

SIOUX FALLS SCHOOL BOARD
Wednesday, October 6, 2021 4:00 PM

Kate Serenbetz
President

Instructional Planning Center
201 East 38th Street, Sioux Falls

Robert Griggs
Southeast Tech President

This agenda may also be viewed on the District and Southeast Tech's website: www.sf.k12.sd.us and www.southeasttech.edu

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Persons Wishing to Address the School Board
- IV. Approval of Minutes of September 1, 2021
- V. Approval of Agenda
- VI. Conflicts of Interest
- VII. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Approval of Contracts
 2. Disposal of School District Property
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Vice President of Finance and Operations Report
 - D. Approval of Personnel Report
- VIII. Reports of the President
 - A. Academic Resource Center (ARC) Update
 - B. Invasive Cardiovascular, Cardiac, Diagnostic Medical, and Vascular Sonography Programs Overview
 - C. Higher Learning Commission Additional Location Site Visit Update
- IX. Adjournment

SCHOOL BOARD MEETING

Wednesday, September 1, 2021

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into regular session, pursuant to due notice, on Wednesday, September 1, 2021 at 4:13 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: Nan Baker, Marc Murren, Vice President Kate Parker, Carly R. Reiter, President Cynthia Mickelson. Absent: None.

Action ST00567

A motion was made by Marc Murren and seconded by Carly Reiter five (5) votes “yes” on roll call **approving the minutes of a meeting** held on August 4, 2021 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00568

A motion was made by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, **approving the agenda** as presented.

* * * * *

President Mickelson asked about any conflicts of interest. None were brought forward.

Action ST00569

A motion was made by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, **approving Item A through D on the consent agenda** as follows:

A. **Approving the Authorizations and Ratifications**, as follows:

A1. **Approval of Contracts**

Authorizing the President to enter into and execute contracts, for and on behalf of the Southeast Technical College, as follows:

Item No.	Contract Number	Contractor	Project	Cost
a.	22-004STC, EV	Modern Campus USA	Omni CMS External Website	\$78,844.40

A2. Disposal of School District Property

Authorizing the disposal of surplus property to sell at private sale, public auction, or sealed bids or to dispose of, in accordance with SDCL §6-13-1, as follows:

Item No.	Description	Location	Appraisers	Appraised Value	Property File No.
a.	2004 Ford Explorer (Asset 7482)	Southeast Technical College	David Arnoldy Troy Johnson Kevin Sandstede	\$0	2022-ST004
b.	2006 Ford Taurus	Southeast Technical College	David Arnoldy Troy Johnson Kevin Sandstede	\$0	2022-ST005
c.	2004 Ford Explorer (Asset 7481)	Southeast Technical College	David Arnoldy Troy Johnson Kevin Sandstede	\$0	2022-ST006
d.	1999 Chevrolet Suburban (Asset 7063)	Southeast Technical College	David Arnoldy Troy Johnson Kevin Sandstede	\$0	2022-ST007
e.	2 Door Cabinet, 4 Drawer Filing Cabinets (12), Kiosk (Asset 7693), 2 Drawer Filing Cabinets (4), Wood 3 drawer filing cabinet, Metal 2 Tier Desk, Classroom Tables (4), Wood Desk, 3 Locker Set, Single Locker, 24 Slot Mailbox, Shop stools (2), Rolling Desk Chairs (11)	Southeast Technical College	Bryanna Ebeling Erica Strouth Julie Westerman	\$0	2022-ST008
f.	Canon Printer (Asset F.4167)	Southeast Technical College	Tony Conrad Craig Peters Stephen Williamson	\$0	2022-ST009

A3. Tuition and Fees for Southeast Technical College (Annual Item)

Establishing an additional student fee requiring approval of the School Board as follows:

<u>Fee Type</u>	<u>Amount</u>
Graduation Fee	\$25.00 per event

B. Approving the **Consolidated Report of Trust and Agency Funds** of September 1, 2021 and stating for the record that as of July 31, 2021 receipts total \$4,686,443.16 and disbursements total \$2,447,973.67 (MRF #ST422)

- C. Approving the **Vice President of Finance and Operation’s Report** of September 1, 2021 in accordance with the SDCL §13-8-35 (MRF #ST423) and directing that detailed statement of receipts and balances on hand, as of July 31, 2021, be published as part of these minutes, in accordance with SDCL §13-8-3.
- D. Accepting the **Southeast Tech Personnel Report**, as follows:
 - D1. **Resignations.** Accepting the resignation of School District Personnel as of the effective date indicated, the personnel having been previously employed by Board Action, as follows:

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Employment Contract, full-time		
Ramsbey, Tyler	12 Mo, IT Support Ctr Coord	08-27-21
Instructor, full-time		
Bartels, Brent	186 Day, Diesel Tech	09-10-21
Hanson, Mylynn	186 Day, Health Core	08-20-21
Instructor, Adjunct, part-time		
Brandsrud, Diane	Nursing	09-01-21
Nelson, Emelia	Nursing	07-30-21
Other Help, part-time		
Buller, Patricia	Food Service	08-26-21
Jaacks, Kathy	Food Service	08-12-21
Zeck, Regan	Scarborough Ctr	03-13-20
Student Help, part-time		
Fechner, Ashton	Tutor	02-24-21
Foster, Brandi	Scarborough Ctr	08-23-21
Hansen, Matthew	Tutor	04-28-21
Lipinski, Megan	Tutor	12-08-20
Mitchell, Chad	Tutor	04-30-21
Neubauer-Keyes, Colin	Tutor	04-29-21
Robinson, Zachary	Tutor	11-16-20
Tran, Kristine	Bookstore	08-09-21

D2. **Change of Status**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Employment Contract, full-time, per annual			
Miller, Amy	Academic Affairs	12 Mo, Non-Exempt, Accountant II, 1.0 FTE Level H, Step 3, \$25.82 per hour	12 Mo, Exempt, Compliance, IE, & Budget Coord, Level I, Step 4, \$50,774.57, 217 days prorated, Effec. 09-01-21

D2. **Change of Status** (continued)

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual			
Christian, Becca	Academic Affairs	Part-time, Clinical Instr, \$35 per hour	186 Day, 1.0 FTE, Lane 6, Step 6, \$57,252.00, Effec. 09-20-21

D3. **Work Schedule Change**

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual			
Mower, Britney	Health Pgms Chair	206 Day, 1.0 FTE, Lane 8, Step 10, \$74,695.00	226 Day, 1.0 FTE, Lane 8, Step 10, \$81,945.00, Effec. 07-01-21

D4. **Salary Change**

<u>Name</u>	<u>Location/ Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
Student Help, part-time, per hour				
Peck, Brilee	Tutor	07-01-21	\$11.00	\$12.00
Richard, Micah	Tutor	07-01-21	11.00	12.00

Name
Clinical Instructor, Health Programs, per hour rate change from \$35.00 to \$43.00 effective 08-23-21
 Atkinson, Merissa
 Baker, Stephanie
 Bakker, Becky
 Beekman, Sovanna
 Belmontes, Elizabeth
 Christensen, Nikita
 Christensen Jr, Daniel
 Christian, Becca
 Comes, Chandler
 Curry, Jessica
 Dvanajscak, Amanda
 Entringer, Stephanie
 Evans, Carol
 Garrison, Kaitlyn
 Goens, Jordan
 Haugaard, Andrew
 Heinemann, Leslie

D4. **Salary Change** (continued)**Name****Clinical Instructor, Health Programs, per hour rate change from \$35.00 to \$43.00 effective 08-23-21 (Continued)**

Herbek, Rebecca
 Hondel, Ashley
 Hook, Hollee
 Kayser, Seth
 Lathen, Amy
 Lease, Sara
 Lee, Gabriella
 Luecke, Katherine
 Magnuson, Ashley
 Matthes, Jaclyn
 McGuire, Annie
 Morken, Amanda
 Mower, Britney
 Muhlenkort, Sonja
 Neitzel, Samantha
 Osborn, Michelle
 Otto, Josette
 Pepper, Dustin
 Pottratz, Jennifer
 Rykhus, Brooke
 Saugstad, Jeanette
 Schwartz, Colette
 Solberg, Megan
 Tebay, Kristina
 Tschetter, Lisa
 Vanderziel, Emily
 Werkmeister, Myra
 Willer, Lexie
 Zdrilic, Pamela

D5. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Advisor, Intramural Sports, stipend			
Fjelland, Lauren	Volleyball	07-01-21	\$1,598.50
Friesz, Ethan	Basketball	07-01-21	1,320.50
Landhuis, Carmen	Bowling	07-01-21	2,641.00
Reisch, Chelsea	Bowling	07-01-21	2,641.00
Vos, Daniel	Basketball	07-01-21	1,320.50
Vos, Daniel	Disc Golf	07-01-21	2,641.00
Weber, Joseph	Volleyball	07-01-21	1,598.50
Custodian, full-time, per hour			
Hollingshead, Kyle	12 Mo, Custodian Level I, Step 1	08-16-21	\$15.97

D5. **Employment Recommendations** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Federal Work Study, part-time, per hour			
Brewster, Brooke	Student Success	08-23-21	\$12.00
Lohre, Cameron	Bookstore	08-23-21	12.00
Ramirez, Alfredo	Student Success	08-23-21	12.00
Instructor, full-time, per annual			
Anderson, Adam	Agriculture Diesel Tech, 186 Day, 1.0 FTE, Lane 3, Step 10	08-19-21	\$56,904.00
Haase, Tori	Nursing, 186 Day, 1.0 FTE, Lane 3, Step 6	08-30-21	\$51,528.00
McGuire, Annie	Surgical Tech, 186 Day, 1.0 FTE, Lane 2, Step 10	08-09-21	\$54,798.00
Steinmetz, Jason	Diesel Tech, 186 Day, 1.0 FTE, Lane 3, Step 10	08-19-21	\$56,904.00
Willer, Lexie	Vascular Sonography, 226 Day, 1.0 FTE, Lane 4, Step 5	08-11-21	\$63,234.00
Instructor, Clinical Instructor/Non-Clinical Instructor, part-time, per hour			
Baumberger, Kylie	Surgical Tech	08-23-21	\$43.00/\$32.00
Beekman, Sovanna	Surgical Tech	08-09-21	\$35.00/\$32.00
Schelling, Kathryn	Surgical Tech	08-23-21	\$43.00/\$32.00
Instructor, Clinical Instructor/Other Instructor Activity, part-time, per hour			
Bakker, Becky	Nursing	08-16-21	\$35.00/\$24.00
Comes, Chandler	Nursing	08-09-21	\$35.00/\$24.00
Fjeldheim, Ashley	Nursing	09-01-21	\$43.00/\$24.00
Haase, Tori	Nursing	08-30-21	\$43.00/\$24.00
Luecke, Katherine	Nursing	08-10-21	\$35.00/\$24.00
Mathiesen, Elaina	Nursing	09-01-21	\$43.00/\$24.00
Instructor, Clinical Instructor/Substitute Instructor, part-time, per hour			
Christian, Becca	Health Core	09-20-21	\$43.00/\$32.00
McGuire, Annie	Surgical Tech	08-09-21	\$35.00/\$32.00
Willer, Lexie	Vascular Sonography	08-11-21	\$35.00/\$32.00
Instructor, Non-Clinical Instructor/Other Instructor Activity, part-time, per hour			
Wiechmann, Aaron	EMT	08-23-21	\$32.00/\$24.00
Instructor, Other Instructor Activity, part-time, per hour			
Cavin, Georgina	Accounting	08-02-21	\$24.00
Clark Jr, Theotis	Mechanical Eng Tech	08-16-21	24.00
DuChene, Stacey	Engineering Tech	08-02-21	24.00

D5. **Employment Recommendations** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Other Instructor Activity, part-time, per hour (Continued)			
Frentz, Patrick	DMP	08-11-21	\$24.00
Hamling, Thomas	Welding	08-02-21	24.00
Hinders, Vicki	Veterinary Tech	08-11-21	24.00
Kleinschmit, Laura	Veterinary Tech	08-17-21	24.00
Marquette, Ryan	DMP	08-05-21	24.00
Stubbe, Scott	Mechanical Eng Tech	08-19-21	24.00
Wynia, Derek	Construction	08-04-21	24.00
Other Help, part-time, per hour			
Buller, Patricia	Food Service	08-09-21	\$13.00
Byrum, Sydney	Food Service	08-23-21	13.00
Congdon, Karen	Food Service	08-23-21	13.00
Jaacks, Kathy	Food Service	08-09-21	13.00
Johnson, Audrianna	Food Service	08-16-21	13.00
Miller, Debra	Food Service	08-09-21	13.00
Nolden, Candice	Food Service	08-16-21	13.00
Spicer, Patricia	Food Service	08-03-21	13.00
Student Help, part-time, per hour			
Foster, Brandi	Scarborough Ctr	08-23-21	\$12.00
Hillman, Merritt	Tutor	08-23-21	12.00
Jensen, Luke	Tutor	08-23-21	12.00
Kurth, Jaxson	IT, Student Tech	08-16-21	14.00
Miller, Christopher	Bookstore	08-16-21	13.00
Schaefers, Lilyane	Scarborough Ctr	08-23-21	12.00

Action ST00570

STC Dental Assisting Instructor Marsha Jensen presented the Dental Assisting Program Update Report. (see MRF #ST424) Southeast Tech was asked by the dental industry to create a Dental Assisting program which would address the industries needs for qualified Dental Assistants. The program is a one-year diploma program which had 22 students in its first year and now has 25 in its second year. Graduates of the program may apply to become Registered Dental Assistants in South Dakota and sit for the Dental Assisting National Board (DANB) three-part National Entry Level Dental Assistant (NELDA) certification program.

Following general discussion, a motion was made by Carly R. Reiter and seconded by Nan Baker five (5) votes "yes" on roll call **acknowledging the Dental Assisting Program Update Report.**

Action ST00571

Vice President of Finance and Operations Rich Kluin provided the FY22 Budget Report. (See MRF #ST425) Southeast Tech began its initial budget process in December 2019 with the establishment of budget guidelines for completion. Between January 2021 and June 2021,

Administration, professional, and classified staff developed program budgets at the cost center level for presentation to the Southeast Tech Council and the Sioux Falls School Board. On July 12, 2021 a public hearing on the Southeast Tech's FY22 budget was held. No comments were received from the public in attendance at the meeting. The School Board granted tentative approval of the budget at its meeting held July 12, 2021. The Southeast Tech Council includes a School Board member and community members representing key industry segments. The Southeast Tech Council held a meeting on August 31, 2021 to review the Post-Secondary Fund budgets as presented by the Southeast Tech Administration and to recommend approval of the FY22 Post-Secondary Funds budgets to the School Board.

Revisions from the tentative budget are reflective of the dynamic nature of post-secondary enrollments that take place in the months leading up to the final adoption. Revisions were made in instructional positions based on enrollment data. New positions were removed from the tentative FY22 request and vacancies in lower enrollment programs were not filled. Several positions where vacancies existed were reviewed and reclassified to reflect additional responsibilities and broaden the appeal to prospective candidates. Revisions were made in operating expenses to align expenditures with projected revenues. FY21 actual expenditures were used as a baseline for determining FY22 allocations in operating accounts. Capital expenditures are reflective of Southeast's Capital Program which includes five-year projections for capital equipment and capital improvement needs.

