

**SIOUX FALLS SCHOOL BOARD**  
**Wednesday, September 7, 2022 4:00 PM**

**Carly Reiter**  
**President**

**Instructional Planning Center**  
**201 East 38<sup>th</sup> 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](http://www.sf.k12.sd.us) and [www.southeasttech.edu](http://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 August 8, 2022
- V. Approval of Agenda
- VI. Conflicts of Interest
- VII. Approval of Consent Agenda
  - A. Authorizations and Ratifications  
*Exhibit reposted at 12:30 p.m on 09.06.22*
    1. Approval of Contracts
    2. Approval/Ratification of Purchase Orders
  - 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. STC Fall 2022 Enrollment Report  
*Exhibit reposted at 12:05 pm on 09.07.22*
  - B. Academic Program Update - Information Technology Division and Media Communications Division
  - C. Academic Support Training and Development Report
  - D. Competency-Based Education Report
- IX. Adjournment

## SCHOOL BOARD MEETING

Monday, August 8, 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 Monday, August 8, 2022 at 4:02 p.m. in the Instructional Planning Center, 201 East 38<sup>th</sup> Street. Sioux Falls, South Dakota, with the following members present: Nan Baker, Cynthia Mickelson, Marc Murren, Vice President Carly Reiter, President Kate Parker. Absent: None.

### Action ST00652

A motion was made by Nan Baker and seconded by Cynthia Mickelson five (5) votes “yes” on roll call **approving the minutes of a meeting** held on July 11, 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 ST00653

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

\* \* \* \* \*

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

### Action ST00654

A motion was made by Carly Reiter and seconded by Cynthia Mickelson, 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.	23-008STC, KKV	SD Department of Education	Perkins Nontraditional/Equity Coordination 2023G-076	\$15,000
b.	23-009STC, KKV	SD Department of Education	H-2 Perkins Reserve Fund 2023G-075	\$30,418
c.	23-010STC, MF	SD Dept of Labor and Regulation	WIOA- Title II State Grant	\$140,025
d.	23-011STC,MF	SD Dept of Labor and Regulation	WIOA-Title II State Grant	\$227,100
e.	23-012STC,BV	SD Department of Education	Perkins Secondary Statewide Consortium 2023C-049	\$277,500

**A2. Approval/Ratification of Purchase Orders**

Authorizing the Business Manager to issue Purchase Order(s) requiring additional approval of the School Board as follows:

	PO No.	Vendor	Description	Total Cost
a.	<b>S2301053</b>	BLUE 84	RESALE – CLOTHING	\$15,000
b.	<b>S2301096</b>	PEPSI COLA	RESALE – BEVERAGE	\$15,000
c.	<b>S2301101</b>	FARNER BOCKEN	RESALE – FOOD	\$15,000
d.	<b>S2301360</b>	UPS	SHIPPING	\$15,000
e.	<b>S2301380</b>	JENZABAR	JRM RENEWAL	\$47,500
f.	<b>S2301395</b>	NICOLE MCMILLIN	COUNSELING SERVICES	\$67,972
g.	<b>S2301396</b>	ATI ASSESSMENT TECHNOLOGIES	SKILLS TESTING	\$6,006
h.	<b>S2301397</b>	ATI ASSESSMENT TECHNOLOGIES	SKILLS TESTING	\$6,864
i.	<b>S2301398</b>	ATI ASSESSMENT TECHNOLOGIES	SKILLS TESTING	\$25,122
j.	<b>S2301399</b>	ATI ASSESSMENT TECHNOLOGIES	SKILLS TESTING	\$1,604
k.	<b>S2301400</b>	ATI ASSESSMENT TECHNOLOGIES	SKILLS TESTING	\$5,452

B. Approving the **Consolidated Report of Trust and Agency Funds** of August 8, 2022 and stating for the record that as of June 30, 2022 receipts total \$48,813,099.25 and disbursements total \$47,975,258.06 (MRF #ST486)

C. Approving the **Vice President of Finance and Operation’s Report** of August 8, 2022 in accordance with the SDCL §13-8-35 (MRF #ST487) and directing that detailed statement of receipts and balances on hand, as of June 30, 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:

<b><u>Name</u></b>	<b><u>Effective Location/Position</u></b>	<b><u>Date</u></b>
<b>Student Help, part-time, per hour</b>		
Scholes, Miranda	Scarborough	06-28-22
Splinter, Amy	Scarborough	07-20-22
<b>Other Help, part-time, per hour</b>		
Noldner, Tracy	Student Affairs	06-30-22
<b>Employment Contract, exempt, full-time, per annual</b>		
Haugen, Cody	Custodian	07-01-22
Stoltenburg, Thomas	Custodian	07-06-22
<b>Instructor, full-time, per annual</b>		
Noteboom, Stacie	Accounting	07-14-22

- D2. **Employment Recommendations**

<b><u>Name</u></b>	<b><u>Location/Position</u></b>	<b><u>Effective Date</u></b>	<b><u>Amount</u></b>
<b>Student Help, part-time, per hour</b>			
Lubiens, Brittini	Student Tutor	08-15-22	\$12.72
Sona, Camden	Student Tutor	08-15-22	\$12.72
<b>Other Help, part-time, per hour</b>			
Anderson, Graden	Scarborough	08-08-22	\$12.72
<b>Instructor, full-time, per annual</b>			
Peterson, Ginger	Surg Tech Lab Specialist, 210 Day, 1.0 FTE, Level N, Step 14	08-01-22	\$30.05
Schwebach, Gregory	Architectural Engineering, 186 Day, 1.0 FTE, Level 4, Step 6	07-11-22	\$56,644.00
<b>Instructor, Clinical, Part-Time, per hour</b>			
Cox, Tejana	Nursing	08-01-22	\$34.00
Bennett, Tekla	NDT	08-01-22	\$25.50
<b>Instructor, Non-Clinical, part-time, per hour</b>			
Breitling, Rodney	Land Survey Science	07-28-22	\$24.00

D3. **FY2022-2023 Wage Rates****Administrators, full-time, annual**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Fisher, Megan	VP for Enrollment Mgmt	07-01-22	\$138,928.00
Griggs, Robert	President	07-01-22	\$176,697.00
Kluin, Richard	VP of Finance & Ops	07-01-22	\$143,789.00
Possehl, Kristin	Dean of Curr & Instruction	07-01-22	\$119,527.00
Valdez, Benjamin	VP of Academic Affairs	07-01-22	\$143,789.00
VanLaecken, Erik	Chief Information Officer	07-01-22	\$132,512.00

**Faulty, 186 Day, full-time, annual**

Adamson, Heather	English	07-01-22	\$63,854.00
Anderson, Adam	Diesel Technology	07-01-22	\$60,319.00
Bezdichek, Michael	Electrician	07-01-22	\$60,319.00
Cermak, Audree	Veterinary Technology	07-01-22	\$60,319.00
Christian, Becca	Nursing	07-01-22	\$62,271.00
Conrad, Anthony	Media Design	07-01-22	\$62,553.00
Cox, Bryan	Mechatronics	07-01-22	\$67,021.00
Cruse, Laura	English	07-01-22	\$66,422.00
Davis, Chris	Accounting	07-01-22	\$67,021.00
Davis, Dana	Collision	07-01-22	\$60,319.00
Gries, Keith	Law Enforcement	07-01-22	\$60,319.00
Haase, Tori	Nursing	07-01-22	\$56,644.00
Haynes, Matthew	Construction Mgmt	07-01-22	\$62,553.00
Honey, Andrew	Computer Programming	07-01-22	\$55,940.00
Hunter, Marcus	Electrician	07-01-22	\$60,319.00
Johnson, Jarrod	HVAC	07-01-22	\$60,319.00
Kassing, Elizabeth	Civil Engineering	07-01-22	\$62,553.00
Larsen, Kristin	Mathematics	07-01-22	\$71,490.00
Leloux, Loretta	Early Childhood	07-01-22	\$67,021.00
McGuire, Annie	Surgical Technology	07-01-22	\$58,086.00
Morris, Roger	CIS Administration	07-01-22	\$62,553.00
Nowak, Deborah	General Education	07-01-22	\$69,255.00
Nussbaum, Sarah	Nursing	07-01-22	\$67,021.00
Olson, Julie	Natural Science	07-01-22	\$71,490.00
Pepper, Merrel	CIS Administration	07-01-22	\$71,490.00
Peters, Dennis	Business Administration	07-01-22	\$69,255.00
Ranaweera, Chamila	Mathematics	07-01-22	\$69,255.00
Saugstad, Jeanette	Nursing	07-01-22	\$62,553.00
Schaffer, Kenneth	Computer Security	07-01-22	\$62,553.00
Schmidt, Mark	Mechanical Engineering	07-01-22	\$64,789.00
Shotkoski, Kevin	Diesel Technology	07-01-22	\$64,789.00
Solberg, Megan	Nursing	07-01-22	\$63,854.00
Steinmetz, Jason	Diesel Technology	07-01-22	\$60,319.00
VanOverbeke, Jeff	Speech	07-01-22	\$69,255.00
Vos, Daniel	HVAC	07-01-22	\$65,437.00
Warkenthien, Richard	Media Design	07-01-22	\$62,553.00
Weber, Jessica	Pharmacy Technology	07-01-22	\$62,553.00
Weihe, Kimberly	Marketing	07-01-22	\$67,021.00

D3. **FY2022-2023 Wage Rates****Faulty, 186 Day, full-time, annual, continued**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Wellnitz, Kristin	Psychology	07-01-22	\$71,490.00
Wendell, John	Collision Repair	07-01-22	\$64,789.00
Williams, Brian	Marketing	07-01-22	\$69,255.00
Wohlwend, Bruce	CIS Administration	07-01-22	\$69,255.00
Wolff, Dana	Business Administration	07-01-22	\$71,490.00

**Faculty, 206 Day, full-time, annual**

Berry, Vincent	Plumbing	07-01-22	\$65,580.15
Board, Natalie	Nursing	07-01-22	\$78,192.38
Borgen, Cory	Sports Turf Mgmt	07-01-22	\$75,669.32
Howard, Dennis	Welding	07-01-22	\$70,625.24
Jensen, Marcia	Dental Assisting	07-01-22	\$70,625.24
Keyes, Jennifer	AEL Program Director	07-01-22	\$70,625.24
Miller, Richard	Law Enforcement	07-01-22	\$68,102.18
Otto, Josette	Surg Tech Director	07-01-22	\$66,494.56
Penning, Jolene	Medical Assisting	07-01-22	\$73,146.26
Pepper, Dustin	Nursing	07-01-22	\$76,345.19
Pottratz, Jennifer	Nursing	07-01-22	\$76,900.78
Rykhus, Brooke	Nursing	07-01-22	\$72,475.00
Schwartz, Colette	Nursing	07-01-22	\$75,669.32
Stoltenburg, Nathan	Construction Mgmt	07-01-22	\$68,102.18
Tebay, Kristina	Nursing	07-01-22	\$75,669.32

**Faculty, 226 Day, full-time, annual**

Anderson, Sarah	Medical Coding	07-01-22	\$76,006.00
Ellerbusch, Jenna	Invasive Cardio Tech	07-01-22	\$76,006.00
Entringer, Stephanie	Nursing	07-01-22	\$81,434.00
Gacke, Bridgett	Health Core	07-01-22	\$79,510.00
Heath, Lynn	Diagnostic Med Sonography	07-01-22	\$78,719.00
Osborn, Michelle	Nursing	07-01-22	\$81,434.00
Pommer, Jackie	Academic Instruction	07-01-22	\$84,149.00
Ringling, Benjamin	Horticulture	07-01-22	\$76,006.00
Rivere, Brittany	Nursing	07-01-22	\$79,510.00
Stahl, Emily	Veterinary Tech	07-01-22	\$81,707.00
Willer, Lexie	Vascular Sonography Pr. Dir	07-01-22	\$68,825.00

**HB1182 Pay, annual**

Adamson, Heather	English Instructor	07-01-22	\$8,278.00
Anderson, Adam	Diesel Technology	07-01-22	\$8,779.00
Berry, Vincent	Plumbing	07-01-22	\$3,011.00
Bezdichek, Michael	Electrician	07-01-22	\$4,081.00
Cox, Bryan	Mechatronics	07-01-22	\$16,017.00
Cruse, Laura	English	07-01-22	\$63.00
Davis, Dana	Collision	07-01-22	\$993.00
Garcia, Joshua	Automotive	07-01-22	\$14,566.00
Haynes, Matthew	Construction Mgmt	07-01-22	\$757.00

D3. **FY2022-2023 Wage Rates**  
**HB1182 Pay, annual, continued**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Heath, Lynn	Diagnostic Med Sonography	07-01-22	\$401.00
Honey, Andrew	Computer Programming	07-01-22	\$15,382.00
Howard, Dennis	Welding	07-01-22	\$1,444.00
Hunter, Marcus	Electrician	07-01-22	\$2,927.00
Jensen, Marcia	Dental Assisting	07-01-22	\$8,764.00
Johnson, Jarrod	HVAC	07-01-22	\$8,779.00
Kassing, Elizabeth	Civil Engineering	07-01-22	\$7,201.00
Morris, Roger	CIS Administration	07-01-22	\$8,769.00
Prouty, Terry	Automotive Technology	07-01-22	\$9,723.00
Scotting, Tate	Nursing	07-01-22	\$252.00
Stelley, Lynam	Welding	07-01-22	\$596.00
Schaffer, Kenneth	Computer Security	07-01-22	\$8,143.00
Schmidt, Mark	Mechanical Engineering	07-01-22	\$9,269.00
Shotkoski, Kevin	Diesel Technology	07-01-22	\$4,309.00
Stahl, Emily	Veterinary Tech	07-01-22	\$20,009.00
Steinmetz, Jason	Diesel Technology	07-01-22	\$8,779.00
Stoltenburg, Nathan	Construction Mgmt	07-01-22	\$537.00
VanOverbeke, Jeff	Speech	07-01-22	\$1,285.00
Vos, Daniel	HVAC	07-01-22	\$3,661.00
Wellnitz, Kristin	Psychology	07-01-22	\$4,814.00
Willer, Lexie	Vascular Sonography Pr. Dir	07-01-22	\$5,781.00
Wohlwend, Bruce	CIS Administration	07-01-22	\$1,455.00
<b>Custodian/Maintenance, full-time, hourly (day and night pay)</b>			
Anderson, Curtis	Custodian	07-01-22	\$18.97/\$20.00
Arnoldy, David	Custodial Manager	07-01-22	\$32.70/\$33.73
Avdic, Darko	Custodian	07-01-22	\$18.42/\$19.45
Blankartz, Tyler	Custodian	07-01-22	\$17.12/\$18.15
Buxton, Craig	Custodian	07-01-22	\$17.49/\$18.52
Dyke, Amy	Lead Custodian	07-01-22	\$19.45/\$20.48
Hollingshead, Kyle	Custodian	07-01-22	\$17.12/\$18.15
Ingber, Ronald	Custodian	07-01-22	\$19.15/\$20.18
Johnson, Brent	Custodian	07-01-22	\$18.05/\$19.08
Johnson, Troy	Maintenance	07-01-22	\$24.08/\$25.11
Kramer-Hermanson, M	Asst. Custodial Manager	07-01-22	\$22.89/\$23.92
Mayer, Eric	Custodian	07-01-22	\$19.71/\$20.74
Miranowski, Devin	Custodian/Maintenance	07-01-22	\$19.86/\$20.89
Piskic, Hajrudin	Custodian	07-01-22	\$18.05/\$19.08
Sahuric, Ferid	Custodian	07-01-22	\$19.15/\$20.18
Sandstede, Kevin	Custodian	07-01-22	\$25.01/\$26.04
Sauer, Dennis	Custodian	07-01-22	\$17.49/\$18.52
Simonsen, Laura	Facilities	07-01-22	\$17.05

D3. **FY2022-2023 Wage Rates**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Employment Contract, Extra Duties, Full-Time, Stipend</b>			
Possehl, Kristen	Dean of Curr & Instruction	07-01-22	\$3,586.00
Kluin, Rich	VP of Finance & Operations	07-01-22	\$5,810.00
Overby, Jennifer	Health Records Admin	07-01-22	\$256.00
<b>Employment Contract, 12 months, full-time, annual</b>			
Bormann, Amanda	Dir of Enterprise Apps	07-01-22	\$89,418.00
Carlson, Elena	AEL Instructional Coach	07-01-22	\$48,671.00
Carruthers, Tara	Student Success Advisor	07-01-22	\$65,419.00
Dorman, Scott	Admissions Counselor	07-01-22	\$68,123.65
Dyce, Dayna	Student Records Associate	07-01-22	\$69,074.00
Eklund, Anne	AEL Instructional Coach	07-01-22	\$62,850.00
Fisher, Anna	Pre-College Program Adv.	07-01-22	\$62,372.00
Fjelland, Lauren	Student Records Associate	07-01-22	\$64,050.00
Frey, Amanda	Director of Admissions	07-01-22	\$81,659.00
Friesz, Ethan	System Administrator	07-01-22	\$66,104.00
Furth, Shannon	Admissions Process Coord.	07-01-22	\$57,222.00
Gefroh, Heidi	HR Director	07-01-22	\$84,047.00
Gjerde, Nadine	Student Success Advisor	07-01-22	\$66,788.00
Grabowska, Lynette	Financial Aid Compliance	07-01-22	\$77,195.00
Hansen, Micah	Director of Financial Aid	07-01-22	\$81,659.00
Harder, Elizabeth	Student Success Advisor	07-01-22	\$64,093.00
Kramer, Jaclyn	Associate Dean	07-01-22	\$102,745.00
Lambley, Jennifer	Marketing & Communications	07-01-22	\$70,894.00
Miller, Amy	Compliance, IE, & Bdgt Coord	07-01-22	\$65,419.00
Olson, Emily	Student Success Advisor	07-01-22	\$62,843.00
Oswald, Vicki	Executive Assistant	07-01-22	\$70,894.00
Prokop, Marcella	Dir of Access & Workforce Op	07-01-22	\$77,678.00
Rathsachack, Ashley	Admissions Process Coord.	07-01-22	\$57,222.00
Reisch, Chelsea	Student Success Advisor	07-01-22	\$61,594.00
Rogotzke, Kelli	Student Success Advisor	07-01-22	\$60,969.00
Schneider, Nick	Associate Dean	07-01-22	\$101,703.00
Schuette, Amanda	Admissions Representative	07-01-22	\$57,222.00
Shoenrock, Shelly	Food Service Manager	07-01-22	\$56,106.00
Sjorgren, Robin	Childcare Program Coord.	07-01-22	\$43,865.00
Skiff, Jason	Bookstore Manager	07-01-22	\$68,156.00
Skorzewski, Tami	Scarborough Director	07-01-22	\$66,592.00
Overby, Jennifer	Health Records Administrator	07-01-22	\$43,660.08
Vandekamp, Sara	Perkins Director	07-01-22	\$68,156.00
Vortherms, Kristie	Director of Student Success	07-01-22	\$88,064.00
Weber, Joseph	Admissions Representative	07-01-22	\$57,222.00
Westcott, James	Dir of Student Accounts	07-01-22	\$84,843.00
Westerman, Julie	Student Success Advisor	07-01-22	\$66,788.00
Williamson, Stephen	Foundation Director	07-01-22	\$88,064.00
Winter, Karen	Testing Center Manager	07-01-22	\$59,454.00

