

SIOUX FALLS SCHOOL BOARD
Wednesday, September 6, 2023 4:00 PM

Carly Reiter
President

Instructional Planning Center
201 East 38th Street, Sioux Falls

Robert Griggs
Southeast Tech President

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

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Persons Wishing to Address the School Board on Non-Agenda Items
- IV. Persons Wishing to Address the School Board on Agenda Items
- V. Approval of Minutes of August 2, 2023
- VI. Approval of Agenda
- VII. Conflicts of Interest
- VIII. Approval of Consent Agenda
 - A. Authorizations and Ratifications - exhibit reposted 09.05.23 3:05 pm
 1. Approval/Ratification of Purchase Orders
 2. Approval of Grant Application
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Vice President of Finance and Operations Report
 - D. Approval of Personnel Report
- IX. Reports of the President
 - A. Respiratory Therapy and Medical Lab Technician Academic Update Report
 - B. Enrollment Update Report
 - C. Strategic Plan Update Report
- X. Adjournment

SCHOOL BOARD MEETING

Wednesday, August 2, 2023

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into regular session, pursuant to due notice, on Wednesday, August 2, 2023 at 4:08 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: Vice President Marc Murren, President Carly Reiter, Kate Serenbetz (phone). Absent: Nan Baker, Dawn Marie Johnson.

Action ST00736

A motion was made by Marc Murren and seconded by Kate Serenbetz, three (3) votes “yes” on roll call **approving the minutes of a meetings** held on July 10, 2023 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00737

A motion was made by Marc Murren and seconded by Kate Serenbetz, three (3) votes “yes” on roll call, **approving the agenda** as presented.

* * * * *

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

Action ST00738

A motion was made by Marc Murren and seconded by Kate Serenbetz, three (3) votes “yes” on roll call, **approving Item A through D on the consent agenda** as follows:

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

A.1. **Approval of Contracts**

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

Item	Contract Number	Contractor	Project	Cost
a.	ST24-006, MMF	SD Dept of Education	Perkins Non Trad 2024G-110	\$15,000
b.	ST24-007, MMF	SD Dept of Education	Perkins Reserve 2024G-111	\$31,725
c.	ST24-008. MMF	SD Dept of Social Services	Contract #23-0814-602 Amendment STC Scholarships for Early Childhood Specialist	\$593,461

A.2. Approval/Ratification of Purchase Orders

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

Item	PO No.	Vendor	Description	Total Cost
a.	S2401489	Nicolle McMillin	Counseling Services	\$67,964.55

A.3. Amending Previous School Board Action

Amending School Board Actions, as follows:

- a. Amending Action ST00733A.10, dated July 10, 2023, to fiscal year beginning July 1, 2023 and ending June 30, 2024.
 - b. Amending Action ST00733A.11, dated July 10, 2023, to fiscal year beginning July 1, 2023 and ending June 30, 2024.
 - c. Amending Action ST00733A.13, dated July 10, 2023 to Laptop (Conditional Sales Agreement) – PC Advanced from \$1,260 to \$1,410 for one-time fee.
 - d. Amending Action ST00734, dated July 10, 2023. The table from the suggested motion reflected revenue and expenditure amounts that did not match the numbers presented in the FY24 budget exhibits. The Board adopted the FY24 budget will all other documents (exhibits) correctly reflecting the requested amounts. Revisions to the suggested motion and July 10, 2023 minutes are:
 - i. Under the FY24 Revenue Budget Column
 - 1. Increase Post-secondary Bookstore from \$1,606,000 to \$1,610,000
 - 2. Increase Post-secondary Food Service from \$395,000 to \$395,300
 - 3. Increase Total from \$41,841,938 to \$41,846,238
 - ii. Under the FY24 Expenditure Column
 - 1. Decrease Post-secondary Food Service from \$412,935 to \$412,735
 - 2. Decrease Total from \$42,096,101 from \$42,095,901
- B. Approving the **Consolidated Report of Trust and Agency Funds** of August 2, 2023 and stating for the record that as of May 31, 2023 receipts total \$50,291,953.63 and disbursements total \$47,741,298.52 (MRF #ST548).
- C. Approving the **Vice President of Finance and Operation’s Report** of August 2, 2023 in accordance with the SDCL §13-8-35 (MRF #ST549) and directing that detailed statement of receipts and balances on hand, as of June 30, 2023, be published as part of these minutes, in accordance with SDCL §13-8-3.

D. Accepting the **Southeast Tech Personnel Report**, as follows:

D.1. **Resignations**

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

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Student Help, part-time, per hour		
Trautman, Ruth	Peer Tutor	06-29-23
Employee Contract, Full-Time		
Yearling, Chantel	Scarborough	07-03-23
Miranowski, Devin	Custodian	07-21-23
Instructor, Adjunct, Part-Time		
Coull, Melissa	Nursing & Health	07-25-23
Instructor, Exempt, Full-Time		
Board, Natalie	Nursing	07-21-23
Ranaweera, Chamila	Mathematics	06-30-23
Scotting, Tate	Nursing	07-31-23
Heath, Lynn	Health	08-03-23

