 p.m. CT.

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53 Commission came out of executive session at approximately 12:43 p.m. CT.

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55 **PAPSC 2023-12**

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58 Motion by Martin second by Ligtenberg that a private reprimand be issued in PAPSC 2023-12  
59 for violations of ARSD 24:11:03:01 (7) & (10) and that the Chair be authorized to execute the  
60 Findings of Fact, Conclusions of Law and Order, along with the private reprimand. Roll call vote.  
61 All present voted in favor. Voting aye: Knecht, Ligtenberg, Martin, Mayer, and Books. Motion  
62 carried.

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64 **Adjournment**

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66 Motion Mayer second by Ligtenberg to adjourn. Voice vote. All present voted in favor. Voting  
67 aye: Knecht, Ligtenberg, Martin, Mayer, and Books. Motion carried.

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69 Meeting adjourned at approximately 12:45 p.m. CT.

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Professional Administrators Practices & Standards Commission      date