D3. **FY2022-2023 Wage Rates**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Employment Contract, 12 months, full-time, hourly</b>			
Buseman, Nathan	Financial Aid Coordinator	07-01-22	\$29.13
Hout, Lori	IT Support Technician	07-01-22	\$30.63
Landhuis, Carmen	Graphic Designer	07-01-22	\$22.88
Leffring, Holly	Business Office Associate	07-01-22	\$22.39
Muhs, Jon	Financial Aid Coordinator	07-01-22	\$29.13
Oorlog, Lori	IT Support Technician	07-01-22	\$30.63
Valdez, Martin	Business Office Associate	07-01-22	\$23.12
Vis, Ashley	Accessibility Services	07-01-22	\$22.39
Wagner, Keith	Network Administrator	07-01-22	\$35.47
Ware, Brian	CDL Instructor	07-01-22	\$28.37
Williamson, Darla	Accountant	07-01-22	\$25.19
Wise, Ashley	Enterprise Apps Tech	07-01-22	\$28.54
<b>Clerical, 12-months, full-time, hourly</b>			
Duus, Kristi	Administrative Assistant	07-01-22	\$21.53
Hamann, Jenae	Admissions Assistant	07-01-22	\$19.45
Hemmingson, Kayla	Administrative Assistant	07-01-22	\$20.91
Johannsen, Jessica	Administrative Assistant	07-01-22	\$21.13
Strouth, Erica	Registrar Assistant	07-01-22	\$24.78
VanBriesen, Tonya	Foundation	07-01-22	\$21.75
Woodard, Judy	Bookstore Associate	07-01-22	\$20.27
<b>Employment Contract, 210 day, full-time, annual</b>			
Langbehn, Amber	Nursing Lab Assistant	07-01-22	\$59,390.00
<b>Other Help, full-time, hourly</b>			
Beck, Kayla	Scarborough	07-01-22	\$14.01
Hartman, Alexandra	Scarborough	07-01-22	\$15.63
Weihe, Connor	Scarborough	07-01-22	\$16.55
<b>Student Activity Advisors, Stipend</b>			
Berry, Vincent	Student Organization	07-01-22	\$3,286.00
Borgen, Cory	Student Organization	07-01-22	\$3,286.00
Fjelland, Lauren	Volleyball	07-01-22	\$1,694.50
Friesz, Ethan	Basketball	07-01-22	\$1,400.00
Gries, Keith	Student Club	07-01-22	\$530.00
Hansen, Micah	Student Club	07-01-22	\$530.00
Harder, Elizabeth	Student Organization	07-01-22	\$1,643.00
Harder, Elizabeth	Student Club	07-01-22	\$530.00
Haynes, Matthew	Student Organization	07-01-22	\$1,643.00
Kassing, Elizabeth	Student Organization	07-01-22	\$1,643.00
Landhuis, Carmen	Bowling	07-01-22	\$2,800.00
Leloux, Loretta	Student Organization	07-01-22	\$3,286.00
Merritt, Jason	Student Organization	07-01-22	\$3,286.00

D3. **FY2022-2023 Wage Rates**  
**Student Activity Advisors, Stipend, continued**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Prouty, Terry	Student Organization	07-01-22	\$3,286.00
Pottratz, Jennifer	Student Organization	07-01-22	\$3,286.00
Prokop, Marcella	Student Club	07-01-22	\$530.00
Reisch, Chelsea	Bowling	07-01-22	\$2,800.00
Reisch, Chelsea	Student Organization	07-01-22	\$1,643.00
Reisch, Chelsea	Student Club	07-01-22	\$530.00
Ringling, Benjamin	Student Organization	07-01-22	\$3,286.00
Valdez, Martin	Student Club	07-01-22	\$53.00
Vos, Daniel	Basketball	07-01-22	\$140.00
Vos, Daniel	Disc Golf	07-01-22	\$280.00
Weber, Joseph	Volleyball	07-01-22	\$1,694.50
Weihe, Kimberly	Student Club	07-01-22	\$530.00

D4. **Change of Status**

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Stelley, Lynam	Adjunct Welding Part-time \$34.00/hour	Welding Instructor 186 Day, 1.0 FTE Level 3, Step 8 \$57,471	07-07-22
Grogan, Traci	Adjunct Nursing Part-time \$24.00/hour	Nursing Instructor 206 Day, 1.0 FTE Level 4, Step 6 \$62,733	07-25-22
Mower, Britney	Department Chair 226 Day, 1.0 FTE \$81,945	Assoc Dean of Curriculum & Instruction 12 month, 1.0 FTE \$102,745	07-01-22
Menholt, Jade	Bookstore Associate Part-Time \$14.50/hour	Bookstore Associate 12 month, 1.0 FTE Level K, Step 4 \$19.86/hour	07-13-22
Homan, Fenecia	Dean of Curriculum & Instruction 12 month, 1.0 FTE Level G, Step 4 \$108,948	Assoc Vice President for Institutional Effectiveness 12 month, 1.0 FTE Level F, Step 5 \$127,728	07-01-22
Vettrus, Jill	Adjunct Math Part-time \$24.00/hour	Math Instructor 186 Day, 1.0 FTE Level 8, Step 10 \$71,490	07-01-22

D4. **Change of Status, continued**

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Rinehart, Ronda	Accountant II 12 month, 1.0 FTE Level H, Step 16 \$29.40/hour	Accountant II 12 month, 1.0 FTE Level I, Step 16 \$34.82/hour	07-01-22
Stephens, Michael	Director of Accounting 12 month, 1.0 FTE Level K, Step 16 \$80,040	Director of Accounting 12 month, 1.0 FTE Level L, Step 16 \$91,499	07-01-22

Action ST00655

Vice President of Academics Dr. Benjamin Valdez provided the FY 22 Academics Report (see MRF #ST488). The Academic Affairs department has spent last year aligning strategic priorities with the Southeast Tech mission, our industry partners, and regional workforce needs. We have forged new partnerships with our K-12 partners and the SD Board of Regent institutions to meet these goals. We have responded to industry needs by developing new academic programs and aligning with industry standards. Several of our academic programs have also reaffirmed programmatic accreditation or earned accreditation during the school year. We have also applied for several grants to provide additional funding for expansion and educational growth opportunities for the institution allowing it to become nimbler in responding to the workforce needs of industry in our region.

Following general discussion, a motion was made by Nan Baker and seconded by Carly Reiter, five (5) votes “yes” on roll call **acknowledging the FY22 Academic Update.**

Action ST00656

On motion by Cynthia Mickelson and seconded by Nan Baker, five (5) votes “yes” on roll call, the School board **adjourned** at 4:40 p.m.

KATE PARKER  
Presiding Officer

TODD VIK  
Business Manager

**SIOUX FALLS SCHOOL BOARD**  
**Wednesday, September 7, 2022 4:00 p.m.**

**Kate Serenbetz**  
**President**

**Instructional Planning Center**  
**201 East 38<sup>th</sup> 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](http://www.sf.k12.sd.us) and [www.southeasttech.edu](http://www.southeasttech.edu)

## **AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Persons Wishing to Address the School Board
4. Approval of Minutes of August 8, 2022
5. Approval of Agenda
6. Conflicts of Interest
7. Approval of Consent Agenda
  - A. Authorizations and Ratifications
    1. Approval of Contracts
    2. Approval/Ratification of Purchase Orders
  - B. Approval of Consolidated Report of Trust and Agency Funds
  - C. Approval of Vice President of Finance and Operations Report
  - D. Approval of Personnel Report
8. Reports of the President
  - A. STC Fall 2022 Enrollment Report
  - B. Academic Program Update – Information Technology Division and Media Communications Division
  - C. Academic Support Training and Development Report
  - D. Competency-Based Education Approval Report
9. Adjournment

**1. Approval of Contracts****Robert Griggs 367-7485**

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

<b>Item</b>	<b>Contract Number</b>	<b>Contractor</b>	<b>Project</b>	<b>Cost</b>
<b>a.</b>	23-013STC, RJG	Sanford	Classrooms to Careers – MOU between Sanford, STC and SFSD	\$12,500 per semester
<b>b.</b>	23-014STC, EV	Transact	ACH Refund	\$52,032
<b>c.</b>	23-015STC, MF	SD Dept of Labor and Regulation	Healthcare Bridge Program – revision	\$47,500

**2. Approval/Ratification of Purchase Orders****Rich Kluin 367-5692**

Authorizing the Business Manager to issue Purchase Order(s) requiring additional approval of the School Board as follows:

<b>Item</b>	<b>PO No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Total Cost</b>
<b>a.</b>	<b>S2301414</b>	College Board	PowerFails Renewal	\$22,075.00
<b>b.</b>	<b>S2301648</b>	SNAP-ON	Autobody Tool Sets	\$64,530.20
<b>c.</b>	<b>S2301708</b>	Frontier Precision	Surveying Equipment	\$47,625.00
<b>d.</b>	<b>S2301793</b>	SHI International	Microsoft Campus Agreement	\$30,502.61

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

**CONSOLIDATED REPORT OF TRUST AND AGENCY FUNDS**

	Balance 7/1/2022	Received to date	Disbursed to date	Balance 7/31/2022
STI Bookstore	\$ 34,414.43	\$ 52.88	\$ -	\$ 34,467.31
STI EFT	\$ 292,470.45	\$ 65,620.53	\$ 14,000.00	\$ 344,090.98
STI Tuition & Fees	\$ 2,117,830.91	\$ 1,117,479.55	\$ 500,950.18	\$ 2,734,360.28
STI T & A	\$ 128,916.76	\$ 199.50	\$ -	\$ 129,116.26
STI ACH	\$ 2.16	\$ -	\$ -	\$ 2.16
STI Blue Bucks	\$ 10,171.17	\$ 251.54	\$ 80.67	\$ 10,342.04
TOTALS	<u>\$ 2,583,805.88</u>	<u>\$ 1,183,604.00</u>	<u>\$ 515,030.85</u>	<u>\$ 3,252,379.03</u>

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

**TO: School Board**  
**Southeast Tech Funds on hand July 31, 2022:**

**POST-SECONDARY VOCATIONAL FUND #23**

First Interstate, Checking, #3047444	\$ (1,339,030.76)	
First Interstate, Savings, #5035221	1,452,376.24	
Payroll	-	
Total Post-Secondary Vocational Fund	<u>113,345.48</u>	<u>\$ 113,345.48</u>

**POST-SECONDARY VOCATIONAL BOOKSTORE FUND #52**

First Interstate, Checking, #3047444	<u>\$ 1,103,052.23</u>
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**POST-SECONDARY VOCATIONAL FOOD SERVICE #53**

First Interstate, Checking, #3047444	<u>\$ 3,030.96</u>
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**POST-SECONDARY VOCATIONAL CHILD CARE #54**

First Interstate, Checking, #3047444	<u>\$ 145,087.53</u>
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<b>Total All Funds</b>	<u><u>\$ 1,364,516.20</u></u>
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**POST SECONDARY - VOCATIONAL FUND**

	<b>FY23 BUDGET</b>	<b>JUL 23 YTD</b>	<b>JUL 23 PERCENT</b>	<b>JUL 22 YTD</b>	<b>JUL 22 PERCENT</b>
<b>REVENUES:</b>					
<b>STUDENT CHARGES:</b>					
Tuition	\$ 6,818,959	\$ 348,016	5.10%	\$ 187,044	2.63%
Fees	6,515,512	17,225	0.26%	171,264	2.55%
Corporate Education	252,172	-	0.00%	-	0.00%
<b>STATE SUPPORT:</b>					
State Aid	9,207,352	-	0.00%	15,458	0.21%
Other State	5,152,900	-	0.00%	-	0.00%
<b>FEDERAL SUPPORT:</b>					
Perkins	839,766	(250,177)	-29.79%	(155,163)	-20.20%
ABE	256,100	(57,329)	-22.39%	(62,030)	-27.31%
Other Federal	2,703,930	(2,117,472)	-78.31%	(356,990)	-458.18%
<b>LOCAL SUPPORT:</b>					
Grants/Donations	4,750,000	-	0.00%	-	0.00%
Other Local	1,202,966	(119,182)	-9.91%	(137,352)	-11.28%
<b>TOTAL REVENUES:</b>	<b>\$ 37,699,657</b>	<b>(2,178,918)</b>	<b>-5.78%</b>	<b>\$ (337,771)</b>	<b>-1.35%</b>
<b>EXPENDITURES:</b>					
<b>WAGES - FULLTIME:</b>					
Administrative	\$ 1,100,191	\$ 91,683	8.33%	\$ 85,344	8.30%
Instructional	6,236,250	446,931	7.17%	410,305	5.92%
Support	5,297,402	393,776	7.43%	330,789	6.95%
<b>WAGES - OTHER:</b>					
Early Retirement	-	(28,558)	#DIV/0!	(70,122)	-245.53%
Instructional - Other	1,086,350	103,290	9.51%	79,471	9.09%
Support - Other	256,450	-	0.00%	-	0.00%
<b>BENEFITS:</b>					
Insurance - Dental	130,434	9,694	7.43%	9,034	6.96%
Insurance - Medical	2,227,209	159,875	7.18%	150,863	6.83%
Insurance - Other	60,613	10,090	16.65%	10,386	51.88%
Retirement	1,831,995	133,708	7.30%	120,265	7.06%
<b>SERVICES:</b>					
Advertising	381,000	-	0.00%	2,500	0.61%
Legal	50,000	-	0.00%	-	0.00%
Maintenance/Repair	208,350	59,403	28.51%	53,461	17.91%
Postage	122,100	641	0.52%	1,144	0.68%
Printing/Publishing	119,450	(2,091)	-1.75%	897	0.71%
Professional/Technical	1,269,456	8,891	0.70%	15,938	1.63%
Property	197,000	198,720	100.87%	144,414	98.24%
Rentals	68,170	(4,890)	-7.17%	1,400	2.61%
Software Upgrades	792,650	95,437	12.04%	6,744	1.49%
Travel	146,170	943	0.64%	486	0.26%
Utilities	711,492	(17,681)	-2.49%	(12,220)	-2.16%
<b>SUPPLIES:</b>					
Equipment - Noncapital	208,739	12,215	5.85%	-	0.00%
Food	83,575	-	0.00%	402	0.39%
Instructional Supplies	587,774	(35)	-0.01%	13	0.00%
Other	370,700	1,941	0.52%	2,066	0.49%
Resale	568,623	-	0.00%	162,333	19.90%
Software	123,325	22,837	18.52%	4,432	1.80%
<b>OTHER:</b>					
Bad Debt	135,000	-	0.00%	(176,097)	-88.05%
Dues/Fees	435,960	27,120	6.22%	21,116	4.30%
Liability Insurance	115,000	119,927	104.28%	103,688	95.13%
Miscellaneous	134,000	-	0.00%	(450)	-0.27%
<b>SUBTOTAL - OPERATING:</b>	<b>\$ 25,055,428</b>	<b>\$ 1,843,866</b>	<b>7.36%</b>	<b>\$ 1,458,603</b>	<b>5.84%</b>
<b>EQUIPMENT:</b>					
Building Improvements	\$ 5,501,390	\$ -	0.00%	\$ -	0.00%
Equipment	7,532,833	48,760	0.65%	-	0.00%
Information Technology	88,000	-	0.00%	-	0.00%
Land Improvements	301,526	-	0.00%	-	#DIV/0!
<b>SUBTOTAL - CAPITAL:</b>	<b>\$ 13,423,749</b>	<b>\$ 48,760</b>	<b>0.36%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$ 38,479,177</b>	<b>1,892,626</b>	<b>4.92%</b>	<b>\$ 1,458,603</b>	<b>5.23%</b>
<b>REVENUE OVER (UNDER) EXPENSE:</b>	<b>\$ (779,520)</b>	<b>\$ (4,071,544)</b>		<b>\$ (1,796,374)</b>	
<b>BEGINNING FUND BALANCE:</b>		<b>4,491,170</b>			
<b>ENDING FUND BALANCE:</b>		<b>\$ 419,627</b>			

**POST SECONDARY - BOOKSTORE**

	<b>FY23 BUDGET</b>	<b>JUL 23 YTD</b>	<b>JUL 23 PERCENT</b>	<b>JUL 22 YTD</b>	<b>JUL 22 PERCENT</b>
<b>REVENUES:</b>					
<b>STUDENT CHARGES:</b>					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
<b>STATE SUPPORT:</b>					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
<b>FEDERAL SUPPORT:</b>					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
<b>LOCAL SUPPORT:</b>					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	1,606,000	(4,771)	-0.30%	(17,291)	-1.08%
<b>TOTAL REVENUES:</b>	<b>\$ 1,606,000</b>	<b>\$ (4,771)</b>	<b>-0.30%</b>	<b>\$ (17,291)</b>	<b>-1.08%</b>
<b>EXPENDITURES:</b>					
<b>WAGES - FULLTIME:</b>					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	108,528	11,391	10.50%	8,598	8.33%
<b>WAGES - OTHER:</b>					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	45,000	-	0.00%	-	0.00%
<b>BENEFITS:</b>					
Insurance - Dental	1,382	120	8.71%	115	8.33%
Insurance - Medical	24,237	2,193	9.05%	2,020	8.05%
Insurance - Other	2,229	244	10.96%	148	6.66%
Retirement	16,215	1,513	9.33%	1,128	7.25%
<b>SERVICES:</b>					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	25,000	-	0.00%	-	0.00%
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%
<b>SUPPLIES:</b>					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	200	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	-	-	0.00%	-	0.00%
Resale	1,285,000	2,837	0.22%	-	0.00%
Software	-	-	0.00%	-	0.00%
<b>OTHER:</b>					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	72,000	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	20,177	-	0.00%	-	0.00%
<b>SUBTOTAL - OPERATING:</b>	<b>\$ 1,603,968</b>	<b>\$ 18,299</b>	<b>1.14%</b>	<b>\$ 12,010</b>	<b>0.75%</b>
<b>EQUIPMENT:</b>					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
<b>SUBTOTAL - CAPITAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$ 1,603,968</b>	<b>\$ 18,299</b>	<b>1.14%</b>	<b>\$ 12,010</b>	<b>0.75%</b>
<b>REVENUE OVER (UNDER) EXPENSE:</b>	<b>\$ 2,032</b>	<b>\$ (23,070)</b>		<b>\$ (29,301)</b>	
<b>BEGINNING FUND BALANCE:</b>		<b>2,046,707</b>			
<b>ENDING FUND BALANCE:</b>		<b>\$ 2,023,637</b>			