D2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Adjunct, Per Credit Hour			
Coull, Melissa	Nursing & Health	07-10-23	\$890.40
Martin, Paige	Nursing & Health	07-10-23	\$890.40
Lang, Jerome	Computer Info. Systems	07-01-23	\$821.50
Instructor, Exempt, Full-Time, Per Hour			
Buck, Wade	Real Estate	07-01-23	\$25.50
Instructor, Exempt, Full-Time, Lump Sum			
Hunter, Marcus	Electrician	07-31-23	\$2,583.33
Schwartz, Colette	Nursing	07-31-23	\$2,583.33
Eisenvos, Daniel	HVAC	07-31-23	\$2,583.33
Wohlwend, Bruce	Computer Information	07-31-23	\$2,583.33
Other Help, part-time, per hour			
Hartman, Jacquelyn	Workforce Opportunity	07-24-23	\$28.00
Sonnenschein, Sarah	Testing Center Proctor	07-31-23	\$15.00

D3. **FY2023-2024 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	07-01-23	\$153,855.00

D3. **FY2023-2024 Wage Rates****Administrators, full-time, annual**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Griggs, Robert	President	07-01-23	\$189,066.00
Kluin, Richard	VP of Finance & Ops	07-01-23	\$153,855.00
Merritt, Jason	Dean of Curr & Instruction	07-01-23	\$119,412.00
Mower, Britney	Dean of Curr & Instruction	07-01-23	\$127,894.00
Possehl, Kristin	Dean of Curr & Instruction	07-01-23	\$127,894.00
Valdez, Benjamin	VP of Academic Affairs	07-01-23	\$153,855.00
VanLaecken, Erik	Chief Information Officer	07-01-23	\$141,788.00

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Faculty, 186 Day, full-time, annual			
Adamson, Heather	English	07-01-23	\$70,018.00
Anderson, Adam	Diesel Technology	07-01-23	\$64,542.00
Bezdichek, Michael	Electrician	07-01-23	\$64,542.00
Cermak, Audree	Veterinary Technology	07-01-23	\$64,542.00
Christian, Becca	Nursing	07-01-23	\$68,324.00
Conrad, Anthony	Media Design	07-01-23	\$66,932.00
Cox, Bryan	Mechatronics	07-01-23	\$71,713.00
Cruse, Laura	English	07-01-23	\$72,880.00
Davis, Chris	Accounting	07-01-23	\$71,713.00
Davis, Dana	Collision	07-01-23	\$64,542.00
Ebbing, Michael	Human Resources	07-01-23	\$71,713.00
Eisenvos, Daniel	HVAC	07-01-23	\$71,713.00
Frentz, Patrick	Digital Media	07-01-23	\$56,917.00
Garcia, Joshua	Automotive	07-01-23	\$59,760.00
Gries, Keith	Law Enforcement	07-01-23	\$64,542.00
Haase, Tori	Nursing	07-01-23	\$56,644.00
Haynes, Matthew	Construction Mgmt	07-01-23	\$66,932.00
Honey, Andrew	Computer Programming	07-01-23	\$61,549.00
Hunter, Marcus	Electrician	07-01-23	\$64,542.00
Johnson, Jarrod	HVAC	07-01-23	\$64,542.00
Larsen, Kristin	Mathematics	07-01-23	\$76,495.00
Leloux, Loretta	Early Childhood	07-01-23	\$71,713.00
Letsche, Paul	Land Survey Science	07-01-23	\$64,542.00
McGuire, Annie	Surgical Technology	07-01-23	\$62,153.00
Morris, Roger	CIS Administration	07-01-23	\$66,932.00
Nussbaum, Sarah	Nursing	07-01-23	\$71,713.00
Olson, Julie	Natural Science	07-01-23	\$76,495.00
Pepper, Merrel	CIS Administration	07-01-23	\$76,495.00
Peters, Dennis	Business Administration	07-01-23	\$74,103.00
Saugstad, Jeanette	Nursing	07-01-23	\$66,932.00
Schaffer, Kenneth	Computer Security	07-01-23	\$66,932.00
Schmidt, Mark	Mechanical Engineering	07-01-23	\$69,325.00
Schwebach, Gregory	Architectural Engineering	07-01-23	\$62,189.00
Shotkoski, Kevin	Diesel Technology	07-01-23	\$69,325.00
Solberg, Megan	Nursing	07-01-23	\$70,018.00
Steinmetz, Jason	Diesel Technology	07-01-23	\$64,542.00