Federal Higher Education Emergency Relief Funds (HEERF) are being utilized for one-time purchases and to expand Southeast's ability to provide remote learning environments and student support. All revisions to the tentatively adopted budgeted are delineated in the attached report.

Adoption of the FY22 Post-Secondary Fund Budgets

There have been changes made to the FY22 Budget since tentative approval. The changes are:

POST-SECONDARY TECHNICAL FUND (23)

REVENUES:

Student Fees – Function 1489:

- *Student Fees (Student Government/Activities – 388):* **Increased** by \$30,000 to establish a graduation fee to cover associates with Winter/Spring graduation events.

Interest – Function 1510:

- *Interest Earnings (Business Office – 336):* **Decreased** by \$827.

State Aid – Function 3111:

- *State Aid – HB1182 (Instructional Program Cost Centers):* **Increased** by \$95,590 for salary stipends for eligible instructors.

Other State Revenue – Function 3900:

- *LPN (348)*: **Decreased** by \$32,115 to reflect adjustments to state share for program equipment purchases.
- *Academic Support (349)*: **Increased** by \$60,300 to reflect state share for program equipment purchases and establish a placeholder.
- *RN (376)*: **Decreased** by \$32,115 to reflect adjustments to state share for program equipment purchases.

Work Study Federal Revenue – Function 4166:

- *Work Study (318)*: **Increased** by \$6,805 to reflect FY22 federal allocation.

Other Federal Revenue – Function 4900:

- *Administration (329)*: **Increased** by \$250,000 for recovery of lost revenue related to COVID 19 as allowable under Higher Education Emergency Relief Fund programs.
- *Emergency Management (391)*: **Increased** by \$689,966 to purchase of distance learning technology related to COVID 19 as allowable under Higher Education Emergency Relief Fund programs.

EXPENDITURES:

Regular Salaries – Objects 1110/1131/1141/1161/1171/1172/1191:

- *Administrator (1110)*: - **Decreased** by \$3,812.
- *Clerical (1131)*: - **Decreased** by \$80,701.
 - Reclassified 2.0 Clerical in Business Office (CC336) to Employment Contract.
- *Custodial (1141)* – **Decreased** by \$1,608.
- *Specialists (1161)* – **Decreased** by \$126,390.
 - Removed 0.50 Lab Specialist for Mechatronics (CC311).
 - Removed 0.50 Lab Specialist for Networking (CC339).
 - Reclassified 1.0 Lab Specialist in LPN (CC348) to Employment Contract.
 - Reduced 1.0 Lab Specialist in Welding (CC377).
- *Instructor (1171)* – **Decreased** by \$402,860.
 - Reduced 1.0 Instructor in ENDT (CC305).
 - Removed 1.0 in Construction Management (CC312).
 - Reduced 0.5 Instructor in Digital Media (CC319).
 - Reduced 1.0 Instructor in Programming (CC327).
 - Removed 1.0 Instructor in LPN (348).
 - Removed allocation for Instructor Overload.
- *Instructor (1172)* – **Increased** by \$5,122.
- *Employment Contract (1191)* – **Increased** by \$267,556.
 - Added 1.0 Director of Facilities position to Operational Services (CC334).
 - Reclassified 2.0 Clerical from Business office (CC336).
 - Reduced 1.0 Housing/Retention Coordinator (CC341).
 - Added 1.0 Compliance/Institutional Effective/Budget Coordinator to Academic Support (CC349).
 - Reclassified 1.0 Specialist from LPN (CC348).

Fulltime Hourly, Overtime – Objects 1132/1133/1162/1163/1194:

- *Clerical Overtime (1132)* – **Decreased** by \$1,665.
- *Clerical Hourly (1133)* – **Decreased** by \$530.
- *Specialist Overtime (1162)* – **Decreased** by \$1,695.
- *Specialist Hourly (1163)* – **Decreased** by \$3,335.
- *Employment Contract Overtime (1194)* – **Decreased** by \$6,855.

Other Instruction – Objects 1174/1175/1176:

- *Student Advisory Group* (1174) – **Increased** by \$5,282.
- *Instructor Hourly* (1175) – **Increased** by \$25,948.
- *Instructor Lump Sum* (1176) – **Increased** by \$100,034.

Part-Time Wages – Objects 1290:

- *Other Hourly* (1290) – **Decreased** by \$26,520.

Retirement Benefits – Objects 2110/2130:

- *SDRS Retirement Benefits* (2110) – **Decreased** by \$17,315 for associated salary adjustments in various cost centers and objects.
- *Social Security Benefits* (2130) – **Decreased** by \$20,301 for associated salary adjustments in various cost centers and objects.

Insurance Benefits – Objects 2210/2230/2240/2260/2280:

- *Long-term Disability* (2210) – **Decreased** by \$136 for associated salary adjustments in various cost centers.
- *Worker's Compensation* (2230) – **Decreased** by \$1,985 for associated adjustments in various cost centers.
- *Hospital/Medical Insurance* (2240) – **Decreased** by \$58,562 for associated adjustments in various cost centers based on 07.31.21 enrollments.,
- *Dental Insurance* (2260) – **Decreased** by \$5,608 for associated adjustments in various cost centers based on 07.31.21 enrollments.
- *Life Insurance* (2280) – **Decreased** by \$69 for associated salary adjustments in various cost centers

Services – Objects 3190/3250/3420/3500/3920:

- *Professional Services* (3190) – **Decreased** by \$94,300.
 - Reduced 3rd party consulting services in Administration (CC329).
 - Reduced 3rd party consulting services in Information Technology (CC338).
 - Reduced 3rd party consulting services in Marketing (CC340).
- *Snow Removal* (3250) – **Decreased** by \$10,000.
- *Postage* (3420) – **Decreased** by \$30,000.
 - Reduced postage in Administration (CC329)
 - Reduced postage in Marketing (CC340)
- *Advertising* (3500) – **Decreased** by \$31,000
 - Reduced advertising for vacant positions in Administration (CC329)
 - Reduced advertising in Marketing (CC340)
 - Reduced advertising for vacant positions in Academics (CC349)
- *Equipment Repair* (3920) – **Decreased** by \$6,000.

Supplies – Objects 4171/4180/4191/4610/4710/4790:

- *Classroom Supplies* (4171) – **Decreased** by \$61,600.
 - Aligned classroom supply purchases with FY21 actual amounts.
- *Software* (4180) – **Increased** by \$167,000.
 - Increased for purchase of EAB Software with HEERF funds.
- *Other Supplies* (4191) – **Decreased** by \$17,500.
 - Aligned other supplies purchases with FY21 actual amounts.
- *Food Purchases* (4610) – **Decreased** by \$13,000.
 - Reduced food purchases in Administration (CC329), Admissions (CC331) and Career Services (CC357).
- *Computer Equipment* – Noncapitalized (4710) – **Decreased** by \$5,800.

- *Other Equipment -Noncapitalized* (4790) – **Decreased** by \$38,950.
 - Reduced Noncapital Equipment purchases in various instructional programs.

Capital Equipment – Objects 5410/5470:

- *Other Equipment* – Capitalized (5410) – **Increased** by \$162,354.
- *Computer Equipment* – Capitalized (5470) – **Decreased** by \$114,261.
- *Building Improvements* – (5220) – **Decreased** by \$197,992.
- *Land Improvements* (5300) – **Increased** by \$197,992.

Other – Objects 6400/6980:

- *Dues & Fees* (6400) – **Increased** by \$6,373.
- *Allowance for Doubtful Accounts* (6980) – **Decreased** by \$20,000

ENTERPRISE FUNDS**POST-SECONDARY BOOKSTORE FUND (52)****EXPENDITURES:**Fulltime Hourly Overtime – Objects 1132/1133:

- *Clerical Overtime* (1132) – **Increased** by \$5,000.
- *Clerical Hourly* (1133) – **Increased** by \$350.

Retirement Benefits – Objects 2210/2130:

- *SDRS Retirement Benefits* (2110) – **Increased** by \$321 for associated salary adjustments
- *Social Security Benefits* (2130) – **Increased** by \$338 for associated salary adjustments.

Insurance Benefits – Object 2240:

- *Hospital/Medical Insurance* (2240) – **Decreased** by \$840.

POST-SECONDARY FOOD SERVICE FUND (53)**EXPENDITURES:**Overtime – Object 1194:

- *Employment Contract Overtime* (1194) – **Increased** by \$150.

Retirement Benefits – Objects 2110/2130:

- *SDRS Retirement Benefits* (2110) – **Increased** by \$9 for associated salary adjustments.
- *Social Security Benefits* (2130) – **Increased** by \$11 for associated salary adjustments.

POST-SECONDARY CHILDCARE (54)**EXPENDITURES:**Regular Salaries – Object 1191:

- *Employment Contract* (1191) – **Increased** by \$2,053.

Retirement Benefits – Objects 2210/2130:

- *SDRS Retirement Benefits* (2110) – **Increased** by \$123 for associated salary.
- *Social Security Benefits* (2130) – **Increased** by \$145 for associated salary adjustments.

Insurance Benefits – Objects 2230/2240/2260:

- *Worker's Compensation* (2230) – **Increased** by \$11 for associated salary adjustments
- *Hospital/Medical Insurance* (2240) – **Increased** by \$4,383 for potential enrollment.
- *Dental Insurance* (2260) – **Increased** by \$406 for potential enrollment.

Miscellaneous – Object 9100:

- *Depreciation* (9100) – **Increased** by \$500.

Fund	Fund Description	FY22 Revenue Budget	Cash from Fund Balance	Total Funds Available	FY22 Expenditure Budget
23	Post-Secondary Technical	\$26,131,139	-	\$26,131,139	\$26,131,139
52	Post-Secondary Bookstore	\$1,606,000	-	\$1,606,000	\$1,603,968
53	Post-Secondary Food Service	\$395,000	7,893	\$402,873	\$424,518
54	Post-Secondary Child Care	\$328,000	9,931	\$337,931	\$338,431
	Totals	\$28,460,139	\$17,804	\$28,477,943	\$28,498,056

Following general discussion, a motion was made by Carly R. Reiter and seconded by Nan Baker, five (5) votes “yes” on roll call **adopting the FY22 Budget of Southeast Technical College and acknowledging for the record that the FY22 Adopted Budget will be published with these minutes in accordance with SDCL 13-11-2 (see FY22 legal Publication #19).**

Action ST00572

On motion by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, the School board **adjourned** at 4:55 p.m.

CYNTHIA MICKELSON

Presiding Officer

TODD VIK

Business Manager

SIOUX FALLS SCHOOL DISTRICT NO. 49-5

Southeast Technical College

2021-22 Budget and Means of Finance

	#23 Post- Secondary Vocational Fund	#52 Post- Secondary Bookstore Fund	#53 Post- Secondary Food Service Fund	#54 Post-Secondary Child Care Fund
APPROPRIATIONS AND TRANSFERS:				
Instruction				
Adult/Continuing Education Programs				
Adult Basic Education Programs	337,200	-	-	-
Other Adult/Continuing Education Programs	75,920	-	-	-
Post-Secondary Occupational Programs				
Agriculture, Food & Natural Resources	650,276	-	-	-
Architecture & Construction Arts, A/V Tech & Communications	1,033,298	-	-	-
Business, Management, & Administration	250,517	-	-	-
Health Science	731,538	-	-	-
Human Services	4,323,762	-	-	-
Information Technology	117,964	-	-	-
Law, Public Safety & Corrections	579,258	-	-	-
Manufacturing	226,154	-	-	-
Marketing, Sales, & Service	266,166	-	-	-
Science, Engineering & Math	205,528	-	-	-
Transportation, Distribution & Logistics	256,543	-	-	-
Program Preparation	1,248,066	-	-	-
Post-Secondary Special Services	1,447,891	-	-	-
Corporate Education	376,236	-	-	-
Total Instruction	12,258,925	-	-	-
Supporting Services				
Support Services - Pupils				
Guidance Services	1,049,558	-	-	-
Improvement of Instruction Services	1,405,978	-	-	-
Support Services - General Administration				
School Board Services	271,000	-	-	-
Support Services - Administration				

Action ST00571, continued	September 1, 2021			
Financial Aid Administration	358,707	-	-	-
Other Support Services - School Admin.	3,924,708	-	-	-
Support Services - Business				
Fiscal Services	962,921	-	-	-
Facilities Acquis. & Construction Services	1,102,742	-	-	-
Operation & Maintenance of Plant Svcs.	2,802,983	-	-	-
Food Services	-	-	424,518	-
Internal Services	91,300	-	-	-
Bookstore Services	-	1,603,968	-	-
Support Services - Central				
Data Processing Services	1,616,333	-	-	-
Total Supporting Services	<u>13,586,230</u>	<u>1,603,968</u>	<u>424,518</u>	<u>-</u>
Community Services				
Custody & Care of Children Services	-	-	-	338,431
Other Community Services	120,793	-	-	-
Total Community Services	<u>120,793</u>	<u>-</u>	<u>-</u>	<u>338,431</u>
Non-Programmed Charges				
Early Retirement Payments	28,559	-	-	-
Total Non-Programmed Charges	<u>28,559</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt Services	-	-	-	-
Co-Curricular Activities				
Combined Co-Curricular Activities	12,632	-	-	-
Total Co-Curricular Activities	<u>12,632</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriations	26,007,139	1,603,968	424,518	338,431
Permanent Transfer to Other Funds	124,000	-	-	-
Total Appropriations & Transfers	<u>26,131,139</u>	<u>1,603,968</u>	<u>424,518</u>	<u>338,431</u>
MEANS OF FINANCE:				
Estimated Cash Balance, June 30, 2020				
Designated to Finance Budget (cash applied)	(A) \$-	\$ -	\$ 7,873	\$ 9,931
Revenue from Local Sources				
Post-Secondary Tuition	7,316,110	-	-	-
Post-Secondary Fees	6,746,360	-	-	-

Action ST00571, continued		September 1, 2021			
Earnings on Investments and Deposits	14,173	-	-	-	-
Food Service	-	-	310,000	-	-
Other Revenue from Local Sources	1,559,577	1,606,000	-	289,000	-
Total Revenue from Local Sources	15,636,220	1,606,000	310,000	289,000	-
Revenue from Intermediate Sources					
County Sources	-	-	-	-	-
Revenue from State Sources					
Grants-in-Aid	7,801,629	-	-	-	-
Other Revenue from State Sources	673,182	-	-	-	-
Total Revenue from State Sources	8,474,811	-	-	-	-
Revenue from Federal Sources					
Grants-in-Aid	1,071,342	-	-	-	-
Other Revenue from Federal Sources	948,766	-	-	-	-
Total Revenue from Federal Sources	2,020,108	-	-	-	-
Revenue from Other Financing Sources					
	-	-	-	-	-
Total Cash Balance & Revenue	26,131,139	1,606,000	317,873	298,931	-
Permanent Transfers from Other Funds					
	-	-	85,000	39,000	-
Total Means of Finance	\$26,131,139	\$1,606,000	\$402,873	\$337,931	-
Budget Balance or (Deficit)	(B) -	2,032	(21,645)	(500)	-

(A) Estimated cash balances are not considered as "surplus cash" in accordance with the formula prescribed by the Department of Legislative Audit. See Section VI - Preparation of Budget, Estimated Surplus Fund Balance - State Accounting Manual for Schools.

