

SIOUX FALLS SCHOOL BOARD**Kate Serenbetz****Wednesday, April 6, 2022 4:00 PM** **President****Instructional Planning Center****Robert Griggs****201 East 38th Street, Sioux Falls****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 March 2, 2022
- V. Approval of Agenda
- VI. Conflicts of Interest
- VII. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Disposal of School District Property
 2. Approval of Grant Application
 - 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. Counseling Services Report
 - B. Automotive Technology, Collision Repair and Refinish and Diesel Technology Academic Report
 - C. New Academic Program Report - Medical Lab Technician
 - D. Academic Technology Installation Report
 - E. FY23 Budget Guidelines, Timelines and Outlook Report
- IX. Adjournment

SCHOOL BOARD MEETING

Wednesday, March 2, 2022

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, March 2, 2022 at 4:05 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 ST00613

A motion was made by Carly R. Reiter and seconded by Nan Baker five (5) votes “yes” on roll call **approving the minutes of a meeting** held on February 2, 2022 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00614

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

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

Action ST00615

A motion was made by Nan Baker and seconded by Kate Parker, 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.	22-012STC, RJG	Alternative HRD	Temporary HR Administrative Support	+\$25,000
b.	22-013STC, MMF	SD Dept of Labor and Regulation	Healthcare Bridge for Adult Education and Literacy Students	\$47,500

c.	22-014STC, EJV	AVI Systems (MRF ST#454)	Microsoft Teams Rooms Bid Item #1 Classrooms Bid Item #3 Auditorium Bid Item #4 Commons Bid Item #5 Collaboration Rooms	\$34,193.29 per room \$34,477.72 \$76,464.54 \$1,622.62 per room
d.	22-015STC, EJV	Mid States AV (MRF ST#455)	Microsoft Teams Conference Rooms – Bid Item #2	\$8,883.79 per room

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.	Miller Continuum 350	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
b.	Lincoln PowerWave 450	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
c.	Lincoln PowerMig 300	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
d.	Miller XMT 350 MPA (F00000004508)	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
e.	Lincoln Power Mig 200	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
f.	Lincoln Pipework 400 (F00000004515)	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
g.	Miller Invision 450 (F00000004512)	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016
h.	Lincoln SP125 Carts (7)	Southeast Technical College	Dennis Howard Craig Peters Jason Merritt	\$500	2022- ST0016

A3. Amendment of Previous School Board Action

Amending School Board Action, as follows:

- a. Amending Action ST00556.A12, adopted 07.12.21 amending Tuition and Fees for Southeast Technical College. Add CDL Class B-Entry Level Driver Training at \$750.00 per student; Add CDL Class B – Final Field Driving Exam at \$150.00 per student.

A4. Ratification of Grant Application

Authorizing Southeast Technical College to enter into and execute all documents related to the State of South Dakota Department of Social Services, Division of Economic Assistance Grant and further ratifying the actions of the Scarbrough Child Care Center Program Director to receive funds available under the American Rescue Plan Act (ARPA) Child Care Stabilization for the purpose of stabilizing and rebuilding a stronger child care system that supports the development and learning needs of children, providing access to high-quality child care, and supporting a professionalized workforce. The total amount of the award is \$72,423. The contract person for this grant is Tami Skorczewski, Program Director Scarbrough Childcare Center.

A5. Approval of Grant Application

Authorizing the President of Southeast Technical College to enter and execute all documents related to the Lumina Foundation’s “The Million Dollar Community College Challenge”. The purpose of this Challenge is to identify community colleges that can clearly articulate a compelling vision for their brand and detail a strategic use of grant funds with a desire to transform marketing efforts to better support the enrollment and retention of students. Funds awarded must be utilized to execute the college’s plans in support of marketing and outreach efforts that drive enrollment and support student and community engagement. The total amount of the award is \$1,000,000. The contact person for this grant is Megan Fischer, Vice President for Enrollment Management.

- B. Approving the **Consolidated Report of Trust and Agency Funds** of March 2, 2022 and stating for the record that as of January 31, 2022 receipts total \$33,351,839.86 and disbursements total \$24,762,182.67 (MRF #456)

- C. Approving the **Vice President of Finance and Operation’s Report** of March 2, 2022 in accordance with the SDCL §13-8-35 (MRF #ST457) and directing that detailed statement of receipts and balances on hand, as of January 31, 2022, 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>
Instructor, Adjunct, part-time		
Coull, Melissa	Nursing	02-25-22
Maka, Rachel	Vascular Sonography	12-13-21
Instructor, full-time		
Dvanajscak, Amanda	206 Day, Nursing	03-08-22
Werkmeister, Myra	206 Day, Nursing	03-02-22
Other Help, part-time		
Miller, Debra	Food Service	02-14-22
Student Help, part-time		
Caron, Christopher	Tutor	01-27-22

- D2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, full-time, per hour			
Hartman, Alexandra	12 Mo, 1.0 FTE, Program Asst, Level Y, Step 12	02-22-22	\$14.56
Instructor, 2022 Spring Adjunct Budget, lump sum			
Aamold, Rachel	Health Core	01-10-22	\$4,650.00
Allenstein, Keith	Law Enforcement	01-10-22	2,670.00
Anderson, Adam	Diesel Tech	01-10-22	2,325.00
Baker, Shelly	Business Admin	01-10-22	8,010.00
Barrow, Nathan	Gen Ed	01-10-22	7,560.00
Bennett, Elizabeth	CIS	01-10-22	2,520.00
Bloemendaal, Benjamin	Architectural Tech	01-10-22	4,650.00
Blok, Kelly	CIS	01-10-22	2,520.00
Borgen, Cory	Sports Turf	01-10-22	2,574.00
Byall, Jennifer	Gen Ed	01-10-22	7,560.00
Carlson, Elizabeth	Business Admin	01-10-22	6,720.00
Carlson, Rebecca	Dental Assisting	01-10-22	4,650.00
Cavin, Georgina	Accounting	01-10-22	5,880.00
Cermak, Audree	Veterinary Tech	01-10-22	5,646.00
Christianson, Jena	Gen Ed	01-10-22	2,520.00
Cruse, Laura	Gen Ed	01-10-22	3,120.00
Daugherty, Catherine	Business Admin	01-10-22	2,325.00
Davis, Chris	Accounting	01-10-22	3,360.00
Davis, Dana	Collision, Repair, Refinish	01-10-22	1,550.00
DuChene, Stacy	Civil Eng Tech	01-10-22	2,520.00
Ekstrum, Jacqueline	Gen Ed	01-10-22	7,120.00
Erdman, Corliss	Health Core	01-10-22	2,325.00

