

SIOUX FALLS SCHOOL BOARD
Wednesday, November 3, 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 October 6, 2021 and November 2, 2021
- V. Approval of Agenda
- VI. Conflicts of Interest
- VII. Approval of Consent Agenda
 - A. Approval of Consolidated Report of Trust and Agency Funds
 - B. Approval of Vice President of Finance and Operations Report
 - C. Approval of Personnel Report
reposted 11.02.21 1:42 pm
- VIII. Reports of the President
 - A. STC Day
reposted 11.03.21 1:26 pm
 - B. Land Surveying Science/Civil Engineering Technology/Architectural Engineering
Technology/Mechanical Engineering Technology Program Overview
 - C. Accessibility Services Overview
 - D. 1st Quarter Financial Report
- IX. Adjournment

SCHOOL BOARD MEETING

Wednesday, October 6, 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, October 6, 2021 at 4:00 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 ST00573

A motion was made by Nan Baker and seconded by Carly Reiter five (5) votes “yes” on roll call **approving the minutes of a meeting** held on September 1, 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 ST00574

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 ST00575

A motion was made by Marc Murren 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.	22-005STC, 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

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 Collete	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

B. Approving the **Consolidated Report of Trust and Agency Funds** of October 6, 2021 and stating for the record that as of August 31, 2021 receipts total \$7,931,844.47 and disbursements total \$4,179,265.84 (MRF #ST426)

C. Approving the **Vice President of Finance and Operation’s Report** of October 6, 2021 in accordance with the SDCL §13-8-35 (MRF #ST427) and directing that detailed statement of receipts and balances on hand, as of August 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		
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

D2. **Involuntary Employment Termination**

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

D3. **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

D4. **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

D5. **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

D5. **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
 Vandebos, Sara
 Vandriel, Marissa

D6. **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

D6. **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

D6. **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

D6. **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

Action ST00576

Academic Resource Center Coordinator Julie Westerman provided the Academic Resource Center (ARC) Update report. (see MRF #ST428) The ARC was revised for tutoring services and academic support to STC students for the Fall Semester 2021. Changes included: Rebranding of the ARC, new location, expanded tutoring hours, increased quality of tutors and increased retention and student success.

Following general discussion, a motion was made by Kate Parker and seconded by Carly R. Reiter five (5) votes “yes” on roll call **acknowledging the ARC Update Report.**

Action ST00577

Instructors Pam Boyd, JoEllen DeSchamp and Jenna Ellenbusch provided the Sonography and Invasive Cardiovascular Program Update. (MRF #ST429) 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.

Following general discussion, a motion was made by Nan Baker and seconded by Kate Parker, five (5) votes “yes” on roll call **acknowledging the Invasive Cardiovascular, Cardiac, Diagnostic Medical, and Vascular Sonography Programs Overview report.**

Action ST00578

Vice President of Academics Dr. Benjamin Valdez presented the Higher Learning Commission Additional Location Site Visit Update report. (MRF #ST430) The Higher Learning Commission (HLC) will conduct a site visit on Monday, October 18 at STC’s main campus and to the Stevens Center and on Wednesday, October 20 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.

Following general discussion, a motion was made by Marc Murren and seconded by Kate Parker, five (5) votes “yes” on roll call **acknowledging the Higher Learning Commission Additional Location Site Visit Update report.**

continued

Wednesday, October 6, 2021

Action ST00579

On motion by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, the School board **adjourned** at 4:53 p.m.

CYNTHIA MICKELSON

Presiding Officer

TODD VIK

Business Manager

SCHOOL BOARD MEETING

Tuesday, November 2, 2021

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into special session, pursuant to due notice, on Tuesday, November 2, 2021 at 6:00 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: Nan Baker, Marc Murren, Carly R. Reiter, President Cynthia Mickelson. Absent: Vice President Kate Parker. Brett Arenz, In-House Legal Counsel, was also present.

Action ST00580

A motion was made by Nan Baker and seconded by Carly Reiter four (4) votes "yes" on roll call authorizing an executive session of the School Board to consider a student issue, all in accordance with SDCL §1-25-2(2). The School Board, thereupon, went into executive session at 6:01 p.m. The School Board resumed in special session at 8:11 p.m.

Action ST00581

On motion by Marc Murren and seconded by Nan Baker, four (4) votes "yes" on roll call, the School **adjourned** at 8:12 p.m.

CYNTHIA MICKELSON

Presiding Officer

TODD VIK

Business Manager

SIOUX FALLS SCHOOL BOARD
Wednesday, November 3, 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

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8. Reports of the President
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 - C. Accessibility Services Overview
 - D. 1st Quarter Finance Report
9. Adjournment

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 9/30/2021
STI Bookstore	\$ 22,188.19	\$ 11.40	\$ -	\$ 22,199.59
STI EFT	\$ 32,835.23	\$ 2,526,078.56	\$ 1,792,679.90	\$ 766,233.89
STI Tuition & Fees	\$ 1,554,499.72	\$ 15,123,992.05	\$ 9,970,326.18	\$ 6,708,165.59
STI T & A	\$ 110,398.30	\$ 5,534.09	\$ 4,714.23	\$ 111,218.16
STI ACH	\$ 2,134.93	\$ 1.07	\$ -	\$ 2,136.00
STI Blue Bucks	\$ 23,908.32	\$ 3,889.26	\$ 1,339.89	\$ 26,457.69
TOTALS	<u>\$ 1,745,964.69</u>	<u>\$ 17,659,506.43</u>	<u>\$ 11,769,060.20</u>	<u>\$ 7,636,410.92</u>