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Faculty, 186 Day, full-time, annual			
Stelley, Lynard	Welding	07-01-23	\$63,017.00
VanOverbeke, Jeff	Speech	07-01-23	\$74,103.00
Vettrus, Jill	Mathematics	07-01-23	\$76,495.00
Wagaman, Chelsea	Allied Health	07-01-23	\$63,770.00
Warkenthien, Richard	Media Design	07-01-22	\$66,932.00
Weber, Jessica	Accounting	07-01-23	\$66,932.00
Weihe, Kimberly	Marketing	07-01-23	\$71,713.00
Wellnitz, Kristin	Psychology	07-01-23	\$76,495.00
Wendell, John	Collision Repair	07-01-23	\$69,325.00
Williams, Brian	Marketing	07-01-23	\$74,103.00
Wohlwend, Bruce	CIS Administration	07-01-23	\$74,103.00
Faculty, 206 Day, full-time, annual			
Berry, Vincent	Plumbing	07-01-23	\$68,835.00
Board, Natalie	Nursing	07-01-23	\$82,073.00
Borgen, Cory	Sports Turf Mgmt	07-01-22	\$79,424.00
DeHaai, Sarah	Nursing	07-01-23	\$74,130.00
Howard, Dennis	Welding	07-01-23	\$74,130.00
Jensen, Marcia	Dental Assisting	07-01-23	\$74,130.00
Keyes, Jennifer	AEL Program Director	07-01-23	\$74,130.00
Miller, Richard	Law Enforcement	07-01-23	\$71,482.00
Otto, Josette	Surg Tech Director	07-01-23	\$71,482.00
Penning, Jolene	Medical Assisting	07-01-23	\$76,776.00
Pepper, Dustin	Nursing	07-01-23	\$82,073.00
Pottratz, Jennifer	Nursing	07-01-23	\$82,719.00
Prouty, Terry	Automotive	07-01-23	\$71,482.00
Schwartz, Colette	Nursing	07-01-23	\$79,424.00
Scotting, Tate	Nursing	07-01-23	\$68,876.00
Stoltenburg, Nathan	Construction Mgmt	07-01-23	\$71,482.00
Faculty, 226 Day, full-time, annual			
Anderson, Sarah	Medical Coding	07-01-23	\$81,327.00
Atkinson, Alexander	CDL Instructor	07-01-23	\$81,327.00
Ellerbusch, Jenna	Invasive Cardio Tech	07-01-23	\$81,327.00
Entringer, Stephanie	Nursing	07-01-23	\$87,135.00
Gacke, Bridgett	Health Core	07-01-23	\$87,135.00
Heath, Lynn	Diagnostic Med Sonography	07-01-23	\$84,230.00
Landeem, Angela	Community Health Instructor	07-01-23	\$92,943.00
Osborn, Michelle	Nursing	07-01-23	\$87,135.00
Stahl, Emily	Veterinary Tech	07-01-23	\$88,553.00
Ware, Brian	CDL Instructor	07-01-23	\$75,518.00
Willer, Lexie	Vascular Sonography Pr. Dir	07-01-23	\$75,564.00
HB1182 Pay, annual			
Adamson, Heather	English Instructor	07-01-23	\$8,858.00
Anderson, Adam	Diesel Tech Instructor	07-01-23	\$9,394.00

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
HB1182 Pay, annual, continued			
Berry, Vincent	Plumbing Instructor	07-01-23	\$3,222.00
Bezdichek, Michael	Electrical Instructor	07-01-23	\$4,367.00
Cox, Bryan	Mechatronics Instructor	07-01-23	\$17,139.00
Cruse, Laura	English Instructor	07-01-23	\$68.00
Davis, Dana	Collision Instructor	07-01-23	\$1,063.00
Eisenvos, Daniel	HVAC Instructor	07-01-23	\$3,918.00
Garcia, Joshua	Automotive Tech Instructor	07-01-23	\$15,586.00
Haynes, Matthew	Construction Mgmt Instructor	07-01-23	\$810.00
Honey, Andrew	Computer Programming Inst.	07-01-23	\$16,459.00
Howard, Dennis	Welding Instructor	07-01-23	\$1,546.00
Hunter, Marcus	Electrical Instructor	07-01-23	\$3,132.00
Jensen, Marcia	Dental Assisting Instructor	07-01-23	\$9,378.00
Johnson, Jarrod	HVAC Instructor	07-01-23	\$9,394.00
Kassing, Elizabeth	Civil Engineering Instructor	07-01-23	\$7,706.00
Morris, Roger	CIS Instructor	07-01-23	\$9,383.00
Prouty, Terry	Automotive Tech Instructor	07-01-23	\$10,404.00
Schaffer, Kenneth	Computer Network Inst.	07-01-23	\$8,714.00
Schmidt, Mark	Mechanical Engineering Inst.	07-01-23	\$9,918.00
Schwebach, Gregory	Architectural Engineering Ins.	07-01-23	\$14,291.00
Scotting, Tate	Nursing Instructor	07-01-23	\$270.00
Shotkoski, Kevin	Diesel Tech Instructor	07-01-23	\$4,611.00
Steinmetz, Jason	Diesel Tech Instructor	07-01-23	\$9,394.00
Stelley, Lynard	Welding Instructor	07-01-23	\$638.00
Stoltenburg, Nathan	Construction Mgmt Instructor	07-01-23	\$575.00
Vanoverbeke, Jeffrey	Speech Instructor	07-01-23	\$1,375.00
Wellnitz, Kristin	Psychology Instructor	07-01-23	\$5,151.00
Wohlwend, Bruce	CIS Instructor	07-01-23	\$1,557.00
Custodian/Maintenance, full-time, hourly (day and night pay)			
Anderson, Curtis	Custodian	07-01-23	\$22.04/\$22.61
Arnoldy, David	Custodial Manager	07-01-23	\$34.61/\$35.18
Avdic, Darko	Custodian	07-01-23	\$21.41/\$21.98
Buxton, Craig	Custodian	07-01-23	\$20.34/\$20.91
Dyke, Amy	Lead Custodian	07-01-23	\$22.61/\$23.18
Hollingshead, Kyle	Custodian	07-01-23	\$19.92/\$20.49
Ingber, Ronald	Custodian	07-01-23	\$22.26/\$22.83
Johnson, Brent	Custodian	07-01-23	\$20.98/\$21.55
Johnson, Troy	Maintenance	07-01-23	\$28.00/\$28.57
Kramer-Hermanson, M	Asst. Custodial Manager	07-01-23	\$26.65/\$27.22
Mayer, Eric	Custodian	07-01-23	\$22.68/\$23.25
Miranowski, Devin	Custodian/Maintenance	07-01-23	\$23.10/\$23.67
Piskic, Hajrudin	Custodian	07-01-23	\$20.98/\$21.55
Sahuric, Ferid	Custodian	07-01-23	\$22.26/\$22.83
Sandstede, Kevin	Custodian	07-01-23	\$28.82/\$29.39
Sauer, Dennis	Custodian	07-01-23	\$20.34/\$20.91
Welch, John	Custodian	07-01-23	\$19.70/\$20.27