D2. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2022 Spring Adjunct Budget, Lump sum (Continued)			
Erickson, Tami	Gen Ed	01-10-22	\$2,520.00
Eubanks, Katelyn	CIS	01-10-22	4,650.00
French, Thomas	Electronics Tech	01-10-22	10,047.00
Frentz, Patrick	DMP	01-10-22	9,300.00
Frohwein, Jeffrey	Marketing	01-10-22	5,040.00
Garcia, Joshua	Automotive Tech	01-10-22	6,144.00
Greenfield, Bobbi	Gen Ed	01-10-22	2,520.00
Grinkmeyer, Brett	Architectural Tech	01-10-22	3,360.00
Haase, Tori	Nursing	01-10-22	4,096.00
Hamling, Thomas	Welding Tech	01-10-22	3,598.00
Hanson, Mylynn	Health Core	01-10-22	10,080.00
Haynes, Matthew	Construction Mgmt	01-10-22	2,325.00
Heckenlaible, Justin	Gen Ed	01-10-22	2,520.00
Heinemann, Leslie	Dental Assisting	01-10-22	1,780.00
Heppler, Jeffrey	Horticulture Tech	01-10-22	3,598.00
Horan, Steven	Accounting	01-10-22	3,360.00
Hunking, Debra	Gen Ed	01-10-22	5,040.00
Impecoven, Sarah	Gen Ed	01-10-22	2,520.00
Jing, Weizhong	CIS	01-10-22	7,560.00
Johnson, Jarrod	HVAC	01-10-22	1,550.00
Jones, Suzanne	Early Childhood	01-10-22	5,040.00
Judeh, Huda	CIS	01-10-22	27,120.00
Kibbe, Andrew	Health Core	01-10-22	7,560.00
Kiecksee, William	Gen Ed & Business Admin	01-10-22	7,560.00
Kirstein, Axanthia	Health Core	01-10-22	4,650.00
Klann, Jody	Gen Ed	01-10-22	5,040.00
Klessen, Rosemary	Media Design	01-10-22	4,650.00
Kreckel, Darrell	CIS	01-10-22	5,040.00
Kreider, Edward	Veterinary Tech	01-10-22	5,340.00
Larsen, Kristin	Gen Ed	01-10-22	5,040.00
Lindell, Mark	Gen Ed	01-10-22	5,040.00
Lothrop, LeAnn	Gen Ed	01-10-22	5,040.00
McGee, Patricia	Business Admin	01-10-22	7,560.00
McManus, Stacy	Business Admin	01-10-22	2,520.00
Mekelburg, Erin	CIS	01-10-22	5,040.00
Melroe, Shelby	Gen Ed	01-10-22	10,080.00
Merritt, Jason	Automotive Tech	01-10-22	3,100.00
Moody, Kristi	Business Admin	01-10-22	4,650.00
Morris, Brandon	CIS	01-10-22	6,720.00
Nelson, Tami	Business Admin	01-10-22	2,325.00
Nowak, Deborah	Business Admin	01-10-22	2,520.00
Olson, Julie	Gen Ed	01-10-22	3,360.00
Pederson, Debbie	Health Core	01-10-22	6,144.00
Pepper, Merrel	CIS	01-10-22	3,360.00
Perkins-Hicks, Debra	Health Core	01-10-22	7,120.00
Peters, Dennis	Business Admin	01-10-22	2,520.00

D2. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2022 Spring Adjunct Budget, lump sum (Continued)			
Pierce, Steven	DMP	01-10-22	\$3,360.00
Pottratz, Jennifer	Nursing	01-10-22	8,192.00
Rahm, Becky	Gen Ed	01-10-22	2,520.00
Ringling, Benjamin	Horticulture Tech	01-10-22	1,550.00
Rose, Jean	Business Admin	01-10-22	2,520.00
Saeger, Amanda	Health Core	01-10-22	10,680.00
Schoenfelder, Tonya	Law Enforcement	01-10-22	4,096.00
Solberg, Megan	Nursing	01-10-22	2,048.00
Stahl, Emily	Veterinary Tech	01-10-22	5,340.00
Steinmetz, Jason	Diesel Tech	01-10-22	3,598.00
Strouth, Gerard	CIS	01-10-22	3,560.00
Stubbe, Scott	Mechanical Eng Tech	01-10-22	3,100.00
Talcott, Roberta	Marketing	01-10-22	2,520.00
Tebay, Kristina	Nursing	03-28-22	5,040.00
Torres-Bravo, Raymundo	Gen Ed	01-10-22	2,520.00
Traylor, Michael	CIS	01-10-22	3,100.00
Tschetter, Lisa	Health Core	01-10-22	5,397.00
VanOverbeke, Jeffrey	Gen Ed	01-10-22	2,520.00
Valasquez, Rene	Law Enforcement	01-10-22	2,048.00
Vettrus, Jill	Gen Ed	01-10-22	6,720.00
Wadhwa, Anju	CIS	01-10-22	5,040.00
Wagaman, Chelsea	Medical Assisting	01-10-22	3,100.00
Wain, Keith	Gen Ed	01-10-22	5,040.00
Walton, Tarah	Law Enforcement	01-10-22	1,680.00
Warkenthien, Richard	Media Design	01-10-22	2,325.00
Weber, Jessica	Health Core	01-10-22	2,066.00
Weihe, Kimberly	Marketing	01-10-22	2,520.00
Wellnitz, Kristin	Gen Ed	01-10-22	5,440.00
Wendell, John	Collision, Repair, Refinish	01-10-22	775.00
Werkmeister, Myra	Nursing	01-10-22	2,560.00
Williams, Brian	Marketing	01-10-22	2,520.00
Wolff, Dana	Business Admin	01-10-22	5,880.00
Instructor, Clinical, Other Instructor Activity, part-time, per hour			
Grogan, Traci	Nursing	02-16-22	\$43.00/24.00
Stafford, Emily	Nursing	01-27-22	\$43.00/24.00
Treeby, Kristin	Nursing	01-31-22	\$43.00/24.00
Wilson, Leslie	Nursing	02-17-22	\$43.00/24.00
Instructor, Other Instructor Activity, part-time, per hour			
Flinn, William	CIS	02-22-22	\$24.00
Other Help, part-time, per hour			
Byall, Jennifer	Tutor	02-10-22	\$12.00

D2. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Student Help, part-time, per hour			
Bellamy, Jacob	Tutor	02-10-22	\$12.00
Litterick, Brooke	Bookstore	02-07-22	\$12.00

Action ST00616

SGA President Kaitlin Paulson, VP Max Keating and Treasurer Nolan David presented the Student Government Association Student Life Highlight Report. (see MRF #ST458) Southeast Technical College student life highlights are as follows:

- Student Government Association (SGA) serves as the student voice of campus comprised of an Executive Board and General Assembly members. All members take part in committee work aimed at developing their professional skills as well as improving student life at STC.
- The start of the school year was spent bringing events and co-curricular activities back on campus following restrictions during the Covid-19 pandemic.
- During the remainder of the spring semester, SGA is working hard to offer fun events for students to attend and connect with one another. They are also planning several opportunities for volunteer work and civic engagement in the Sioux Falls community.
- SGA students have also been involved with the strategic planning process at STC as we believe it is important to incorporate ideas from a student perspective and include them in this campus process.

Following general discussion, a motion was made by Carly R. Reiter and seconded by Kate Parker five (5) votes "yes" on roll call **acknowledging the SGA/Student Life Highlight Report.**

Action ST00617

Instructors Dan Vos and Vince Berry provided the Mechanical Systems/Plumbing and HVAC-R Academic Report. (see MRF #ST459) Southeast Technical College provides a comprehensive range of programs in our construction/industrial sector. Two of these programs are the Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) program and the Plumbing Program.