POST SECONDARY - VOCATIONAL FUND

	FY22 BUDGET	SEPTEMBER 21 YTD	SEPTEMBER 21 PERCENT	SEPTEMBER 20 YTD	SEPTEMBER 20 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 7,107,360	\$ 3,342,462	47.03%	\$ 3,567,060	51.64%
Fees	6,746,360	3,245,637	48.11%	3,120,008	51.94%
Corporate Education	208,750	35,700	17.10%	26,396	13.45%
STATE SUPPORT:					
State Aid	7,469,979	1,719,068	23.01%	1,610,036	22.00%
Other State	1,004,832	(134,963)	-13.43%	4,528	0.63%
FEDERAL SUPPORT:					
Perkins	768,322	(53,201)	-6.92%	(8,265)	-1.07%
ABE	227,100	2,000	0.88%	(44,114)	-21.73%
Other Federal	1,024,686	25,113	2.45%	2,282	0.52%
LOCAL SUPPORT:					
Grants/Donations	357,000	-	0.00%	15,000	5.22%
Other Local	1,216,750	588,436	48.36%	493,426	39.64%
TOTAL REVENUES:	\$ 26,131,139	8,770,252	33.56%	\$ 8,786,355	36.48%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,024,130	\$ 256,033	25.00%	\$ 228,957	23.13%
Instructional	5,658,749	1,287,442	22.75%	1,234,731	23.66%
Support	4,699,085	1,082,906	23.05%	1,021,052	23.69%
WAGES - OTHER:					
Early Retirement	28,559	-	0.00%	-	0.00%
Instructional - Other	974,734	184,200	18.90%	171,887	17.57%
Support - Other	268,970	35,655	13.26%	37,432	16.61%
BENEFITS:					
Insurance - Dental	122,872	27,879	22.69%	27,284	23.49%
Insurance - Medical	2,125,725	462,148	21.74%	459,259	23.57%
Insurance - Other	69,117	17,785	25.73%	12,042	13.55%
Retirement	1,650,788	362,848	21.98%	345,005	23.11%
SERVICES:					
Advertising	381,900	63,094	16.52%	86,074	22.60%
Legal	60,000	8,716	14.53%	5,716	11.43%
Maintenance/Repair	292,450	82,644	28.26%	61,727	28.10%
Postage	113,800	21,310	18.73%	33,679	47.10%
Printing/Publishing	126,750	20,880	16.47%	10,982	10.17%
Professional/Technical	884,225	139,439	15.77%	163,252	18.88%
Property	137,000	144,905	105.77%	90,337	58.51%
Rentals	53,580	4,765	8.89%	8,397	8.18%
Software Upgrades	451,900	196,628	43.51%	127,684	32.37%
Travel	181,750	11,333	6.24%	978	0.61%
Utilities	566,292	108,033	19.08%	123,926	21.02%
SUPPLIES:					
Equipment - Noncapital	249,680	14,039	5.62%	134,483	60.79%
Food	89,650	16,741	18.67%	3,438	3.87%
Instructional Supplies	582,850	142,280	24.41%	113,152	21.72%
Other	400,250	58,135	14.52%	87,545	23.30%
Resale	680,800	337,381	49.56%	350,470	52.96%
Software	413,625	180,191	43.56%	72,248	24.84%
OTHER:					
Bad Debt	180,000	(6,504)	-3.61%	(39,984)	-19.99%
Dues/Fees	425,023	64,045	15.07%	45,948	14.06%
Liability Insurance	109,000	103,688	95.13%	104,582	104.58%
Miscellaneous	167,500	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 23,170,754	\$ 5,428,639	23.43%	\$ 5,122,285	23.81%
EQUIPMENT:					
Building Improvements	\$ 904,750	\$ 788	0.09%	\$ 1,383,431	54.78%
Equipment	1,857,643	37,684	2.03%	26,103	3.22%
Information Technology	-	-	#DIV/0!	-	0.00%
Land Improvements	197,992	-	0.00%	240,604	19.47%
SUBTOTAL - CAPITAL:	\$ 2,960,385	\$ 38,472	1.30%	\$ 1,650,138	35.51%
TOTAL EXPENDITURES:	\$ 26,131,139	5,467,112	20.92%	\$ 6,772,423	25.89%
REVENUE OVER (UNDER) EXPENSE:	\$ -	\$ 3,303,140		\$ 2,013,932	
BEGINNING FUND BALANCE:		4,361,901			
ENDING FUND BALANCE:		\$ 7,665,041			

POST SECONDARY - BOOKSTORE

	FY22 BUDGET	SEPTEMBER 21 YTD	SEPTEMBER 21 PERCENT	SEPTEMBER 20 YTD	SEPTEMBER 20 PERCENT
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	792,683	49.36%	762,415	44.74%
TOTAL REVENUES:	\$ 1,606,000	\$ 792,683	49.36%	\$ 762,415	44.74%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	108,528	28,428	26.19%	26,998	27.24%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	5,509	12.24%	8,120	18.05%
BENEFITS:					
Insurance - Dental	1,382	345	24.99%	345	24.99%
Insurance - Medical	24,237	6,059	25.00%	6,269	25.00%
Insurance - Other	2,229	212	9.52%	150	21.24%
Retirement	16,215	3,975	24.52%	3,838	25.11%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	25,000	10,813	43.25%	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	544,246	42.35%	524,748	38.11%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	929	100.00%	(208)	100.00%
Dues/Fees	72,000	21,745	30.20%	1,400	1.94%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	20,177	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 1,603,968	\$ 622,312	38.80%	\$ 575,892	34.11%
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	\$ 622,312	38.80%	\$ 575,892	34.11%
REVENUE OVER (UNDER) EXPENSE:	\$ 2,032	\$ 170,370		\$ 186,524	
BEGINNING FUND BALANCE:		2,039,200			
ENDING FUND BALANCE:		\$ 2,209,570			

POST SECONDARY - FOOD SERVICE

	FY22 BUDGET	SEPTEMBER 21 YTD	SEPTEMBER 21 PERCENT	SEPTEMBER 20 YTD	SEPTEMBER 20 PERCENT
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	23,856	6.04%	14,450	3.48%
TOTAL REVENUES:	\$ 395,000	\$ 23,856	6.04%	\$ 14,450	3.48%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	85,795	21,417	24.96%	19,696	25.01%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	65,000	7,407	11.39%	9,110	14.02%
BENEFITS:					
Insurance - Dental	975	244	25.00%	244	25.00%
Insurance - Medical	17,707	4,427	25.00%	4,427	25.00%
Insurance - Other	7,511	253	3.37%	175	13.77%
Retirement	15,885	3,406	21.44%	3,200	22.49%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	6,000	813	13.55%	21	0.48%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	500	-	0.00%	-	0.00%
Professional/Technical	1,500	(1,150)	-76.67%	100	5.00%
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	2,740	13.70%	7,891	31.56%
Resale	175,000	26,227	14.99%	15,993	8.42%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	7,000	328	4.69%	274	4.57%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	21,645	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 424,518	\$ 66,926	15.77%	\$ 61,129	14.28%
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	\$ 66,926	15.77%	\$ 61,129	14.28%
REVENUE OVER (UNDER) EXPENSE:	\$ (29,518)	\$ (43,070)		\$ (46,680)	
BEGINNING FUND BALANCE:		169,879			
ENDING FUND BALANCE:		\$ 126,809			