**POST SECONDARY - FOOD SERVICE**

	<b>FY23 BUDGET</b>	<b>JUL 23 YTD</b>	<b>JUL 23 PERCENT</b>	<b>JUL 22 YTD</b>	<b>JUL 22 PERCENT</b>
<b>REVENUES:</b>					
<b>STUDENT CHARGES:</b>					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
<b>STATE SUPPORT:</b>					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
<b>FEDERAL SUPPORT:</b>					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
<b>LOCAL SUPPORT:</b>					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	395,000	(90)	-0.02%	269	0.07%
<b>TOTAL REVENUES:</b>	<b>\$ 395,000</b>	<b>\$ (90)</b>	<b>-0.02%</b>	<b>\$ 269</b>	<b>0.07%</b>
<b>EXPENDITURES:</b>					
<b>WAGES - FULLTIME:</b>					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	91,806	7,642	8.32%	7,137	8.33%
<b>WAGES - OTHER:</b>					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	46,540	-	0.00%	-	0.00%
<b>BENEFITS:</b>					
Insurance - Dental	1,019	85	8.33%	81	8.33%
Insurance - Medical	18,594	1,549	8.33%	1,476	8.33%
Insurance - Other	779	931	119.46%	162	2.16%
Retirement	15,759	1,014	6.43%	946	5.96%
<b>SERVICES:</b>					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	6,000	-	0.00%	(1,441)	-24.02%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	500	-	0.00%	-	0.00%
Professional/Technical	1,500	-	0.00%	-	0.00%
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%
<b>SUPPLIES:</b>					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	15,000	-	0.00%	231	1.16%
Resale	175,000	-	0.00%	3,411	1.95%
Software	-	-	0.00%	-	0.00%
<b>OTHER:</b>					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	5,000	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	-	0.00%
Depreciation	22,170	-	0.00%	-	0.00%
<b>SUBTOTAL - OPERATING:</b>	<b>\$ 399,667</b>	<b>\$ 11,220</b>	<b>2.81%</b>	<b>\$ 12,003</b>	<b>2.83%</b>
<b>EQUIPMENT:</b>					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
<b>SUBTOTAL - CAPITAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$ 399,667</b>	<b>\$ 11,220</b>	<b>2.81%</b>	<b>\$ 12,003</b>	<b>2.83%</b>
<b>REVENUE OVER (UNDER) EXPENSE:</b>	<b>\$ (4,667)</b>	<b>\$ (11,310)</b>		<b>\$ (11,734)</b>	
<b>BEGINNING FUND BALANCE:</b>		<b>162,167</b>			
<b>ENDING FUND BALANCE:</b>		<b>\$ 150,856</b>			

**POST SECONDARY - CHILDCARE**

	<b>FY23 BUDGET</b>	<b>JUL 23 YTD</b>	<b>JUL 23 PERCENT</b>	<b>JUL 22 YTD</b>	<b>JUL 22 PERCENT</b>
<b>REVENUES:</b>					
<b>STUDENT CHARGES:</b>					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
<b>STATE SUPPORT:</b>					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
<b>FEDERAL SUPPORT:</b>					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	72,423	-	0.00%	-	0.00%
<b>LOCAL SUPPORT:</b>					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	289,000	-	0.00%	-	0.00%
<b>TOTAL REVENUES:</b>	<b>\$ 361,423</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>EXPENDITURES:</b>					
<b>WAGES - FULLTIME:</b>					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	200,102	9,205	4.60%	8,651	4.70%
<b>WAGES - OTHER:</b>					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	21,570	-	0.00%	-	0.00%
<b>BENEFITS:</b>					
Insurance - Dental	3,438	170	4.94%	163	4.88%
Insurance - Medical	74,015	2,645	3.57%	2,520	4.74%
Insurance - Other	2,201	264	11.99%	380	32.82%
Retirement	26,060	1,204	4.62%	1,115	4.09%
<b>SERVICES:</b>					
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%
<b>SUPPLIES:</b>					
Equipment - Noncapital	3,200	-	0.00%	-	0.00%
Food	500	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	6,000	-	0.00%	-	0.00%
Resale	-	-	0.00%	-	0.00%
Software	450	-	0.00%	-	0.00%
<b>OTHER:</b>					
Bad Debt	5,000	-	0.00%	-	0.00%
Dues/Fees	500	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	3,000	-	0.00%	-	0.00%
Depreciation	343	-	0.00%	-	0.00%
<b>SUBTOTAL - OPERATING:</b>	<b>\$ 347,859</b>	<b>\$ 13,487</b>	<b>3.88%</b>	<b>\$ 12,829</b>	<b>3.94%</b>
<b>EQUIPMENT:</b>					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
<b>SUBTOTAL - CAPITAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$ 347,859</b>	<b>\$ 13,487</b>	<b>3.88%</b>	<b>\$ 12,829</b>	<b>3.94%</b>
<b>REVENUE OVER (UNDER) EXPENSE:</b>	<b>\$ 13,564</b>	<b>\$ (13,487)</b>		<b>\$ (12,829)</b>	
<b>BEGINNING FUND BALANCE:</b>		<b>(63,869)</b>			
<b>ENDING FUND BALANCE:</b>		<b>\$ (77,357)</b>			

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

	<b>#23</b>	<b>#52</b>	<b>#53</b>	<b>#54</b>
	<b>Post</b>			
	<b>Secondary</b>	<b>Bookstore</b>	<b>Food Service</b>	<b>Child Care</b>
	<b>Vocational</b>	<b>Enterprise</b>	<b>Enterprise</b>	<b>Enterprise</b>
	<b>Fund</b>	<b>Fund</b>	<b>Fund</b>	<b>Fund</b>
<b>Cash Balance June 30, 2022</b>	\$ 3,589,752.13	\$ 1,232,875.78	\$ 18,361.39	\$ 163,236.80
<b>Operating Results:</b>				
<b>Revenue:</b>				
<b>Local Sources:</b>				
Tuition/Fees	365,241.41	-	-	-
Sales of Goods/Services	-	290.84	(90.37)	-
Other Sources	(119,181.97)	(5,061.58)	-	-
<b>State Sources:</b>	-	-	-	-
<b>Federal Sources:</b>	(2,424,977.41)	-	-	-
<b>Expenditures:</b>				
Personnel	(1,320,488.74)	(15,462.16)	(11,220.10)	(13,487.36)
Services	(339,372.21)	-	-	-
Supplies	(36,958.05)	(2,836.98)	-	-
Capital	(48,760.00)	-	-	-
Other	(147,046.93)	-	-	-
Transfers	-	-	-	-
<b>(Increase)/Decrease in Assets</b>	2,967,953.11	3,273.68	1,739.93	4,718.67
<b>Increase/(Decrease) in Liabilities</b>	<u>(2,372,815.86)</u>	<u>(109,445.67)</u>	<u>(5,759.89)</u>	<u>(9,380.58)</u>
<b>Net Cash Provided By (Used In) Operating Activities:</b>	<u>\$ (3,476,406.65)</u>	<u>\$ (129,241.87)</u>	<u>\$ (15,330.43)</u>	<u>\$ (18,149.27)</u>
<b>Cash Balance July 31, 2022</b>	<u>\$ 113,345.48</u>	<u>\$ 1,103,633.91</u>	<u>\$ 3,030.96</u>	<u>\$ 145,087.53</u>
<b>Cash Balance June 30, 2022</b>	\$ 3,589,752.13	\$ 1,232,875.78	\$ 18,361.39	\$ 163,236.80
<b>Operating Results:</b>				
<b>Revenue:</b>				
<b>Local Sources:</b>				
Tuition/Fees	365,241.41	-	-	-
Sales of Goods/Services	-	290.84	(90.37)	-
Other Sources	(119,181.97)	(5,061.58)	-	-
<b>State Sources:</b>	-	-	-	-
<b>Federal Sources:</b>	(2,424,977.41)	-	-	-
<b>Expenditures:</b>				
Personnel	(1,320,488.74)	(15,462.16)	(11,220.10)	(13,487.36)
Services	(339,372.21)	-	-	-
Supplies	(36,958.05)	(2,836.98)	-	-
Capital	(48,760.00)	-	-	-
Other	(147,046.93)	-	-	-
Audit	-	-	-	-
<b>(Increase)/Decrease in Assets</b>	2,967,953.11	3,273.68	1,739.93	4,718.67
<b>Increase/(Decrease) in Liabilities</b>	<u>(2,372,815.86)</u>	<u>(109,445.67)</u>	<u>(5,759.89)</u>	<u>(9,380.58)</u>
<b>Net Cash Provided By (Used In) Operating Activities:</b>	<u>\$ (3,476,406.65)</u>	<u>\$ (129,241.87)</u>	<u>\$ (15,330.43)</u>	<u>\$ (18,149.27)</u>
<b>Cash Balance July 31, 2022</b>	<u>\$ 113,345.48</u>	<u>\$ 1,103,633.91</u>	<u>\$ 3,030.96</u>	<u>\$ 145,087.53</u>

<b>Rich Kluin</b>	8/31/2022
<b>Prepared by</b>	<b>Date</b>

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>
<b>Other Help, part-time, per hour</b>		
Fuerst, Rebecca	Testing Center	07-30-22
Struck, Kathy	Human Resources	08-01-22
Nolden, Candice	Food Service	08-10-22
<b>Employment Contract, exempt, full-time, per annual</b>		
Riddle, Meagan	Scarborough	08-16-22
<b>Instructor, full-time, per annual</b>		
Rykhus, Brooke	Nursing	08-01-22
Tebay, Kristina	Nursing	08-29-22
<b>Clinical Instructor, part-time, per hour</b>		
Hartness, Lexi	Nursing	08-02-22

2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
<b>Student Help, part-time, per hour</b>			
Block, Katelyn	Scarborough	08-22-22	\$12.72
Perez, Thomas	IT Student Tech	08-18-22	\$14.84
Lau, Katelyn	Scarborough	08-22-22	\$12.72
Dinger, Cambry	Scarborough	08-22-22	\$12.72
Geyer, Daytona	Scarborough	08-22-22	\$12.72
Kinzley, Caleb	IT Student Tech	08-18-22	\$14.84
Gunderson, Keauna	Workstudy-Admissions	08-22-22	\$12.72
Munsen, Carla	Workstudy-Admissions	08-22-22	\$12.72
Guevara, Melanie	Scarborough	08-22-22	\$12.72
<b>Other Help, part-time, per hour</b>			
Fechner, Connie	Food Service	08-01-22	\$13.25
Schnell, Jane	Professional Tutor	08-01-22	\$25.00
Patzlaff, Debra	Food Service	08-15-22	\$13.00
Merritt, Alexander	Food Service	08-15-22	\$13.00
Sutter, Julie	Food Service	08-15-22	\$13.00
McLain, Kevin	Test Center Proctor	08-18-22	\$15.90
Haron, Mikaela	Test Center Proctor	08-22-22	\$15.90
<b>Employee Contract, full-time, per annual</b>			
Letcher, Maria	Student Life Coordinator, 12 month, 1.0 FTE, Level H, Step 1 240 prorated days	08-01-22	\$51,597.00
Leisinger, Megan	Student Life Coordinator 12 month, 1.0 FTE,	08-15-22	\$49,448.00

Level H, Step 1  
230 prorated days

**Employee Contract, full-time, per hour**

Penning, Aaron	Auto Lab Specialist 210 day, 1.0 FTE Level N, Step 8	08-08-22	\$28.32
Noble, Caleb	IT Support Tech 12 month, 1.0 FTE Level N, Step 10	08-19-22	\$28.90

**Instructor, Clinical, Part-Time, per hour**

Thesenvitz, Keanna	Nursing	08-22-22	\$25.50
Studer, Alyssa	Nursing	08-22-22	\$25.50

**Extra Duty or Assignment, Lump Sum payment**

Opdahl, Nicholas	CTE Academy	08-01-22	\$20,000.00
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**3. FY2022-2023 Wage Rates****Lump Sum Payments**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Dyke, Amy	Custodian	07-01-22	\$94.91
Hollingshead, Kyle	Custodian	07-01-22	\$94.91
Ingber, Ronald	Custodian	07-01-22	\$94.91
Johnson, Brent	Custodian	07-01-22	\$94.91
Johnson, Troy	Maintenance Engineer	07-01-22	\$94.91
Kramer-Hermanson, M.	Asst. Custodial Manager	07-01-22	\$94.91
Mayer, Eric	Custodian	07-01-22	\$94.91
Miranowski, Devin	Custodian	07-01-22	\$94.91
Piskic, Hajrudin	Custodian	07-01-22	\$94.91
Sahuric, Ferid	Custodian	07-01-22	\$94.91
Sandstede, Kevin	Custodian	07-01-22	\$94.91
Sauer, Dennis	Custodian	07-01-22	\$94.91

**Clinical Instruction, hourly**

Aamold, Rachel	Nursing	07-01-22	\$46.00
Albers, Diana	Nursing	07-01-22	\$46.00
Anderson, Jada	Nursing	07-01-22	\$46.00
Bakker, Becky	Nursing	07-01-22	\$46.00
Baumberger, Kylie	Surgical Technology	07-01-22	\$46.00
Beekman, Sovanna	Medical Assisting	07-01-22	\$46.00
Belmontes, Elizabeth	Surgical Technology	07-01-22	\$46.00
Bennett, Tekla	Health	07-01-22	\$46.00
Board, Natalie	Nursing	07-01-22	\$46.00
Brant, Nicole	Nursing	07-01-22	\$46.00
Christensen Jr, Daniel	Nursing	07-01-22	\$46.00
Christian, Becca	Nursing	07-01-22	\$46.00
Comes, Chandler	Nursing	07-01-22	\$46.00
DeHaai, Sarah	Nursing	07-01-22	\$46.00

**SOUTHEAST TECH PERSONNEL REPORT**

**WEDNESDAY, SEPTEMBER 7, 2022**

Dvanajscak, Amanda	Nursing	07-01-22	\$46.00
Dye, Kailey	Nursing	07-01-22	\$46.00
Entringer, Stephanie	Nursing	07-01-22	\$46.00
Erdman, Corliss	Nursing	07-01-22	\$46.00
Evans, Carol	Surgical Technology	07-01-22	\$46.00
Fjeldheim, Ashley	Nursing	07-01-22	\$46.00
Gacke, Bridgett	Health	07-01-22	\$46.00
Garrison, Kaitlyn	Nursing	07-01-22	\$46.00
Goens, Jordan	Nursing	07-01-22	\$46.00
Grogan, Traci	Nursing	07-01-22	\$46.00
Haase, Tori	Nursing	07-01-22	\$46.00
Heinemann, Leslie	Dental	07-01-22	\$46.00
Hitzemann, Leonard	Nursing	07-01-22	\$46.00
Hondel, Ashley	Nursing	07-01-22	\$46.00
Horne, Lyndsey	Nursing	07-01-22	\$46.00
Huwe, Andrew	Surgical Technology	07-01-22	\$46.00
Johnson, Hunter	Nursing	07-01-22	\$46.00
Kayser, Seth	Nursing	07-01-22	\$46.00
Kirstein, Axanthia	Nursing	07-01-22	\$46.00
Klinger, Brittany	Nursing	07-01-22	\$46.00
Langbehn, Amber	Nursing	07-01-22	\$46.00
Lathen, Amy	Nursing	07-01-22	\$46.00
Lease, Sara	Nursing	07-01-22	\$46.00
Leonard, Nathan	Nursing	07-01-22	\$46.00
Luecke, Katherine	Nursing	07-01-22	\$46.00
Magnuson, Ashley	Nursing	07-01-22	\$46.00
Matthes, Jaclyn	Nursing	07-01-22	\$46.00
McGuire, Annie	Surgical Technology	07-01-22	\$46.00
McKibben, Alisha	Surgical Technology	07-01-22	\$46.00
Melber, Olivia	Surgical Technology	07-01-22	\$46.00
Morcken, Amanda	Nursing	07-01-22	\$46.00
Mower, Britney	Nursing	07-01-22	\$46.00
Muhlenkort, Sonja	Dental	07-01-22	\$46.00
Neitzel, Samantha	Nursing	07-01-22	\$46.00
Nowell, Koree	Medical Assisting	07-01-22	\$46.00
Nussbaum, Sarah	Nursing	07-01-22	\$46.00
Osborn, Michelle	Nursing	07-01-22	\$46.00
Otto, Josette	Surgical Technology	07-01-22	\$46.00
Pederson, Debbie	Health	07-01-22	\$46.00
Pepper, Dustin	Nursing	07-01-22	\$46.00
Pottratz, Jennifer	Nursing	07-01-22	\$46.00
Rivere, Brittany	Nursing	07-01-22	\$46.00
Saugstad, Jeanette	Nursing	07-01-22	\$46.00
Schelling, Kathryn	Surgical Technology	07-01-22	\$46.00
Schwartz, Colette	Nursing	07-01-22	\$46.00
Scotting, Jackie	Nursing	07-01-22	\$46.00
Smith, Ashley	Nursing	07-01-22	\$46.00
Solberg, Megan	Nursing	07-01-22	\$46.00
Stevens, Cynthia	Health	07-01-22	\$46.00

## SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, SEPTEMBER 7, 2022

Stueven, Rebecca	Health	07-01-22	\$46.00
Tebay, Kristina	Nursing	07-01-22	\$46.00
Treeby, Kristin	Nursing	07-01-22	\$46.00
Tschetter, Lisa	Nursing	07-01-22	\$46.00
Vandenbos, Sara	Health	07-01-22	\$46.00
Vanderziel, Emily	Nursing	07-01-22	\$46.00
Willer, Lexie	Health	07-01-22	\$46.00
Wilson, Leslie	Nursing	07-01-22	\$46.00
Zdrilic, Pamela	Health	07-01-22	\$46.00

**Lab Assistants/Specialists, per hour**

Belmontes, Elizabeth	Surgical Technology	07-01-22	\$21.20
Dirks, Amy	Dental	07-01-22	\$21.20
Erdman, Corliss	Nursing	07-01-22	\$21.20
Garcia, Josh	Automotive Technology	07-01-22	\$26.50
Hondel, Ashley	Nursing	07-01-22	\$21.20
Huwe, Andrew	Surgical Technology	07-01-22	\$21.20
McKibben, Alisha	Surgical Technology	07-01-22	\$21.20
Melber, Olivia	Surgical Technology	07-01-22	\$21.20
Meza, Alma	Health	07-01-22	\$21.20
Moore, Mackenzie	Dental	07-01-22	\$21.20
Osborn, Michelle	Nursing	07-01-22	\$21.20
Roemen, Dale	Law Enforcement	07-01-22	\$21.20
Sparks, Abigail	Health	07-01-22	\$21.20
Streit, Nicole	Health	07-01-22	\$21.20
Stueven, Rebecca	Health	07-01-22	\$21.20
Tebay, Kristina	Nursing	07-01-22	\$21.20
Tschetter, Lisa	Nursing	07-01-22	\$21.20
Webb, Rosalind	Health	07-01-22	\$21.20

**Other Help, hourly**

Allison, Jodie	Student Tutor	07-01-22	\$12.72
Atkinson, Alexander	CDL	07-01-22	\$28.40
Bellamy, Jacob	Student Tutor	07-01-22	\$12.72
Brewster, Brooke	Student Success	07-01-22	\$12.72
Byall, Jennifer	Mathematics	07-01-22	\$26.50
Coscarelli, Caitlyn	Scarborough	07-01-22	\$12.72
Engbrecht, Delaney	Bookstore	07-01-22	\$14.31
Erickson, Tami	CIS	07-01-22	\$37.10
Friesz, Ethan	Information Technology	07-01-22	\$37.10
Futch, Lucinda	Food Service	07-01-22	\$14.30
Geiken, Deborah	Food Service	07-01-22	\$13.75
Hunking, Debra	English	07-01-22	\$27.03
Jasarovic, Lilly	AEL	07-01-22	\$19.08
Jensen, Luke	Student Tutor	07-01-22	\$12.72
Jensen, Marcia	Dental	07-01-22	\$15.90
Katzer, Bailey	Scarborough	07-01-22	\$12.72
Katzer, Brooke	Scarborough	07-01-22	\$12.72
Kurth, Jaxson	IT	07-01-22	\$14.84

## SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, SEPTEMBER 7, 2022

Liewer, Jackson	IT	07-01-22	\$14.85
Lunde, Lloyd	Business Administration	07-01-22	\$37.10
Machacek, Judy	AEL	07-01-22	\$19.08
Madson, Siti Maizura	Testing Center	07-01-22	\$16.85
Moore, Brittany	Scarborough	07-01-22	\$12.72
Parish, Braydon	IT	07-01-22	\$15.90
Parker, Liam	Bookstore	07-01-22	\$14.31
Peck, Brilee	Student Tutor	07-01-22	\$12.72
Pommer, Jacqueline	Academic Instruction	07-01-22	\$37.10
Ramsbey, Ashley	Admissions	07-01-22	\$14.84
Rich, Sarah	Bookstore	07-01-22	\$15.37
Sackett, Julie	Nursing	07-01-22	\$29.44
Schneider, Terry	Welding	07-01-22	\$34.00
Smidt, Adeline	Student Tutor	07-01-22	\$12.72
Spicer, Patricia	Food Service	07-01-22	\$13.75
Stephens, Connie	Food Service	07-01-22	\$14.85
Toering, Rosalee	AEL Instructor	07-01-22	\$26.50
Trautman, Ruth	Student Tutor	07-01-22	\$12.72
Tschetter, Lisa	Nursing	07-01-22	\$15.90
Vanhunnik, Brittany	Scarborough	07-01-22	\$12.72
Voss, Brian	Construction	07-01-22	\$37.10
Whitney, Hannah	Scarborough	07-01-22	\$12.72
Witzel, Mandy	Dental	07-01-22	\$21.20
Woessner, Cynthia	Nursing	07-01-22	\$15.90

**Non-Clinical Instruction, hourly**

Amor, Patrick	Automotive	07-01-22	\$34.00
Atkins, Bret	CDL	07-01-22	\$34.00
Bass, Jr, Robert	EMT	07-01-22	\$34.00
Baumberger, Kylie	Surgical Technology	07-01-22	\$34.00
Beekman, Sovanna	Medical Assisting	07-01-22	\$34.00
Bennett, Tekla	Health	07-01-22	\$34.00
Bratton, Jocelyn	Sonography	07-01-22	\$34.00
Carlson, Rebecca	Dental	07-01-22	\$34.00
Cermak, Audree	Veterinary Technology	07-01-22	\$34.00
Comes, Chandler	Nursing	07-01-22	\$34.00
Cox, Bryan	Mechatronics	07-01-22	\$34.00
Dirks, Amy	Dental	07-01-22	\$34.00
Entringer, Stephanie	Nursing	07-01-22	\$34.00
Gacke, Bridgett	Health	07-01-22	\$34.00
Grogan, Traci	Nursing	07-01-22	\$34.00
Haase, Tori	Nursing	07-01-22	\$34.00
Hanson, Mylynn	Health	07-01-22	\$34.00
Hauglid, Wade	Behavioral Health	07-01-22	\$34.00
Haynes, Matthew	Construction	07-01-22	\$34.00
Heim, Paula	Health	07-01-22	\$34.00
Heinemann, Leslie	Dental	07-01-22	\$34.00
Hitzemann, Leonard	Nursing	07-01-22	\$34.00
Hunking, Debra	English	07-01-22	\$34.00

## SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, SEPTEMBER 7, 2022

Kibbe, Andrew	Health	07-01-22	\$34.00
Knudson, Alisa	Health	07-01-22	\$34.00
McGuire, Annie	Surgical Technology	07-01-22	\$34.00
Meyer, Tia	Dental	07-01-22	\$34.00
Mower, Britney	Nursing	07-01-22	\$34.00
Muhlenkort, Sonja	Dental	07-01-22	\$34.00
Nowell, Koree	Medical Assisting	07-01-22	\$34.00
Osborn, Michelle	Nursing	07-01-22	\$34.00
Penning, Jolene	Medical Assisting	07-01-22	\$34.00
Pepper, Dustin	Nursing	07-01-22	\$34.00
Pepper, Merrel	CIS Instructor	07-01-22	\$34.00
Pierce, Steven	Media	07-01-22	\$34.00
Pottratz, Jennifer	Nursing	07-01-22	\$34.00
Saugstad, Jeanette	Nursing	07-01-22	\$34.00
Schaffer, Kenneth	Computer Network Systems	07-01-22	\$34.00
Schelling, Kathryn	Surgical Technology	07-01-22	\$34.00
Schwartz, Colette	Nursing	07-01-22	\$34.00
Sharif, Mohamed	CIS Instructor	07-01-22	\$34.00
Sittig, Ryan	EMT	07-01-22	\$34.00
Solberg, Megan	Nursing	07-01-22	\$34.00
Stelley, Lynam	Welding	07-01-22	\$34.00
Stoltenburg, Nathan	Construction	07-01-22	\$34.00
Talcott, Roberta	Marketing	07-01-22	\$34.00
Tebay, Kristina	Nursing	07-01-22	\$34.00
Tschetter, Lisa	Nursing	07-01-22	\$34.00
Vandenbos, Sara	ENDT	07-01-22	\$34.00
Van-Dusen, Eric	EMT	07-01-22	\$34.00
Wagaman, Chelsea	Medical Assisting	07-01-22	\$34.00
Warkenthien, Richard	Media Design	07-01-22	\$34.00
Wiechmann, Aaron	EMT	07-01-22	\$34.00
Willer, Lexie	Health	07-01-22	\$34.00
Wohlwend, Bruce	CIS Instructor	07-01-22	\$34.00
Zdrilic, Pamela	Health	07-01-22	\$34.00

**Non-Instructional Pay, hourly**

Aamold, Rachel	Nursing	07-01-22	\$25.50
Albers, Diana	Nursing	07-01-22	\$25.50
Allenstein Jr, Keith	Law Enforcement	07-01-22	\$25.50
Anderson, Jada	Nursing	07-01-22	\$25.50
Atkins, Melissa	Early Childhood	07-01-22	\$25.50
Bakker, Becky	Nursing	07-01-22	\$25.50
Barrow, Nathan	English	07-01-22	\$25.50
Bass Jr. Robert	EMT	07-01-22	\$25.50
Blok, Kelly	Computer Applications	07-01-22	\$25.50
Board, Natalie	Nursing	07-01-22	\$25.50
Brant, Nicole	Nursing	07-01-22	\$25.50
Bratton, Jocelyn	Sonography	07-01-22	\$25.50
Breitling, Rodney	Land Survey	07-01-22	\$25.50
Byall, Jennifer	Mathematics	07-01-22	\$25.50

## SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, SEPTEMBER 7, 2022

Cahill, Thomas	Respiratory Therapy	07-01-22	\$25.50
Carlson, Elizabeth	Business Administration	07-01-22	\$25.50
Carlson, Rebecca	Dental	07-01-22	\$25.50
Cavin, Georgina	Business Administration	07-01-22	\$25.50
Cermak, Audree	Veterinary Technology	07-01-22	\$25.50
Christensen Jr, Daniel	Nursing	07-01-22	\$25.50
Christian, Becca	Nursing	07-01-22	\$25.50
Comes, Chandler	Nursing	07-01-22	\$25.50
Cox, Tejana	Nursing	07-01-22	\$25.50
Cruse, Laura	English	07-01-22	\$25.50
Daugaard, Darwin	Science	07-01-22	\$25.50
Daugherty, Catherine	Business	07-01-22	\$25.50
DeHaai, Sarah	Nursing	07-01-22	\$25.50
Dvanajscak, Amanda	Nursing	07-01-22	\$25.50
Dye, Kailey	Nursing	07-01-22	\$25.50
Ekstrum, Jacqueline	Health	07-01-22	\$25.50
Entringer, Stephanie	Nursing	07-01-22	\$25.50
Erdman, Corliss	Nursing	07-01-22	\$25.50
Erickson, Tami	CIS	07-01-22	\$25.50
Farley, Sandra	Veterinary Technology	07-01-22	\$25.50
Fjeldheim, Ashley	Nursing	07-01-22	\$25.50
Flinn, William	CIS	07-01-22	\$25.50
Frentz, Patrick	Digital Media	07-01-22	\$25.50
Frohwein, Jeffrey	Business	07-01-22	\$25.50
Garrison, Kaitlyn	Nursing	07-01-22	\$25.50
Goens, Jordan	Nursing	07-01-22	\$25.50
Grogan, Traci	Nursing	07-01-22	\$25.50
Haase, Tori	Nursing	07-01-22	\$25.50
Hamling, Thomas	Welding	07-01-22	\$25.50
Hanson, Mylynn	Health Core	07-01-22	\$25.50
Hauglid, Wade	Behavioral Health	07-01-22	\$25.50
Haynes, Matthew	Construction	07-01-22	\$25.50
Heckenlaible, Justin	Computer Applications	07-01-22	\$25.50
Heppler, Jeffrey	Horticulture	07-01-22	\$25.50
Hitzemann, Leonard	Nursing	07-01-22	\$25.50
Hodgson, David	Health	07-01-22	\$25.50
Hondel, Ashley	Nursing	07-01-22	\$25.50
Honey, Andrew	Computer Programming	07-01-22	\$25.50
Horne, Lyndsey	Nursing	07-01-22	\$25.50
Impecoven, Sarah	Math	07-01-22	\$25.50
Jing, Weizhong	CIS	07-01-22	\$25.50
Johnson, Hunter	Nursing	07-01-22	\$25.50
Jones, Suzanne	Early Childhood	07-01-22	\$25.50
Judeh, Huda	CIS	07-01-22	\$25.50
Kayser, Seth	Nursing	07-01-22	\$25.50
Keys, Robert	EMT	07-01-22	\$25.50
Kiecksee, William	Economics	07-01-22	\$25.50
Kirstein, Axanthia	Nursing	07-01-22	\$25.50
Kleinschmit, Laura	Veterinary Technology	07-01-22	\$25.50

## SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, SEPTEMBER 7, 2022

Klinger, Brittany	Nursing	07-01-22	\$25.50
Konechne, Terrance	Construction	07-01-22	\$25.50
Kreckel, Darrell	CIS	07-01-22	\$25.50
Kreider, Edward	Veterinary Technology	07-01-22	\$25.50
Lang, Jeffry	Land Survey Science	07-01-22	\$25.50
Langbehn, Amber	Nursing	07-01-22	\$25.50
Lathen, Amy	Nursing	07-01-22	\$25.50
Lease, Sara	Nursing	07-01-22	\$25.50
Leonard, Nathan	Nursing	07-01-22	\$25.50
Lothrop, Leann	General Education	07-01-22	\$25.50
Luecke, Katherine	Nursing	07-01-22	\$25.50
Magnuson, Ashley	Nursing	07-01-22	\$25.50
Martinson, Chadwick	Land Survey Science	07-01-22	\$25.50
Matthes, Jaclyn	Nursing	07-01-22	\$25.50
McManus, Stacy	Business Administration	07-01-22	\$25.50
Melroe, Shelby	Sociology	07-01-22	\$25.50
Moody, Kristi	Business Administration	07-01-22	\$25.50
Morken, Amanda	Nursing	07-01-22	\$25.50
Mower, Britney	Nursing	07-01-22	\$25.50
Muhlenkort, Sonja	Dental	07-01-22	\$25.50
Neitzel, Samantha	Nursing	07-01-22	\$25.50
Nowell, Koree	Medical Assisting	07-01-22	\$25.50
Nussbaum, Sarah	Nursing	07-01-22	\$25.50
Olson, Julie	Natural Science	07-01-22	\$25.50
Osborn, Michelle	Nursing	07-01-22	\$25.50
Paul, Katti	Dental Assisting	07-01-22	\$25.50
Pepper, Dustin	Nursing	07-01-22	\$25.50
Perkins-Hicks, Debra	Natural Science	07-01-22	\$25.50
Pierce, Steven	Media	07-01-22	\$25.50
Pottratz, Jennifer	Nursing	07-01-22	\$25.50
Rahm, Becky	Mathematics	07-01-22	\$25.50
Reimnitz, Laura	Veterinary Technology	07-01-22	\$25.50
Rivere, Brittany	Nursing	07-01-22	\$25.50
Rose, Jean	Business Administration	07-01-22	\$25.50
Saugstad, Jeanette	Nursing	07-01-22	\$25.50
Schmidt, Mark	Mechanical Engineering	07-01-22	\$25.50
Schoenfelder, Tonya	Law Enforcement	07-01-22	\$25.50
Schwartz, Colette	Nursing	07-01-22	\$25.50
Scotting, Jackie	Nursing	07-01-22	\$25.50
Simkins, Brittany	Dental Assisting	07-01-22	\$25.50
Sittig, Ryan	EMT	07-01-22	\$25.50
Smith, Ashley	Nursing	07-01-22	\$25.50
Solberg, Megan	Nursing	07-01-22	\$25.50
Spier, Travis	EMT	07-01-22	\$25.50
Stevens, Cynthia	Health	07-01-22	\$25.50
Strouth, Gerard	Information Technology	07-01-22	\$25.50
Stubbe, Scott	Mechanical Engineering	07-01-22	\$25.50
Stueven, Rebecca	Health	07-01-22	\$25.50
Tebay, Kristina	Nursing	07-01-22	\$25.50

**SOUTHEAST TECH PERSONNEL REPORT**

**WEDNESDAY, SEPTEMBER 7, 2022**

Torres-Bravo, Raymundo	Mathematics	07-01-22	\$25.50
Traylor, Michael	CIS	07-01-22	\$25.50
Treeby, Kristin	Nursing	07-01-22	\$25.50
Tschetter, Lisa	Nursing	07-01-22	\$25.50
Vanderziel, Emily	Nursing	07-01-22	\$25.50
Van-Dusen, Eric	EMT	07-01-22	\$25.50
Vettrus, Jill	Mathematics	07-01-22	\$25.50
Wadhwa, Anju	CIS	07-01-22	\$25.50
Wain, Keith	English	07-01-22	\$25.50
Ward, Thomas	Sociology	07-01-22	\$25.50
Wiechmann, Aaron	EMT	07-01-22	\$25.50
Wilson, Leslie	Nursing	07-01-22	\$25.50
Wolff, Dana	Business Administration	07-01-22	\$25.50

**HB1182 Stipend, annual**

Schwebach, Gregory	Architectural Eng.	07-01-22	\$13,356.00
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**Employee 9-Month Contract, hourly**

Nielsen, Tracy	Collision	08-01-22	\$28.90
Sackett, Julie	Nursing	08-01-22	\$30.63

**Employee 10-Month Contract, hourly**

Heald, David	Automotive	08-01-22	\$29.19
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**Admissions Office Assistance, Special Activity Pay, Stipend**

Cruse, Laura	English Instructor	07-01-22	\$100.00
Frentz, Patrick	Digital Media Instructor	07-01-22	\$100.00
Noteboom, Stacie	Former Employee	07-01-22	\$100.00
Osborn, Michelle	Nursing Instructor	07-01-22	\$100.00
Penning, Jolene	Medical Assisting Instructor	07-01-22	\$100.00
Pottratz, Jennifer	Nursing Instructor	07-01-22	\$100.00

**Custodial Department, Market Differential, Stipend**

Anderson, Curtis	Custodian	08-01-22	\$1044.00
Arnoldy, David	Custodial Manager	08-01-22	\$1044.00
Avdic, Darko	Custodian	08-01-22	\$1044.00
Blankartz, Tyler	Custodian	08-01-22	\$1044.00
Buxton, Craig	Custodian	08-01-22	\$1044.00
Dyke, Amy	Lead Custodian	08-01-22	\$1044.00
Hollingshead, Kyle	Custodian	08-01-22	\$1044.00
Ingber, Ronald	Custodian	08-01-22	\$1044.00
Johnson, Brent	Custodian	08-01-22	\$1044.00
Johnson, Troy	Maintenance Engineer	08-01-22	\$1044.00
Kramer-Hermanson, M.	Asst. Custodial Manager	08-01-22	\$1044.00
Mayer, Eric	Custodian/Maintenance	08-01-22	\$1044.00
Miranowski, Devin	Custodian/Maintenance	08-01-22	\$1044.00
Piskic, Hajrudin	Custodian	08-01-22	\$1044.00
Sahuric, Ferid	Custodian	08-01-22	\$1044.00
Sandstede, Kevin	Custodian	08-01-22	\$1044.00

**SOUTHEAST TECH PERSONNEL REPORT**

**WEDNESDAY, SEPTEMBER 7, 2022**

Sauer, Dennis                      Custodian                      08-01-22                      \$1044.00

**4. CHANGE OF STATUS**

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Frentz, Patrick	Adjunct Digital Media Part-time \$1,162.50 stipend	Digital Media Instructor 186 Day, 1.0 FTE Level 3, Step 4 \$51,770.00	08-10-22
Wagaman, Chelsea	Adjunct Nursing Part-time \$25.50/hour	Allied Health Instructor 186 Day, 1.0 FTE Level 4, Step 7 163 days prorated \$50,933	09-08-22

**Southeast Technical College**  
Enrollment Report  
**EXECUTIVE SUMMARY**

**Purpose:**

Provide the School Board final enrollment numbers for Fall Semester 2022.

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**Fall Semester 2022:**

Fall 2022 enrollment highlights are as follows:

- Southeast Technical College's Fall 2022 headcount is up 3% from Fall 2021.
  - STC's Fall 2022 credit count is up 4% from Fall 2021
- 

**Administrative Recommendation to School Board:**

To acknowledge the Southeast Tech Fall 2022 Enrollment Report.



# ENROLLMENT MANAGEMENT REPORT

September 7, 2022





# Fall 2022 Headcount

**2021 Census**

**2,381**

**2022 Census**

**2,451**

**+70**

**3%**



# Fall 2022 Credits

**2021 Census**

**26,197**

**2022 Census**

**27,171**

**+974**

**4%**

# % of Fall Enrollment by Student Type

	Fall 2021	Fall 2022	
	Total	Total	% of Students
<b>TOTAL ENROLLMENT</b>	<b>2,381</b>	<b>2,451</b>	<b>100%</b>
<i>Certificate (9-29 credits)</i>	28	41	
<i>1-year Diploma</i>	412	443	
<i>Associate of Applied Science</i>	1,636	1,604	
<i>UpSkill Cohort</i>	1	21	
<b>Total Degree Seeking</b>	<b>2,077</b>	<b>2,109</b>	<b>86%</b>
<b>Program Prep (Pre-DMS Students)</b>	22	21	1%
<b>Dual Credit</b>	230	223	9%
<b>Concurrent Credit</b>	30	26	1%
<b>Non-Degree Other</b>	22	72	3%

# Part-time vs. Full-time Enrollment

	1	2	3	4	5	6	7	8	9	10	11	Total Part-time
# of Students	5	51	168	72	64	104	148	159	97	170	126	<b>1,164</b>
# of Credits	5	102	504	288	320	624	1,036	1,272	873	1,700	1,386	<b>8,110</b>

	12	13	14	15	16	17	18	19	20	Total Full-time
# of Students	213	181	150	304	145	152	117	18	7	<b>1,287</b>
# of Credits	2,556	2,353	2,100	4,560	2,320	2,584	2,106	342	140	<b>19,061</b>

## FALL 2022

- 47% of the students enrolled for Fall 2022 are part-time. *(53% of students are full-time)*
- 30% of the credits for Fall 2022 are taken by part-time students. *(70% of credits are taken by full-time students)*

## FALL 2021

- 46% of the students enrolled for Fall 2021 are part-time. *(54% of students are full-time)*
- 28% of the credits for Fall 2021 are taken by part-time students. *(72% of credits are taken by full-time students)*

# Dual Credit, Concurrent, Avera Academy, Sanford Classroom to Careers and More

Program	Fall 2022	Credits	vs. Fall 2021	
Dual Credit students	159	600	164	-3%
Avera Academy	24	137	23	+4%
Classroom to Careers (Sanford)	27	65	37	-27%
McCrossan Boys Ranch	5	15	5	even
Concurrent	29	113	30	-3%
Teachwell Solutions	7	43	1	+600%
Total (dual + concurrent-2 duplicates)	249	973	260	-4%



# Fall 2022 Enrollment Highlights

## **New Programs:**

- Risk and Investment Management, AAS – 5 students
- Human Resource Management, AAS – 10 students
- Community Health Worker Certificate – 18 students  
*(Community Health Worker Collaborative of SD – federally funded)*

## **UpSkill Program (9 students + DOC Welding Cohort of 15 students )**

- STC partnered with the SD Dept. of Labor & Regulation and SD Board of Technical Education to offer educational funding to displaced workers for certificate programs and courses.
- CNA, Allied Health, Computer Support, EMT, Phlebotomy, Web Programming, Welding (DOC)

## **SNAP Employment and Training (27 students)**

- STC partnered with the SD Dept. of Social Services so students eligible for SNAP benefits may qualify for tuition assistance.
- Most of STC's diploma, certificate, and non-credit courses are eligible.