(B) The Post-Secondary Bookstore Fund budget balance includes \$20,177 of non-cash depreciation expense for which no offsetting revenue has been budgeted. After this adjustment, the budget balance is \$22,209.

(B) The Post-Secondary Food Service Fund budget balance (deficit) includes \$21,645 of non-cash depreciation expense for which no offsetting revenue has been budgeted. After this adjustment, the budget balance is \$0.

(B) The Post-Secondary Child Care Fund budget balance (deficit) includes \$500 of non-cash depreciation expense for which no offsetting revenue has been budgeted. After this adjustment, the budget balance is \$0.

SIOUX FALLS SCHOOL BOARD
Wednesday, October 6, 2021 4:00 p.m.

Cynthia Mickelson
President

Instructional Planning Center
201 East 38th Street, Sioux Falls

Robert Griggs
Southeast Tech President

This agenda may also be viewed on the District and Southeast Tech's website: www.sf.k12.sd.us and www.southeasttech.edu

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Persons Wishing to Address the School Board
4. Approval of Minutes of September 1, 2021
5. Approval of Agenda
6. Conflicts of Interest
7. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Approval of Contracts
 2. Disposal of School District Property
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Vice President of Finance and Operations Report
 - D. Approval of Personnel Report
8. Reports of the President
 - A. Academic Resource Center (ARC) Update
 - B. Invasive Cardiovascular, Cardiac, Diagnostic Medical, and Vascular Sonography Programs Overview
 - C. Higher Learning Commission Additional Location Site Visit Update
9. Adjournment

1. Approval of Contracts**Robert Griggs 367-8355**

Authorizing the President to enter into and execute contracts, for and on behalf of the Southeast Technical College, as follows:

Item No.	Contract Number	Contractor	Project	Cost
a.	22-005STC, BV	Angela Landeen	MOU establishing Community Health Care Worker program	\$15,000
b.	22-006STC, RJG	Get Inclusive	Compliance and Prevention Training	\$24,000

2. Disposal of School District Property**Rich Kluin 367-5692**

Authorizing the disposal of surplus property to sell at private sale, public auction, or sealed bids or to dispose of, in accordance with SDCL §6-13-1, as follows:

Item No.	Description	Location	Appraisers	Appraised Value	Property File No.
a.	Oval table, Rolling chairs – 5, Fifteen Compartment Locker	Southeast Technical College	Erica Strouth Shannon Furth Elizabeth Schlicht	\$0	2022-ST010
b.	4 Pod Study Carrels – 5, 3 Pod Study Carrel – 1, 4 Drawer File Cabinet - 8, 6 Shelf Metal Bookcase – 7, 7 Shelf Wood Bookcase – 2, Wooden Shelf w/adjustable partitions, 3 Shelf Bookcase, 2 Drawer File Cabinet, Brown Table w/folding legs, Brown Table	Southeast Technical College	Erica Strouth Shannon Furth Elizabeth Schlicht	\$0	2022-ST011
c.	1996 Saturn 4 door (White)	Southeast Technical College	Jason Merritt Vincent Berry Marcus Hunter	\$0	2022-ST012
d.	2003 Saturn 4 Door (Black)	Southeast Technical College	Jason Merritt Vincent Berry Marcus Hunter	\$0	2022-ST013

SOUTHEAST TECHNICAL INSTITUTE
2320 N. Career Ave.
Sioux Falls, SD 57107

CONSOLIDATED REPORT OF TRUST AND AGENCY FUNDS

	Balance 7/1/2021	Received to date	Disbursed to date	Balance 8/31/2021
STI Bookstore	\$ 22,188.19	\$ 7.74	\$ -	\$ 22,195.93
STI EFT	\$ 32,835.23	\$ 1,759,846.40	\$ 1,775,536.69	\$ 17,144.94
STI Tuition & Fees	\$ 1,554,499.72	\$ 6,168,866.52	\$ 2,402,268.31	\$ 5,321,097.93
STI T & A	\$ 110,398.30	\$ 1,190.82	\$ 1,437.53	\$ 110,151.59
STI ACH	\$ 2,134.93	\$ 0.73	\$ -	\$ 2,135.66
STI Blue Bucks	\$ 23,908.32	\$ 1,932.26	\$ 23.31	\$ 25,817.27
TOTALS	<u>\$ 1,745,964.69</u>	<u>\$ 7,931,844.47</u>	<u>\$ 4,179,265.84</u>	<u>\$ 5,498,543.32</u>

POST SECONDARY - VOCATIONAL FUND

	FY22 BUDGET	AUGUST 21 YTD	AUGUST 21 PERCENT	AUGUST 20 YTD	AUGUST 20 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 7,107,360	\$ 185,447	2.61%	\$ 230,213	3.33%
Fees	6,746,360	186,460	2.76%	188,288	3.13%
Corporate Education	208,750	7,120	3.41%	10,986	5.60%
STATE SUPPORT:					
State Aid	7,469,979	1,719,068	23.01%	16,226	0.22%
Other State	1,004,832	(134,963)	-13.43%	-	0.00%
FEDERAL SUPPORT:					
Perkins	768,322	(208,365)	-27.12%	(413,498)	-53.35%
ABE	227,100	(16,186)	-7.13%	(44,114)	-21.73%
Other Federal	1,024,686	(337,032)	-32.89%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	357,000	-	0.00%	-	0.00%
Other Local	1,216,750	(120,934)	-9.94%	(73,188)	-5.88%
TOTAL REVENUES:	\$ 26,131,139	1,280,614	4.90%	\$ (85,088)	-0.35%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,024,130	\$ 170,688	16.67%	\$ 146,710	14.82%
Instructional	5,658,749	846,377	14.96%	794,684	15.23%
Support	4,699,085	700,056	14.90%	669,568	15.53%
WAGES - OTHER:					
Early Retirement	28,559	-	0.00%	-	0.00%
Instructional - Other	974,734	79,471	8.15%	88,613	9.06%
Support - Other	268,970	16,098	5.99%	15,875	7.04%
BENEFITS:					
Insurance - Dental	122,872	18,256	14.86%	17,864	15.38%
Insurance - Medical	2,125,725	302,583	14.23%	302,415	15.52%
Insurance - Other	69,117	12,899	18.66%	8,725	9.82%
Retirement	1,650,788	234,917	14.23%	222,649	14.91%
SERVICES:					
Advertising	381,900	3,475	0.91%	39,057	10.26%
Legal	60,000	725	1.21%	1,324	2.65%
Maintenance/Repair	292,450	51,953	17.76%	56,474	25.71%
Postage	113,800	7,037	6.18%	8,416	11.77%
Printing/Publishing	126,750	3,439	2.71%	6,868	6.36%
Professional/Technical	884,225	58,089	6.57%	101,012	11.68%
Property	137,000	144,519	105.49%	89,915	58.24%
Rentals	53,580	3,060	5.71%	8,137	7.92%
Software Upgrades	451,900	92,732	20.52%	67,082	17.00%
Travel	181,750	3,967	2.18%	-	0.00%
Utilities	566,292	43,456	7.67%	32,982	5.59%
SUPPLIES:					
Equipment - Noncapital	249,680	137	0.05%	129,058	58.34%
Food	89,650	1,051	1.17%	346	0.39%
Instructional Supplies	582,850	52,420	8.99%	19,010	3.65%
Other	400,250	17,269	4.31%	41,952	11.16%
Resale	680,800	14,695	2.16%	333,745	50.43%
Software	413,625	9,578	2.32%	28,525	9.81%
OTHER:					
Bad Debt	180,000	(2,507)	-1.39%	(22,986)	-11.49%
Dues/Fees	425,023	44,102	10.38%	21,234	6.50%
Liability Insurance	109,000	103,688	95.13%	104,582	104.58%
Miscellaneous	167,500	-	0.00%	5,605	2.92%
SUBTOTAL - OPERATING:	\$ 23,170,754	\$ 3,034,231	13.10%	\$ 3,339,441	15.52%
EQUIPMENT:					
Building Improvements	\$ 904,750	\$ 788	0.09%	\$ 914,709	36.22%
Equipment	1,857,643	2,099	0.11%	21,230	2.62%
Information Technology	-	-	#DIV/0!	-	0.00%
Land Improvements	197,992	-	0.00%	250,781	20.30%
SUBTOTAL - CAPITAL:	\$ 2,960,385	\$ 2,887	0.10%	\$ 1,186,720	25.54%
TOTAL EXPENDITURES:	\$ 26,131,139	3,037,119	11.62%	\$ 4,526,161	17.30%
REVENUE OVER (UNDER) EXPENSE:	\$ -	\$ (1,756,504)		\$ (4,611,249)	
BEGINNING FUND BALANCE:		4,361,901			
ENDING FUND BALANCE:		\$ 2,605,397			

POST SECONDARY - BOOKSTORE

	<u>FY22 BUDGET</u>	<u>AUGUST 21 YTD</u>	<u>AUGUST 21 PERCENT</u>	<u>AUGUST 20 YTD</u>	<u>AUGUST 20 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	1,606,000	52,447	3.27%	21,993	1.29%
TOTAL REVENUES:	\$ 1,606,000	\$ 52,447	3.27%	\$ 21,993	1.29%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	108,528	17,416	16.05%	16,522	16.67%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	2,256	5.01%	2,530	5.62%
BENEFITS:					
Insurance - Dental	1,382	230	16.66%	230	16.66%
Insurance - Medical	24,237	4,040	16.67%	4,180	16.67%
Insurance - Other	2,229	159	7.15%	107	15.13%
Retirement	16,215	2,365	14.59%	2,217	14.50%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	25,000	500	2.00%	4,230	16.92%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	-	-	0.00%	-	0.00%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	4,000	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	200	49	24.75%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	-	-	0.00%	-	0.00%
Resale	1,285,000	(975)	-0.08%	273,074	19.83%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	(814)	100.00%	(208)	100.00%
Dues/Fees	72,000	1,246	1.73%	696	0.97%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	20,177	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 1,603,968	\$ 26,474	1.65%	\$ 303,577	17.98%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 1,603,968	\$ 26,474	1.65%	\$ 303,577	17.98%
REVENUE OVER (UNDER) EXPENSE:	\$ 2,032	\$ 25,973		\$ (281,584)	
BEGINNING FUND BALANCE:		2,039,200			
ENDING FUND BALANCE:		\$ 2,065,173			

POST SECONDARY - FOOD SERVICE

	<u>FY22 BUDGET</u>	<u>AUGUST 21 YTD</u>	<u>AUGUST 21 PERCENT</u>	<u>AUGUST 20 YTD</u>	<u>AUGUST 20 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	395,000	5,452	1.38%	243	0.06%
TOTAL REVENUES:	\$ 395,000	\$ 5,452	1.38%	\$ 243	0.06%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	85,795	14,280	16.64%	13,127	16.67%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	65,000	1,283	1.97%	25	0.04%
BENEFITS:					
Insurance - Dental	975	163	16.67%	163	16.67%
Insurance - Medical	17,707	2,951	16.67%	2,951	16.67%
Insurance - Other	7,511	190	2.53%	126	9.93%
Retirement	15,885	1,991	12.53%	1,737	12.21%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	6,000	609	10.15%	21	0.48%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	500	-	0.00%	-	0.00%
Professional/Technical	1,500	100	6.67%	50	2.50%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	-	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	815	100.00%	-	0.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	20,000	1,106	5.53%	657	2.63%
Resale	175,000	11,765	6.72%	6,204	3.27%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	7,000	210	3.00%	62	1.04%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	21,645	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 424,518	\$ 35,463	8.35%	\$ 25,124	5.87%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 424,518	\$ 35,463	8.35%	\$ 25,124	5.87%
REVENUE OVER (UNDER) EXPENSE:	\$ (29,518)	\$ (30,011)		\$ (24,882)	
BEGINNING FUND BALANCE:		169,879			
ENDING FUND BALANCE:		\$ 139,868			

POST SECONDARY - CHILDCARE

	<u>FY22 BUDGET</u>	<u>AUGUST 21 YTD</u>	<u>AUGUST 21 PERCENT</u>	<u>AUGUST 20 YTD</u>	<u>AUGUST 20 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	(29,700)	100.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	328,000	9,293	2.83%	3,276	1.00%
TOTAL REVENUES:	\$ 328,000	\$ (20,407)	-6.22%	\$ 3,276	1.00%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	186,038	22,237	11.95%	20,629	11.51%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	750	1.67%	-	0.00%
BENEFITS:					
Insurance - Dental	3,738	325	8.69%	325	9.75%
Insurance - Medical	57,557	5,041	8.76%	5,041	9.48%
Insurance - Other	1,172	508	43.31%	329	11.23%
Retirement	27,496	2,903	10.56%	2,696	11.25%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	480	-	0.00%	-	0.00%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	1,000	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	500	-	0.00%	-	0.00%
Instructional Supplies	-	128	100.00%	351	#DIV/0!
Other	6,000	-	0.00%	50	0.68%
Resale	-	-	0.00%	-	0.00%
Software	450	-	0.00%	-	0.00%
OTHER:					
Bad Debt	5,000	(152)	-3.03%	(930)	-18.61%
Dues/Fees	500	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	3,000	-	0.00%	-	0.00%
Depreciation	500	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 338,431	\$ 31,740	9.38%	\$ 28,490	8.84%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 338,431	\$ 31,740	9.38%	\$ 28,490	8.84%
REVENUE OVER (UNDER) EXPENSE:	\$ (10,431)	\$ (52,147)		\$ (25,214)	
BEGINNING FUND BALANCE:		(18,171)			
ENDING FUND BALANCE:		\$ (70,318)			

SOUTHEAST TECHNICAL INSTITUTE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CASH BALANCES

	#23 Post Secondary Vocational Fund	#52 Bookstore Enterprise Fund	#53 Food Service Enterprise Fund	#54 Child Care Enterprise Fund
Cash Balance July 31, 2021	\$ 2,168,995.54	\$ 1,281,286.53	\$ 13,366.24	\$ (106,698.27)
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	20,719.01	-	-	-
Sales of Goods/Services	1,350.00	52,185.70	5,183.10	9,131.19
Other Sources	12,185.91	-	-	161.44
State Sources:	1,703,610.00	-	-	-
Federal Sources:	46,899.14	-	-	-
Expenditures:				
Personnel	(1,255,011.83)	(14,457.12)	(11,056.22)	(18,934.46)
Services	(198,346.39)	(500.46)	(2,150.28)	-
Supplies	(77,951.06)	925.51	(10,043.53)	(127.61)
Capital	(2,887.35)	-	-	-
Other	(18,323.65)	(431.65)	(209.95)	151.66
Transfers	-	-	-	-
(Increase)/Decrease in Assets	(204,397.13)	(6,087.82)	3,894.25	(602.80)
Increase/(Decrease) in Liabilities	(94,864.47)	(7,913.54)	-	-
Net Cash Provided By (Used In) Operating Activities:	\$ (67,017.82)	\$ 23,720.62	\$ (14,382.63)	\$ (10,220.58)
Cash Balance August 31, 2021	<u>\$ 2,101,977.72</u>	<u>\$ 1,305,007.15</u>	<u>\$ (1,016.39)</u>	<u>\$ (116,918.85)</u>
Cash Balance June 30, 2021	\$ 3,730,824.52	\$ 1,067,669.25	\$ 17,615.41	\$ -
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	379,026.54	-	-	-
Sales of Goods/Services	-	52,446.57	5,452.18	9,131.19
Other Sources	(120,934.05)	-	-	161.44
State Sources:	1,584,104.89	-	-	-
Federal Sources:	(561,582.99)	-	-	(29,700.00)
Expenditures:				
Personnel	(2,381,345.73)	(26,467.11)	(20,858.08)	(31,763.79)
Services	(412,452.03)	(500.46)	(709.06)	-
Supplies	(95,150.18)	925.51	(13,686.02)	(127.61)
Capital	(2,887.35)	-	-	-
Other	(145,283.26)	(431.65)	(209.95)	151.66
Transfers	-	-	-	-
(Increase)/Decrease in Assets	1,193,016.28	251,763.46	15,557.09	29,455.81
Increase/(Decrease) in Liabilities	(1,065,358.92)	(40,398.42)	(4,177.96)	(94,227.55)
Net Cash Provided By (Used In) Operating Activities:	\$ (1,628,846.80)	\$ 237,337.90	\$ (18,631.80)	\$ (116,918.85)
Cash Balance August 31, 2021	<u>\$ 2,101,977.72</u>	<u>\$ 1,305,007.15</u>	<u>\$ (1,016.39)</u>	<u>\$ (116,918.85)</u>