D3. **FY2023-2024 Wage Rates, continued**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, 12 months, full-time, annual			
Bormann, Amanda	Dir of Enterprise Apps	07-01-23	\$96,669.00
Carruthers, Tara	Student Success Advisor	07-01-23	\$70,732.00
Dorman, Scott	Admissions Counselor	07-01-23	\$72,892.31
Dose, Thomas	IT Network Administrator	07-01-23	\$91,473.00
Dyce, Dayna	Student Records Associate	07-01-23	\$74,700.00
Eklund, Anne	AEL Instructional Coach	07-01-23	\$67,906.00
Fjelland, Lauren	Student Records Associate	07-01-23	\$69,267.00
Friesz, Ethan	System Administrator	07-01-23	\$71,464.00
Furth, Shannon	Asst. Dir. Of Admissions	07-01-23	\$75,857.00
Gefroh, Heidi	HR Director	07-01-23	\$90,783.00
Gjerde, Nadine	Director of Admissions	07-01-23	\$88,227.00
Grabowska, Lynette	Financial Aid Compliance	07-01-23	\$83,389.00
Hansen, Micah	Director of Financial Aid	07-01-23	\$88,227.00
Kramer, Jaclyn	Associate Dean	07-01-23	\$111,053.00
Letcher, Deborah	Associate Dean	07-01-23	\$118,859.00
Letcher, Maria	Director of Housing	07-01-23	\$67,802.00
Miller, Amy	Compliance, IE, & Bdgt Coord	07-01-23	\$70,732.00
Myers, Emily	Ed. Technology Integrationist	07-01-23	\$78,056.00
Oswald, Vicki	Executive Assistant	07-01-23	\$76,590.00
Pommer, Jackie	Associate Dean	07-01-23	\$109,938.00
Prokop, Marcella	Dir of Access & Workforce Op	07-01-23	\$83,968.00
Quittem, Melissa	Testing Center Manager	07-01-23	\$63,019.00
Rathsachack, Ashley	Admissions Process Coord.	07-01-23	\$61,825.00
Reisch, Chelsea	Student Success Advisor	07-01-22	\$72,196.00
Rowbotham, Aaron	Housing Coordinator	07-01-23	\$55,259.00
Schneider, Nick	Associate Dean	07-01-23	\$109,938.00
Schuetz, Amanda	Admissions Representative	07-01-23	\$61,825.00
Shoenrock, Shelly	Food Service Manager	07-01-23	\$60,631.00
Simonsen, Laura	Asst. Food Service Manager	07-01-23	\$48,982.00
Skiff, Jason	Bookstore Manager	07-01-23	\$73,660.00
Stephens, Michael	Dir. Of Accounting	07-01-23	\$97,904.00
Strouth, Gerard	Dir. Of IT Infrastructure	07-01-23	\$112,169.00
Vandekamp, Sara	Perkins Director	07-01-23	\$73,660.00
Vortherms, Kristie	Director of Student Success	07-01-23	\$95,148.00
Westerman, Julie	Student Success Advisor	07-01-23	\$72,196.00
Williamson, Stephen	Foundation Director	07-01-23	\$95,148.00
Employment Contract, 220-Day, full-time, annual			
Andersen, Alexander	Student Success Advisor	07-01-23	\$66,876.61
Carlson, Elena	AEL Instructional Coach	07-01-23	\$52,863.20
Harder, Elizabeth	Student Success Advisor	07-01-23	\$69,563.77
Huizing, Susanne	AEL Instructional Coach	07-01-23	\$52,863.20
Olson, Emily	Student Success Advisor	07-01-23	\$68,218.68
Rogotzke, Kelli	Student Success Advisor	07-01-23	\$66,205.57
Sjorgren, Robin	Childcare Program Coord.	07-01-23	\$47,596.37
Skorczewski, Tami	Scarborough Director	07-01-22	\$71,577.88