POST SECONDARY - CHILDCARE

	FY22 BUDGET	SEPTEMBER 21 YTD	SEPTEMBER 21 PERCENT	SEPTEMBER 20 YTD	SEPTEMBER 20 PERCENT
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	328,000	30,963	9.44%	19,917	6.07%
TOTAL REVENUES:	\$ 328,000	\$ 30,963	9.44%	\$ 19,917	6.07%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	186,038	38,548	20.72%	35,979	20.08%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	2,643	5.87%	1,031	2.29%
BENEFITS:					
Insurance - Dental	3,738	578	15.46%	533	15.99%
Insurance - Medical	57,557	8,450	14.68%	8,130	15.29%
Insurance - Other	1,172	675	57.58%	457	15.60%
Retirement	27,496	5,066	18.43%	4,745	19.81%
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%	49	49.21%
Instructional Supplies	-	2,753	100.00%	786	#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	(94)	-1.88%	(1,014)	-20.27%
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	\$ 58,619	17.32%	\$ 50,747	15.74%
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	\$ 58,619	17.32%	\$ 50,747	15.74%
REVENUE OVER (UNDER) EXPENSE:	\$ (10,431)	\$ (27,656)		\$ (30,830)	
BEGINNING FUND BALANCE:		(18,171)			
ENDING FUND BALANCE:		\$ (45,827)			

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

	#23	#52	#53	#54
	Post			
	Secondary	Bookstore	Food Service	Child Care
	Vocational	Enterprise	Enterprise	Enterprise
	Fund	Fund	Fund	Fund
Cash Balance August 31, 2021	\$ 2,101,977.72	\$ 1,305,007.15	\$ (1,016.39)	\$ (116,918.85)
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	6,244,773.08	-	-	-
Sales of Goods/Services	584,544.24	740,235.96	18,404.16	21,670.67
Other Sources	124,825.83	-	-	-
State Sources:	-	-	-	-
Federal Sources:	535,494.33	-	-	29,700.00
Expenditures:				
Personnel	(1,335,550.56)	(18,061.99)	(16,294.56)	(24,196.07)
Services	(389,295.38)	(10,312.14)	1,045.92	-
Supplies	(653,615.97)	(545,221.33)	(16,096.54)	(2,625.61)
Capital	(35,585.00)	-	-	-
Other	(15,946.10)	(22,242.98)	(118.11)	(57.63)
Transfers	-	-	-	-
(Increase)/Decrease in Assets	(5,096,365.40)	(328,273.57)	(3,505.33)	(10,177.85)
Increase/(Decrease) in Liabilities	-	-	-	-
Net Cash Provided By (Used In) Operating Activities:	\$ (36,720.93)	\$ (183,876.05)	\$ (16,564.46)	\$ 14,313.51
Cash Balance September 30, 2021	<u>\$ 2,065,256.79</u>	<u>\$ 1,121,131.10</u>	<u>\$ (17,580.85)</u>	<u>\$ (102,605.34)</u>
 Cash Balance June 30, 2021	 \$ 3,730,824.52	 \$ 1,067,669.25	 \$ 17,615.41	 \$ -
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	6,623,799.62	-	-	-
Sales of Goods/Services	584,544.24	792,682.53	23,856.34	30,801.86
Other Sources	3,891.78	-	-	161.44
State Sources:	1,584,104.89	-	-	-
Federal Sources:	(26,088.66)	-	-	-
Expenditures:				
Personnel	(3,716,896.29)	(44,529.10)	(37,152.64)	(55,959.86)
Services	(801,747.41)	(10,812.60)	336.86	-
Supplies	(748,766.15)	(544,295.82)	(29,782.56)	(2,753.22)
Capital	(38,472.35)	-	-	-
Other	(161,229.36)	(22,674.63)	(328.06)	94.03
Transfers	-	-	-	-
(Increase)/Decrease in Assets	(3,903,349.12)	(76,510.11)	12,051.76	19,277.96
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:	\$ (1,665,567.73)	\$ 53,461.85	\$ (35,196.26)	\$ (102,605.34)
Cash Balance September 30, 2021	<u>\$ 2,065,256.79</u>	<u>\$ 1,121,131.10</u>	<u>\$ (17,580.85)</u>	<u>\$ (102,605.34)</u>

Rich Kluin
Prepared by

10/29/2021
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>
Instructor, full-time		
Breitling, Rodney	186 Day, Land Survey Science	06-30-22
Instructor, Adjunct, part-time		
Dunn, Samantha	Gen Ed	07-30-21
Schlepp, Jeffrey	Architectural Eng Tech	05-20-21
Other Help, part-time		
Dent, Julie	Food Service	09-16-21
Walk Valenzuela, Maria	Food Service	10-08-21

2. **Change of Status**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Custodial/Maintenance, full-time, per hour			
Dyke, Amy	Finance and Operations	12 Mo, 1.0 FTE, Non-Exempt, Custodian, Level I, Step 1, \$15.97 per hour	12 Mo, 1.0 FTE, Non-Exempt, Lead Custodian, Level K, Step 1, \$18.13 per hour, Effec. 10-24-21

3. **Work Schedule Change**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual			
Christian, Becca	Health Core	186 Day, 1.0 FTE, Lane 6, Step 6, \$57,252.00	186 Day, 1.0 FTE, Lane 6, Step 6, \$52,327.10, 170dy prorated, Effec. 09-20-21

4. **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				
Congdon, Karen	Food Service	10-31-21	\$13.00	\$13.50
Rich, Sarah	Bookstore	10-03-21	12.50	14.50

5. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Advisor, Student Club, stipend			
Gries, Keith	Veteran's Center	07-01-21	\$500.00
Hansen, Micah	Southeast Pride	07-01-21	500.00
Harder, Elizabeth	Game Club	07-01-21	500.00
Prokop, Marcella	Multicultural Club	07-01-21	500.00
Reisch, Chelsea	Cru	07-01-21	500.00
Valdez, Martin	Veteran's Center	07-01-21	500.00
Weihe, Kimberly	Turning Point USA	07-01-21	500.00
Advisor, Student Organization, stipend			
Berry, Vincent	Skills USA	07-01-21	\$3,100.00
Borgen, Cory	GCSAA/Dakota Turf	07-01-21	3,100.00
Breitling, Rodney	Civil/Land Survey	07-01-21	1,550.00
Grinkmeyer, Brett	NAHB	07-01-21	1,550.00
Harder, Elizabeth	Student Government	07-01-21	1,550.00
Haynes, Matthew	NAHB	07-01-21	1,550.00
Kassing, Elizabeth	Civil/Land Survey	07-01-21	1,550.00
Leloux, Loretta	Early Childhood	07-01-21	3,100.00
Merritt, Jason	Skills USA	07-01-21	3,100.00
Pottratz, Jennifer	Nursing/LPN	07-01-21	3,100.00
Prouty, Terry	Skills USA	07-01-21	3,100.00
Reisch, Chelsea	Student Government	07-01-21	1,550.00
Ringling, Benjamin	Landscape/Horticulture	07-01-21	3,100.00
Employment Contract, full-time, per hour			
Vis, Ashley	12 Mo, 1.0 FTE, Academic Resources & Accommodations Asst, Level F, Step 1	11-01-21	\$20.89
Instructor, Clinical Instructor/Other Instructor Activity, part-time, per hour			
Schoenberger, Emily	Nursing	10-04-21	\$43.00/\$24.00
Instructor, Non-Clinical Instructor/Other Instructor Activity, part-time, per hour			
Bratton, Jocelyn	Vascular Sonography	10-05-21	\$32.00/\$24.00
Hauglid, Wade	Health Core	10-05-21	32.00/24.00
Instructor, Other Instructor Activity, part-time, per hour			
Hunking, Debra	Gen Ed	11-01-21	\$24.00
Other Help, part-time, per hour			
Jones, Jasmine	Food Service	10-25-21	\$13.00
Williams, Haley	Bookstore	10-18-21	13.50
Student Help, part-time, per hour			
Engbrecht, Delaney	Bookstore	10-18-21	\$13.50
Parker, Liam	Bookstore	10-18-21	13.50

Southeast Tech
STC Day
EXECUTIVE SUMMARY

Purpose:

To inform the Board of the recent Service to Community (STC) Days.

General Education faculty member Kristin Wellnitz will provide an overview of the many volunteer activities completed by Southeast Tech students, faculty, and staff for “Service to Community” STC Day, Oct. 28 & 29. Volunteer activities completed for STC Day included service to Feeding South Dakota, Church on the Street sandwich preparation and distribution to the downtown community, Rake the Town, and meal preparation and service at the Banquet. Overall, nearly 200 students and STC employees took part in contributing to STC community efforts.

Administrative Recommendation to School Board:

To acknowledge the STC Day report.



SOUTHEAST
Technical College

Service To Community (STC) Days

Fall 2021 – October 28 & 29

Summary of Events:

- Service Locations:
 - Feeding South Dakota
 - The Banquet West
 - Rake the Town
 - Church on the Street
- 120 sandwiches prepared and distributed
- 96 meals prepared and served
- 131 bags of leaves raked and dropped off from 5 homes
- Bagged leaves brought to drop-off from additional 18 homes
- SGA – Laundry Basket Drive
- Sports Turf Program – Community Baseball Field Renovation in Humboldt, SD
- Health Programs – Walk a Mile in Her Shoes & Fill A Backpack
- 235 participants
- 418 total hours of community service



SOUTHEAST
Technical College



SERVICE TO COMMUNITY



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Engineering Technology Program Update Executive Summary

Purpose of Report: To provide the Sioux Falls School District with an update on the Architectural Engineering, Civil Engineering, Land Surveying, and Mechanical Engineering Programs at Southeast Tech.

The Architectural Engineering, Civil Engineering, Land Surveying, and Mechanical Engineering Programs are two-year Associate of Applied Science Programs. Graduates of the programs are employed throughout the region as drafters, contractors, consultants, surveyors, inspectors, managers, and technicians.

Administrative Recommendation to School Board: Acknowledge the report on the Engineering Technology Programs.

Report Prepared by:
Beth Kassing, Rod Breitling, Brett Grinkmeyer, Mark Schmidt
Presented by:
Beth Kassing, Rod Breitling, Brett Grinkmeyer, Mark Schmidt

November 3, 2021

Our Story : Engineering Technology

Land Surveying Science

Civil Engineering Technology

Architectural Engineering Technology

Mechanical Engineering Technology

Report to Sioux Falls School Board
November 3, 2021

Our Programs

- **Land Surveying Science Technology**
- **Civil Engineering Technology**
- **Architectural Engineering Technology**
- **Mechanical Engineering Technology**

Civil Engineering Technology Land Surveying Science



Our Faculty

Civil Engineering Technology Advisor

Elizabeth Kassing, BS, PE & LSIT

- 12 years educator



Land Surveying Science Advisor

• ***Rod Breitling, MEd, PLS***

- 36 years educator



Who are Our Students?

- Traditional Students
 - Iowa, Minnesota, South Dakota, Nebraska
- Transfer Students
 - Transfer from BS programs
- Non-Traditional
 - Seeking new careers, advancement or retraining

What the students learn?