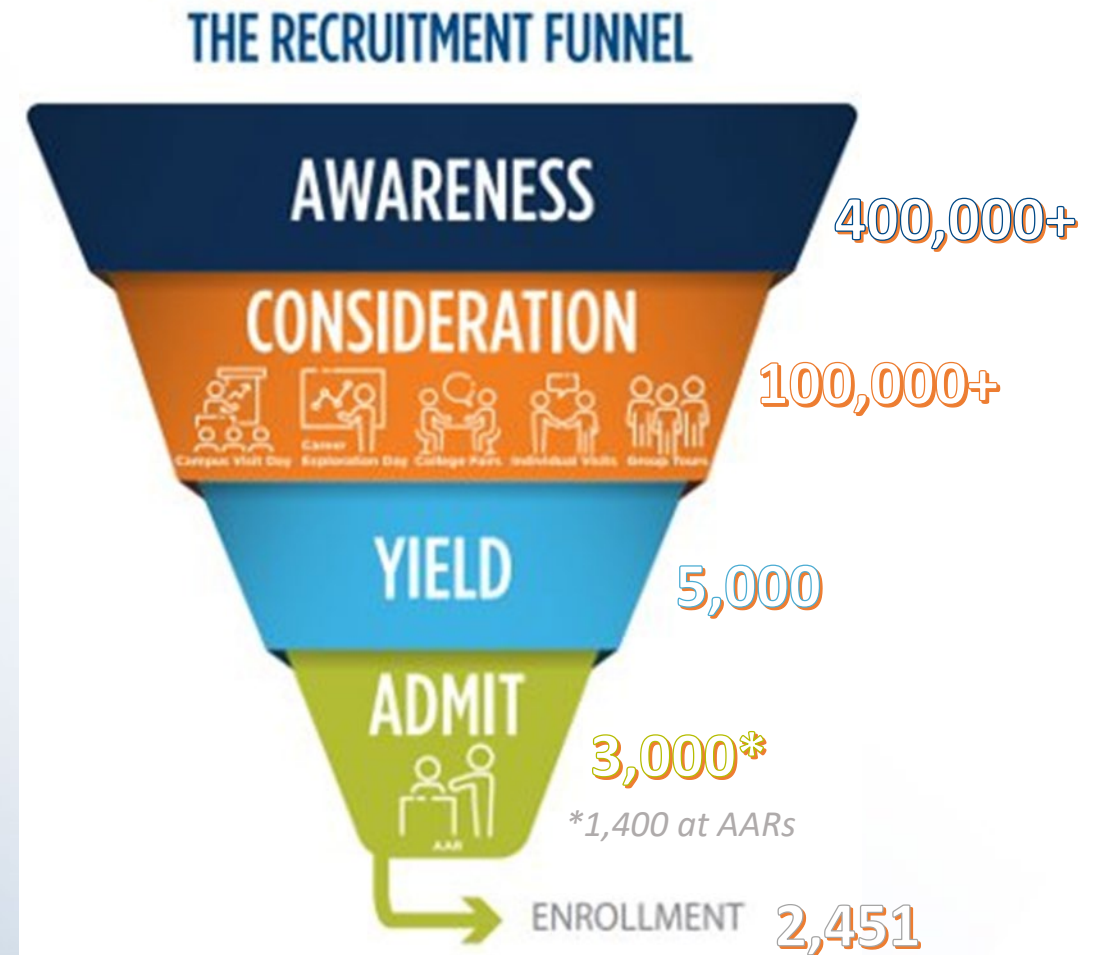


# Build Dakota Applications & Awards

- **Cohort 8 Applications = 378**
- **Cohort 8 Scholarships Awarded = 136**
  - 116 In-state awards
  - 20 Out-of-state awards
- **Cohort 8 Industry Sponsors = 105**
  - Represents highest number of students sponsored (77% of students sponsored)
  - ARC Fabricators; Avera (Sioux Falls, Mitchell, Pierre); Banner Associates; Bethesda Home of Aberdeen; BX Civil and Construction; C&B Operations; Car Swap; Children's Dental Center; Civil Design, Inc.; Clark Drew Construction; De Jager Plumbing & Heating; Elkton Electric; Fair Manufacturing, Inc.; Fiegen Construction; Henriksen Auto Body, LLC; Huron Regional Medical Center; Interstates; Journey Construction; KT Electric, Inc.; Life Scape; Long Branch Civil Engineering; Luke Heating, Cooling & Plumbing; Malloy Industrial Services; Marmen Energy Co./ Masaba Manufacturing; Mills Construction, Inc.; Monument Health; Muth Electric; North American Truck & Traylor; Pioneer Memorial/ RDO Equipment Co.; Sanford Health; SD DOH Corrections; Stockwell Engineers, Inc.; Thompson Mechanical Inc.; Titan Machinery; Wagner Community Memorial Hospital; Yankton Medical Clinic; Yankton Sioux Tribe

# ADMISSIONS...by the numbers!

	2018-19	2019-20	2020-21	2021-22
Appointment		513	800	656
Walk-in		254	273	339
Call		4,632	2,968	2,909
Text		7,861	11,653	12,670
Email - personal from staff		73,562	61,234	51,766
Online Chat			1,213	1,065
<b>Total Personal Contacts</b>	<b>70,000</b>	<b>86,822</b>	<b>78,141</b>	<b>69,405</b>
Transactional Emails		16,966	16,190	241,472
Transactional Letters		16,966	16,190	23,619
<b>Total Transactional Messages</b>		<b>33,932</b>	<b>32,380</b>	<b>265,091</b>
Comm Plan Postcards		84,677	174,199	266,637
Comm Plan Emails		194,873	141,612	172,018
Comm Plan Letters		3,597	2,208	3,536
<b>Total Comm Plan Messages</b>	<b>99,000</b>	<b>283,147</b>	<b>318,019</b>	<b>442,191</b>
Visit Day	500	280	212	331
Career Exploration	400	256		298
HS Visits	300	358	72	245
College Fairs	700	649	1,316	699
Career Fairs/Off Campus	69	71	33	146
<b>Total # of students at recruitment events</b>	<b>1,969</b>	<b>1,614</b>	<b>1,633</b>	<b>1,719</b>



Fall 2022 Enrollment



# Information Technology Division and Media Communications Division Report

## Executive Summary

**Purpose of Report:** To inform the School Board about the academic programs in the Information Technology Division and the Media Communications Division at Southeast Technical College.

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The Information Technology Division consists of the Computer Programming AAS, the Software Support Specialist Diploma, the Information Technology Security AAS, the Network Administrator AAS, the System Administrator AAS, the Computer Technician Diploma, and several related certificates. The academic programs in the Information Technology Division focus on the foundational skills required to install, configure, troubleshoot and maintain network systems. Major areas of focus include hardware technologies, operating systems, networking, routing and security.

The Media Communications Division consists of the Digital Media Production Technology AAS and the Media Design Technology AAS. Media Design Technology and Digital Media Production students develop proficiencies in top visual art software and industry-grade equipment operation.

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**Administrative Recommendation to School Board:** Acknowledge the Information Technology Division and Media Communications Division report.



**SOUTHEAST**  
Technical College

# Computer Programming

Presented by Instructors Roger Morris & Andy Honey

09.07.22

## Computer Programming Highlights

### Program

16 Core Programming Classes and 5  
General Education Classes  
AAS Degree, 62 Credits

### Faculty

**Roger Morris** – Has a BSCS in Computer Science plus 14 years of industry experience and 25 years of teaching at STC.

**Andy Honey** – Has a Master of Computer Science, and a Bachelor's of Cyber Operations. He is on his first year teaching at STC.

PROGRAM	Computer Programming				
	2018-19	2019-20	2020-21	2021-22	2021-22
<b>Total Fall Enrollment</b>	107	110	116	101	92
<b>New On-campus Students</b>	28	47	26	33	34
<b>Returning On-campus Students</b>	23	22	31	15	13
<b>New Online Students</b>	35	27	40	30	27
<b>Returning Online Students</b>	21	14	19	23	18
<b>Program Retention Rate</b>	66%	59%	70%	61%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	59	68	38	28	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Rate</b>	80%	88%	93%	96%	
<i>SDBOTE Prior Academic Year</i>					

## Computer Programming Objectives

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### Technology

Develop software applications to solve a business problem

Demonstrate proficiency in the design and use of databases.

---

### Problem Solving

Appraise the strengths and weaknesses of one's completed work.

Analyze a client's software requirements in order to develop possible solutions.

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### Communication

Research and present an IT topic using appropriate terminology.

Write programs with clarity, efficiency, and accuracy.

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### Professionalism

Utilize professional resources (i.e. professional organizations, media and IT websites).

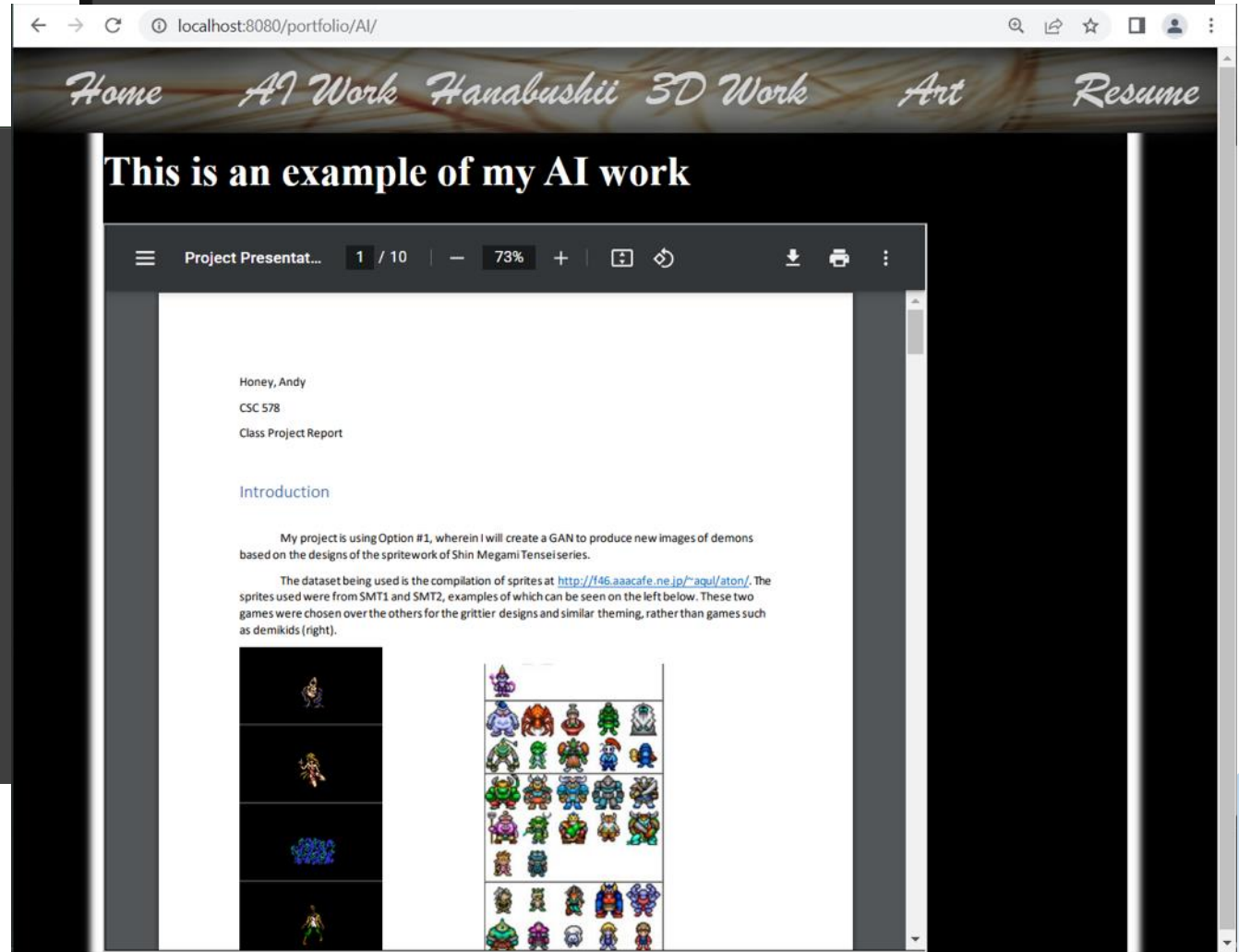
Use effective time management skills.

---

# Sample of student work

```
<!DOCTYPE html>
<html>
  <head>
    <title>Andy Honey's Portfolio</title>
    <meta charset="utf-8">
    <link rel="stylesheet" href="/portfolio/base.css">
  </head>
  <header>
    
    <nav>
      <ul>
        <li><a href="/portfolio">Home</a></li>
        <li><a href="/portfolio/AI/">AI Work</a></li>
        <li><a href="/portfolio/Hanabushii">Hanabushii</a></li>
        <li><a href="/portfolio/3D Work">3D Work</a></li>
        <li><a href="/portfolio/Art">Art</a></li>
        <li><a href="/portfolio/Resume">Resume</a></li>
      </ul>
    </nav>
  </header>
  <body>
```

```
<?php require("../PageHead.html") ?>
<h1>This is an example of my AI work</h1>
<iframe src="Project Presentation.pdf">
<?php require("../PageEnd.html")?>
```



The screenshot shows a web browser at localhost:8080/portfolio/AI/. The page has a navigation bar with links: Home, AI Work, Hanabushii, 3D Work, Art, and Resume. The main content area features a title "This is an example of my AI work" and a PDF viewer for "Project Presentat...". The PDF content includes the author's name "Honey, Andy", course "CSC 578", and a class project report introduction. The introduction describes a GAN project for generating demon images from Shin Megami Tensei sprites. Below the text are two images: a vertical strip of four demon sprites on the left and a grid of 20 colorful demon sprites on the right.



**SOUTHEAST**  
Technical College

# CIS/IT Networking

Presented by Instructors Todd Wohlwend, Merrel Pepper and Ken Schaffer

09.07.22

# Faculty

## Todd Wohlwend

32 years teaching experience at SDSU/STC

COI – Certified Online Instructor

UNS, UEWA, RHCSA, and Network+ Certified

Masters in Industrial Management (SDSU)

Bachelors in Electronics Technology (SDSU)

## Merrel Pepper

31 years teaching experience

Cisco Certified Academy Instructor

Masters in Exercise Physiology (Nebraska)

Bachelors in Math PE and Education (Augustana)

## Ken Schaffer

Over 14 years industry and teaching experience

UNS and UEWA Certified

STC Alum with Associates in Network and System Administration

Bachelors of Science in Systems and Network Administration (Bellevue University)



## CIS/IT Networking Program Highlights

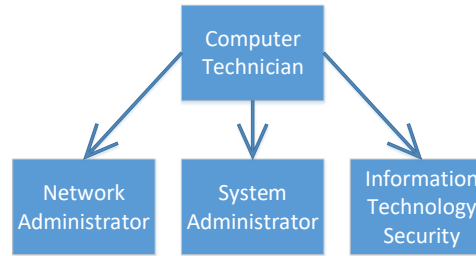
### Programs

Computer Technician (Diploma)

Network Administrator (AAS)

System Administrator (AAS)

Information Technology Security (AAS)



PROGRAM	Network Administrator				
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Total Fall Enrollment</b>	70	71	53	30	21
<b>New Students</b>	32	35	26	19	10
<b>Returning Students</b>	38	36	27	11	11
<b>Program Retention Rate</b>	80%	86%	82%	68%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	16	20	20	9	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Rate</b>	95.20%	92%	97%	83%	
<i>SDBOTE Prior Academic Year</i>					

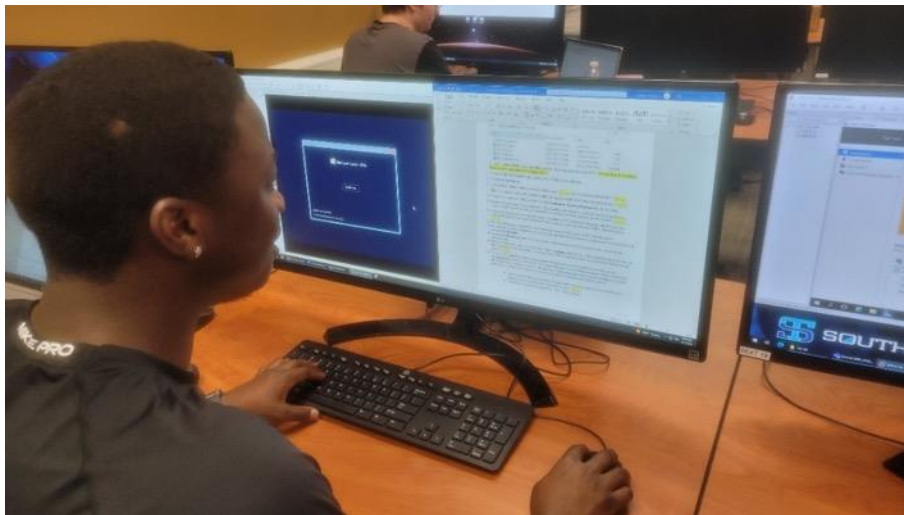
PROGRAM	System Administrator				
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Total Fall Enrollment</b>	36	42	27	31	21
<b>New Students</b>	21	17	12	14	6
<b>Returning Students</b>	15	25	15	17	15
<b>Program Retention Rate</b>	92%	81%	83%	85%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	13	22	10	16	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Rate</b>	95.20%	92%	97%	83%	
<i>SDBOTE Prior Academic Year</i>					

PROGRAM	Information Technology Security				
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Total Fall Enrollment</b>	34	48	38	71	96
<b>New Day Students</b>					57
<b>New Evening Students</b>	20	34	21	49	4
<b>Returning Day Students</b>					34
<b>Returning Evening Students</b>	14	14	17	22	1
<b>Program Retention Rate</b>	75%	79%	71%	66%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	13	14	7	16	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Rate</b>	95.20%	92%	97%	83%	
<i>SDBOTE Prior Academic Year</i>					

# Program Objectives

	Network Admin	System Admin	IT Security
Technology	Manage and monitor LAN and WAN networks.	Troubleshooting Network Connectivity Issues  Monitor, maintain, and troubleshoot network services	Install and manage security encryption mechanisms such as SSL, IPSec, WPA and VPNs.  Manage and monitor wired and wireless LAN and WAN networks.  Analyze threat management using security software and hardware appliances.
Problem Solving	Troubleshoot networks, operating systems, and IT security issues  Install and configure Cisco switching and routing devices in a LAN  Install and configure secure wireless enterprise networks.  Install and manage virtual networks.	Install and configure Windows and Linux servers	Develop solutions for various IT related problems.
Communication	Create technical IT documentation.	Document and perform the installation of network services  Perform and create an installation and configuration guides	Develop and write organizational security policies.  Create technical IT documentation.
Professionalism	Work collaboratively within a team environment.	Collaboratively work in teams to install network and system services	Research and present IT Security technical information.