D3. **FY2023-2024 Wage Rates, continued**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employee Contract, 210-Day, full-time, annual			
Fisher, Anna	Pre-College Program Adv.	07-01-23	\$67,377.00
Langbehn, Amber	Nursing Lab Assistant	07-01-23	\$64,187.00
Employment Contract, 12 months, full-time, hourly			
Albrecht, Jennifer	Enterprise App. Tech	07-01-23	\$29.60
Buseman, Nathan	Financial Aid Coordinator	07-01-23	\$31.47
Hout, Lori	IT Support Technician	07-01-23	\$32.78
Leffring, Holly	Business Office Associate	07-01-23	\$24.24
Muhs, Jon	Financial Aid Coordinator	07-01-23	\$31.47
Noble, Caleb	IT Support Technician	07-01-23	\$31.24
Oorlog, Lori	IT Support Technician	07-01-23	\$32.78
Valdez, Martin	Business Office Associate	07-01-23	\$25.01
Vis, Ashley	Accessibility Services	07-01-23	\$24.24
Williamson, Darla	Accountant	07-01-23	\$27.23
Clerical, 12-months, full-time, hourly			
Altman, Riley	Admissions Assistant	07-01-23	\$23.25
Duus, Kristi	Administrative Assistant	07-01-23	\$23.28
Johannsen, Jessica	Administrative Assistant	07-01-23	\$22.82
Menholt, Jade	Bookstore Associate	07-01-23	\$21.48
Rau, Brooklyn	Administrative Assistant	07-01-23	\$22.15
Strouth, Erica	Registrar Assistant	07-01-23	\$26.77
VanBriesen, Tonya	Foundation	07-01-23	\$23.50
Woodard, Judy	Bookstore Associate	07-01-23	\$21.92
Other Help, full-time, hourly			
Weihe, Connor	Scarborough	07-01-23	\$20.92
Student Help, part-time hourly			
Emslie, Hattie	Student Success	07-01-23	\$15.00
Schumacher, Matthew	IT Student Tech	07-01-23	\$15.00
Kinzley, Caleb	IT Student Tech	07-01-23	\$15.00
Miller, Logan	IT Student Tech	07-01-23	\$15.00

D4. **Change of Status**

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Kassing, Elizabeth	Civil Engineering 186 Day, 1.0 FTE Level 4, Step 10 \$62,553/year	Civil Engineering 186 Day, 1.0 FTE Level 6, Step 10 \$71,713.00/year	07-01-23
Carlson, Rebecca	Adjunct Dental Asst. Part-Time \$821.50/credit hour	Dental Asst. Inst. 186 Day, 1.0 FTE Level 4, Step 10 \$66,932.00/year	07-17-23

D4. Change of Status

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Do, Doanh	Adjunct Nursing Instructor Part-Time \$821.50/credit hour	Nursing Instructor 206 Day, 1.0 FTE Level 4, Step 6 \$68,876.00/year	07-03-23
Wolff, Dana	Business Admin Inst. 186 Day, 1.0 FTE Level 8, Step 10 \$71,490/year	Adjunct Bus. Admin Part-Time \$821.50/credit hour	05-15-23
Mekelburg, Erin	Adjunct CIS Part-Time \$821.20/credit hour	CIS Instructor 186 Day, 1.0 FTE Level 6, Step 10 \$71,713.00/year	01-03-23
Ringling, Benjamin	Horticulture 226 Day, 1.0 FTE Level 4, Step 10 \$76,006/year	Horticulture 226 Day, 1.0 FTE Level 6, Step 10 \$87,135.00/year	07-01-23
Grogan, Traci	Nursing Instructor 206 Day, 1.0 FTE Level 4, Step 6 \$64,974/year	Nursing Instructor 206 Day, 1.0 FTE Level 5, Step 7 \$71,336.00/year	07-01-23
Rinehart, Ronda	Accountant II 12-Month, 1.0 FTE Level 9, Step 16 \$34.82/hour	Bursar/Dir. Student Accounts 12-Month, 1.0 FTE Level 11, Step 16 \$90,783.00/year	05-01-23
Byall, Jennifer	Adjunct Math Part-Time \$821.50/credit hour	Math Instructor 186 Day, 1.0 FTE Level 6, Step 10 \$71,713.00/year	07-03-23
Miller, Hannah	Part-Time Childcare Part-Time \$17.47/hour	Full-Time Childcare 184 Day, 1.0 FTE Level 2, Step 1 \$18.70/hour	07-31-23
Zillgitt, Emily	Campus Visit Coordinator 12-Month, 1.0 FTE Level 12, Step 15 \$24.78/hour	Admissions Rep. 12-Month, 1.0 FTE Level 7, Step 8 \$59,438.00/year	01-03-23

D4. **Change of Status**

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Lambley, Jennifer	Marketing/Comm. Coord. 12-Month, 1.0 FTE Level 9, Step 13 \$70,894.00/year	Marketing/Comm. Coord. 12-Month, 1.0 FTE Level 10, Step 14 \$82,599.00/year	07-01-23
Landhuis, Carmen	Graphic Designer 12-Month, 1.0 FTE Level 6, Step 4 \$22.88/hour	Graphic Designer 12-Month, 1.0 FTE Level 7, Step 5 \$27.23/hour	07-01-23
Penning, Aaron	Automotive Tech 210 Day, 1.0 FTE Specialist Level 11, Step 8 \$28.32/hour	Automotive Tech 184 Day, 1.0 FTE Specialist Level 11, Step 8 \$28.32/hour	07-01-23
South, Jeremy	Automotive Tech 184 Day, 1.0 FTE Specialist Level 11, Step 13 \$29.75/hour	Automotive Tech 210 Day, 1.0 FTE Specialist Level 11, Step 13 \$29.75/hour	07-01-23