Civil Engineering Tech

Transportation

Geotechnical

Environmental

Structural

Water Resources

Land Surveying Science

Fundamental and High Tech Surveying Equipment

Advanced Civil3D CAD

Geodesy & GPS

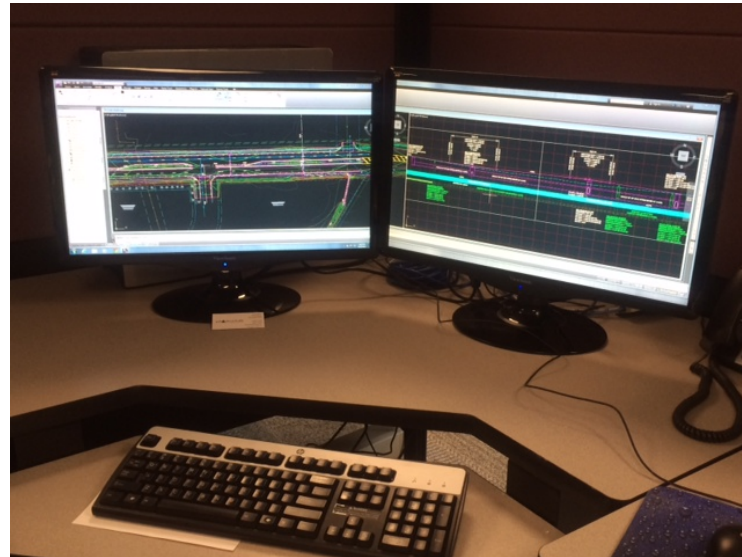
Boundary Law

Route Layout and Design

Staking engineered projects

What do our students learn?

4 semesters of surveying → 4 semesters of CAD



Two Degrees in Two Years

Civil

Construction
Materials Testing

Statics

Water /
Wastewater

Land Surveying

Intro To Geodetics

Research &
Platting

Boundary Law

• Land Surveying Science wins National Award

NCEES Surveying Education Award



The NCEES Surveying Education Award recognizes surveying/geomatics programs that have a broad and robust curriculum and best reflect NCEES' mission to advance licensure for surveyors in order to safeguard the health, safety, and welfare of the public. The award is intended to encourage programs to engage their students with other professionals, introduce them to both historical and new technology, and promote licensure.

2016 winners

NCEES awarded a \$10,000 prize to ten qualifying programs to assist with each program's continued efforts to promote the importance and value of licensure. The award jury considered criteria such as student outcomes, student involvement, outreach, and recruitment.

\$10,000 winners

Ferris State University
College of Engineering Technology
Surveying Engineering program

Michigan Technological University
School of Technology
Surveying Engineering program

Nicholls State University
Department of Applied Sciences
Geomatics program

Oregon Institute of Technology
College of Engineering, Technology, and Management
Geomatics program

Parkland College
Department of Engineering Science and Technologies
Construction Design and Management: Land Surveying program

Southeast Technical Institute
Department of Engineering Technology
Land Surveying Science Technology program

The University of Akron
College of Applied Science and Technology
Surveying and Mapping program

Troy University
College of Arts and Sciences
Surveying and Geomatics Sciences program

University of Florida
School of Forest Resources and Conservation
Geomatics program

University of Maine
College of Engineering
Surveying Engineering Technology program

- Only Land Survey Science Program in the region (South Dakota, Nebraska, Iowa, Kansas)
 - Minnesota, St. Cloud State (BS in Land Surveying)



DATA

We also have students in Minnesota, Iowa, Nebraska, North Dakota, and Colorado.

PROGRAM	Civil Engineering Technology			
	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	35	16	22	22
New Students	20	9	13	15
Returning Students	15	7	9	7
Program Retention Rate	85%	69%	81%	68%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	18	8	8	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	100%	100%	
<i>SDBOTE Prior Academic Year</i>				

PROGRAM	Land Surveying Science			
	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	9	8	12	19
New Students	5	4	10	13
Returning Students	4	4	2	6
Program Retention Rate	92%	89%	100%	83%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	19	9	9	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	100%	100%	
<i>SDBOTE Prior Academic Year</i>				

What the students do?

- Civil Engineering Tech

- Construction Inspection
- Soils/Materials Testing
- CAD Technician
- Survey Technician
- Contractor (Estimating, GPS/CAD specialist)



- Land Surveying Science

- Surveys
 - Boundary
 - Topographic
 - Easements
 - Alta
- Legal Documents (Plats)
- Research properties



Where do they work?

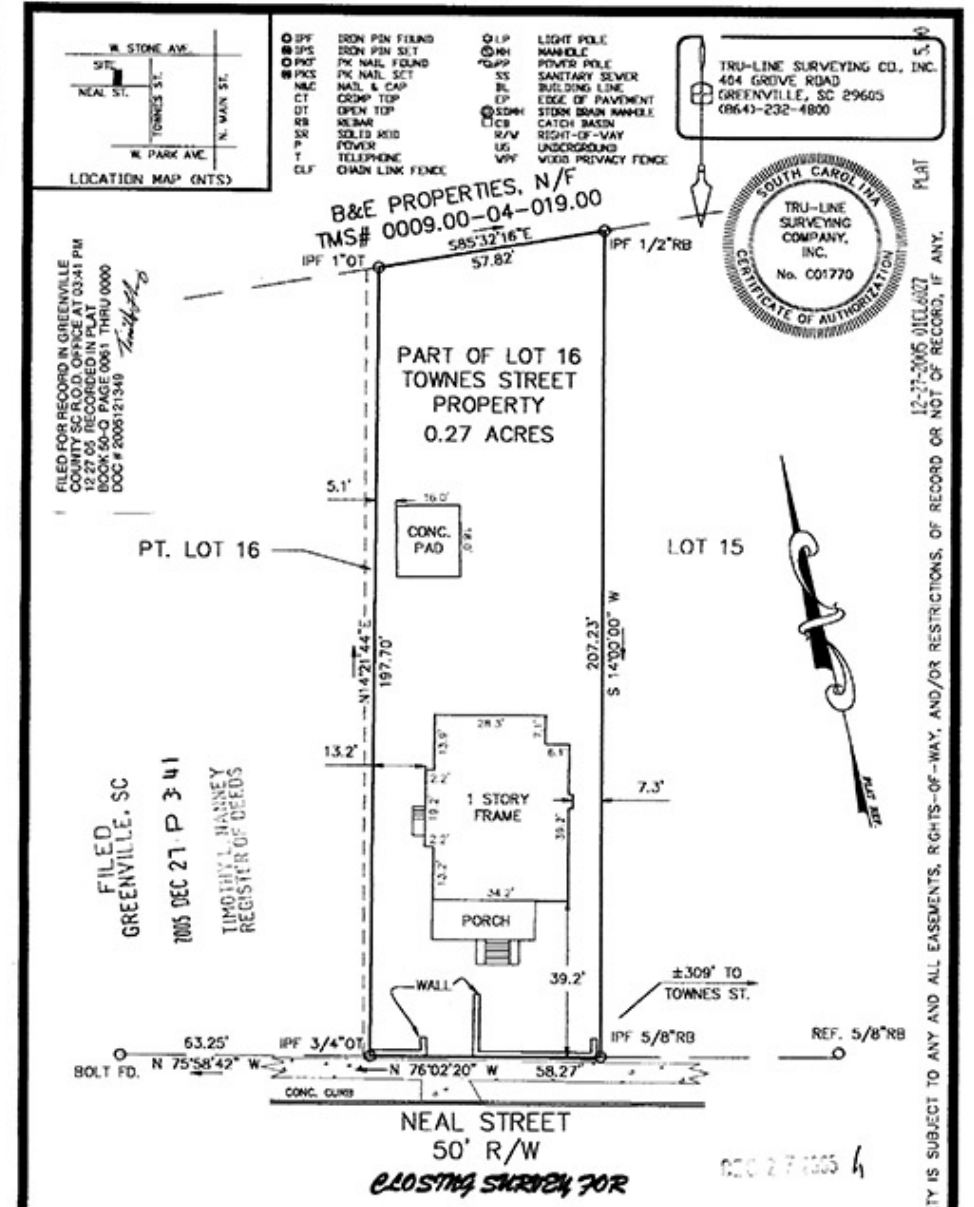
- Contractors
 - Double H Paving, BX Civil & Construction, Bowes Construction
- City, County, State, Federal Agencies
- Private Consulting Firms
 - Banner & Associates, HRGreen, HDR, Midwest Land Surveying
- Geotechnical Firms
 - GeoTek, American Engineering Testing