# CIS/IT Labs





**SOUTHEAST**  
Technical College

# Media Design Technology & Digital Media Production

Presented by Instructors Rick Warkenthien, Tony Conrad & Patrick Frentz

## OUR STORY

# Media Design & DMP

Media Design and Digital Media Production evolved from Graphic Communications, one of the original majors at Southeast Tech.

2-year AAS Degrees.

Common core first-year curriculum.

Current enrollment, about 70 students, combined.

## Faculty



### Rick Warkenthien

Web Design & Photography Instructor

BS • Graphic Design — SDSU

23 years at Southeast Tech



### Tony Conrad

Design Instructor

BA • Marketing — USF

14 years at Southeast Tech



### Patrick Frentz

Digital Media Instructor

AAS – Southeast Tech

1 year at Southeast Tech

# Our students

Most of our students come from small communities within two hours of Sioux Falls.

Many are looking for a way to be employed as a “creative” person.

Most are surprised by all the planning, problem-solving, and communication fluency expected of technical employees.

Some are adults returning to school to learn current tech.





Students working together with a client in our studio.

# Our programs



Students receive a solid foundation in problem solving, technology, professionalism, and communication used in media careers, and in the daily expectations of industry.



From their first day, students build skills and experience with the technology they will find at work: hardware, software, equipment, production spaces.

# Our programs

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There is no industry-wide accreditation in our fields, but software skills and adept use of Mac computers are expected.

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In both majors, strong communications skills, project planning, time management, and efficient teamwork are critical working with clients on all types of media.

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There is crossover with both Marketing and Journalism. Media professionals work with their clients to deliver the intended message to their customers and targeted audience.



# Program Data – Media Design & Digital Media Production

PROGRAM	Media Design				
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Total Fall Enrollment</b>	40	28	42	39	41
<b>New Students</b>	21	17	31	20	25
<b>Returning Students</b>	19	11	11	19	16
<b>Program Retention Ra</b>	62%	73%	71%	62%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	15	8	8	15	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Ra</b>	89%	92%	83%	100%	
<i>SDBOTE Prior Academic Year</i>					

PROGRAM	Digital Media Production				
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Total Fall Enrollment</b>	21	28	23	32	30
<b>New Students</b>	15	23	14	28	17
<b>Returning Students</b>	6	5	9	4	13
<b>Program Retention Ra</b>	74%	38%	57%	57%	
<i>SDBOTE Fall to Fall</i>					
<b># of Graduates</b>	2	5	5	5	
<i>Fall, Spring, Summer combined</i>					
<b>In-Field Placement Ra</b>	50%	0%	50%	67%	
<i>SDBOTE Prior Academic Year</i>					

# Media Design careers

- Graphic Designer
- Production Artist / Printing Specialist
- Web Designer / Developer
- Designer / Producer of Signage
- Commercial Photographer
- Video Production Tech / Editor

\* With time and experience, students may choose self-employment as a freelance creative.

# Digital Media Production careers

- Motion Graphic Designer / Broadcast Artist
- 2D & 3D Animator / 3D Modeler
- Video Production Tech
- Video Editor / Sound Editor
- Storyboard Artist / Concept Artist

\*Digital technicians are less familiar to the general public, as they usually work as part of a creative team, in “behind the scenes” production.

# Objectives

	Media Design	Digital Media Production
Technology	<p>Use current technology to apply visual and content solutions that satisfy given objectives.</p> <p>Students will apply appropriate industry software and techniques to meet client specifications by utilizing industry standards.</p>	<p>Apply appropriate industry software &amp; techniques to meet client specifications by utilizing industry standards.</p>
Problem Solving	<p>Students will develop and explain relevant solutions to a media problem.</p> <p>Media students will utilize effective methods, workflow, and procedures.</p>	<p>Develop &amp; explain relevant solutions to a media problem.</p> <p>Utilize effective methods, workflow, and procedures.</p> <p>Apply visual and content solutions using current technologies.</p>
Communication	<p>Students will utilize appropriate grammar and sentence structure when developing written documentation.</p>	<p>Utilize appropriate grammar &amp; sentence structure when developing written documentation.</p>
Professionalism	<p>Students will model workplace expectations.</p> <p>Students will appraise the strengths &amp; weaknesses of completed work.</p>	<p>Model workplace expectations for Digital Media Professionals.</p> <p>Appraise the strengths &amp; weaknesses of one's/peers' completed work.</p>

# Our impact on workforce

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In the last ten years, there's been huge growth in online media —websites for commercial and non-profit info, plus the surge of social media at all levels of communication.

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Video on hand-held devices has become the most significant method of information delivery and entertainment, ever.

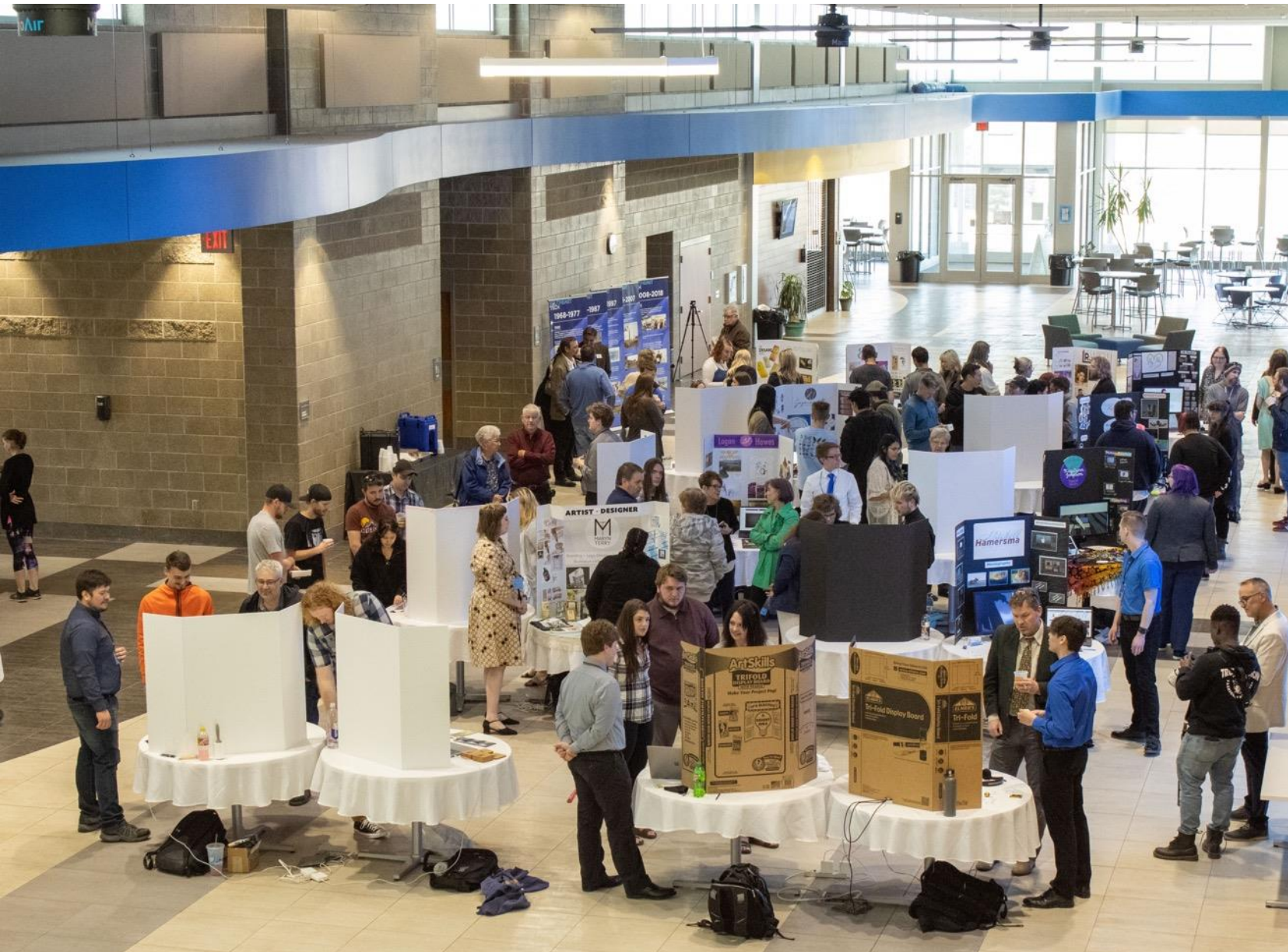
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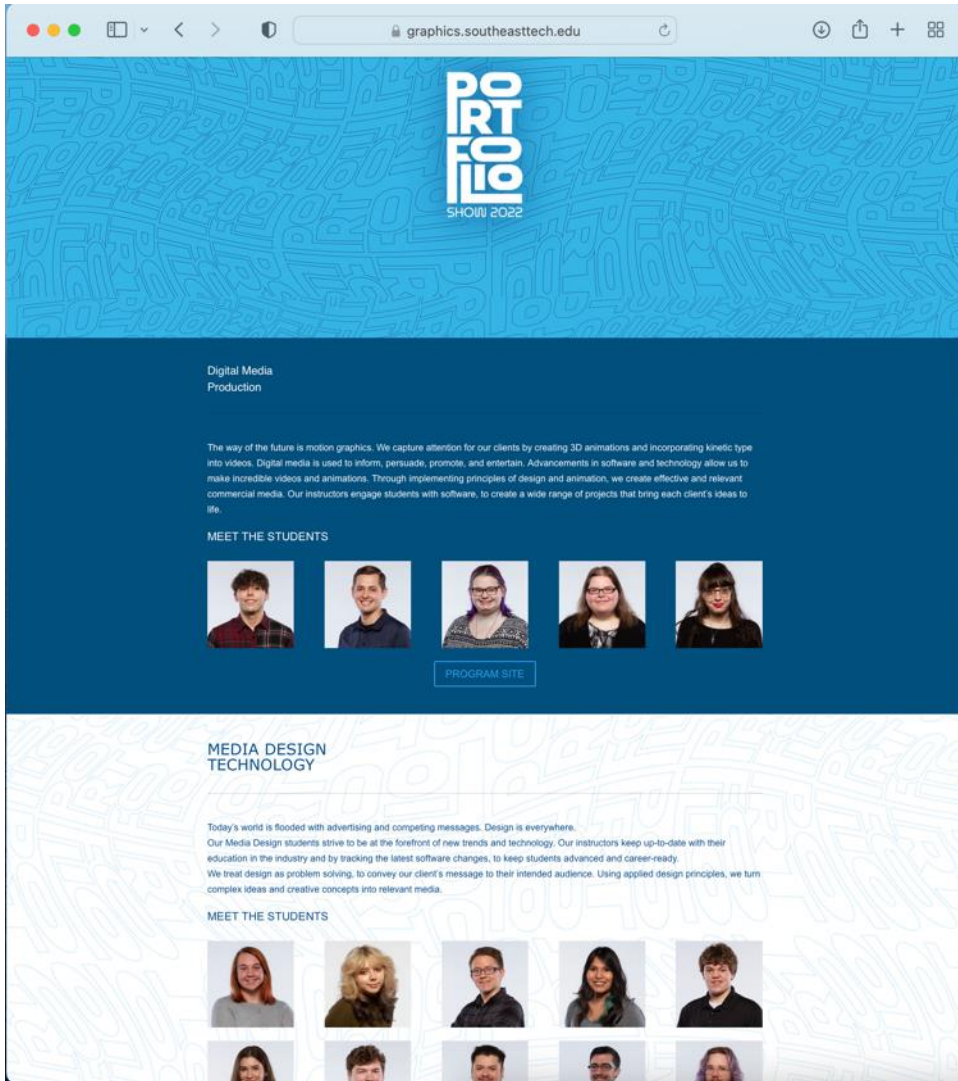
In the past, most of our grads went to work in print media or building basic websites.

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As the culture and society have changed, we have not only kept up, but evolved to teach the current and emerging multimedia skills and methods now expected by business.







# Spring Portfolio Show

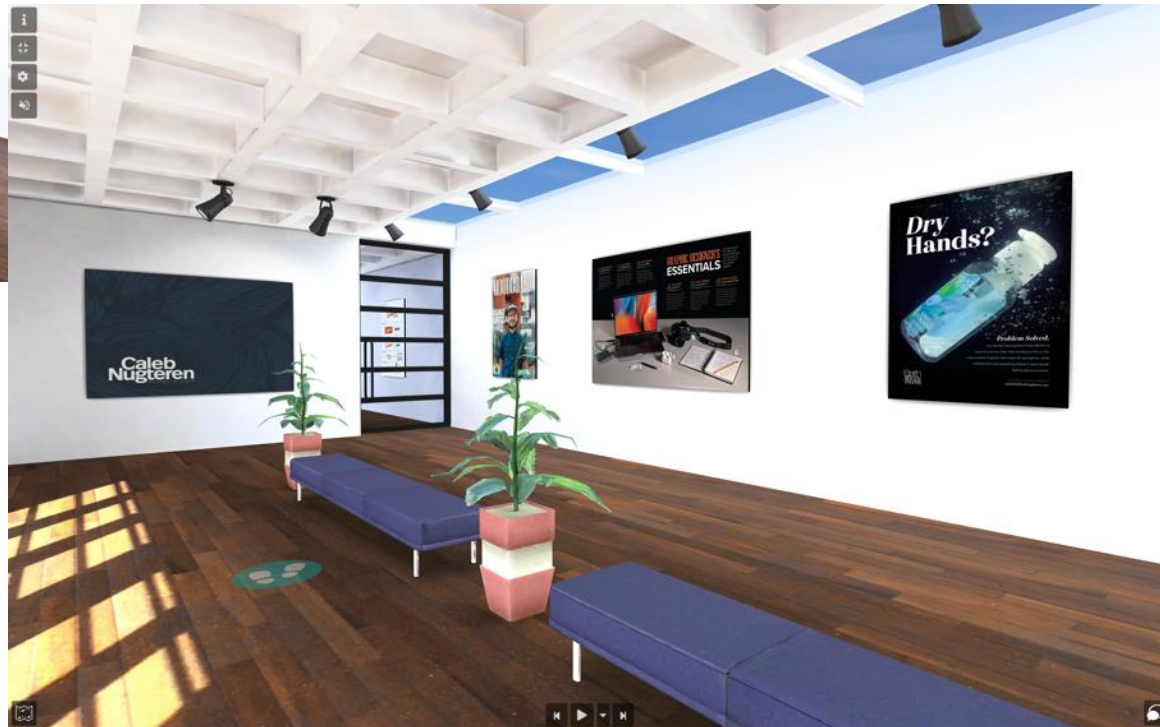
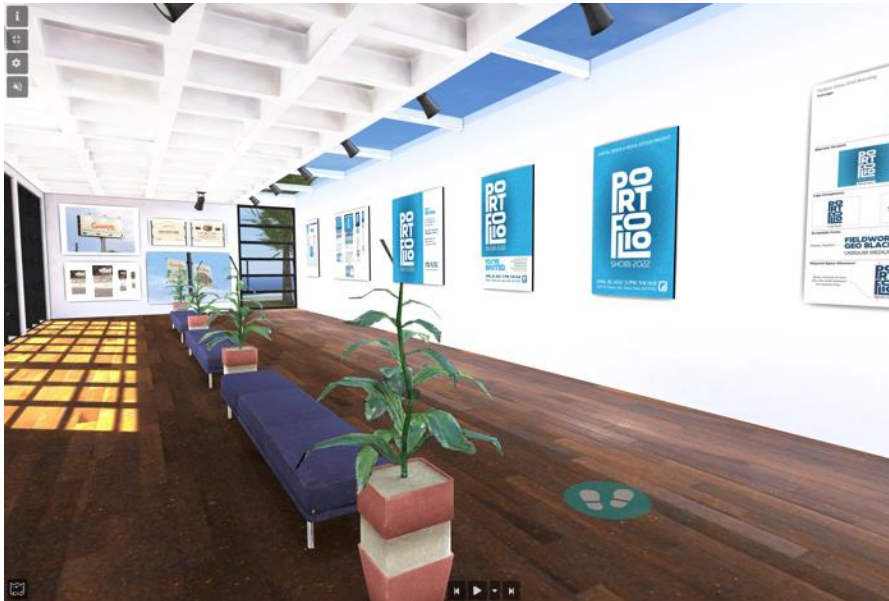
Takes place on the last Thursday in April.

Read the Artist Statements and view samples of student portfolios.