Action ST00739

Career Services Coordinator Kelli Rogotzke provided the Career Services and Build Dakota Report. (MRF #ST550) Career Services and Build Dakota updates include STC received more Build Dakota applications than in previous years, all Build Dakota recipients have an industry partner, and industry specific career fairs received positive feedback from faculty, students and employers. Goals for 2023-2024 focus around continuing to build strong relationships with employers for Build Dakota and Career Fairs, continuing to increase student engagement at Career Fairs and promote career connections to help maintain a 99% job placement rate.

Following general discussion, a motion was made by Marc Murren and seconded by Kate Serenbetz, three (3) votes "yes" on roll call **acknowledging the Career Services and Build Dakota Report.**

Action ST00740

President Bob Griggs provided the HLC Update Report. (MRF #ST551). The Higher Learning Commission (HLC) conducted a Comprehensive Site Visit on April 17 and 18. The site visit confirmed and validated Southeast Tech's Assurance Argument and supporting evidence demonstrating STC compliance with the HLC Criterion for Accreditation. On July 18, 2023, at the

Action ST00740, continued

Wednesday, August 2, 2023

Institutional Actions Council's (IAC) meeting, the IAC determined to continue accreditation of STC with the next Reaffirmation of Accreditation in 2032.

Following general discussion, a motion was made by Marc Murren and seconded by Kate Serenbetz, three (3) votes "yes" on roll call **acknowledging the HLC Update Report.**

Action ST00741

On motion by Marc Murren and seconded by Carly Reiter, three (3) votes "yes" on roll call, the School Board **adjourned** at 4:30 p.m.

CARLY REITER

Presiding Officer

TODD VIK

Business Manager

1. 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:

Item	PO No.	Vendor	Description	Total Cost
a.	S2401630	McKesson Medical	Sim Center Equipment – Surg Tech	\$16,884.73
b.	S2401944	Pepsi Cola Company	Open PO – The Grille	\$20,000
c.	S2401947	McKeever’s Vending	Open PO – The Grille	\$15,000
d.	S2401948	Farner Bocken Company	Open PO – The Grille Supplies	\$20,000
e.	S2401949	Farner Bocken Company	Open PO – The Grille – Food	\$25,000
f.	S2402233	SHI International Corp	Microsoft Agreement Renewal	\$67,394.12
g.	S2402234	First Technologies, Inc.	Diesel System Trainer	\$28,188.00
h.	S	Canfields	Simulation Center Furnishings	\$334,554.75

2. Approval of Grant Application**Marcella Prokop 367-5398**

Authorizing the Administration of Southeast Technical College to enter into and execute all documents related to the Beyond Idea Grant through the South Dakota Community Foundation. The grant would provide seed funding to create the Indigenous Access Initiative, hire a new Native American Access Coach, provide pre-college academic coaching services for Native American high school students preparing to transition to Southeast Technical College, increase college and career readiness and increase campus community supports for Native American students. The total amount of the award is \$100,000. The contact person for this grant is Marcella Prokop.

SOUTHEAST TECHNICAL COLLEGE
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 6/30/2023
STC Bookstore	\$ 34,414.43	\$ 1,407.93	\$ 1,571.55	\$ 34,250.81
STC EFT	\$ 292,470.45	\$ 12,664,771.24	\$ 12,917,394.09	\$ 39,847.60
STC Tuition & Fees	\$ 2,117,830.91	\$ 43,126,633.38	\$ 41,977,561.20	\$ 3,266,903.09
STC T & A	\$ 128,916.76	\$ 40,862.72	\$ 43,677.87	\$ 126,101.61
STC ACH	\$ 2.16	\$ 0.10	\$ 2.25	\$ 0.01
STC Blue Bucks	\$ 10,171.17	\$ 15,858.60	\$ 15,229.81	\$ 10,799.96
TOTALS	<u>\$ 2,583,805.88</u>	<u>\$ 55,849,533.97</u>	<u>\$ 54,955,436.77</u>	<u>\$ 3,477,903.08</u>

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

CONSOLIDATED REPORT OF TRUST AND AGENCY FUNDS

	Balance 7/1/2023	Received to date	Disbursed to date	Balance 7/31/2023
STC Bookstore	\$ 34,250.81	\$ 157.81	\$ -	\$ 34,408.62
STC EFT	\$ 39,847.60	\$ 196,493.25	\$ -	\$ 236,340.85
STC Tuition & Fees	\$ 3,266,903.09	\$ 1,391,449.27	\$ 1,973,184.09	\$ 2,685,168.27
STC T & A	\$ 126,101.61	\$ 582.05	\$ -	\$ 126,683.66
STC ACH	\$ 0.01	\$ -	\$ -	\$ 0.01
STC Blue Bucks	\$ 10,799.96	\$ 70.62	\$ 71.53	\$ 10,799.05
TOTALS	<u>\$ 3,477,903.08</u>	<u>\$ 1,588,753.00</u>	<u>\$ 1,973,255.62</u>	<u>\$ 3,093,400.46</u>