- Land Surveying Science
- If they want to continue to obtain their Professional Land Surveying License
 - 24 semester credit hours
 - 6 hour national exam
 - 7 years under a Registered Land Surveyor
 - 8 hour exam

Fundamentals of Surveying (FS)

(2021) 7 of 7 passed FS

National Average = 62%*
(quarterly average)



Our Faculty

- ***Brett Grinkmeyer, AIA, LEED AP***
- 11 years educator
- 21 years of industry experience



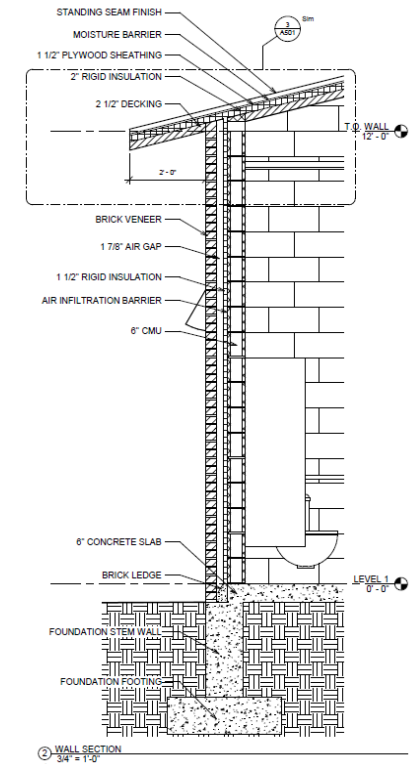
Who are Our Students?

- Traditional Students
 - Iowa, Minnesota, South Dakota, Nebraska
- Transfer Students
 - Transfer from BS programs
- Non-Traditional
 - Seeking new careers, advancement or retraining



What Architectural Engineering Technology students learn?

- Communicate through writing, speech, and representational media
- Create technical documents for design and construction.
- Learn Relevant codes and regulations.
- Analyze the financial implications of materials and systems.
- Differentiate and consider implications for design of various building materials and assemblies
- Collaborate with others to complete design projects.



What AET students do?

- Learn the fundamentals of the drafting industry
- Learn to use BIM and CAD software
- Create technical drawings for commercial and residential projects
- Learn properties and attributes of construction materials
- Design a commercial building
- Network with others in the AEC industry
- Develop the skills to help them meet the workforce needs of our region



AET Careers

- CAD Drafter
- Estimator
- BIM Coordinator
- Project Manager
- Building Inspector
- Construction Manager

Where AET students are Employed?

TSP

Koch Hazard

West Plains

Engineering

Scotts Lumber

Paul Fick Homes

Architecture

Incorporated

Ciavarella Design

Rise Structural

DATA

	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	30	40	34	37
New Students	19	28	15	30
Returning Students	11	12	19	7
Program Retention Rate	81%	73%	78%	59%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	12	13	13	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	100%	80%	
<i>SDBOTE Prior Academic Year</i>				

Mechanical Engineering Technology

Our Faculty

- **Mark Schmidt AAS, BA**
 - Mechanical Engineering Technology Advisor
 - 8 years of industry experience



Who are Our Students?

- Traditional Students-
 - Iowa, Minnesota, South Dakota, Nebraska
- Transfer Students-
 - Transfer from BS programs
- Non-Traditional-
 - Seeking new careers, advancement or retraining

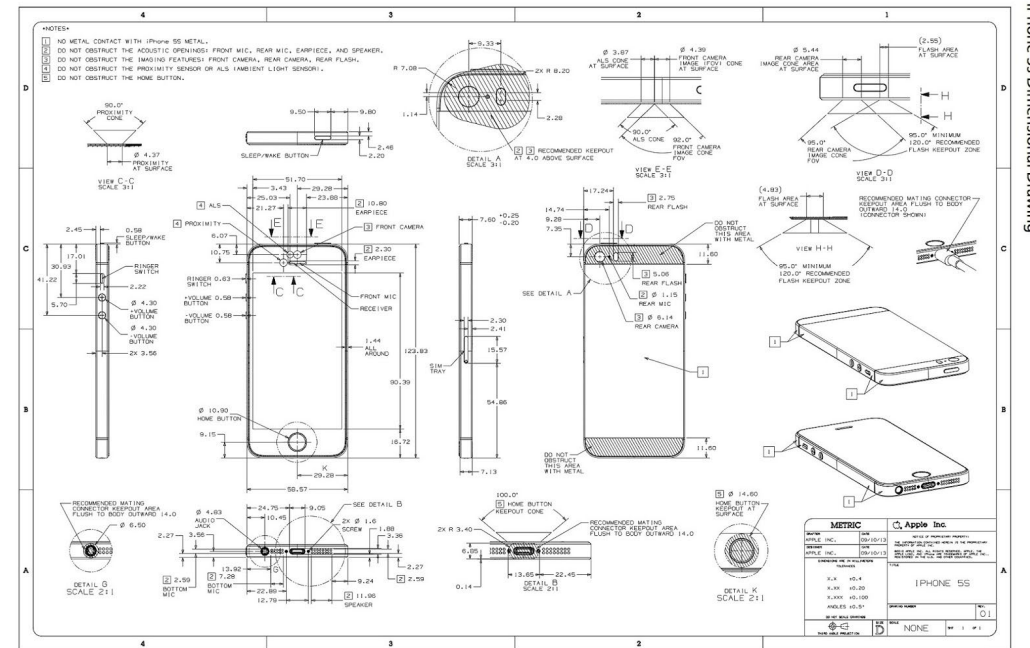
What Mechanical Engineering Technology students learn?