Rich Kluin
Prepared by

10/3/2021
Date

1. **Resignations.** Accepting the resignation of School District Personnel as of the effective date indicated, the personnel having been previously employed by Board Action, as follows:

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Employment Contract, full-time		
Evenson, Glade*	210 Day, CDL Program	12-29-21
VanZanten, Andrew	12 Mo, Student Housing	09-10-21
Federal Work Study, part-time		
Lohre, Cameron	Bookstore	09-03-21
Instructor, Adjunct, part-time		
Ahrendt, Sarah	Nursing	09-13-21
Christensen, Nikita	Nursing	05-04-21
Herbek, Rebecca	Nursing	07-26-21
Mayer, Robert	Law Enforcement	06-30-19
Specialist, full-time		
Kerfeld, Tammy	9 Mo, Tutor & Accessibility Svcs	10-04-21
Student Help, part-time		
Parish, Braydon	IT, Student Tech	09-03-21

*Retirement

2. **Involuntary Employment Termination**

Other Help, part-time		
Byrum, Sydney	Food Service	08-31-21
Johnson, Audrianna	Food Service	09-16-21

3. **Change of Status**

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Custodial/Maintenance, full-time, per hour			
Arnoldy, David	Finance and Operations	12 Mo, 1.0 FTE, Non-Exempt, Asst Custodial Mgr, Level L, Step 12, \$22.71 per hour	12 Mo, 1.0 FTE, Non-Exempt, Custodial Mgr, Level O, Step 12, \$30.55 per hour, Effec. 09-05-21
Kramer-Hermanson, Michael	Finance and Operations	12 Mo, 1.0 FTE, Non-Exempt, Lead Custodian, Level K, Step 6, \$19.12 per hour	12 Mo, 1.0 FTE, Non-Exempt, Asst Cust Mgr, Level L, Step 6, \$21.37 per hour, Effec. 10-10-21

4. Work Schedule Change

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual			
Willer, Lexie	Vascular Ultrasound	226 Day, 1.0 FTE, Lane 4, Step 5, \$63,234.00	226 Day, 1.0 FTE, Lane 4, Step 5, \$55,119.90, 197dy prorated, Effec. 09-01-21
Specialist, full-time, per hour			
Nielsen, Tracy	Collision, Rpr, Refinish Lab	210 Day, 1.0 FTE, Level N, Step 9, \$26.98 per hour	184 Dy, 1.0 FTE, Level N, Step 9, \$26.98 per hour, Effec. 08-09-21

5. Salary Change

<u>Name</u>	<u>Location/ Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
Other Help, part-time, per hour				
Dent, Julie	Test Ctr Proctor	09-05-21	\$15.00	\$15.60
Fuerst, Rebecca	Test Ctr Proctor	09-05-21	15.00	15.60
Madson, Siti	Test Ctr Proctor	09-05-21	15.00	15.90
Miller, Debra	Food Service	10-03-21	13.00	14.00
Toering, Rosalee	ARC Tutor	08-01-21	13.00	25.00

Name

Clinical Instructor, Health Programs, per hour rate change from \$35.00 to \$43.00 effective 08-23-21

Aamold, Rachel
 Ahrendt, Sarah
 Albers, Diana
 Counter, Megan
 Enstad, Brittany
 Erdman, Corliss
 Gill, Estelle
 Hitzemann, Leonard
 Huwe, Andrew
 Kirstein, Axanthia
 Klinger, Brittany
 McKibben, Alicia
 Melber, Olivia
 Nelson, Emelia
 Pederson, Debbie
 Schwebach, Courtney
 Stevens, Cynthia
 Stueven, Rebecca

5. **Salary Change (Continued)****Name**

Clinical Instructor, Health Programs, per hour rate change from \$35.00 to \$43.00 effective 08-23-21 (Continued)

Texley, Megan
Vandenbos, Sara
Vandriel, Marissa

6. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Advisor, Student Organization, stipend			
Borgen, Cory	Sanford Student Club	07-01-21	\$1,000.00
Clerical, full-time, per hour			
Hamann, Jenae	12 Mo, Class III, 1.0 FTE, Admissions Assistant, Level K, Step 1	09-24-21	\$18.13
Clerical, part-time, training stipend			
Hamann, Jenae	12 Mo, Admissions Asst	09-20-21 to 09-22-21	\$72.52
Custodial/Maintenance, full-time, wage stipend			
Arnoldy, David	12 Mo, Custodial Mgr	07-01-21 to 09-04-21	\$5,000.00
Employment Contract, full-time, per annual			
Langbehn, Amber	210 Day, 1.0 FTE, Nursing Lab Asst, Level I, Step 8, 190 days prorated	10-04-21	\$50,182.62
Ramsbey, Tyler	12 Mo, 1.0 FTE, IT Support Ctr Coord, Level I, Step 7, 213 days prorated	09-07-21	\$51,419.51
Employment Contract, full-time, per hour			
Rinehart, Ronda	12 Mo, 1.0 FTE, Accountant II, Level H, Step 16	09-27-21	\$29.40
Ware, Brian	12 Mo, 1.0 FTE, CDL Trainer, Level G, Step 16	10-25-21	\$26.76
Instructor, full-time, per annual			
Schmidt, Mark	186 Day, 1.0 FTE Mechanical Eng Tech, Lane 5, Step 10	09-29-21	\$61,121.00

6. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Non-Clinical Instructor, part-time, per hour			
Comes, Chandler	Nursing	09-05-21	\$32.00
Instructor, Other Instructor Activity, part-time, per hour			
Strouth, Gerard	CIS	08-03-21	\$24.00
Instructor, 2021 Fall Adjunct Budget, lump sum			
Aamold, Rachel	Health Core	08-23-21	\$4,650.00
Adamson, Heather	Gen Ed	08-23-21	2,520.00
Allenstein, Keith	Law Enforcement	08-23-21	2,670.00
Baker, Shelly	Business Admin	08-23-21	8,010.00
Barrow, Nathan	Gen Ed	08-23-21	5,040.00
Beekman, Sovanna	Medical Assisting	08-23-21	3,100.00
Bennett, Elizabeth	CIS	08-23-21	2,520.00
Bloemendaal, Benjamin	Construction Mgmt	08-23-21	2,325.00
Blok, Kelly	CIS	08-23-21	2,520.00
Byall, Jennifer	Gen Ed	08-23-21	5,040.00
Carlson, Elizabeth	Business Admin	08-23-21	5,040.00
Carlson, Rebecca	Dental Assisting	08-23-21	4,650.00
Christianson, Jena	Gen Ed	08-23-21	5,040.00
Clark, Theotis	Mechanical Eng Tech	08-23-21	5,340.00
Cox, Bryan	Mechatronics	08-23-21	2,520.00
Davis, Chris	Accounting	08-23-21	2,520.00
DuChene, Stacy	Civil Eng Tech	08-23-21	2,520.00
Ekstrum, Jacqueline	Health Core	08-23-21	10,680.00
Erdman, Corliss	Health Core	08-23-21	9,540.00
Erickson, Tami	CIS	08-23-21	5,040.00
Farley, Sandra	Veterinary Tech	08-23-21	3,100.00
Freitag, Crystal	Medical Coding	08-23-21	5,040.00
French, Thomas	Electronics Tech	08-23-21	6,698.00
Frentz, Patrick	DMP	08-23-21	4,650.00
Frohwein, Jeffrey	Marketing	08-23-21	7,560.00
Garcia, Joshua	Automotive Tech	08-23-21	6,144.00
Guggisberg-Coners, Heidi	Gen Ed	08-23-21	2,670.00
Gustafson, Nicholas	Business Admin	08-23-21	5,040.00
Hamling, Thomas	Welding Tech	08-23-21	3,072.00
Hanson, Mylynn	Health Core	08-23-21	5,880.00
Hattum, Dan	Gen Ed	08-23-21	7,560.00
Headrick, Bethany	DMP	08-23-21	2,325.00
Heckenlaible, Justin	CIS	08-23-21	5,040.00
Heinemann, Leslie	Dental Assisting	08-23-21	1,780.00
Hendrickson, Lanette	Early Childhood	08-23-21	2,325.00
Heppler, Jeffrey	Horticulture Tech	08-23-21	8,248.00
Hinders, Vicki	Veterinary Tech	08-23-21	4,650.00
Hondel, Ashley	Health Core	08-23-21	2,325.00
Horan, Steven	Accounting	08-23-21	2,520.00
Iverson, Erika	Gen Ed	08-23-21	2,520.00

6. Employment Recommendations (Continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2021 Fall Adjunct Budget, lump sum (Continued)			
Jing, Weizhong	CIS	08-23-21	\$2,520.00
Jones, Suzanne	Early Childhood	08-23-21	5,040.00
Judeh, Huda	CIS	08-23-21	11,760.00
Kibbe, Andrew	Health Core	08-23-21	9,240.00
Kiecksee, William	CIS & Accounting	08-23-21	8,400.00
Kirstein, Axanthia	Health Core	08-23-21	2,325.00
Kleinschmit, Laura	Veterinary Tech	08-23-21	4,718.00
Klessen, Rosemary	Media Design	08-23-21	4,650.00
Kreckel, Darrell	CIS	08-23-21	5,040.00
Kreider, Edward	Veterinary Tech	08-23-21	5,340.00
Larsen, Kristin	Gen Ed	08-23-21	2,520.00
Lindell, Mark	Gen Ed	08-23-21	5,040.00
Lothrop, LeAnn	CIS	08-23-21	5,040.00
Maka, Rachel	Vascular Ultrasound	08-23-21	3,875.00
Marquette, Ryan	CAD	08-23-21	6,720.00
McGee, Patricia	Business Admin	08-23-21	5,040.00
McManus, Stacy	Business Admin	08-23-21	2,520.00
Mekelburg, Erin	CIS	08-23-21	7,560.00
Melroe, Shelby	Gen Ed	08-23-21	5,040.00
Monger, Jacob	DMP	08-23-21	2,325.00
Morris, Brandon	CIS	08-23-21	5,880.00
Morris, Roger	CIS	08-23-21	2,520.00
Nelsen, Benjamin	Law Enforcement	08-23-21	1,680.00
Nowak, Deborah	CIS	08-23-21	2,520.00
Overby, Jennifer	Health Core	08-23-21	516.00
Pepper, Merrel	CIS	08-23-21	3,360.00
Perkins-Hicks, Debra	Health Core	08-23-21	10,680.00
Peters, Dennis	Business Admin	08-23-21	2,520.00
Pierce, Steven	DMP	08-23-21	5,040.00
Pottratz, Jennifer	Nursing	08-23-21	2,048.00
Rahm, Becky	Gen Ed	08-23-21	5,040.00
Saeger, Amanda	Health Core	08-23-21	4,450.00
Schaffer, Kenneth	CIS	08-23-21	3,100.00
Schoenfelder, Tonya	Law Enforcement	08-23-21	4,096.00
Schwartz, Colette	Nursing	08-23-21	3,360.00
Sharif, Mohamed	CIS	08-23-21	2,048.00
Strouth, Gerard	CIS	08-23-21	3,560.00
Stubbe, Scott	Mechanical Eng Tech	08-23-21	3,000.00
Stueven, Rebecca	Health Core	08-23-21	4,650.00
Talcott, Roberta	Marketing	08-23-21	5,040.00
Torres-Bravo, Raymundo	Gen Ed	08-23-21	2,520.00
Tschetter, Lisa	Health Core	08-23-21	4,650.00
VanOverbeke, Jeffrey	Gen Ed	08-23-21	2,520.00
Vettrus, Jill	Gen Ed	08-23-21	2,520.00
Vuong, Tylon	Gen Ed	08-23-21	2,520.00
Wadhwa, Anju	CIS	08-23-21	2,520.00

6. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2021 Fall Adjunct Budget, lump sum (Continued)			
Wagaman, Chelsea	Medical Assisting	08-23-21	1,550.00
Wain, Keith	Gen Ed	08-23-21	5,040.00
Weber, Jessica	Health Core	08-23-21	1,291.00
Weihe, Kimberly	Marketing	08-23-21	2,520.00
Wellnitz, Kristin	Gen Ed	08-23-21	2,520.00
Willer, Lexie	Vascular Ultrasound	08-23-21	4,056.70
Williams, Brian	Marketing	08-23-21	2,520.00
Wohlwend, Bruce	CPR	08-23-21	3,360.00
Wolff, Dana	Business Admin	08-23-21	3,360.00

Instructor, FY2021-22, South Dakota HB 1182 annual stipend, lump sum

Adamson, Heather	Gen Ed, English	07-01-21	\$7,809.00
Anderson, Adam	Agriculture Diesel Tech	07-01-21	1,077.00
Berry, Vincent	Plumbing Tech	07-01-21	2,662.00
Bezdichek, Michael	Electrician	07-01-21	3,850.00
Cox, Bryan	Mechatronics	07-01-21	7,978.00
Cruse, Laura	Gen Ed, English	07-01-21	59.00
Davis, Dana	Collision, Repair, Refinish	07-01-21	936.00
Grinkmeyer, Brett	Architecture Tech	07-01-21	10,161.00
Haynes, Matthew	Construction Mgmt	07-01-21	714.00
Heath, Lynn	DMS	07-01-21	378.00
Howard, Dennis	Welding Tech	07-01-21	1,362.00
Hunter, Marcus	Electrician	07-01-21	2,761.00
Jensen, Marcia	Dental Assisting	07-01-21	6,337.00
Johnson, Jarrod	HVAC/R	07-01-21	505.00
Kassing, Elizabeth	Civil Eng Tech	07-01-21	6,793.00
Morris, Roger	CIS	07-01-21	5,234.00
Prouty, Terry	Automotive Tech	07-01-21	505.00
Schaffer, Kenneth	CIS	07-01-21	7,682.00
Stahl, Emily	Veterinary Tech	07-01-21	18,876.00
Steinmetz, Jason	Diesel Tech	07-01-21	1,077.00
VanOverbeke, Jeffrey	Gen Ed, Speech	07-01-21	1,212.00
Wellnitz, Kristin	Gen Ed, Psychology	07-01-21	4,541.00
Werkmeister, Myra	Nursing	07-01-21	87.00
Wohlwend, Bruce	CIS	07-01-21	1,372.00

Other Help, part-time, per hour

Geiken, Debra	Food Service	09-08-21	\$13.00
Walk-Valenzuela	Food Service	09-08-21	13.75

Student Help, part-time, per hour

Hauptert, April	Scarborough Ctr	09-15-21	\$12.00
Parish, Braydon	IT, Student Tech	09-20-21	15.00
Thoendel, Phillip	IT, Student Tech	09-27-21	14.00

Southeast Technical College
Academic Resource Center Update
EXECUTIVE SUMMARY

Purpose:

Provide the School Board an update on the Southeast Tech Academic Resource Center.