POST SECONDARY - VOCATIONAL FUND

Pre-Audit

	FY23 BUDGET	JUNE '23 YTD	JUNE '23 PERCENT	JUNE '22 YTD	JUNE '22 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 6,878,479	\$ 7,205,495	104.75%	\$ 6,575,938	92.52%
Fees	6,515,512	6,648,460	102.04%	6,661,837	98.75%
Corporate Education	252,172	358,480	142.16%	232,707	111.48%
STATE SUPPORT:					
State Aid	9,207,352	9,024,823	98.02%	7,421,325	99.35%
Other State	5,152,900	859,114	16.67%	877,220	87.30%
FEDERAL SUPPORT:					
Perkins	839,766	742,437	88.41%	769,055	100.10%
ABE	256,100	64,568	25.21%	218,368	96.16%
Other Federal	2,703,930	1,164,374	43.06%	2,207,488	89.61%
LOCAL SUPPORT:					
Grants/Donations	4,750,000	335,750	7.07%	372,221	104.26%
Other Local	1,241,319	1,460,745	117.68%	1,183,058	95.09%
TOTAL REVENUES:	\$ 37,797,530	27,864,246	73.72%	\$ 26,519,218	96.09%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,100,191	\$ 1,111,156	101.00%	\$ 1,016,392	99.24%
Instructional	6,236,250	6,165,287	98.86%	5,597,935	98.93%
Support	5,297,402	5,041,476	95.17%	4,464,291	95.00%
WAGES - OTHER:					
Early Retirement	-	-	#DIV/0!	28,558	100.00%
Instructional - Other	1,086,350	1,201,483	110.60%	1,077,292	110.52%
Support - Other	256,450	246,563	96.14%	212,559	79.03%
BENEFITS:					
Insurance - Dental	130,434	119,093	91.30%	114,696	93.35%
Insurance - Medical	2,227,209	1,934,927	86.88%	1,903,715	89.56%
Insurance - Other	60,613	67,757	111.79%	12,988	74.04%
Retirement	1,831,995	1,736,566	94.79%	1,547,471	93.74%
SERVICES:					
Advertising	381,000	343,978	90.28%	398,673	104.39%
Legal	50,000	51,025	102.05%	45,136	75.23%
Maintenance/Repair	208,350	189,699	91.05%	240,998	82.41%
Postage	122,100	124,847	102.25%	116,833	102.67%
Printing/Publishing	119,450	130,261	109.05%	131,737	103.93%
Professional/Technical	1,269,816	1,370,787	107.95%	831,312	94.02%
Property	197,000	295,700	150.10%	177,885	129.84%
Rentals	68,170	256,459	376.21%	(32,512)	-60.68%
Software Upgrades	792,650	638,990	80.61%	711,876	157.53%
Travel	175,623	239,913	136.61%	155,364	77.54%
Utilities	711,492	713,256	100.25%	634,263	112.00%
SUPPLIES:					
Equipment - Noncapital	208,739	521,900	250.03%	335,175	134.24%
Food	87,376	124,519	142.51%	105,595	111.94%
Instructional Supplies	587,774	542,166	92.24%	610,128	104.67%
Other	372,436	406,286	109.09%	435,497	108.38%
Resale	568,623	628,119	110.46%	646,250	94.93%
Software	123,325	291,244	236.16%	326,719	78.99%
OTHER:					
Bad Debt	135,000	101,307	75.04%	198,151	110.08%
Dues/Fees	437,163	448,535	102.60%	425,314	99.50%
Liability Insurance	115,000	119,927	104.28%	103,688	95.13%
Miscellaneous	134,000	132,652	98.99%	2,857,364	100.68%
SUBTOTAL - OPERATING:	\$ 25,091,981	\$ 25,295,877	100.81%	\$ 25,431,344	98.51%
EQUIPMENT:					
Building Improvements	\$ 5,501,390	\$ 1,880,856	34.19%	\$ 160,413	17.73%
Equipment	7,534,633	2,305,267	30.60%	2,433,524	73.82%
Information Technology	88,000	124,434	141.40%	169,995	#DIV/0!
Land Improvements	301,526	129,429	42.92%	583,052	294.48%
SUBTOTAL - CAPITAL:	\$ 13,425,549	\$ 4,439,985	33.07%	\$ 3,346,984	76.08%
TOTAL EXPENDITURES:	\$ 38,517,530	29,735,862	77.20%	\$ 28,778,328	95.24%
REVENUE OVER (UNDER) EXPENSE:	\$ (720,000)	\$ (1,871,617)		\$ (2,259,110)	
BEGINNING FUND BALANCE:		4,350,809			
ENDING FUND BALANCE:		\$ 2,479,193			