[graphics.southeasttech.edu](http://graphics.southeasttech.edu)

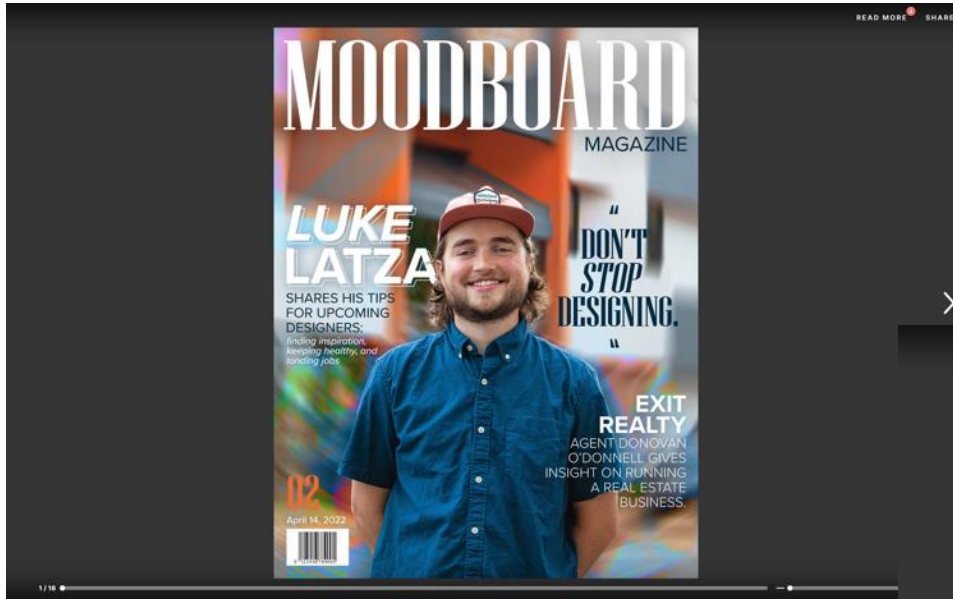
# Virtual Artist Gallery

Started during COVID closure in 2020



# Magazine Capstone

Published in print and digital format



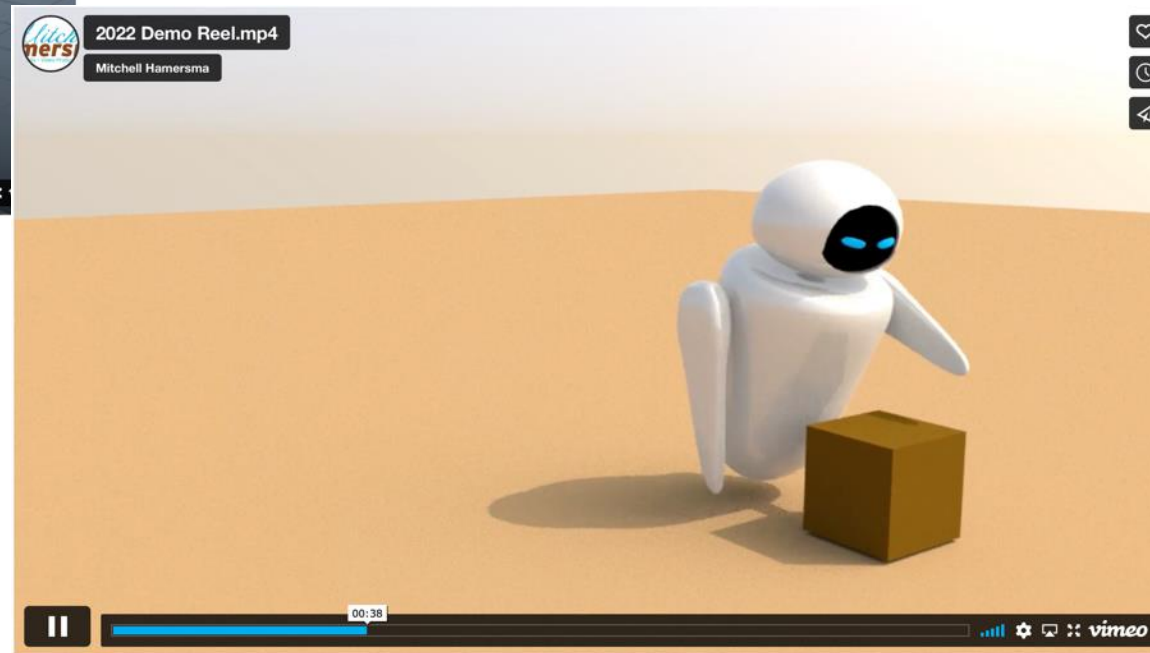
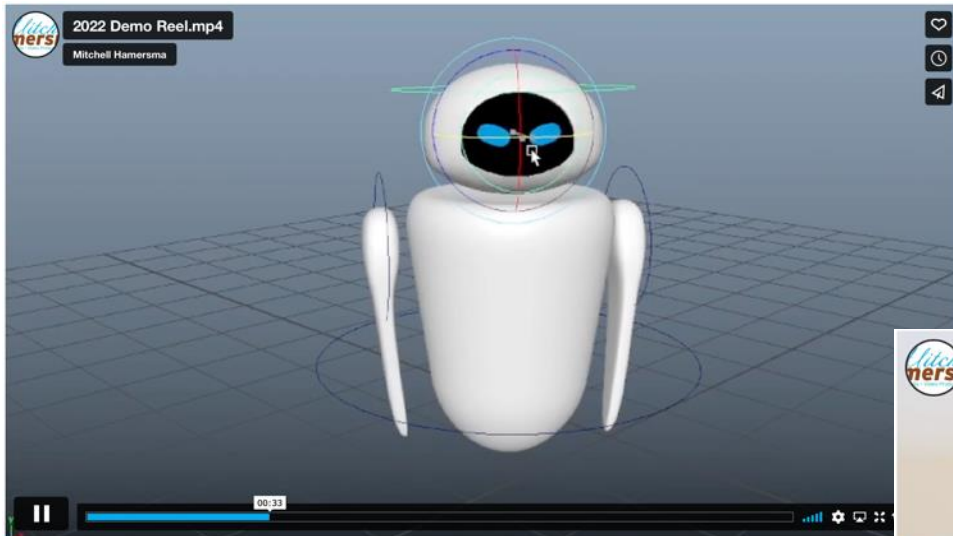
# Video Production

Cinematography & Post-production



# 3-D Modeling

## Character Animation



HIGHER LEARNING COMMISSION

ART CONTEST ENTRY

JAMES HAIGHT

01.16.19

# HLC National Contest

James Haight

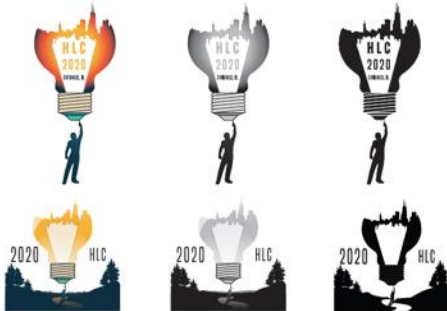
2019 Media Design graduate



Vertical Banner  
(120px 240px)



Large Rectangle (336px 280px)



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## **Academic Support Training and Development Report Executive Summary**

**Purpose of Report:** To inform the School Board about onboarding, training and development programs promoting Academic Excellence.

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Academic Support for faculty and students promotes Academic Excellence as we work to onboard, train and orient new students and faculty to STC. During the Summer of 2022, three events addressing onboarding and training were successful in supporting the Academic Excellence mission. Those events include:

- JumpStart Student Orientation
- Faculty Onboarding and Training
- Faculty Training and Development - Teaching and Learning in Distance Education

Continuous quality improvement in all training, development and support activities will pose STC for the future as we strive to remain competitive in providing flexible and quality learning options for students while promoting faculty and student retention.

---

**Administrative Recommendation to School Board:** Acknowledge the Academic Support Training and Development Report.



**SOUTHEAST**  
Technical College

## **Academic Support Training and Development**

***Promoting Academic Excellence***

Jackie Pommer, Academic Support and Faculty Development Chair

# JUMPSTART Student Onboarding and Orientation Event

August 15-19, 2022



AAR Academic  
Advisement and  
Registration



JumpStart  
Orientation



Welcome Week  
and Classes  
Start

## Preparing Students For First Day *Attendance Rate – 90% (1,186 Students)*

Cultivate a Sense of Belonging

Program Orientation and Expectations

Technology Readiness

Connect with Faculty and Other Students

Take Care of Other School Business

A sense of belonging is a key predictor of well-being, engagement and academic success. Students who feel connected to community, place and purposes are more likely to excel academically (Hurtado & Carter, 1997).

“For some students, the simple sense of belonging gives them a powerful incentive to continue in their education” (Stewart 20).

# Community and Industry Employer Involvement

- Employer Panel for Professional Studies (Insurance Industry) and Trades/Industrial Employers (HVAC, Diesel)
  - Workplace Skills and Success
- Welcome Bags with Business Coupons, BOGO and Other Offers
  - Gym Membership
  - Eating Establishments
  - Recreation
  - STC Calendar of Events
- Business and Industry Picnic Lunch Sponsorship

# Picnic Lunch – Connecting with Others



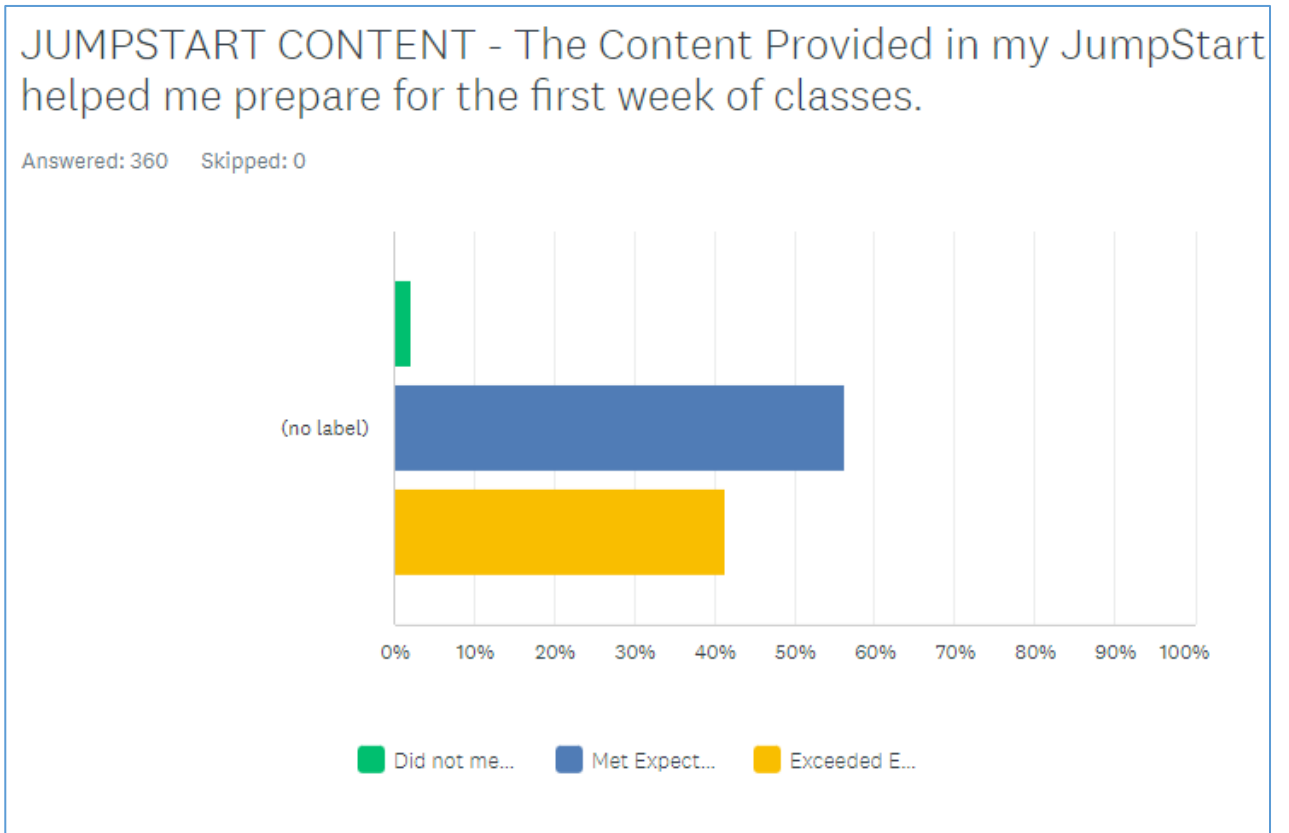
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# Student Survey Results - 33% Response Rate

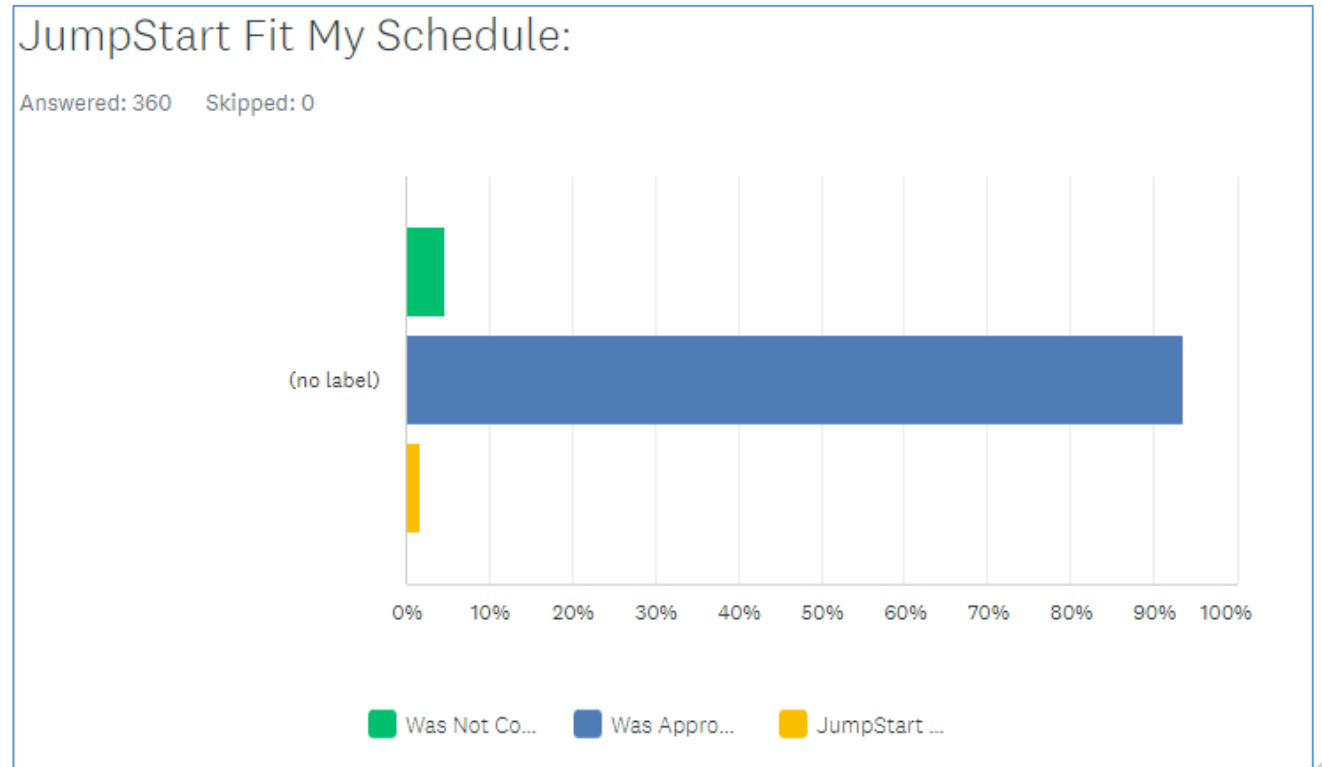
## *JumpStart Content Helped Prepare for First Week*

- 56.5% Met Expectations
- 41.5% Exceeded Expectations
- 2% Did Not Meet Expectations



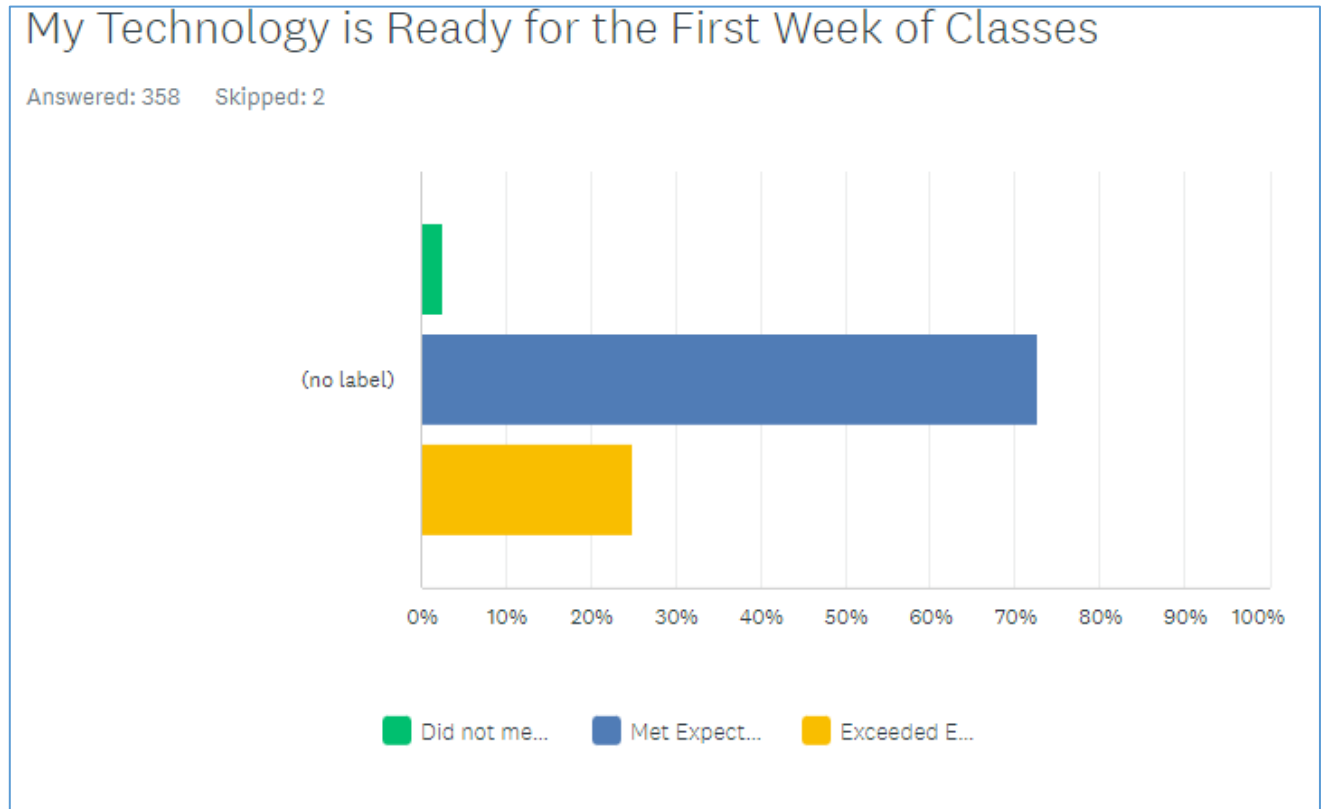
## *JumpStart Date Fit Schedule*

- 93.6% Was Appropriate
- 4.7% Was Not Convenient
- 1.7% JumpStart Not Needed



# Technology Readiness

- 73% Met Expectations
- 25% Exceeded Expectations
- 2% Did not meet Expectations



# HyFlex Teaching and Learning

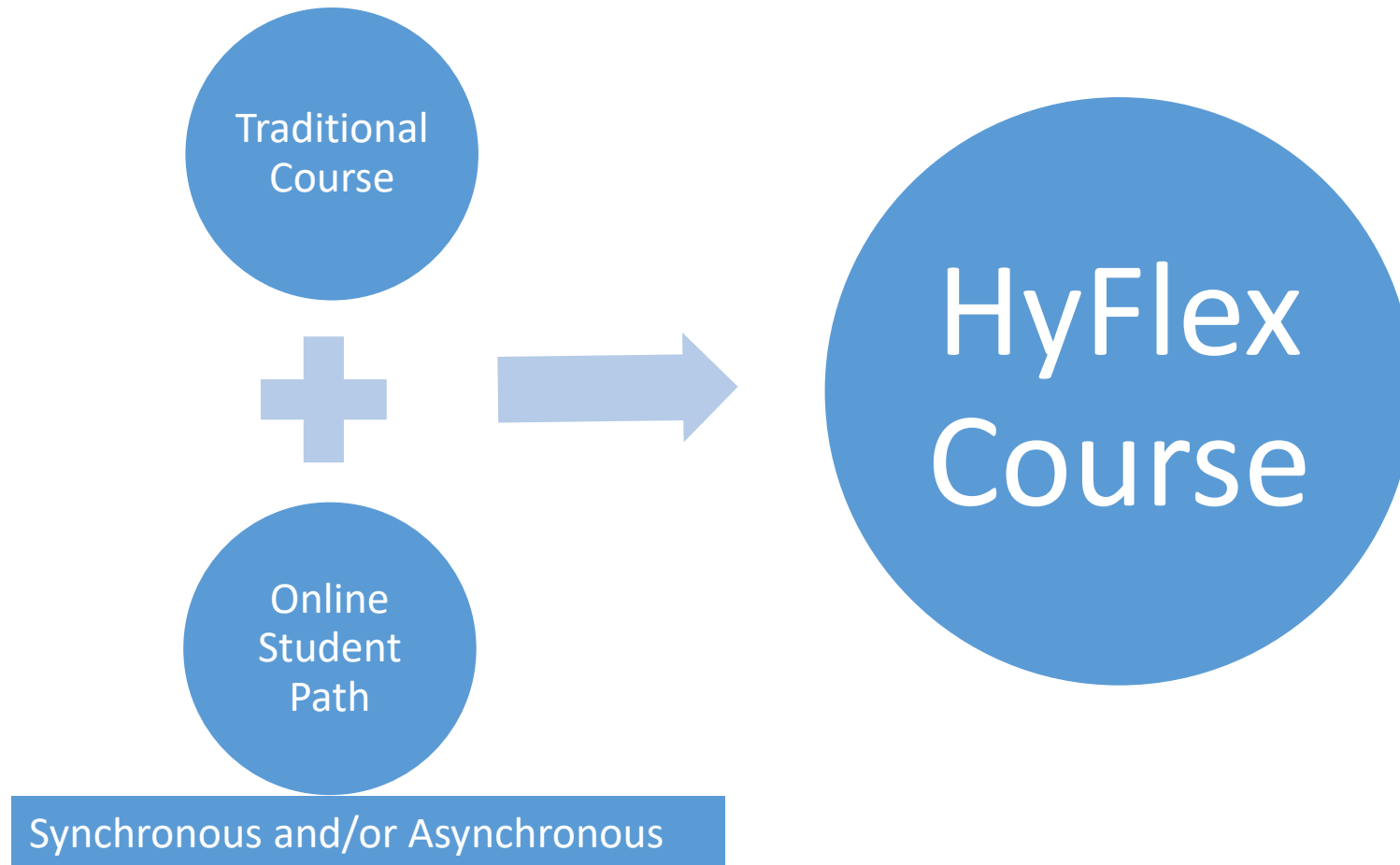
“Hybrid Flexible” Options for Teaching and Learning

## What is a HyFlex Course?

**“HyFlex courses have class sessions that allow students to choose whether to attend classes face-to-face or online, synchronously or asynchronously.”**

(San Francisco State University Academic Senate Policy S16-264, available online: <https://edtechbooks.org/-pAkt>)

# MultiModal Pathways



# Why Consider HyFlex?

Reach More Students  
Flexible Participation Options



Results

Accessibility  
Satisfaction



Retention  
Enrollment



Are HyFlex Options a  
Fit for the Institution?