The HVAC/R program is currently in the process of renewing programmatic accreditation from HVAC Excellence and has consolidated its curriculum to focus on a one-year diploma including heating, cooling, and controls. Students focus primarily on service, but also learn proper installation techniques.

The Plumbing diploma focuses on residential and commercial installation and service. Students learn about code requirement of plumbing and have hands-on experience utilizing the plumbing lab. In addition to regular blueprint reading students are introduced to Building Information Modeling (BIM). Student may start taking the HVAC Diploma and Plumbing Diploma together to form the Mechanical Systems AAS programs starting Fall 2022.

Action ST00617, continued

Wednesday, March 2, 2022

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

Action ST00618

Instructor Mike Bezdichek provided the Electrician Program Report. (see MRF #ST460) Southeast Technical College provides a comprehensive range of programs in our construction/industrial sector. One of those programs is the Electrician program.

The two year Electrician program provides an AAS degree. This degree provides hands-on application and code knowledge towards residential, commercial and industrial electrical and troubleshooting. Students also focus on control systems. Student hours count (2000 hrs school credit) towards becoming a journeyman electrician (8000 hrs total).

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

Action ST00619

STC Foundation Director Stephen Williamson provided the STC Foundation Update Report. (see MRF #ST461) The Southeast Technical College Foundation started its first ever comprehensive fundraising campaign January 1, 2018. The “NOW” Campaign was a \$6.2 million dollar campaign to:

- Grow industry sponsors and scholarships to support an increase in enrollment
- Fund needed support services to significantly improve recruitment and retention of first-generation and diverse students
- Strengthen industry connections, apprenticeships, internships, and annual unrestricted funds to meet industry needs
- Financially support the new renovation for Veterinarian Technician, Dental Assisting, and other smaller projects

The “NOW” Campaign was ended a year early on December 31, 2021 due to the success of the campaign.

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

Action ST00620

On motion by Kate Parker and seconded by Carly R. Reiter, five (5) votes “yes” on roll call, the School board **adjourned** at 5:03 p.m.

CYNTHIA MICKELSON

Presiding Officer

TODD VIK

Business Manager

SIOUX FALLS SCHOOL BOARD
Wednesday, April 6, 2022 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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 - D. Academic Technology Installation Report
 - E. FY23 Budget Guidelines, Timelines and Outlook
9. Adjournment

1. 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.	HP Switches (ProCurve 2610 – 2 (Assets 7223, 7227), Pro 5060 Firewall – 3, 5210 Switch – 2 (Assets 42013, 42364), E5412 Chassis Switch – 2 (Assets 7392, 7597), 8/24 SAN – 2, 2/16 SAN – 2)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
b.	Access Points (Meru AP332e – 23, Meru MC4200 AP Controller – 2, Meru SA200 Controller, Cisco 1250 INT – 2, Cisco AIR-AP1010)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
c.	Routers (Cisco 4400 – 4)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
d.	HP Blade Servers (460c G8 – 15, Assets 42154, 7912, 42152, 7706, 7792, 7707, 7791, 7744, 7613, 7221, 7134, 7917, 7911), 3Par 7200 (Asset 42180), HSV 300 Storage Server (Asset 7372), EVA 3000 Storage Server	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
e.	HP C7000 Blade Enclosure (Asset 7134), ML370 G5 Server	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
f.	VC Flex-10 Blade Server – 2 (Assets 7917, 7911)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
g.	Extreme Switches (15103 Summit -2, 15040 Switch – 4, 16101 Switch – 2, 16148 Switch – 3 (Assets F3588, F3589), 13240 Switch - 2,)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
h.	Cisco Switches (WSc3548 – 2, WSc2924, WSc2950 – 2, 4400 Series)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
i.	Big-IP 1600 Switch (Asset F3590)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017

j.	Packeteer PS3500 Network Packet Shaper (Asset 7133)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
k.	Digital Sprite 2 Video Recorder (Asset 6459)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
l.	MSL 6000 Tape Library	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
m.	Servers, Mac (Asset 4016), NDG Netlab Server (Asset 4012),	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
n.	HP 3 Par Disk Shelves – 2, HP Disk Shelves – 6, EVA Disk Shelf – 3 (Asset 7196)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017
o.	Sonicwall Firewall (Asset 7773)	STC	Lori Hout Gerard Strouth Keith Wagner	\$0	2022-ST0017

2. Approval of Grant Application

Benjamin Valdez 367.5865

- a. Authorizing the Administration of Southeast Technical Institute to enter into and execute all documents related to the Great plains STEM Hub: Connecting regional 2-year, tribal, and technical colleges for sustained success in STEM fields. The STEM grant, awarded by the National Science Foundation, allows recipients to provide opportunities for Southeast Tech to collaborate with other higher education instates to engage junior high and high school students in STEM fields. The grant would cover supplies, equipment, and expenses for faculty travel to visit participating institutions for collaboration on student engagement. The total amount of the award is \$250,000. The contact person for this grant is Benjamin A Valdez.
- b. Authorizing the Administration of Southeast Technical Institute to enter into and execute all documents related to the Expanded CHW Certificate-level program at Southeast Tech. The CHW Certificate grant, awarded by the South Dakota Department of Health, allows Southeast Tech to collaborate with the healthcare industry to develop a Community Health Care Worker certificate. The grant would cover the full-time faculty salary for the first year of the program, equipment, and expenses for faculty travel to visit participating institutions for collaboration on student engagement. The total amount of the award is \$140,000. The contact person for this grant is Benjamin A Valdez.

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 2/28/2022
STI Bookstore	\$ 22,188.19	\$ 34.00	\$ 364.94	\$ 21,857.25
STI EFT	\$ 32,835.23	\$ 7,857,927.12	\$ 4,806,422.26	\$ 3,084,340.09
STI Tuition & Fees	\$ 1,554,499.72	\$ 28,650,905.25	\$ 28,461,700.67	\$ 1,743,704.30
STI T & A	\$ 110,398.30	\$ 24,805.92	\$ 13,110.23	\$ 122,093.99
STI ACH	\$ 2,134.93	\$ 3.19	\$ -	\$ 2,138.12
STI Blue Bucks	\$ 23,908.32	\$ 9,782.40	\$ 1,729.68	\$ 31,961.04
TOTALS	<u><u>\$ 1,745,964.69</u></u>	<u><u>\$ 36,543,457.88</u></u>	<u><u>\$ 33,283,327.78</u></u>	<u><u>\$ 5,006,094.79</u></u>

**SIOUX FALLS SCHOOL DISTRICT NO. 49-5
OF MINNEHAHA COUNTY, SOUTH DAKOTA**

TO: School Board
Southeast Tech Funds on hand February 28, 2022:

POST-SECONDARY VOCATIONAL FUND #23

Great Western Bank, Checking, #3047444	\$ 3,737,001.47	
Great Western Bank, Savings, #5035221	1,445,800.91	
Payroll	-	
Total Post-Secondary Vocational Fund	<u>5,182,802.38</u>	<u>\$ 5,182,802.38</u>

POST-SECONDARY VOCATIONAL BOOKSTORE FUND #52

Great Western Bank, Checking, #3047444	<u>\$ 1,092,104.52</u>
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POST-SECONDARY VOCATIONAL FOOD SERVICE #53