- How the manufacturing environment works
- How to draw working drawings, 3D models, and assemblies
- How to reverse engineer
- How to design parts for manufacturing
- How things are made and use of appropriate materials



What MET students do?

- Create 3D Models
- Detail Drawings for Production
- Use 3D Printing Technology to Make their Designs
- Build and Troubleshoot Prototypes
- Create and Analyze Data to Evaluate Production Methods



iPhone 5s Dimensional Drawing

Careers

- CAD Drafter
- Mechanical Designer
- Manufacturing Engineering Technician
- Quality Engineering Technician

Where MET students are employed?

Spartan ERV

Rosenbauer

Daktronics

Amesbury Truth

Dakotaland

Wilson Trailers

Interstate Electric

Malloy Electric

Raven

Kolberg Pioneer

Masaba

3M

Tiger Mowers

Trail King

Twin City Fan

Caterpillar

Heiman Fire

Alkota

Adams Thermal

Design Tanks

Diamond Mowers

Creative

Surfaces

Truxedo

Poet

We also have students in Minnesota, Iowa, Nebraska, North Dakota, and Colorado.

DATA

	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	36	27	24	28
New Students	14	15	23	11
Returning Students	22	12	11	17
Program Retention Rate	82%	89%	81%	85%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	20	10	12	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	92%	100%	
<i>SDBOTE Prior Academic Year</i>				

Thank you

Administrative Recommendation to School Board:

To acknowledge the Southeast Tech : Our Story Report

Questions?

Southeast Technical College
Accessibility Services Update
EXECUTIVE SUMMARY

Purpose:

Provide the School Board with an update on Accessibility Services at Southeast Technical College.

Accessibility Services Updates & Future Goals

- Formal change from Disability Services to Accessibility Services in June/July 2021
 - Fall 2021 number of students served is consistent with past semesters
 - Proactive, early contact with students is showing an increase in students signing up for, renewing, and utilizing services
 - Goals for 2022 are focused around engaging more students to use Accessibility Services and to identify procedures that can be made more efficient and effective for students
-

Administrative Recommendation to School Board:

To acknowledge the functions and goals of Accessibility Services at Southeast Tech.



SOUTHEAST
Technical College

Accessibility Services: Overview & Goals

Nadine Gjerde, Accessibility Services Coordinator

Accessibility Services Overview

- June/July 2021: Formal Change from Disability Services to Accessibility Services
- Purpose: To ensure equal access for qualifying students with disabilities to all academic programs and co-curricular activities at Southeast Tech through the provision of reasonable accommodations
- Two Full-Time Staff
 - Accessibility Services Coordinator
 - Academic Resource & Accommodations Assistant
 - Beginning November 1st, 2021

Fall 2021 Numbers

- 80 students are currently approved for accommodations
 - Increase from Spring 2021 by 5 students
 - Increase from Fall 2020 by 17 students
- 11 students currently in the application phase
- 58% of students who renewed or began receiving accommodations were signed up before the first day of class
- 66% of students were signed up by the end of the first week of class

2021 Progress Initiatives

- Accessibility Services participation in Academic Advising & Registration Days
- Increased outreach to students prior to the start of each semester
- Proactive contact with students throughout the semester
- Revision of Registration Form, STC website, and Accommodation Letters
- Trainings for and Increased Collaboration with Faculty and Staff
 - Understanding Accessibility Accommodations
 - Document & Digital Accessibility

2022 Goals

- Increase contact with local high schools to interact with students with disabilities who may be interested in pursuing higher education.
- Host 2022 Catch the Wave Event – March 29th, 2022
- Increase our proactive contact with students throughout the year to renew accommodations and troubleshoot issues.
- Increase participation in new faculty training on purposes of and participation with Accessibility Services.
 - Host a Spring 2022 training series about accessible documents and course content.
- Develop new, efficient methods for tracking current students and reporting data



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**FY22 First Quarter Financials
EXECUTIVE SUMMARY**

Purpose of Report:

The Vice President of Finance/Operations will present an oral report to review Southeast Tech's FY22 first quarter financials.

Administrative Recommendation to School Board:

Acknowledge the report on Southeast Tech's FY22 first quarter financials.



SOUTHEAST
Technical College

FY22 Budget – 1st Qtr. Results

Presented by Rich Kluin, Vice President Finance/Operations

11.03.21

FY22 Budget – YTD Actual, Projections

FY22 Revenues – Tuition

Category	FY22 Budget	FY22 - YTD	FY22 YTD %	FY21 YTD %
Tuition*	\$7,316,110	\$3,378,162	46.17%	50.59%
Fees	\$6,746,360	\$3,245,637	48.11%	51.94%
State	\$8,474,811	\$1,584,105	18.69%	20.10%
Federal	\$2,020,108	(\$26,088)	-1.29%	-3.54%
Other	\$1,573,750	\$588,436	37.39%	33.18%
Total	\$26,131,139	\$8,770,252	33.56%	36.48%

*FY22 Budget includes \$208,750 for Corporate Education, which has been excluded from analysis.