Growing Enrollment

Improving Retention

Do HyFlex Options  
Assist in Meeting  
Strategic Initiatives?

Reducing Time to Degree Completion

Scheduling and Budget Efficiencies

Pivoting between Pathways

# Flexibility

- **Demand for Flexibility** = Pandemic increased and accelerated a flexibility trajectory that is here to stay
- **High Quality Options** = Increased Market Share and Increased Student Satisfaction
- **HyFlex (Bi Modal)** = Flip seamlessly between online and face-to-face modes

# Timing and Location Students, Instructor and Learning



**Synchronous** = students engaging in learning at the same time



**Asynchronous** = students viewing content and learning at any time they choose while meeting due dates

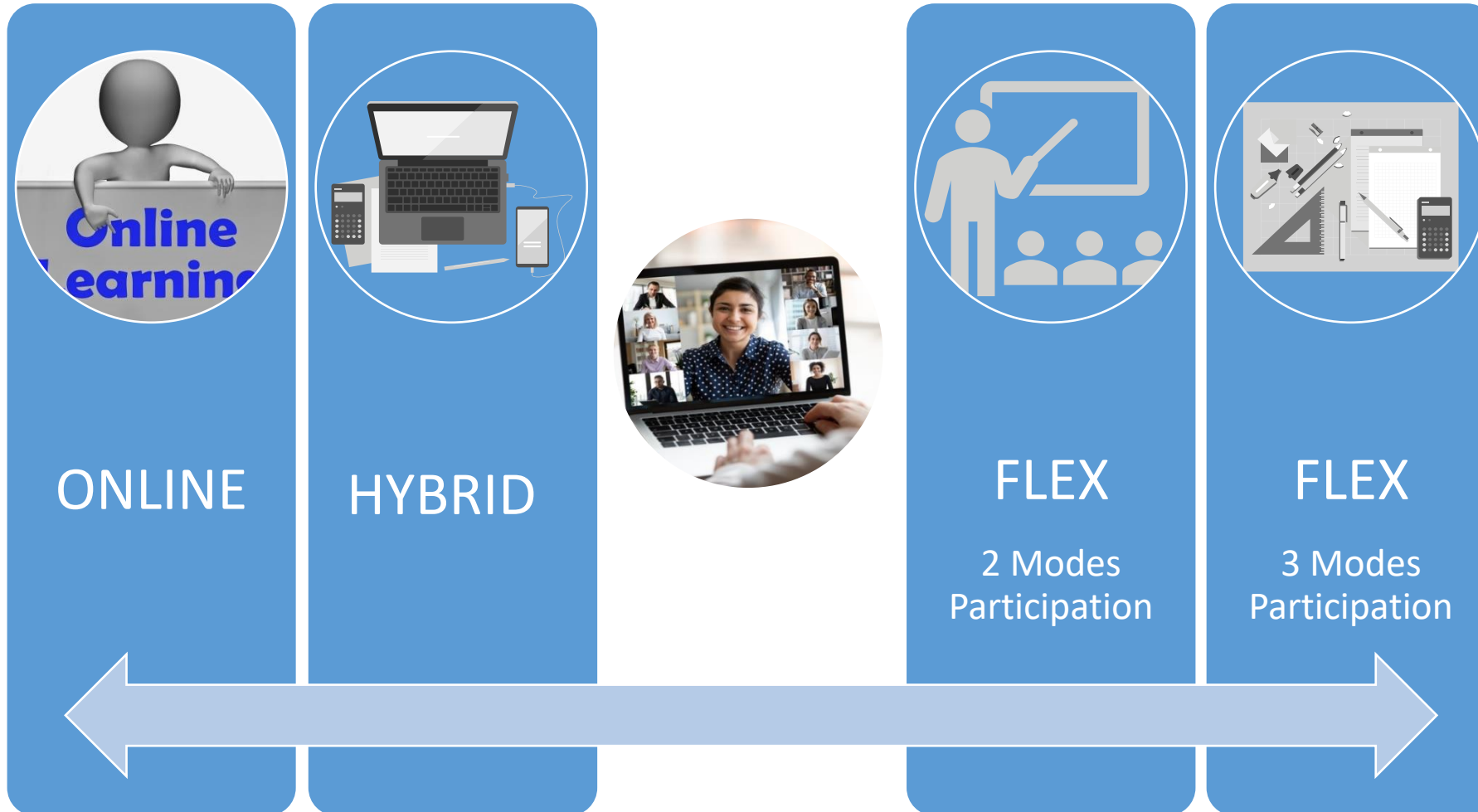


**Remote** = away from campus



**In Person** = on campus

# Delivery Types with Distance Elements



# What Does Flex 2 Delivery Look Like?

Face to Face  
With  
Synchronous  
Online Modality



# Training and Development Supporting Faculty

20 Hour Workshop, Followed by First Semester of  
Delivery with Support

Stipend Incentives - HEERF  
Higher Education Emergency Relief Funds

# FAC 096 – Distance Education Teaching and Learning



Best practices and guidelines developed by the Online Education Council are incorporated into the workshop.

# Faculty Training and Development

- STC Instructional Technology Platforms
  - Jenzabar LMS, Panopto Lecture Capture, Teams Web Conferencing and STC Active Learning classrooms
- Pedagogy Considerations and Meeting Course Outcomes via Redesign of Course



# New Faculty Onboarding

FAC 100 – Full Time – July 18-22 Week

FAC 099 – Adjunct – August thru November Evenings

# Faculty Development

- Few faculty begin at STC with Education Majors, which include teaching methods and training.
- Some with Bachelor's Degrees will add a Masters in Education.
- Education majors typically exist in General Education, Business and Computer Education, Early Childhood and Nursing Education.
- Faculty Development training at STC supports Academic Excellence which produces more satisfied students meeting course and program outcomes.
- Nearly 75% of STC Employees are FT or Adjunct Faculty

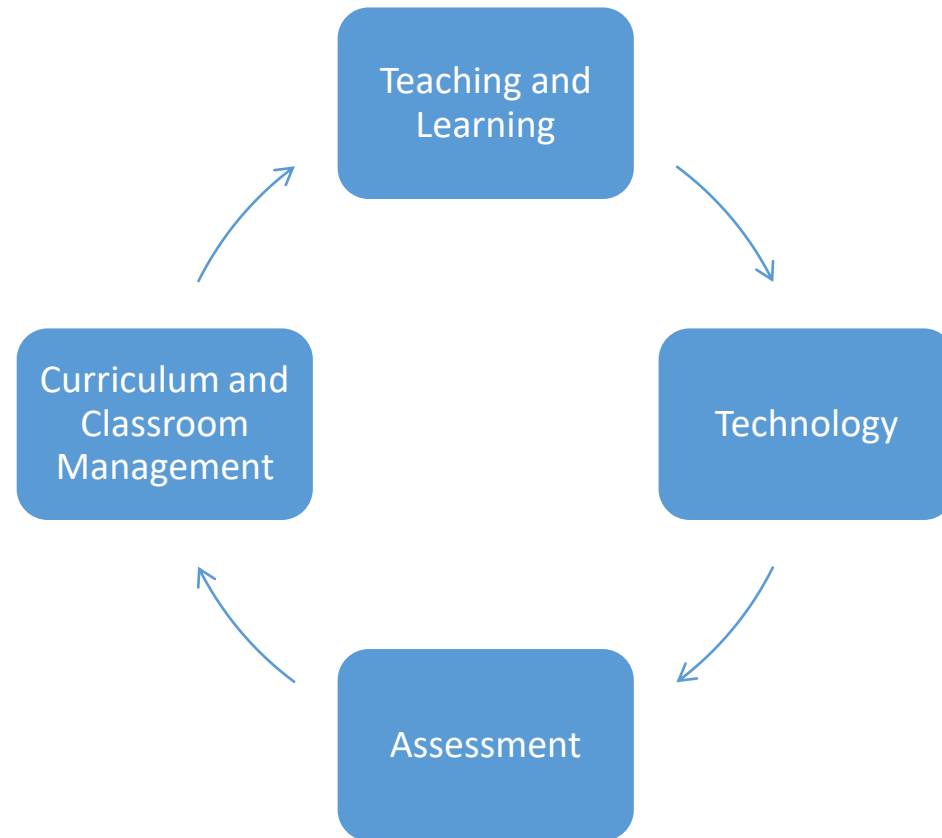
# New FT Faculty in July Training



# ADJUNCT: 1 Semester Preparation for 3-Year Credential

Train 12-24 Adjunct Instructors Each Semester

- **FAC 099**
  - 20 Hour Course
  - Delivered in HyFlex Modality with Online Learning Between Sessions
    - Faculty from Remote Locations Across US

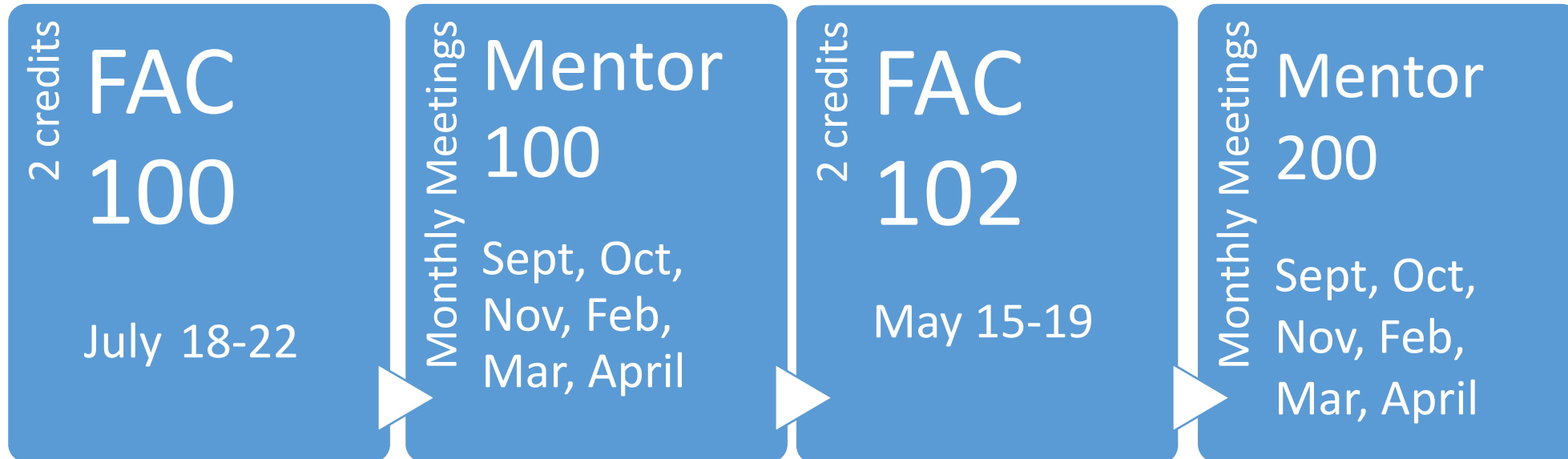


# FULL TIME: 2-Year Preparation for 5-Year Credential

Trained 12 FT Instructors July 2022

Hired an Additional 3 FT Instructors August/September

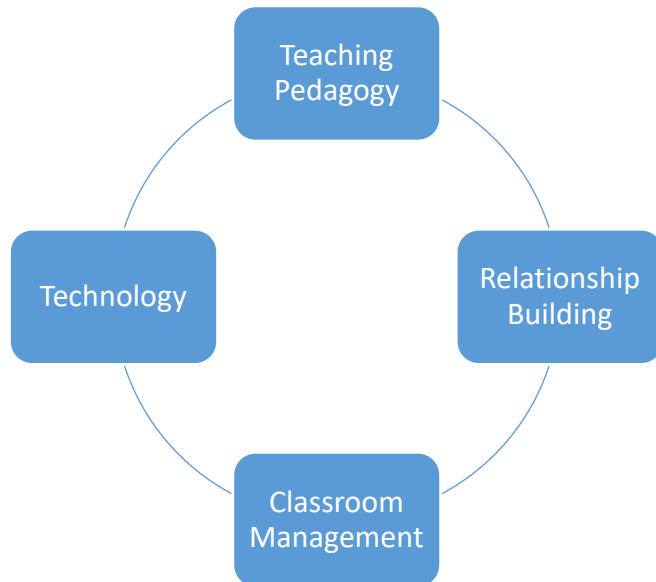
All Involved in Mentor 100 in 2022-2023



# FAC Courses – 4 credits of Methodology

## FAC 100 First Course

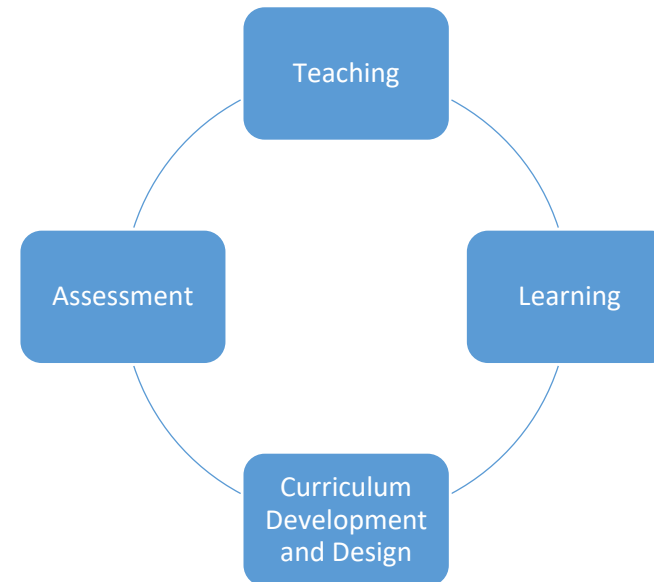
Introduction to Teaching. Exploring 4 Roles of Instructor:



**Goal:** Develop a vision of facilitating and managing classrooms, curriculum and programs.

## FAC 102 Second Course

Enhancing teaching methods and curriculum, improving classroom management. Exploring 4 Areas:



**Goal:** Develop strategies for design, delivery and teaching to promote student learning and success in classrooms.

# Mentorship

- Year 1
  - Pair New Faculty Member with Veteran Instructor
  - Formal Weekly Meetings (In Person and/or Teams Web Conferencing)
  - Informal Department Mentors Still Exist
- Year 2
  - Associate Dean Mentors
- Ongoing Professional Development Opportunities
  - Provided by Professional Development Committee and Academic Support
  - Center for Teaching and Learning Structure
    - Training, Development and Support under one area

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## **Competency-Based Education Executive Summary**

**Purpose of Report:** Request approval to implement a competency-based education model for students working in the industry to utilize their work experience and knowledge to earn their academic credentials.

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Southeast Technical College has received a grant from the South Dakota Department of Education and the South Dakota Board of Technical Education to pursue the implementation of a Competency-Based Education (CBE) program. The College has identified four academic programs to pilot the CBE program. The four programs are the Associate of Applied Science in Registered Nursing, Associate of Applied Science in Electrician, Diploma in HVAC/R Technology, and Diploma in Computer Technician.

CBE is an outcome-based approach to education where competencies are identified, and students progress through their program by demonstrating proficiency in the competencies. The curriculum is structured around the identified competencies, and academic progress is expressed as the attaining or mastering of those competencies. To earn academic credit, students would, generally, need to perform at a level considered to be very good or excellent.

STC plans to utilize a course/credit-based approach based on a traditional academic term.

---

**Administrative Recommendation to School Board:** Approve and authorize Southeast Tech to conduct a study of and implement a competency-based education model for the Associate of Applied Science in Registered Nursing, Associate of Applied Science in Electrician, Diploma in HVAC/R Technology, and Diploma in Computer Technician.



**SOUTHEAST**  
Technical College

# Competency-Based Education

Benjamin A. Valdez

# Framework for Competency-Based Education

- **Definition of Competency-Based Education (CBE)**

- CBE is an outcome-based approach.
- Competencies are statements of what students can do as a result of their education of the subject.
- Students progress through their program by demonstrating competencies.
- Curriculum is structured around these specified competencies.
- Academic progress is expressed as the attainment or mastery of the identified competencies.
- Students must generally perform at a level considered to be very good or excellent.

- **Academic Structure**

- Course/Credit-Based Approach
- Direct Assessment Approach

- **Course/Credit-Based Approach**

- Demonstration of competencies is embedded in the conventional curriculum.
- Comprised of courses which are to be completed to earn a degree.
- “Generally,” enroll students in a traditional academic term.
- Award credit for courses successfully completed.
- Students can accelerate their learning and receive credit when they demonstrate mastery of the competencies.
- Student must complete a SUMMATIVE ASSESMENT.
- Institutions may elect to create two academic transcripts.
  - One transcripts will display the credits earned along with GPA.
  - The second transcript would specify the competencies attained and level attained.

- **CBE Approval from HLC**

- Must submit a Substantive Change application to HLC and obtain approval.
- CBE when all program or general education course have learning goals expressed as competencies.
- Student is required to demonstrate mastery of every competency, within the course, to earn credit for the course.



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