Great Western Bank, Checking, #3047444	<u>\$ (51,146.12)</u>
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POST-SECONDARY VOCATIONAL CHILD CARE #54

Great Western Bank, Checking, #3047444	<u>\$ (101,238.21)</u>
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Total All Funds	<u><u>\$ 6,122,522.57</u></u>
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POST SECONDARY - VOCATIONAL FUND

	FY22 BUDGET	FEBRUARY 22 YTD	FEBRUARY 22 PERCENT	FEBRUARY 21 YTD	FEBRUARY 21 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 7,107,360	\$ 6,306,390	88.73%	\$ 6,319,915	87.95%
Fees	6,746,360	5,992,229	88.82%	5,560,568	89.56%
Corporate Education	208,750	123,317	59.07%	80,033	40.78%
STATE SUPPORT:					
State Aid	7,469,979	3,664,546	49.06%	3,639,470	50.65%
Other State	1,004,832	(5,882)	-0.59%	83,082	25.38%
FEDERAL SUPPORT:					
Perkins	768,322	36,338	4.73%	(8,265)	-1.07%
ABE	227,100	2,000	0.88%	-	0.00%
Other Federal	1,024,686	48,699	4.75%	29,349	34.79%
LOCAL SUPPORT:					
Grants/Donations	357,000	8,375	2.35%	15,838	5.51%
Other Local	1,216,750	802,231	65.93%	669,396	53.78%
TOTAL REVENUES:	\$ 26,131,139	16,978,243	64.97%	\$ 16,389,385	69.16%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,024,130	\$ 683,466	66.74%	\$ 648,194	65.49%
Instructional	5,658,749	3,606,289	63.73%	3,604,881	67.58%
Support	4,699,085	2,959,680	62.98%	2,863,445	66.30%
WAGES - OTHER:					
Early Retirement	28,559	-	0.00%	-	0.00%
Instructional - Other	974,734	623,735	63.99%	539,156	55.11%
Support - Other	268,970	118,441	44.03%	161,199	71.54%
BENEFITS:					
Insurance - Dental	122,872	76,042	61.89%	75,717	62.91%
Insurance - Medical	2,125,725	1,269,740	59.73%	1,107,842	54.45%
Insurance - Other	69,117	41,295	59.75%	38,243	42.55%
Retirement	1,650,788	1,006,301	60.96%	978,608	64.82%
SERVICES:					
Advertising	381,900	231,780	60.69%	267,710	70.30%
Legal	60,000	19,104	31.84%	22,768	45.54%
Maintenance/Repair	292,450	122,555	41.91%	149,943	68.26%
Postage	113,800	73,304	64.41%	95,186	133.13%
Printing/Publishing	126,750	91,739	72.38%	62,291	57.68%
Professional/Technical	884,225	352,815	39.90%	408,663	49.27%
Property	137,000	160,320	117.02%	119,826	77.61%
Rentals	53,580	20,431	38.13%	46,245	45.03%
Software Upgrades	451,900	444,545	98.37%	321,782	81.57%
Travel	181,750	57,228	31.49%	4,806	3.01%
Utilities	566,292	377,818	66.72%	312,869	53.07%
SUPPLIES:					
Equipment - Noncapital	249,680	144,848	58.01%	188,083	112.02%
Food	89,650	51,136	57.04%	14,086	15.85%
Instructional Supplies	582,850	434,541	74.55%	308,746	59.27%
Other	400,250	211,301	52.79%	285,167	75.89%
Resale	680,800	437,374	64.24%	393,276	59.43%
Software	413,625	257,802	62.33%	101,944	35.04%
OTHER:					
Bad Debt	180,000	122,805	68.23%	121,705	60.85%
Dues/Fees	425,023	227,867	53.61%	198,484	60.73%
Liability Insurance	109,000	103,688	95.13%	104,318	104.32%
Miscellaneous	167,500	40,387	24.11%	4,057	2.11%
SUBTOTAL - OPERATING:	\$ 23,170,754	\$ 14,368,375	62.01%	\$ 13,549,242	62.56%
EQUIPMENT:					
Building Improvements	\$ 904,750	\$ 142,325	15.73%	\$ 2,146,375	269.81%
Equipment	1,857,643	541,069	29.13%	468,048	98.41%
Information Technology	-	93,019	#DIV/0!	42,217	56.29%
Land Improvements	197,992	21,631	10.93%	281,732	40.51%
SUBTOTAL - CAPITAL:	\$ 2,960,385	\$ 798,045	26.96%	\$ 2,938,372	143.92%
TOTAL EXPENDITURES:	\$ 26,131,139	15,166,420	58.04%	\$ 16,487,613	69.57%
REVENUE OVER (UNDER) EXPENSE:	\$ -	\$ 1,811,823		\$ (98,229)	
BEGINNING FUND BALANCE:		4,361,901			
ENDING FUND BALANCE:		\$ 6,173,724			

POST SECONDARY - BOOKSTORE

	FY22 BUDGET	FEBRUARY 22 YTD	FEBRUARY 22 PERCENT	FEBRUARY 21 YTD	FEBRUARY 21 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	1,427,746	88.90%	1,413,002	82.92%
TOTAL REVENUES:	\$ 1,606,000	\$ 1,427,746	88.90%	\$ 1,413,002	82.92%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	108,528	72,235	66.56%	72,282	72.92%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	29,650	65.89%	17,588	39.08%
BENEFITS:					
Insurance - Dental	1,382	921	66.65%	921	66.65%
Insurance - Medical	24,237	16,158	66.67%	14,651	58.42%
Insurance - Other	2,229	487	21.84%	417	58.85%
Retirement	16,215	10,865	67.01%	9,829	64.29%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	25,000	19,524	78.09%	17,854	71.41%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	-	-	0.00%	1,152	100.00%
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	-	7,782	100.00%	1,750	100.00%
Food	200	49	24.75%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	-	-	0.00%	-	0.00%
Resale	1,285,000	1,192,581	92.81%	1,107,085	80.40%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	(662)	100.00%	(208)	100.00%
Dues/Fees	72,000	58,503	81.25%	41,751	57.99%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	2,805	100.00%	13,044	100.00%
Depreciation	20,177	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 1,603,968	\$ 1,410,899	87.96%	\$ 1,298,115	76.89%
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	\$ 1,410,899	87.96%	\$ 1,298,115	76.89%
REVENUE OVER (UNDER) EXPENSE:	\$ 2,032	\$ 16,848		\$ 114,888	
BEGINNING FUND BALANCE:		2,039,200			
ENDING FUND BALANCE:		\$ 2,056,048			