Fall Semester 2021:

ARC highlights are as follows:

- Revised vision for tutoring services and academic supports to Southeast Tech students, including:
 - Rebranded: Academic Resource Center
 - New location
 - Expanded tutoring hours
 - Increasing quality of tutors
 - Increasing retention and student success
-

Administrative Recommendation to School Board:

To acknowledge the Southeast Tech Academic Resource Center update.



SOUTHEAST
Technical College

Academic Resource Center

Julie Westerman

Challenges We Wanted to Address to Improve Academic Support Service to Southeast Students:

- Increase hours
- Increase quality of tutoring
- Increase retention and student success

Increasing Hours & Quality of Tutoring:

- Moved to a new location, which is more centrally located and easily accessible.
- Identified 12 Target Classes for 2021-22 that had the highest drop/fail rates, primarily general education and prerequisite courses.
- Implementing specific supports for each of these 12 courses, seeking to improve student success and retention.
- Scheduled tutors every day for our biggest needs: math, accounting, anatomy/physiology, English, computers, Student Success.
- Seeking to increase our hours.
- Staffed ARC with faculty tutors, Monday – Friday, to increase the quality of tutoring and to supervise and develop the tutoring skills of our peer tutors.
- Designing study tables and in-class tutors for courses of need (math, primarily).
- Exploring adding workshops: applying for scholarships, study strategies, memorization, test-taking, etc.



southeasttech.edu

**Sonography and Invasive Cardiovascular Programs
Executive Summary**

Purpose of Report: To provide the Sioux Falls School District with an update on the Sonography and Invasive Cardiovascular Programs at Southeast Tech.

The Sonography (Diagnostic Medical Sonography, Cardiac Sonography, and Vascular Sonography) and Invasive Cardiovascular programs are two-year Associate of Applied Science Programs. Graduates of the programs may apply for certification in their respective specialty areas. All programs have excellent pass rates on credential exams, and job placement rates.

Administrative Recommendation to School Board: Acknowledge the report on the Sonography and Invasive Cardiovascular Programs.



SOUTHEAST
Technical College

Sonography Programs



Sonography Faculty

Program Director
Cardiac Sonography



Pam Boyd
BS, RVT, RDCS

Program Director
Vascular Sonography



Lexi Willer
BS, RVT, RDCS

Program Director
DMS



Jo Ellen Deschamp
MPH, RTR, RDMS

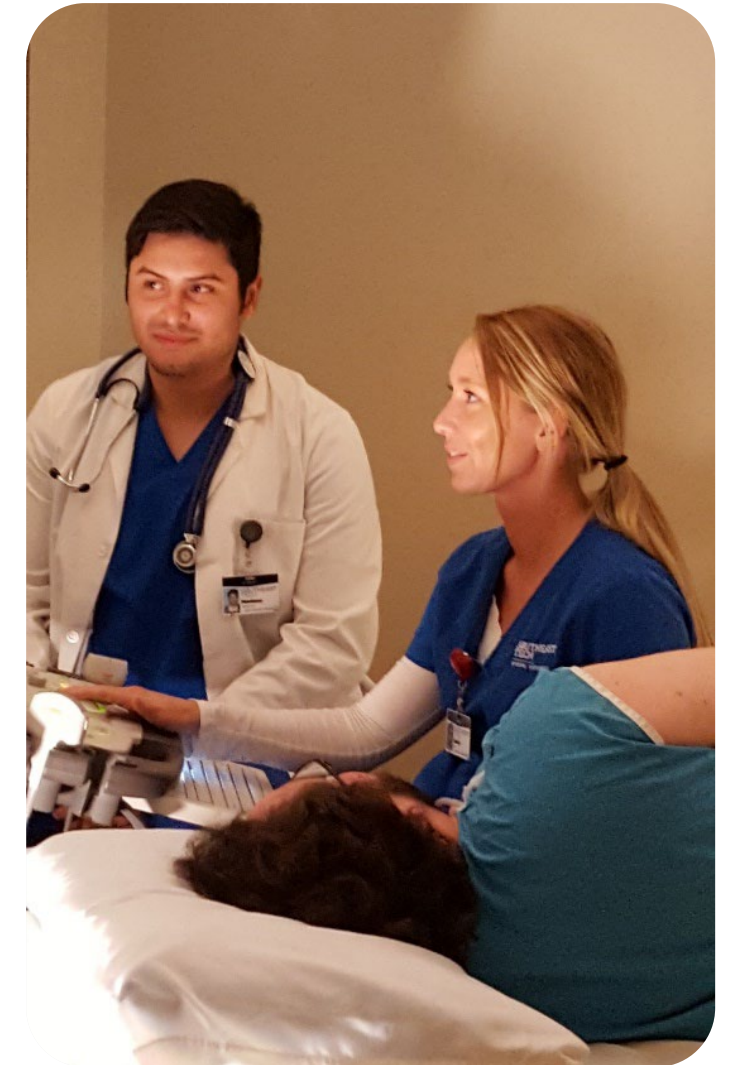
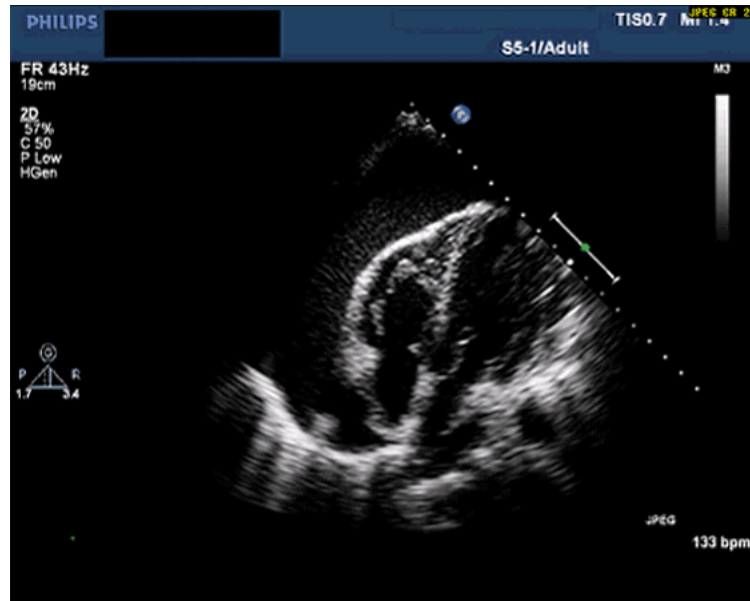
Clinical Coordinator
DMS



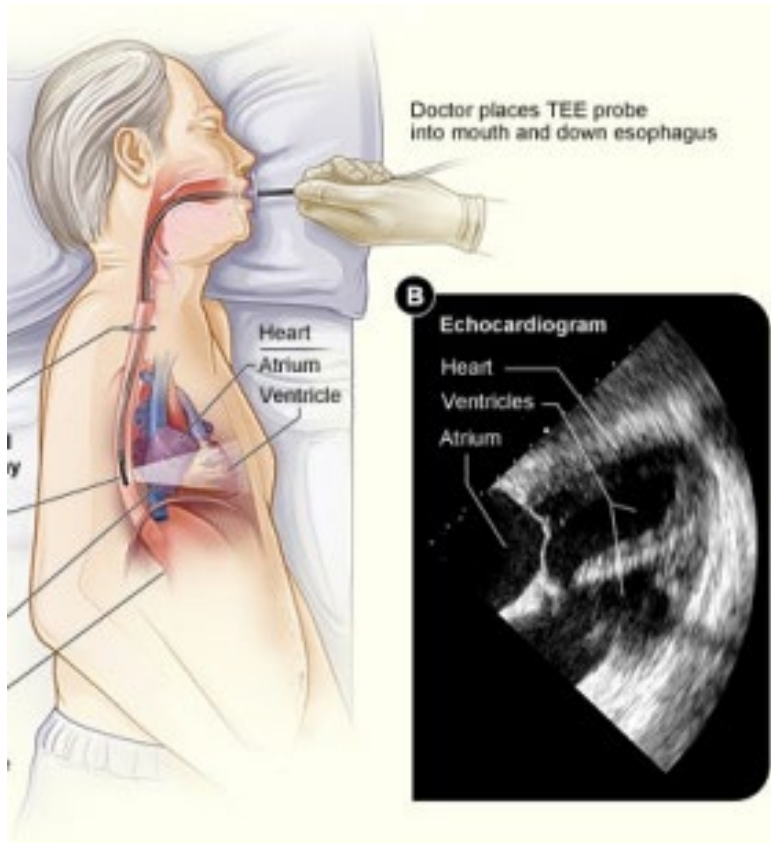
Lynn Heath
BS, RDMS, RVT

What is a medical sonographer?

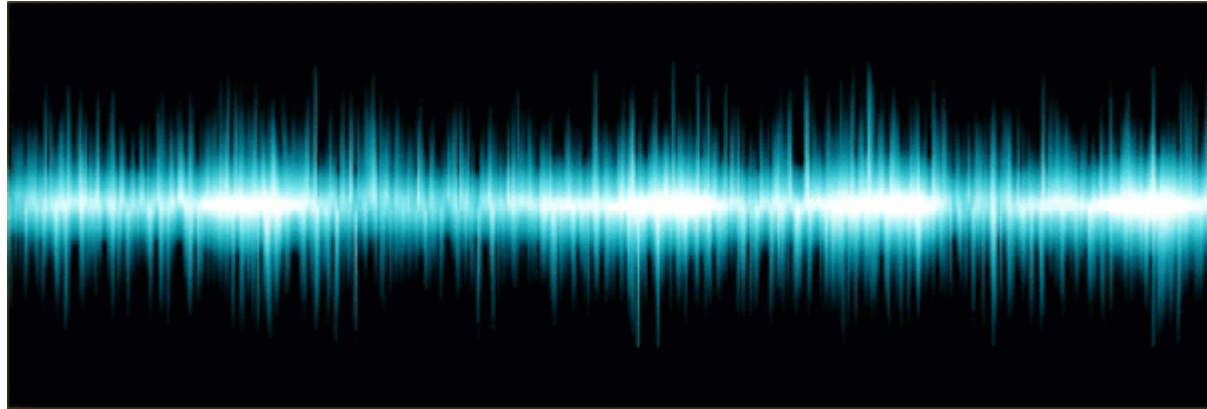
- Sonographers are skilled professionals that perform diagnostic exams for physician interpretation.



Duties include

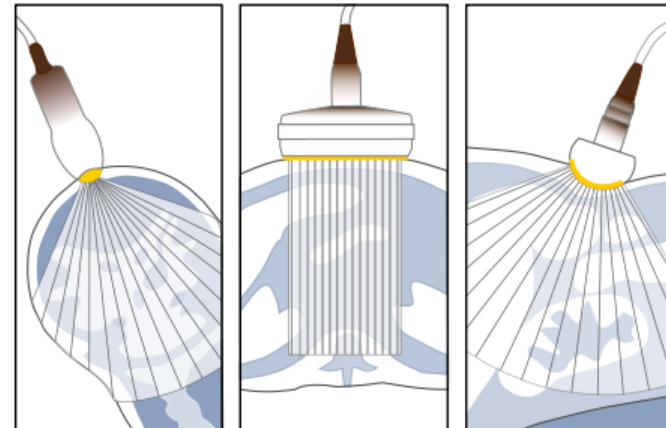


- Optimize images.
- Analyze anatomical findings.
- Recognize and quantify pathology.
- Assist with biopsy, therapeutic interventions, physician guided US procedures.

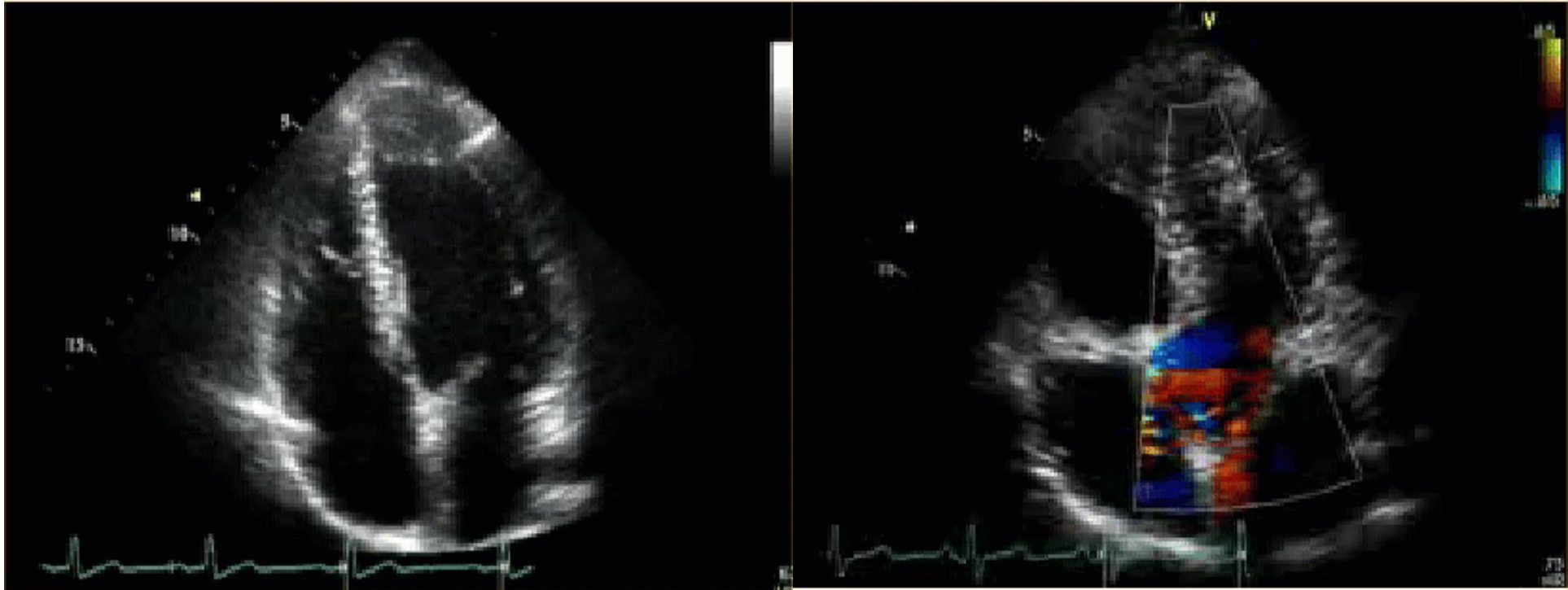


How does ultrasound work?

Diagnostic ultrasound transducers emit high-frequency sound waves into the body, sound reflects off different structures and returns to the transducer for analysis and conversion to an image.