FY21 Credits

Credits	FY21 1 st Qtr.	FY21 Final	1 st Qtr. as % of Final	FY21 Budget	Actual as % Budget
Standard	25,981	52,632	49.36%	54,484	96.60%
Dual	968	2,226	43.49%	2,540	87.64%
Concurrent	0	79	0%	146	54.11%
Total Credits	26,949	54,937	49.05%	57,170	96.09%
Total \$'s	\$3,260,829	\$6,641,636	49.10%	\$6,906,960	96.16%

FY22 Credits

Credits	FY22 1 st Qtr.	FY22 Projected	1 st Qtr. as % of Projected	FY22 Budget	Projected as % Budget
Standard	25,052	50,754	49.36%	55,159	92.01%
Dual	908	2,088	43.49%	2,128	98.12%
Concurrent	119	198	166.39%	79	250.63%
Total Credits	26,079	53,040	49.17%	57,396	92.41%
Total \$'s	\$3,224,791	\$6,561,977	49.14%	\$7,103,588	92.38%

FY22 Budget – YTD Actual, Projections

FY22 Revenues – Fees

Category	FY22 Budget	FY22 - YTD	FY22 YTD %	FY21 YTD %
Tuition	\$7,316,110	\$3,378,162	46.17%	50.59%
Fees*	\$6,746,360	\$3,245,637	48.11%	51.94%
State	\$8,474,811	\$1,584,105	18.69%	20.10%
Federal	\$2,020,108	(\$26,088)	-1.29%	-3.54%
Other	\$1,573,750	\$588,436	37.39%	33.18%
Total	\$26,131,139	\$8,770,252	33.56%	36.48%

*FY22 Budget includes \$2,000 for Laptop rentals, which has been excluded from analysis.

FY21 Fees

Fees	FY21 1 st Qtr.	FY21 Final	1 st Qtr. as % of Final	FY21 Budget	Actual as % Budget
Standard	\$2,392,529	\$4,938,313	48.45%	\$5,012,565	98.52%
Online	\$269,788	\$664,925	40.57%	\$621,090	107.06%
Program	\$113,950	\$295,294	38.59%	\$238,767	123.68%
Other	\$41,397	\$178,920	23.14%	\$108,225	165.32%
Total	\$2,817,664	\$6,077,452	46.36%	\$5,980,647	101.62%

FY22 Fees

Credits	FY22 1 st Qtr.	FY22 Projected	1 st Qtr. as % of Final	FY22 Budget	Projected as % Budget
Standard	\$2,382,741	\$4,917,938	48.45%	\$5,263,214	93.44%
Online	\$253,450	\$624,723	40.57%	\$653,490	96.60%
Program	\$314,585	\$815,198	38.59%	\$733,456	111.11%
Other	\$37,710	\$162,965	23.14%	\$94,200	173.00%
Total	\$2,988,486	\$6,520,824	45.83%	\$6,744,360	96.69%

FY22 Budget – YTD Actual, Projections

FY22 Revenues – State Support

Category	FY22 Budget	FY22 - YTD	FY22 YTD %	FY21 YTD %
Tuition	\$7,316,110	\$3,378,162	46.17%	50.59%
Fees	\$6,746,360	\$3,245,637	48.11%	51.94%
State^{1,2,3,4,5}	\$8,474,811	\$1,584,105	18.69%	20.10%
Federal	\$2,020,108	(\$26,088)	-1.29%	-3.54%
Other	\$1,573,750	\$588,436	37.39%	33.18%
Total	\$26,131,139	\$8,770,252	33.56%	36.48%

¹FY22 Budget includes \$472,350 in equipment purchase support, excluded from analysis.

²FY22 Budget includes \$78,900 for ABE support, excluded from analysis.

³FY22 Budget includes \$398,882 in Maintenance/Repair support, excluded from analysis.

⁴FY22 Budget includes \$95,590 in HB1182 support, excluded from analysis.

⁵FY22 Budget includes \$54,700 in BOR facility reimbursements, excluded from analysis.

FY21 State Support

Credits	FY21 1 st Qtr.	FY21 Final	1 st Qtr. as % of Final	FY21 Budget	Actual as % Budget
Formula Distribution	\$1,593,810	\$6,654,726	23.95%	\$6,649,731	100.08%
Tuition Buydown	\$270,770	\$591,650	45.77%	\$571,475	103.53%
Total \$'s	\$1,864,580	\$7,246,376	25.73%	\$7,221,206	100.35%

FY22 State Support

Credits	FY22 1 st Qtr.	FY22 Projected	1 st Qtr. as % of Projected	FY22 Budget	Projected as % Budget
Formula Distribution	\$1,703,610	\$6,754,134	25.22%	\$6,800,727	99.31%
Tuition Buydown	\$261,970	\$530,400	49.39%	\$573,662	92.46%
Total \$'s	\$1,965,580	\$7,284,534	26.98%	\$7,374,389	98.78%

FY22 Revenues – Projected Impact

Category	FY22 Projected	FY22 Budget	FY22 Projected Variance
Tuition	\$6,561,977	\$7,103,588	(\$541,611)
Fees	\$6,520,824	\$6,744,360	(\$223,536)
State	\$7,284,534	\$7,374,389	(\$89,855)
Total	\$20,367,335	\$21,222,337	(\$855,002)

FY22 Expenditures – Projected Impact

Category	FY22 – 1 st Qtr.	FY22 Budget	FY22 Pace – 1 st Qtr.	FY21 Pace – 1 st Qtr.	FY21 Actual to Budget	Factor	Projected FY22	FY22 Projected Variance
FT Wages*	\$2,626,381	\$11,381,964	23.07%	23.62%	101.17%	4.3853	\$11,517,469	(\$135,505)
Wages -Other	\$219,855	\$1,272,263	17.28%	16.43%	95.99%	5.5550	\$1,221,295	\$50,968
Benefits*	\$870,661	\$3,968,502	21.94%	23.14%	97.63%	4.4499	\$3,874,354	\$94,148
Services	\$801,747	\$3,249,647	24.67%	23.02%	98.82%	4.0057	\$3,211,558	\$38,089
Supplies	\$748,766	\$2,416,855	30.98%	35.26%	104.23%	3.3644	\$2,519,148	(\$102,293)
Other	\$161,229	\$881,523	18.29%	13.50%	96.48%	5.2750	\$850,483	\$31,040
Total - Operating	\$5,428,639	\$23,170,754	23.43%	23.81%	99.40%		\$23,194,307	(\$23,553)

*FY21 Actual amounts adjusted for FY21 insurance premium holiday and lump sum payout.



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