POST SECONDARY - FOOD SERVICE

	FY22 BUDGET	FEBRUARY 22 YTD	FEBRUARY 22 PERCENT	FEBRUARY 21 YTD	FEBRUARY 21 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	144,299	36.53%	93,381	22.50%
TOTAL REVENUES:	\$ 395,000	\$ 144,299	36.53%	\$ 93,381	22.50%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	85,795	57,115	66.57%	54,653	69.30%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	65,000	33,395	51.38%	33,851	52.08%
BENEFITS:					
Insurance - Dental	975	650	66.67%	650	66.67%
Insurance - Medical	17,707	11,805	66.67%	10,340	58.40%
Insurance - Other	7,511	578	7.69%	489	38.53%
Retirement	15,885	10,126	63.74%	9,385	65.89%
SERVICES:					
Advertising	-	-	0.00%	15	100.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	6,000	4,455	74.25%	5,747	127.70%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	500	1,429	285.74%	-	0.00%
Professional/Technical	1,500	(225)	-15.00%	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	-	2,134	100.00%	184	100.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	20,000	10,928	54.64%	41,512	166.05%
Resale	175,000	88,679	50.67%	28,155	14.82%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	7,000	889	12.71%	3,282	54.71%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	21,645	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 424,518	\$ 221,957	52.28%	\$ 188,363	43.99%
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	\$ 221,957	52.28%	\$ 188,363	43.99%
REVENUE OVER (UNDER) EXPENSE:	\$ (29,518)	\$ (77,658)		\$ (94,982)	
BEGINNING FUND BALANCE:		169,879			
ENDING FUND BALANCE:		\$ 92,221			

POST SECONDARY - CHILDCARE

	FY22 BUDGET	FEBRUARY 22 YTD	FEBRUARY 22 PERCENT	FEBRUARY 21 YTD	FEBRUARY 21 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%	19,390	#DIV/0!
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	14,700	100.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	328,000	125,709	38.33%	104,121	31.74%
TOTAL REVENUES:	\$ 328,000	\$ 140,409	42.81%	\$ 123,511	37.66%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	186,038	111,825	60.11%	102,674	57.31%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	17,781	39.51%	8,712	19.36%
BENEFITS:					
Insurance - Dental	3,738	1,842	49.29%	1,591	47.75%
Insurance - Medical	57,557	26,500	46.04%	20,646	35.39%
Insurance - Other	1,172	1,543	131.63%	1,293	44.13%
Retirement	27,496	14,712	53.51%	13,940	58.20%
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%	359	358.97%
Instructional Supplies	-	5,620	100.00%	2,161	#DIV/0!
Other	6,000	50	0.83%	50	0.68%
Resale	-	-	0.00%	-	0.00%
Software	450	-	0.00%	150	#DIV/0!
OTHER:					
Bad Debt	5,000	(455)	-9.10%	(1,770)	-35.40%
Dues/Fees	500	100	20.00%	-	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	\$ 179,518	53.04%	\$ 149,806	45.73%
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	\$ 179,518	53.04%	\$ 149,806	45.73%
REVENUE OVER (UNDER) EXPENSE:	\$ (10,431)	\$ (39,108)		\$ (26,295)	
BEGINNING FUND BALANCE:		(18,171)			
ENDING FUND BALANCE:		\$ (57,279)			

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
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Cash Balance January 31, 2022	\$ 1,976,843.73	\$ 549,259.14	\$ (44,083.01)	\$ (102,910.78)
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	5,810,794.32	-	-	-
Sales of Goods/Services	58,442.84	377,232.61	16,899.42	19,375.82
Other Sources	10,398.60	167.83	-	-
State Sources:	4,963.03	-	-	-
Federal Sources:	46,606.30	-	-	-
Expenditures:				
Personnel	(1,368,351.08)	(18,716.58)	(14,791.28)	(24,871.44)
Services	(269,629.87)	(997.63)	(247.42)	-
Supplies	(135,886.17)	(66,468.04)	(12,726.12)	(312.28)
Capital	(114,437.48)	-	-	-
Other	(15,140.34)	(7,240.02)	(55.11)	-
Transfers	-	-	-	-
(Increase)/Decrease in Assets	(821,801.50)	258,725.47	3,857.40	7,480.44
Increase/(Decrease) in Liabilities	-	141.74	-	-
Net Cash Provided By (Used In) Operating Activities:	<u>\$ 3,205,958.65</u>	<u>\$ 542,845.38</u>	<u>\$ (7,063.11)</u>	<u>\$ 1,672.54</u>
Cash Balance February 28, 2022	<u>\$ 5,182,802.38</u>	<u>\$ 1,092,104.52</u>	<u>\$ (51,146.12)</u>	<u>\$ (101,238.24)</u>
 Cash Balance June 30, 2021	 \$ 3,730,824.52	 \$ 1,067,669.25	 \$ 17,615.41	 \$ -
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	12,421,936.71	-	-	-
Sales of Goods/Services	679,114.53	1,423,188.24	144,208.97	124,133.61
Other Sources	131,491.36	4,558.24	90.00	1,575.61
State Sources:	3,658,663.91	-	-	-
Federal Sources:	87,036.64	-	-	14,700.00
Expenditures:				
Personnel	(10,384,988.70)	(130,316.69)	(113,667.47)	(174,202.49)
Services	(1,951,638.33)	(19,523.67)	(5,658.86)	-
Supplies	(1,537,000.78)	(1,200,412.51)	(101,740.90)	(5,669.79)
Capital	(798,044.70)	-	-	-
Other	(494,747.31)	(60,645.73)	(889.39)	354.75
Transfers	-	-	-	-
(Increase)/Decrease in Assets	705,513.45	47,985.81	13,074.08	32,097.62
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:	<u>\$ 1,451,977.86</u>	<u>\$ 24,435.27</u>	<u>\$ (68,761.53)</u>	<u>\$ (101,238.24)</u>
Cash Balance February 28, 2022	<u>\$ 5,182,802.38</u>	<u>\$ 1,092,104.52</u>	<u>\$ (51,146.12)</u>	<u>\$ (101,238.24)</u>

Rich Kluin	<u>4/1/2022</u>
Prepared by	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>
Student Help, part-time Thach, Sarahn	Scarborough Center	03-23-22

2. **Work Schedule Change**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, per annual Atkinson, Merissa	Nursing	186 Day, 1.0 FTE, Lane 4, Step 7, \$41,564.68, 141 days	206 Day, 1.0 FTE, Lane 4, Step 7, \$19,161.12 65 days Effec. 03-14-22

3. **Lane Change**

<u>Name</u>	<u>Location/Position</u>	<u>From</u>	<u>To</u>
Instructor, full-time, exempt, per annual Haase, Tori	Nursing	186 Day, 1.0 FTE, Lane 3, Step 6, \$51,528.00	186 Day, 1.0 FTE, Lane 4, Step 6, \$52,667.24 Effec. 01-01-22

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 Machacek, Judy	AEL Instr Coach	03-07-22	\$15.45	\$18.00

5. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Clerical, Class III, non-exempt, full-time, per hour VanBriesen, Tonya	Alumni Engagement and Donor Relations Associate, 12 Mo, 1.0 FTE, Level K, Step 12	03-24-22	\$20.31