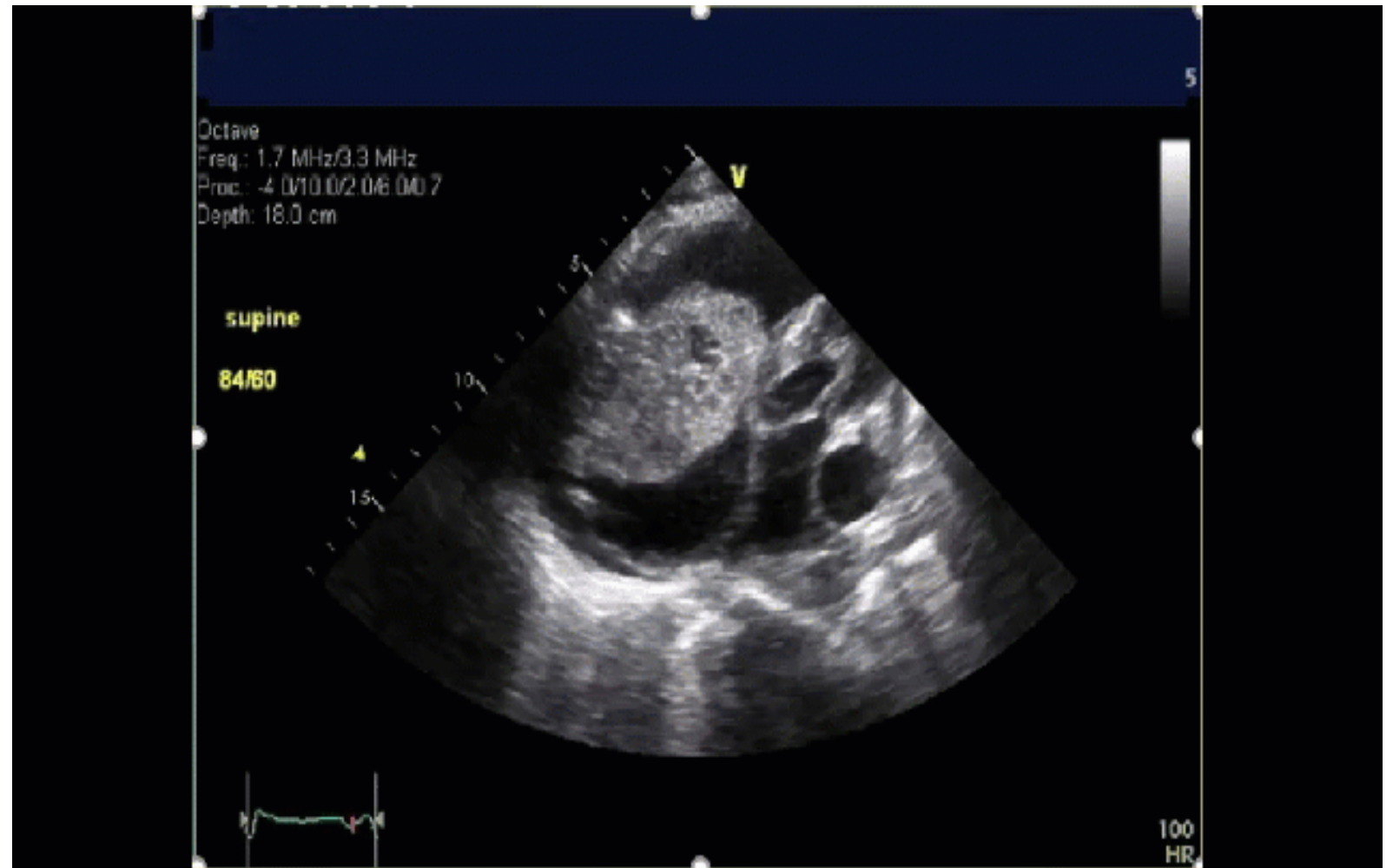
Cardiac Sonography



Cardiac Sonography

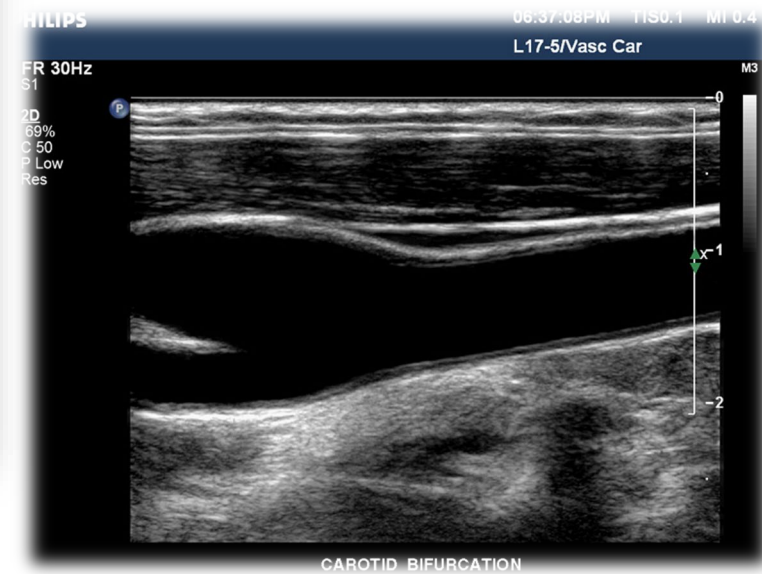
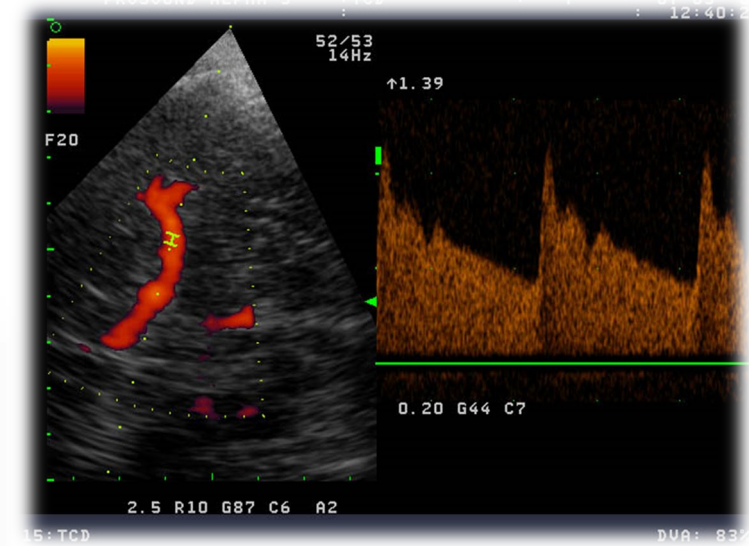
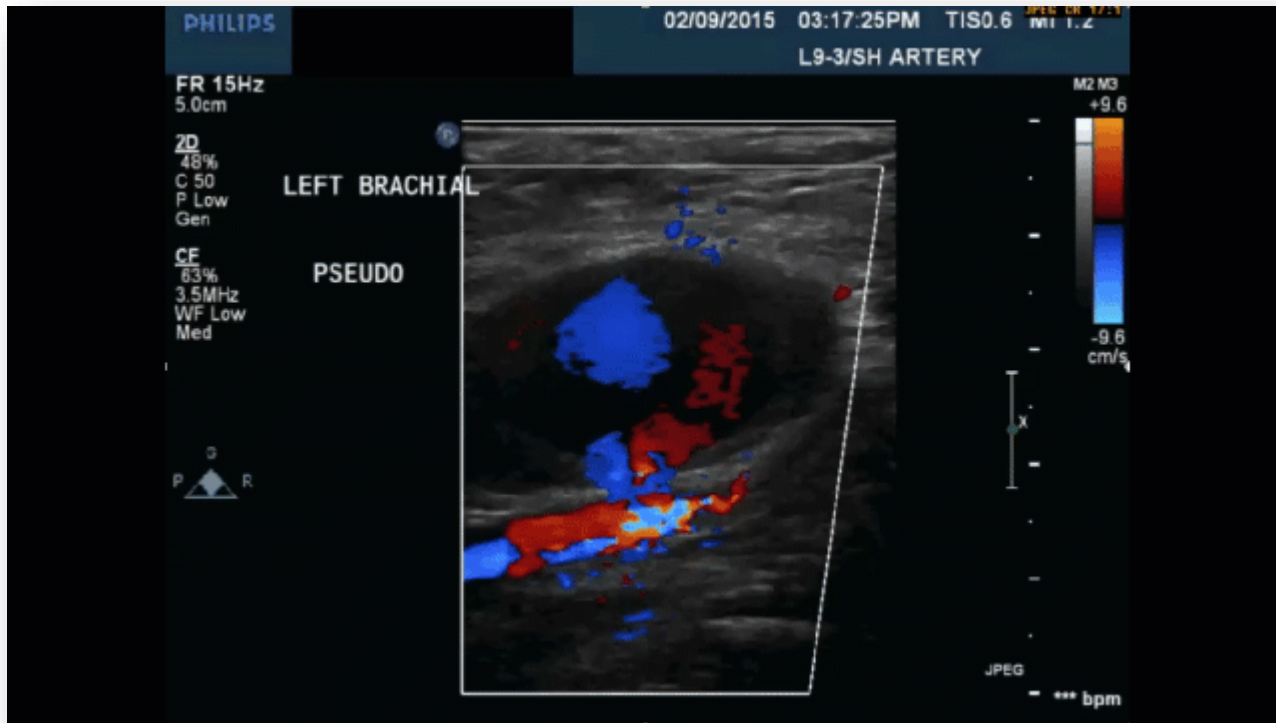


Cardiac Sonography

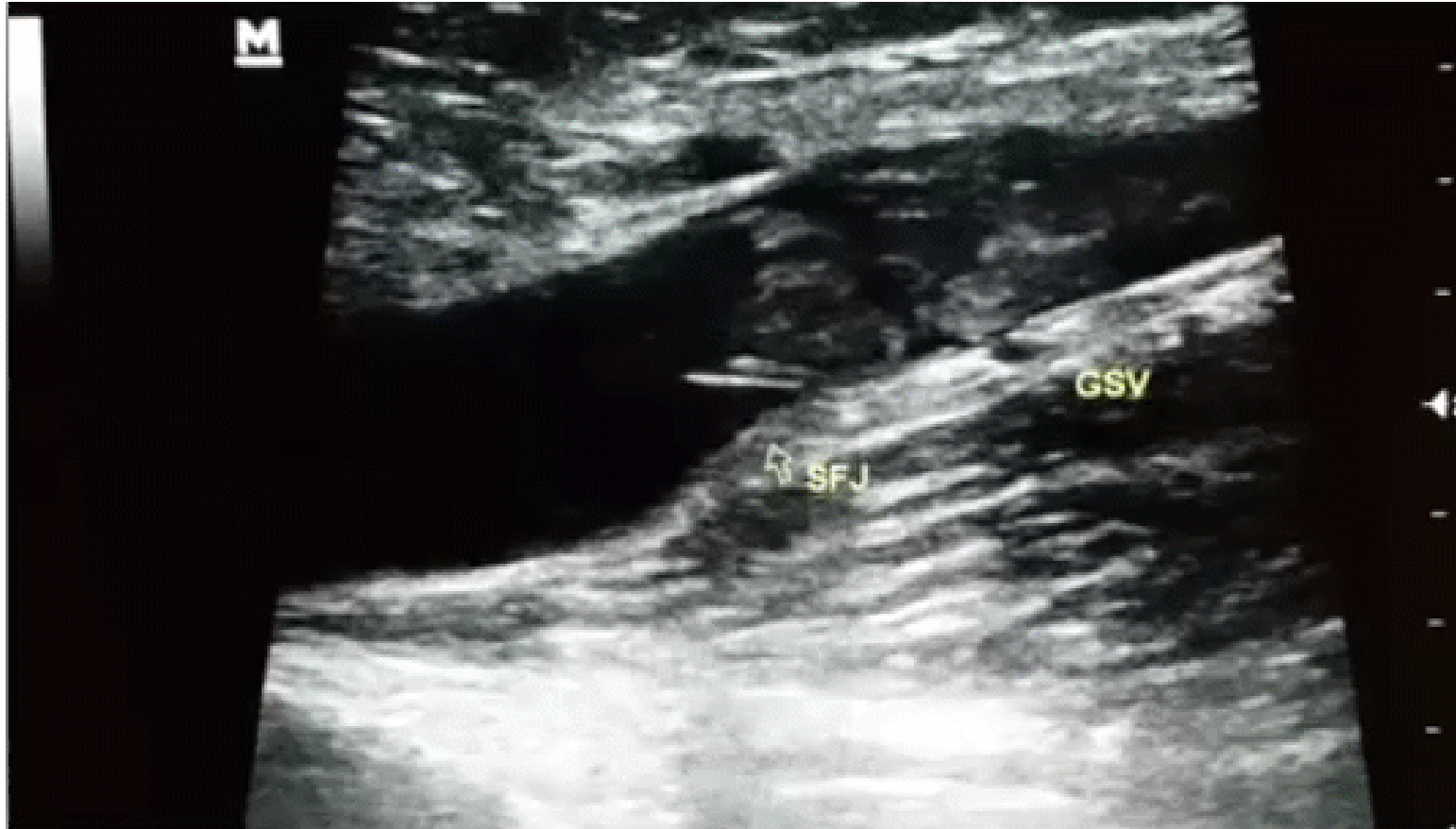


Patient c/o SOB on exertion & lightheadedness

Vascular Sonography



Vascular Sonography



Thrombus “Clot” in Greater Saphenous Vein

Obstetrical Imaging

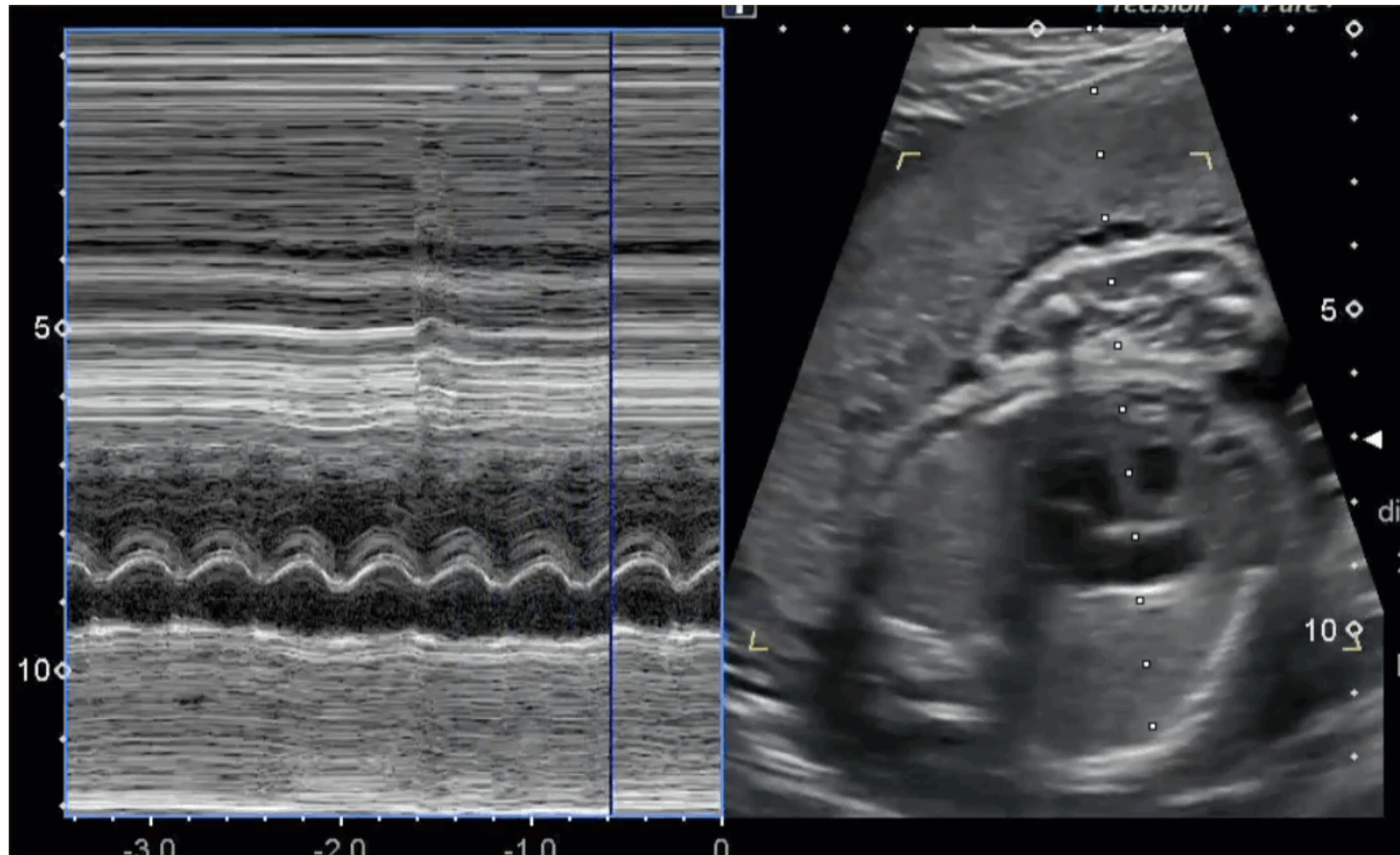


DMS: General Sonography (Abdominal & OB/Gyn)