5. **Employment Recommendations (Continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, exempt, full-time, per annual			
Gefroh, Heidi	Human Resources Dir, 12 Mo, 1.0 FTE, Level K, Step 14, 64 days prorated	04-04-22	\$19,258.36
Instructor, full-time, per annual			
Honey, Andrew	186 Day, 1.0 FTE, CIS Programming, Lane 6, Step 2, 50 days prorated	04-01-22	\$13,784.41
Rivere, Brittany	226 Day, 1.0 FTE, Nursing, Lane 6, Step 8 50 days prorated	04-04-22	\$16,193.36
Instructor, full-time, wage stipend			
Merritt, Jason	Interim Dean of Curriculum and Instruction, 3 months	03-01-22 to 05-31-22	\$15,000.00
Instructor, Clinical, Other Instructor Activity, part-time, per hour			
Brandt, Nicole	Nursing	03-29-22	\$43.00/\$24.00
Dvanajscak, Amanda	Nursing	03-09-22	43.00/24.00
Johnson, Hunter	Nursing	03-28-22	43.00/24.00
Rivere, Brittany	Nursing	04-04-22	43.00/24.00
Werkmeister, Myra	Nursing	03-03-22	43.00/24.00
Instructor, Non-Clinical, part-time, per hour			
Amor, Patrick	Automotive Tech	03-17-22	\$32.00
Atkins, Bret	CDL	03-08-22	32.00
Atkinson, Alexander	CDL	03-29-22	26.75
Instructor, Other Instructor Activity, part-time, per hour			
Daugaard, Darwin	Natural Science	04-02-22	\$24.00
Honey, Andrew	CIS Programming	04-01-22	24.00
Student Help, part-time, per hour			
Trautman, Ruth	ARC Tutor	03-29-22	\$12.00

Southeast Technical College
Counseling Services
EXECUTIVE SUMMARY

Purpose:

Provide the School Board a description of counseling services available to students at Southeast Technical College, along with 2021-22 numbers and a summary of issues. Provide the School Board a description of trainings offered to faculty and staff, and involvement in strategic planning.

Highlights are as follows:

- Number of students seeking and engaging in counseling school year 2021-22
 - Offer a variety of counseling modalities with flexible scheduling based on student needs
 - Table Topics and Professional Development Trainings for faculty and staff
-

Administrative Recommendation to School Board:

To acknowledge the Counseling Services report.



SOUTHEAST
Technical College

Counseling Services

Nicole McMillin, MA, NCC, LPC, LAC, BC-TMH
Personal Counselor, Southeast Technical College

Credentials and Background

- Bachelor of Science in Allied Health:
Alcohol and Drug Abuse Studies/Psychology, Dec. 1995
 - Master of Arts in Educational Psychology and Counseling, May 1997
- Both degrees earned from the University of South Dakota, Vermillion, SD
- National Certified Counselor (NCC), April 1997
 - Licensed Professional Counselor (LPC) in South Dakota, Sept. 1998
 - Licensed Addiction Counselor (LAC) in South Dakota, April 1999
 - Board Certified-TeleMental Health Provider (BC-TMH), 2007

Additional Certifications

- Certified Mental Health Integrative Medicine Provider (CMHIMP): Nov 2018
Training Course: Nutritional and Integrative Medicine for Mental Health Professionals
- Certified Clinical Anxiety Treatment Professional (CCATP): April 2020
Training Course: Applied Neuroscience for Treating Anxiety, Panic and Worry
- Will be completing an LGBTQ Youth Cultural Competency training in April

2021-22 Student Numbers and Counseling Modalities

- July 1, 2021 through January 9, 2022: provided counseling to 158 students. (Summer/Fall/Winter Break)
- January 10, 2022 to current: have 91 students actively engaging in counseling.
- Continue to provide services through June 30, 2022 for this school year.

Traditional: Face to Face/In-Office

- Individual Counseling
- Relationship/Couples/Marriage

TeleMental Health: Distance Based

- Video Based Counseling: via Teams
- Telephonic Counseling
- Phone Check-ins
- Text Based Counseling: via Email

New Modality and What Works for Students

- Phone Check-ins:
 - 2 to 3 hours per week
 - 4-6 students per hour
 - Provide 5-10 minutes of conversation to track goals in between sessions
 - Increased engagement and continuum of care
- Free Counseling
- Easy, Flexible Scheduling
- Autonomous and Confidential Services
- Variety and Combination of Modalities
- Ability to address a wide variety of issues
- Ability to refer to other free campus resources
- Knowledge of local resources and referrals

Additional Services

- Presenter for STC Table Topics and for the Professional Development Committee: pertinent counseling topics and triage care for student support
- Member of the Student Support Work Group for Strategic Planning
- Alcohol & Drug Abuse Services: Evaluation, counseling and/or referral and tracking for STC Biennial Report
- Student Consultation and Referral
- Instructor Consultation
- Preparation of Semester Counseling Reports

Common Counseling Topics

- Personal Issues/Stressors
- School Related Issues
- Self-Improvement
- Mental Health Issues
- Addiction Issues
- Medical Issues

Typical Referrals

- Legal problems: court mandated evaluation or counseling and involvement in any other legal situations or proceedings
- Counseling outside of the State of South Dakota
- Financial and/or debt-related issues
- Options counseling: Unexpected and/or unwanted pregnancy
- Rape/Sexual Assault/Sexual Violence and/or Domestic Assault
- Dual Diagnosis (psychiatric and/or medical)
- If the issues are outside my area of expertise, scope of practice or need longer and/or more immediate attention, I refer students.
- Upon graduation or leaving STC and need further care, I refer students.

Counseling Topic Highlights in 2021-2022

- Increased Anxiety for a variety of reasons
 - Leading to increased social anxiety/social skills deficits
 - Leading to increased depressive symptoms and/or depression
- Financial Stressors leading to:
 - Food insecurities
 - Housing difficulties
 - Transportation issues
- Increased referrals for STDs and to The Compass Center

Questions?



southeasttech.edu

Automotive Technology Program Report

Executive Summary

Purpose of Report: To inform the School Board about the Automotive Technology Program at Southeast Technical College.

Southeast Technical College provides a comprehensive range of programs in our Transportation sector. One of those programs is the Automotive Technology program.

The two-year Automotive Technology program provides an AAS degree. Southeast Technical College provides a broad spectrum of courses toward foundational skills in automotive service and diagnostics. Technicians may work on many types of vehicles and perform various types of repairs ranging from transmission overhaul to computer systems diagnosis. Southeast Tech's Automotive Department trains technicians who have a thorough knowledge of vehicle operation and comprehensive repair.

Administrative Recommendation to School Board: Acknowledge the Automotive Technology Program report.



SOUTHEAST
Technical College

Automotive Technology

Presented by Instructor Terry Prouty

04.06.22

Automotive Technology Program Highlights

Program

8 core automotive classes and 5 General Education Classes AAS Degree, 65 Credits
 Students can start in any semester, Fall or Spring
 ASE Education Foundation accredited Program

Faculty

Terry Prouty – Has 15 plus years of industry experience and teaching at STC for 12 years. AAS in Automotive Technology and Network Administration and Master ASE Certified

Josh Garcia – Is a STC alum and Military Vet with dealership and industry experience and AAS in Automotive Technology and ASE Certified Engine performance, Steering and Suspension and Brakes

David Heald - Has 30 plus years of industry training and experience. Attended Hennepin county Vo-Tech and ASE Master Certified

PROGRAM	Automotive			
	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	64	67	52	47
New Students	36	41	29	31
Returning Students	28	26	23	16
Program Retention Rate	77%	78%	64%	65%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	24	20	19	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	91%	84%	
<i>SDBOTE Prior Academic Year</i>				

Automotive Technology Program Objectives

Technology

- Demonstrate equipment and tool use.
- Perform Repairs to industry and ASE professional standards

Problem Solving

- Diagnose a failure of systems and components.
- Determine the appropriate repair for a failure of a system and components.

Communication

- Demonstrate interpersonal communication about repairs and procedures with customers, teammates and Instructors

Professionalism

- Use effective time management skills to meet productivity and quality expectation

Automotive Technology Lab



Questions and acknowledgement of the report



southeasttech.edu

Collision Repair and Refinish Technology Program Report

Executive Summary

Purpose of Report: To inform the School Board about the Collision Repair and Refinish Technology Program at Southeast Technical College.

Southeast Technical College provides a comprehensive range of programs in our Transportation sector. One of those programs is the Collision Repair and Refinish Technology program.

This program provides a 2-year, four semester AAS degree. Collision Repair and Refinish Technicians perform a wide range of repairs from a dented bumper to serious accident with frame damage. Collision repair and refinish technicians may restore autobody parts to their original shape, replace whole sections of the autobody, and perform painting and sealing operations. Technicians may give estimates, repair and refinish auto bodies, and align auto frames. This degree provides hands on application and theory knowledge towards an entry level technician in the industry.

Administrative Recommendation to School Board: Acknowledge the Collision Repair and Refinish Technology Program report.



SOUTHEAST
Technical College

Collision and Repair and Refinish Technology Program

Presented by Mike Wendell and Dana Davis April 6, 2022

Collision Program Highlights

Program

- 4 semesters of coursework
- AAS Degree, 65 Credits – 15 Gen. Ed.
- Accredited by Automotive Service Excellence Education Foundation

Faculty

Mike Wendell – 40 Years Experience,

- ASE certification, PPG and, Axalta certifications in refinish

Dana Davis – 27 Years Experience,

- ASE and I-CAR certifications in collision repair and nonstructural

Tracy Nielsen – lab specialist

- 40 years experience

PROGRAM	Collision			
	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	35	36	31	27
New Students	20	24	14	17
Returning Students	15	12	17	10
Program Retention Rate	78%	69%	83%	84%
SDBOTE Fall to Fall				
# of Graduates	14	11	18	
Fall, Spring, Summer combined				
In-Field Placement Rate	100%	100%	100%	
SDBOTE Prior Academic Year				

Collision Program Objectives

Technology

- Demonstrate Proper equipment and tool use

Problem Solving

- Diagnose Systems and Components
- Determine the proper repair procedures

Communication

- Demonstrate intrapersonal communication about repairs and procedures.

Professionalism

- Use effective time management skills to meet productivity and quality expectations

Refinishing Lab



Collision Repair Lab



Questions and acknowledgement of the report



southeasttech.edu

Diesel Technology Program Report

Executive Summary

Purpose of Report: To inform the School Board about the Diesel Technology Program at Southeast Technical College.

Southeast Technical College provides a comprehensive range of programs in our Transportation sector. One of those programs is the Diesel Technology program.

The two-year Diesel Technology program provides an AAS degree. This degree provides hands on application and theory knowledge towards an entry level technician in the industry. The Diesel Technology program offers two paths for the students to specialize in. One path is the commercial truck side of the industry, and the second path is with emphasis on Ag/Construction.

Administrative Recommendation to School Board: Acknowledge the Diesel Technology Program report.



SOUTHEAST
Technical College

Diesel Technology Program

Presented by Instructors Kevin Shotkoski, Jason Steinmetz, Adam Anderson

04.06.22

Diesel technology Program Highlights

Program

4 semesters of coursework
AAS Degree, 65 Credits – 15 Gen. Ed.

Commercial vehicle degree accredited by the
ASE Education Foundation

Faculty

Kevin Shotkoski -- 14 Years Industry Experience,
27 years Instructor Experience. AOS WyoTech,
CDL, ASE Master tech.

Jason Steinmetz – 24 Years Industry
Experience, 1st year Instructor. AOS Denver
Diesel, CDL

Adam Anderson – 13 Years Industry
Experience, 1st year Instructor. AAS STC, CDL

PROGRAM	Diesel Technology			
	2018-19	2019-20	2020-21	2021-22
Total Fall Enrollment	44	48	44	45
New Diesel Students	21	20	16	21
New Ag Diesel Students	4	10	5	6
Returning Diesel Students	15	12	15	9
Returning Ag Diesel Students	4	6	8	9
Program Retention Rate	73%	73%	72%	82%
<i>SDBOTE Fall to Fall</i>				
# of Graduates	14	11	18	
<i>Fall, Spring, Summer combined</i>				
In-Field Placement Rate	100%	100%	100%	
<i>SDBOTE Prior Academic Year</i>				

Diesel Technology Program Objectives

- **Program Learning Outcomes**

- **Professionalism**

- Operate shop tools in a safe manner

- **Technical Skills**

- Explain how the different emission control devices function on diesel engines and equipment.
 - Use diagnostic equipment and technical information databases

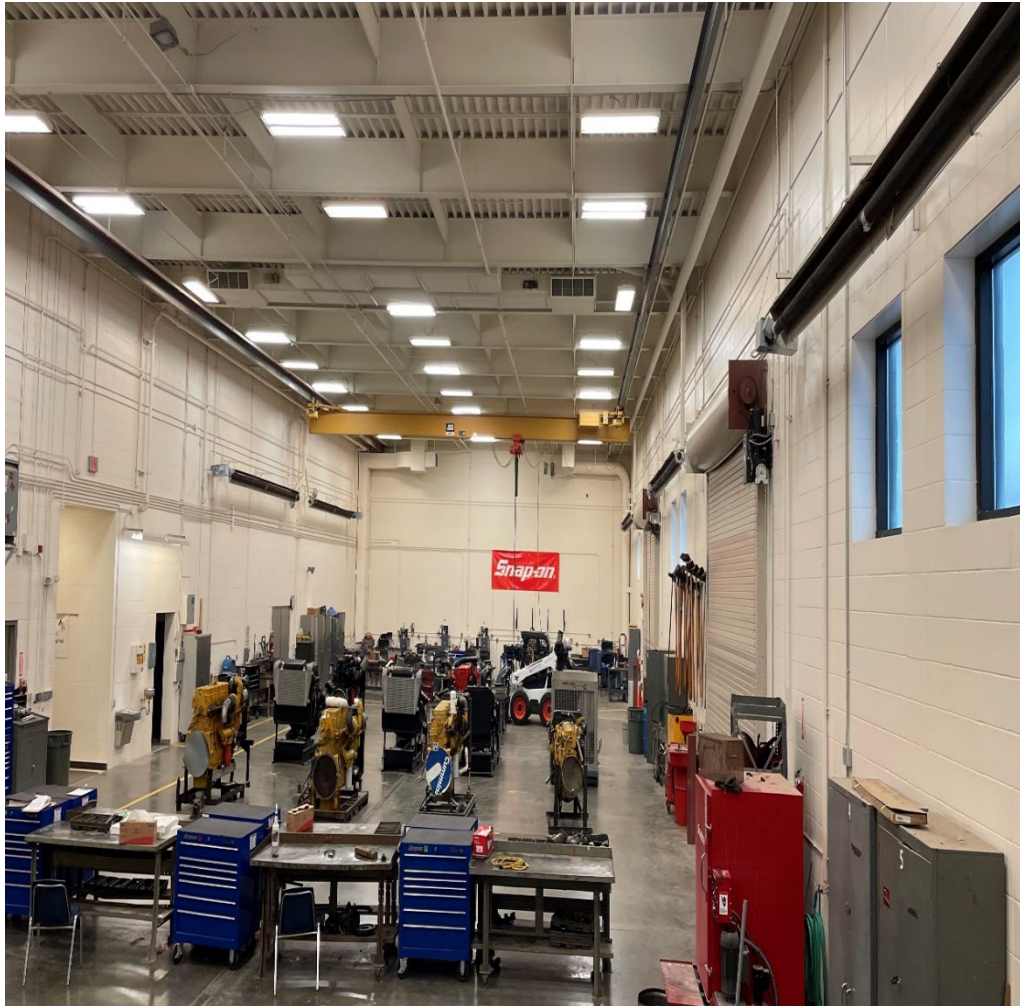
- **Problem Solving and Critical Thinking**