M-Mode demonstrating Fetal cardiac activity

DMS: General Sonography (Abdominal & OB/Gyn)



Abdominal Imaging:

DMS:
General
Sonography
(Abdominal & OB/Gyn)



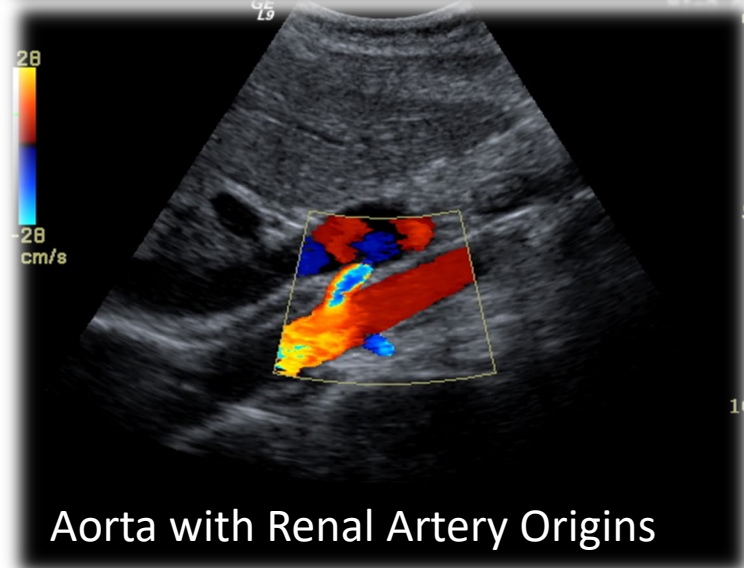
Liver/Kidney with Ascites



Liver with masses



Gallstones



Aorta with Renal Artery Origins

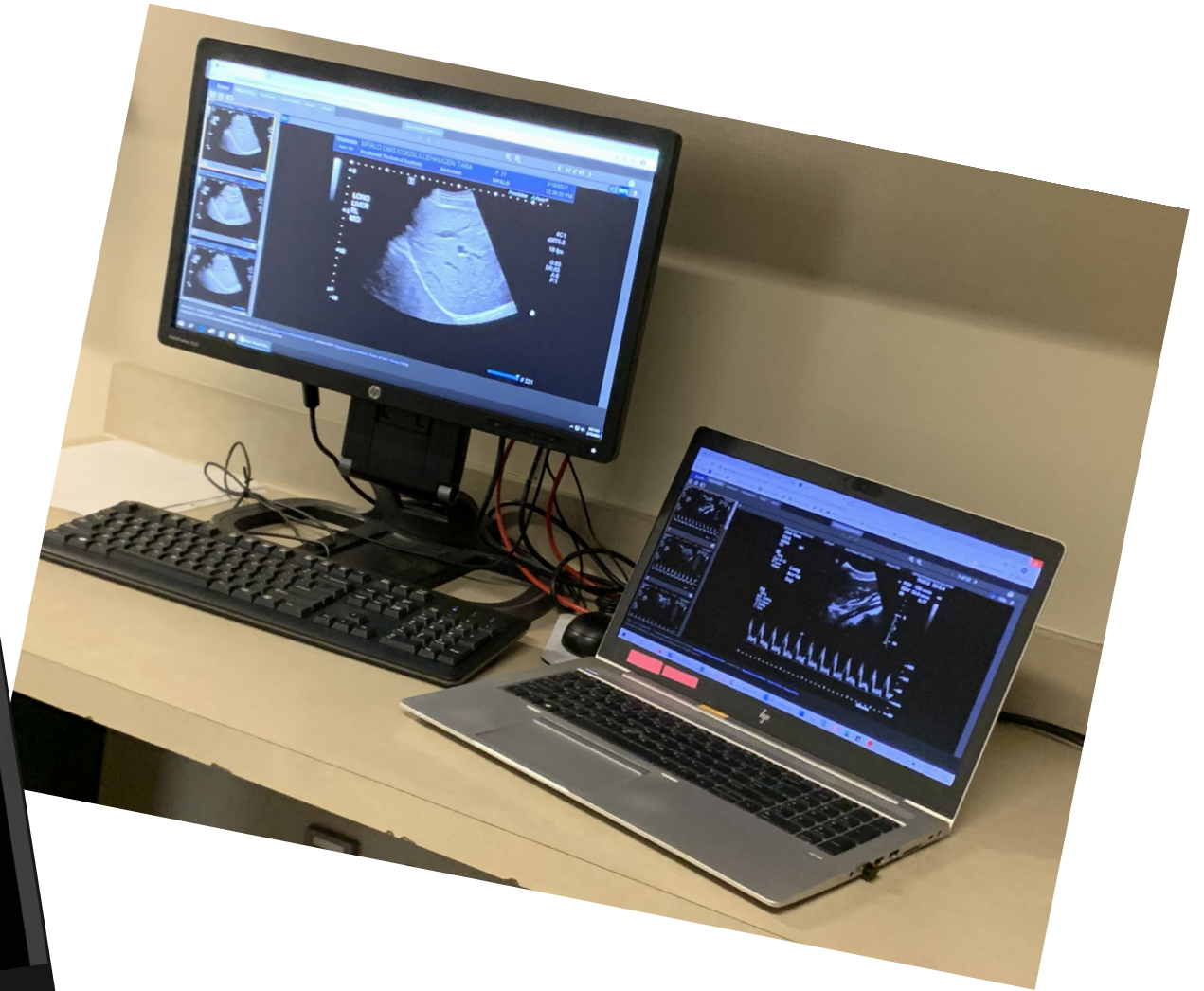
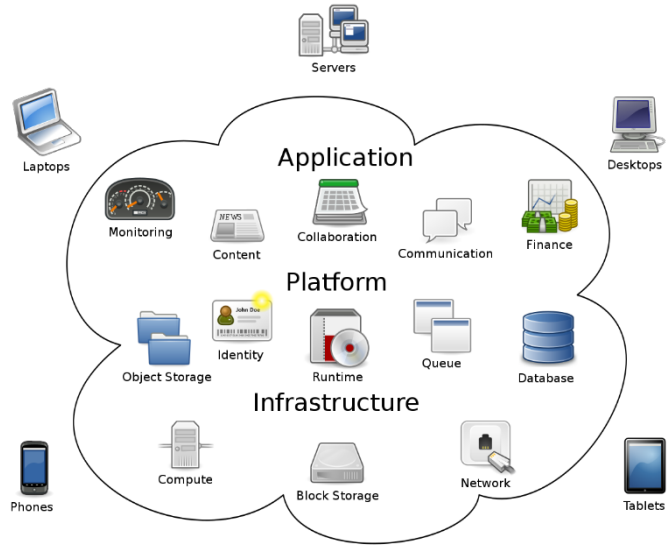


Pulmonary "B-lines"

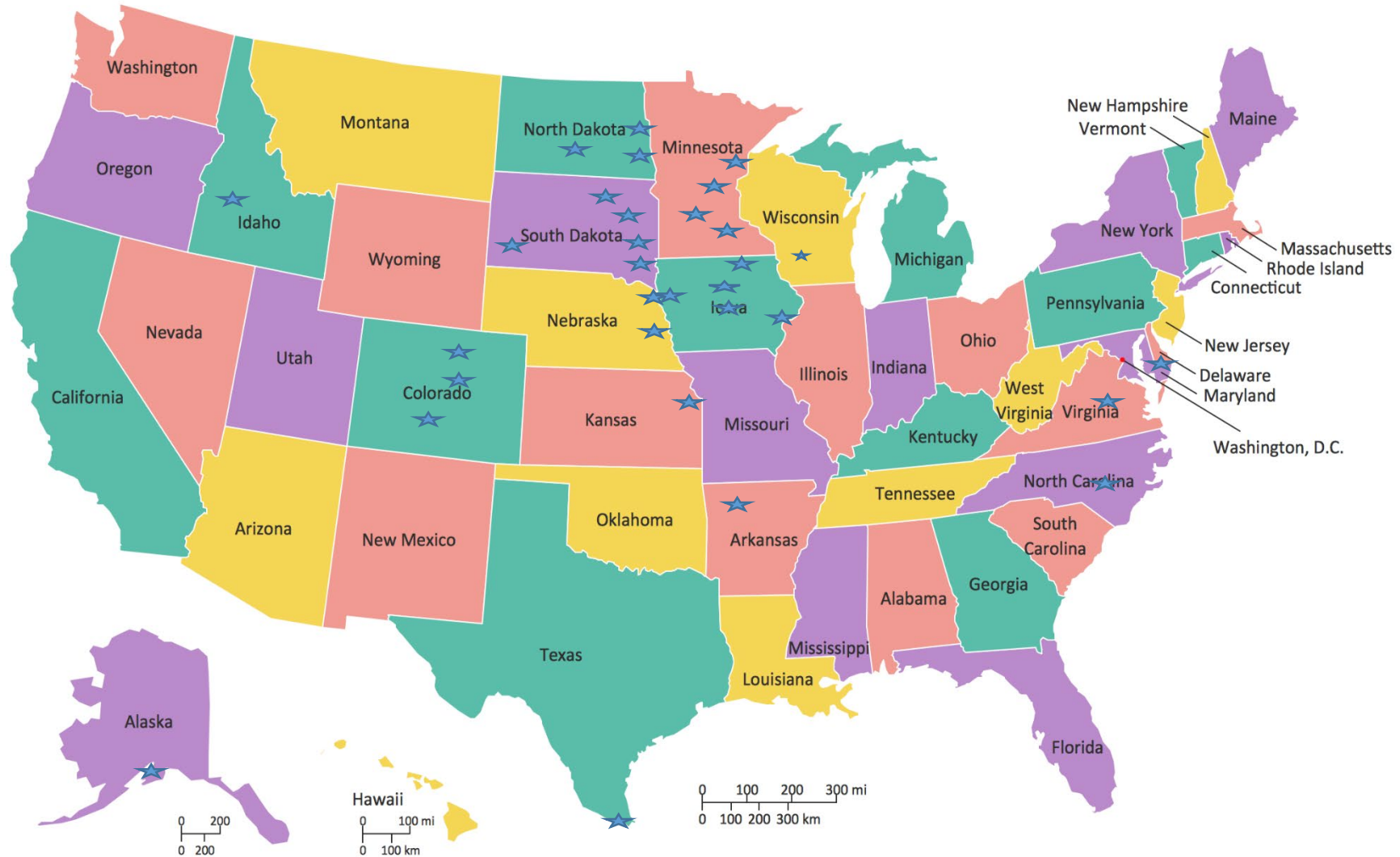


Ultrasound Lab

Digital Archiving (PACS)



7-month clinical internship





National Credentialing Exams






Physics Examination



Corresponding Specialty Examination



Credential Earned

<p>SPI </p> <p>Sonography Principles & Instrumentation Examination</p>	<p>Abdomen (AB) </p> <p>Breast (BR)</p> <p>Fetal Echocardiography (FE)*</p> <p>Obstetrics & Gynecology (OB/GYN) </p> <p>Pediatric Sonography (PS)</p>	<p>RDMS</p> <p>Registered Diagnostic Medical Sonographer</p>
	<p>Adult Echocardiography (AE) </p> <p>Fetal Echocardiography (FE)*</p> <p>Pediatric Echocardiography (PE)</p>	<p>RDCS</p> <p>Registered Diagnostic Cardiac Sonographer</p>
	<p>Vascular Technology (VT) </p>	<p>RVT</p> <p>Registered Vascular Technologist</p>
	<p>Musculoskeletal Sonographer (MSKS)</p>	<p>RMSKS</p> <p>Registered Musculoskeletal Sonographer</p>

Sonography Programs at Southeast Tech



- Cardiac and Vascular Sonography programs began in 1990, accredited since 1995.
 - Awarded with a 10-year reaccreditation, March 2016
- DMS program began in 2002, accredited since 2006.
 - Awarded with a 10-year reaccreditation, March 2021



Sonography Programs at Southeast Tech

Associates of Applied Science Degree

- All have prerequisite courses (16-20 credits)
(Can be completed here or possibly transferred)
- Diagnostic Medical Sonography (75 credits)
- Vascular Sonography (73 credits)
- Cardiac Sonography (72 credits)



Employment Trends



O*NET OnLine

Occupation Quick Search:

[Help](#)

[Find Occupations](#)

[Advanced Search](#)

[Crosswalks](#)

[Share](#)

[O*NET Sites](#)

South Dakota Employment Trends for:

29-2032.00 - [Diagnostic Medical Sonographers](#)  **Bright Outlook**

View trends for state:

South Dakota



Employment (2018)	Projected employment (2028)	Projected growth (2018-2028)	Projected annual job openings (2018-2028)
320 employees	380 employees	19%	30

United States

Employment (2019)	Projected employment (2029)	Projected growth (2019-2029)	Projected annual job openings (2019-2029)
74,300 employees	86,800 employees	 17% (much faster than average)	5,100

South Dakota source: Projections Central [2018-2028 long-term projections](#). United States source: Bureau of Labor Statistics [2019-2029 employment projections](#). "Projected growth" represents the estimated change in total employment over the projections period. "Projected annual job openings" represent openings due to growth and replacement.