- Identify and diagnose electrical sensors and diagnostic codes.
 - Install and operate subsystems
 - Troubleshoot and repair hydraulic systems

- **Communication**

- Develop skills for communicating with customers, vendors and manufactures to be successful technicians

Diesel Technology Lab



Questions and acknowledgement of the report



southeasttech.edu

New Academic Program: Associate of Applied Science in Medical Lab Technician Executive Summary

Purpose of Report: To request approval to implement an Associate of Applied Science program for Medical Lab Technician.

Southeast Technical College is seeking approval to start a new academic program. The Associate of Applied Science in Medical Laboratory Technician is a partnership between Avera Health, Sanford Health, and Southeast Tech.

The program will prepare students to enter the high-demand career field of Medical Laboratory Science. In addition, the Bureau of Labor Statistics “projects the growth of Medical Laboratory Technicians to grow eleven percent from 2020-2030, faster than the average for all occupations” (bls.gov, 2022, para.3). Therefore, the focus of the degree will be to prepare an entry-level workforce that can support and assist with providing essential healthcare support within our medical facilities.

The proposed curriculum includes didactic, laboratory, and clinical components. Southeast Technical College has collaborated with area experts in the Medical Laboratory Science field to develop content. The curriculum provides training in phlebotomy, urinalysis, hematology, chemistry, microbiology, and immunology.

After completing the Medical Laboratory Technician program, students will be eligible for the national certification exam through the American Society for Clinical Pathology ASCP to become certified as a Medical Laboratory Technician MLT. South Dakota does not require licensure to practice as a Medical Laboratory Technician.

Administrative Recommendation to School Board: Acknowledge the collaborative initiative and approve Southeast Tech in starting an Associate of Applied Science program in Medical Lab Technician.

Academic Technology Installation Report Executive Summary

Purpose of Report: To update the School Board on the progress on updating classrooms on campus with Hyflex delivery technology.

The STC campus has been collaborating on how to upgrade classroom technology which will allow for Hyflex delivery of certain classes. This technology will allow faculty to deliver classes live to students on campus, allow for students to join the live lecture/class remotely and still collaborate with the faculty member or classmates via Microsoft Teams, and enable faculty to record the live lecture/class so it can be viewed at a later time by students.

Administrative Recommendation to School Board: Acknowledge the Academic Technology Installation Progress Report.

FY23 Budget Guidelines and Timeline

EXECUTIVE SUMMARY

Purpose:

To recommend to the School Board budget guidelines, timeline, and process for the FY23 Budget.

The Higher Learning Commission (HLC) requires that institutions connect their budgets to the institutional mission, goals, and student learning. HLC stresses the importance of open lines of communication, increased transparency, and the embracement of data-driven planning and evaluation and its impact on decision making.

HLC guidance also requires that the institution's resources, structures, and processes are enough to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities. Furthermore, HLC articulates that...

1. The institution has a well-developed process in place for budgeting and for monitoring expenditures.
2. The institution allocates its resources in alignment with its mission and priorities.
3. The institution links its processes for assessment of student learning, evaluation of operations, planning, and budgeting.
4. The planning process encompasses the institution and considers the perspectives of internal and external constituent groups.
5. The institution plans based on a sound understanding of its current capacity and that institutional plans anticipate the possible impact of fluctuations in the institution's sources of revenue.
6. The institutional plan anticipates emerging factors such as technology, demographic shifts, and globalization.

The Administration of Southeast Tech has developed the proposed budget guidelines and timelines that embody the requirements of the Higher Learning Commission.

Stakeholders are comprised of community representatives, faculty/staff, and administration. Recommendations will be submitted to the President for consideration by the end of April.

Public information sessions will be held in May and June of 2022 to allow for additional stakeholder review of budget recommendations prior to the Board's final budget adoption in July 2022.

Southeast Technical Institute

Budget Guidelines FY23

- Allocate resources consistent with the goals and objectives of the strategic plan.
- Allocate resources to create a culture of continuous improvement and service excellence in support of Southeast Tech's mission.
- Optimize the quality of budget information available to decision makers.
- Engage stakeholders and provide avenues for input.
- Evaluate historical revenue performance and cost center expenditures.
- Allocate resources efficiently, effectively, and equitably across the institute.
- Incentivize revenue innovation and new program development.
- Evaluate existing reserves and align requested expenditures with projected revenues.

FY23 Budget Timeline

Step	Date	Description
1	03-30-22	FY23 Budget Introduction to STC Leadership Team <ul style="list-style-type: none"> • FY05 – FY23 Historical Student FTE Counts • FY23 Tuition/Fee Projections (Draft) • FY23 State Aid Projections (Draft) • FY23 Other Revenue Sources Projections (Draft) • FY23 Salary/Benefit Estimates (Draft) <ul style="list-style-type: none"> ○ Existing FTE, New FTE Requests, Other Wages • FY22 Instructor Salary Support Template (Draft)
2	04-06-22	Present the schedule for budget process and approval of guidelines to the School Board. <ul style="list-style-type: none"> • Introduction to Final Adoption • HLC Requirements • Connectivity to Strategic Plan
3	04-11-22	Distribute FY23 – FY27 Capital Improvements Plan
4	04-13-22	Distribute FY23 – FY27 Capital Equipment Plan
5	04-22-22	Leadership submission of FY23 Budget Requests/Revisions
6	04-25-22 thru 05-01-22	FY23 Tentative Budget – Final Revisions
7	05-04-22	FY23 Tentative Budget Adoption, Public Hearing
8	05-19-22	FY23 Tentative Budget – Campus Presentation (IE Days)
9	June 2022	FY23 Final Budget – Presentation to STC Council
10	06-27-22 thru 07-01-22	FY23 Final Budget – Revisions
11	07-11-22	FY23 Final Adoption, Annual Meeting <ul style="list-style-type: none"> • Present Revisions to FY23 Tentative Budget • FY23 Post-Secondary Technical Fund & Enterprise Funds • FY23 Revenues (All Funds) • FY23 Expenditures (All Funds) • FY23 – FY27 Projections (PSVF Fund) • FY23 Fund Summaries • FY23 – FY27 Capital Improvement Plan • FY23 – FY27 Capital Equipment Plan
12	No later than 09-30-20	Publish Adopted Budget in Official Newspaper