Bureau of Labor Statistics

Average annual
salary \$77,790



Cardiac Sonography Program Statistics:

<u>Graduation Year</u>	<u>#Students Start</u>	<u>#Graduates</u>	<u>Retention Rate</u>	<u>Job Placement</u>
2019	23	14	61%	*100%
2020	16	11	69%	100%
2021	22	16	73%	100%

Credentialing Exam Pass Rates:

<u>Graduation Year</u>	<u>ARDMS – RDCS (AE)</u>
2019	100%
2020	100%
2021	100%

**2021 Graduate
Average Starting Wage:
\$30.47 / \$60,940**



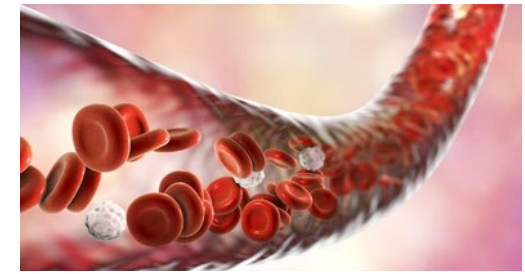
Diagnostic Medical Sonography Program Statistics

<u>Graduation Year</u>	<u>#Students Start</u>	<u>#Graduates</u>	<u>Retention Rate</u>	<u>Job Placement</u>
2019	20	14	70%	100%
2020	20	14	70%	100%
2021	20	15	75%	100%

Credentialing Exam Pass Rates:

<u>Graduation Year</u>	<u>ARDMS Abdomen</u>	<u>ARDMS OB/Gyn</u>
2019	100%	100%
2020	93%	100%
2021	*93%	100%

2021 Graduate
Average Starting Wage:
\$28.01 / \$58,260



Vascular Sonography Program Statistics

<u>Graduation Year</u>	<u>#Students Start</u>	<u>#Graduates</u>	<u>Retention Rate</u>	<u>Job Placement</u>
2019	10	6	60%	100%
2020	11	5	45%	100%
2021	8	7	88%	100%

Credentialing Exam Pass Rates:

<u>Graduation Year</u>	<u>ARDMS - RVT</u>
2019	100%
2020	100%
2021	100%

**2021 Graduate
Average Starting Wage:
\$26.90 / \$55,954**



SOUTHEAST
Technical College

Invasive Cardiovascular



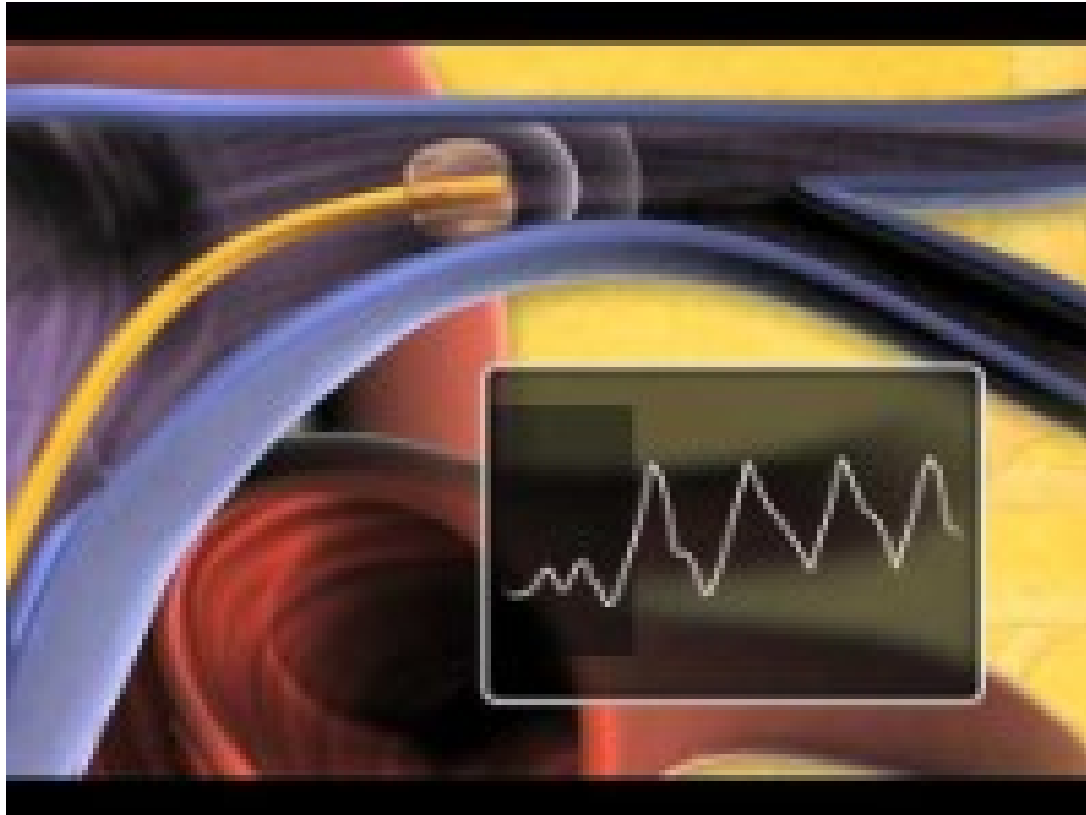
Invasive Cardiovascular Technology

Associate Degree Program | 90 Credits

- Radiation physics
- Cardiac anatomy and physiology
- Cardiac Angiography
- Cardiac Hemodynamics (pressures within the heart)
- Left and right cardiac catheterizations
- Cardiac Interventions
 - Structural Heart
 - Electrophysiology
 - Left Ventricular Assist Devices
- Peripheral Angiography
- Advance Cardiac Life Support

Invasive Cardiovascular Technology

- Right Heart Catheterization



Invasive Cardiovascular Technology

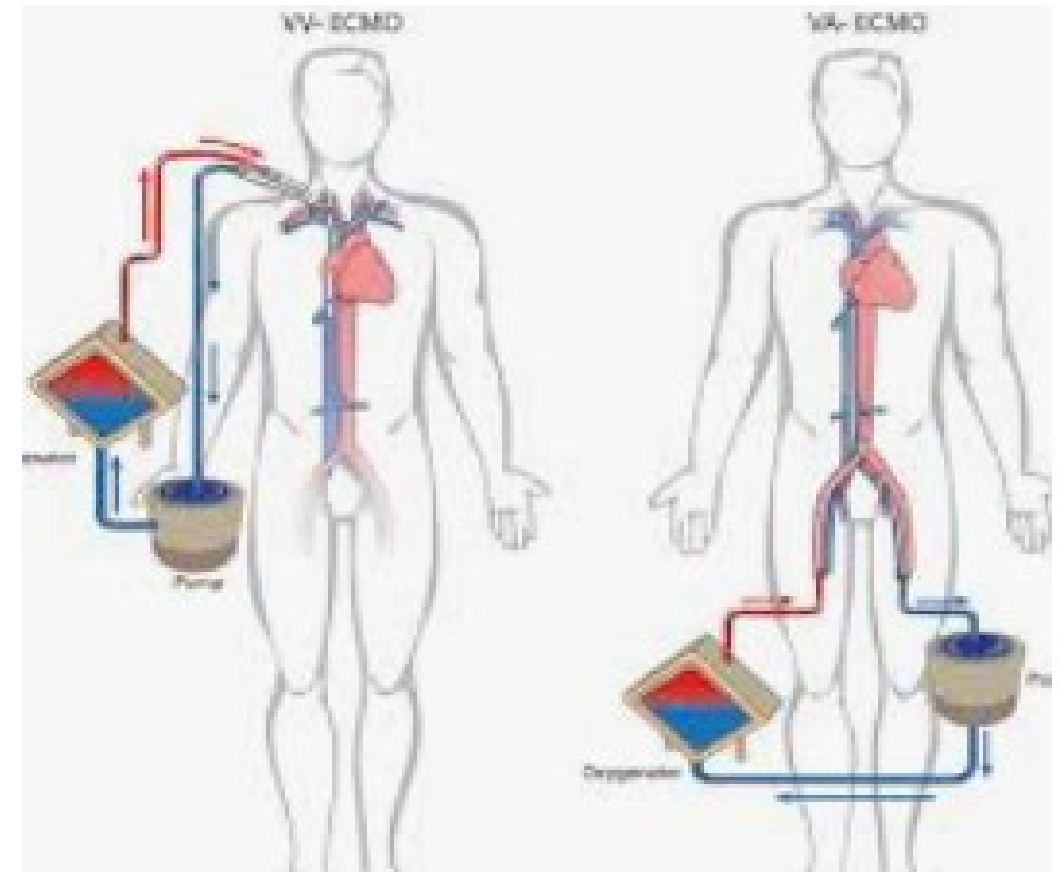
Coronary Angiography



Peripheral Angiography



Invasive Cardiovascular Technology



Our own Catherization Lab



Invasive Cardiovascular Technology



Year	Students Enrollment	Student Completion	Retention Rate	Job Placement
2021	7	6	%85	%100
2020	4	1	%25	%100
2019	8	6	%75	%100

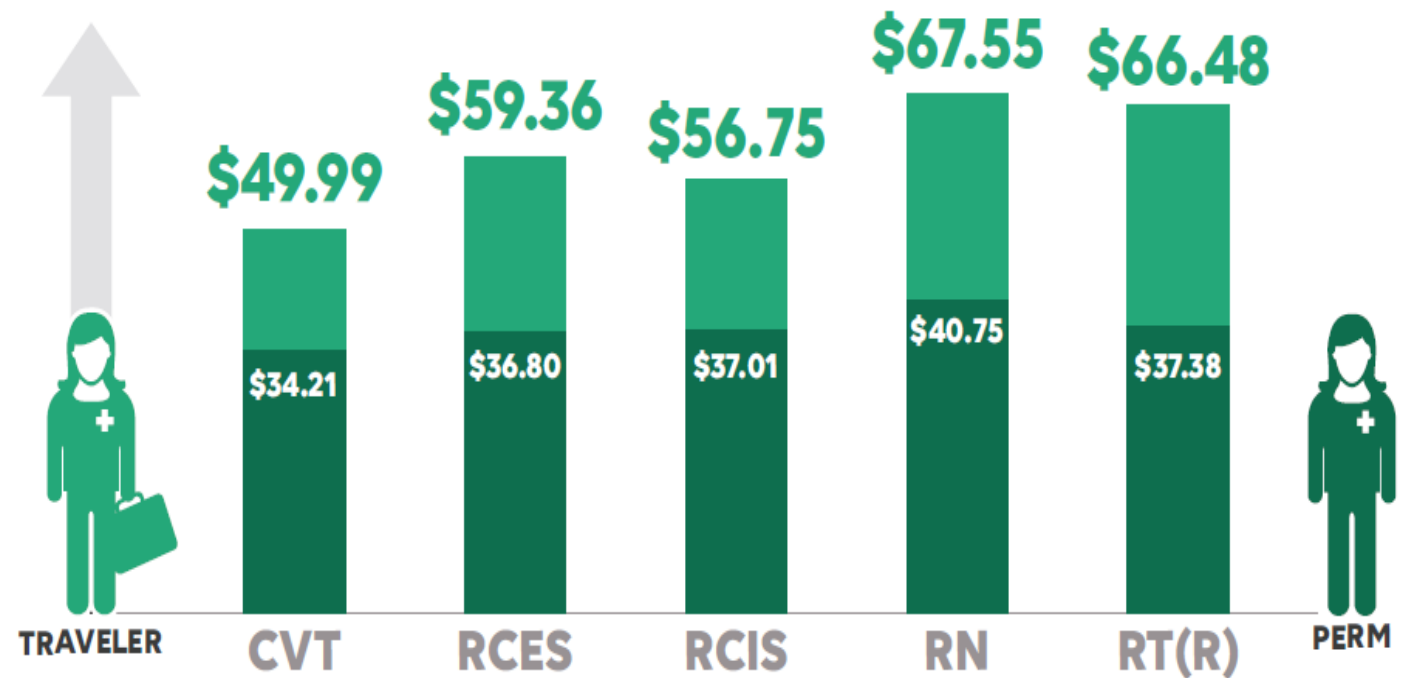
Invasive Cardiovascular Technology



JOB PLACEMENT RATE

100%

Southeast Tech's Invasive Cardiovascular Technology program boasts a 100% job placement rate among its 2020 graduates.





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Southeast Tech
Academic Affairs Update
HLC Site Visit for Additional Locations
EXECUTIVE SUMMARY

Purpose:

To inform the Board on the upcoming HLC Site Visit to finalize Southeast Tech application to add Huron Community Center and Sanford's Stevens Center as additional locations.

The Higher Learning Commission (HLC) will conduct a site visit on Monday, October 18th at STC's main campus and to the Stevens Center and on Wednesday, October 20th at the Huron Community Center. The site visit will be focused on STC's application to add the Stevens Center and Huron Community Center as additional locations. Following the visit, the team will submit a report of findings for review by HLC staff and the Institutional Actions Committee (IAC). Both HLC staff and the IAC will then submit a recommendation to the HLC Board of Trustees for review at their next Board meeting.

Administrative Recommendation to School Board:

To acknowledge the Academic Affairs report and on the HLC Site Visit for the additional locations.



SOUTHEAST
Technical College

HLC

Preparation for the Visit

Visit Dates: **Monday, October 18th** at Southeast Tech and Sanford
Stevens Center

Wednesday, October 20th at Huron Community Campus

Additional Location Change Request

Additional Location Definition:

A place, geographically separated from the main or branch campus where instruction take place and students can do one or more of the following:

- Complete 50% or more of the courses leading to a degree program.
- Complete 50% or more of the courses leading to a Title IV eligible certificate.
- Complete 50% or more of a degree completion program.

There is no base or threshold number of students or distance from the campus necessary for a facility to qualify as an additional location under this definition.

An additional location typically **does not** have a full range of administrative and student services staffed by a facility's personnel. Such services may be provided from the main campus or another campus.

Site Visiting Team

Dr. Jeanette McGreevy,
PhD

Dakota State University-
Director of Institutional
Effectiveness, Assessment, & Policy



Schedule

Monday, October 18th

- At Southeast Tech and Stevens Center
 - 9:30 Meeting with STC Senior Administration
 - 10:15 STC Financials: Rich
 - 11:15 Student Services: Student Success Coaches
 - 12:00 Lunch
 - 1:00 Student Services: Student Financial Aid
 - 1:30 Information Technology
 - 2:00 Drive to Stevens Center
 - 2:30 Meeting with Students from Paramedic Program
 - 3:15 Meeting with Program Director: Robert
 - 4:00 Meeting with Program and Gen Ed Faculty

Wednesday, October 20th

- At Huron Community Campus
 - 10:30 Introduction to HCC Staff and STC Administration
 - 11:00 Meeting with LPN, RN, and MA Faculty
 - 12:00 Lunch
 - 1:30 Meeting with LPN, RN, and MA Students
 - 2:30 Site Visit Debrief with STC Administration

Next Steps

- A draft report will be sent to STC within two to three weeks for a fact check. The report will **NOT** have a recommendation!
- Any identified errors and omissions can be addressed
- No new evidence can be submitted
- A final report will be submitted for HLC for Staff and IAC review
- HLC Staff and the IAC will submit a recommendation to the HLC Board for consideration at their next meeting



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