POST SECONDARY - BOOKSTORE

Pre-Audit

	FY23 BUDGET	JUNE '23 YTD	JUNE '23 PERCENT	JUNE '22 YTD	JUNE '22 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	1,606,000	1,820,877	113.38%	1,571,845	97.87%
TOTAL REVENUES:	\$ 1,606,000	\$ 1,820,877	113.38%	\$ 1,571,845	97.87%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	155,601	156,612	100.65%	104,763	96.53%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	25,000	44,341	177.36%	54,429	98.96%
BENEFITS:					
Insurance - Dental	1,869	1,450	77.57%	1,387	100.35%
Insurance - Medical	30,980	26,388	85.18%	24,410	100.72%
Insurance - Other	858	1,212	141.24%	657	29.49%
Retirement	20,949	22,315	106.52%	16,612	102.45%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	22,000	17,222	78.28%	20,556	82.22%
Printing/Publishing	-	606	100.00%	-	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	3,442	86.05%	3,279	81.97%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	2,532	100.00%	7,782	100.00%
Food	100	256	255.91%	49	24.75%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	-	7,419	100.00%	175	100.00%
Resale	1,250,000	1,339,601	107.17%	1,303,223	99.10%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	(342)	100.00%	-	0.00%
Dues/Fees	80,000	86,216	107.77%	83,240	115.61%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	2,000	5,886	294.31%	10,647	100.00%
Depreciation	10,372	-	0.00%	6,352	31.48%
SUBTOTAL - OPERATING:	\$ 1,603,729	\$ 1,715,156	106.95%	\$ 1,637,562	99.61%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 1,603,729	\$ 1,715,156	106.95%	\$ 1,637,562	99.61%
REVENUE OVER (UNDER) EXPENSE:	\$ 2,271	\$ 105,722		\$ (65,717)	
BEGINNING FUND BALANCE:		2,026,055			
ENDING FUND BALANCE:		\$ 2,131,777			

POST SECONDARY - FOOD SERVICE

Pre-Audit

	FY23 BUDGET	JUNE '23 YTD	JUNE '23 PERCENT	JUNE '22 YTD	JUNE '22 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	395,000	360,367	91.23%	331,821	84.01%
TOTAL REVENUES:	\$ 395,000	\$ 360,367	91.23%	\$ 331,821	84.01%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	91,806	96,394	105.00%	87,685	102.20%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	46,540	62,524	134.34%	51,474	79.19%
BENEFITS:					
Insurance - Dental	1,019	1,023	100.41%	979	100.38%
Insurance - Medical	18,594	15,038	80.87%	17,780	100.41%
Insurance - Other	779	4,206	539.91%	778	10.35%
Retirement	15,759	17,587	111.60%	15,292	96.27%
SERVICES:					
Advertising	-	10	100.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	6,000	8,584	143.07%	5,719	95.32%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	500	104	20.88%	1,429	285.74%
Professional/Technical	1,500	600	40.00%	25	1.67%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	-	-	0.00%	1,083	100.00%
Travel	-	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	1,114	100.00%	2,465	100.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	15,000	16,294	108.62%	21,439	107.19%
Resale	175,000	154,925	88.53%	129,365	73.92%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	5,000	2,323	46.47%	1,486	21.22%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	-	-	0.00%	6,512	100.00%
Depreciation	22,170	-	0.00%	18,978	87.68%
SUBTOTAL - OPERATING:	\$ 399,667	\$ 380,727	95.26%	\$ 362,488	85.39%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 399,667	\$ 380,727	95.26%	\$ 362,488	85.39%
REVENUE OVER (UNDER) EXPENSE:	\$ (4,667)	\$ (20,360)		\$ (30,667)	
BEGINNING FUND BALANCE:		87,514			
ENDING FUND BALANCE:		\$ 67,154			

POST SECONDARY - CHILDCARE

Pre-Audit

	FY23 BUDGET	JUNE '23 YTD	JUNE '23 PERCENT	JUNE '22 YTD	JUNE '22 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	72,423	-	0.00%	116,823	#DIV/0!
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	289,000	335,035	115.93%	434,559	90.53%
TOTAL REVENUES:	\$ 361,423	\$ 335,035	92.70%	\$ 551,382	114.87%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	200,102	177,431	88.67%	179,418	96.44%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	21,570	67,045	310.83%	37,446	83.21%
BENEFITS:					
Insurance - Dental	3,438	2,691	78.27%	2,762	73.88%
Insurance - Medical	74,015	46,240	62.47%	50,264	87.33%
Insurance - Other	2,201	2,236	101.59%	2,074	176.94%
Retirement	26,060	27,474	105.43%	23,475	85.38%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	480	(1,598)	-332.90%	114	23.75%
Property	-	-	0.00%	-	0.00%
Rentals	-	2,054	100.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	1,000	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	3,200	650	20.31%	264	#DIV/0!
Food	500	679	135.74%	121	24.26%
Instructional Supplies	-	3,539	100.00%	8,645	#DIV/0!
Other	6,000	518	8.63%	64	1.06%
Resale	-	-	0.00%	-	0.00%
Software	450	1,200	266.67%	450	100.00%
OTHER:					
Bad Debt	5,000	4,708	94.15%	1,261	25.22%
Dues/Fees	500	430	86.00%	100	20.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	3,000	-	0.00%	11,501	383.36%
Depreciation	343	-	0.00%	343	68.60%
SUBTOTAL - OPERATING:	\$ 347,859	\$ 335,295	96.39%	\$ 318,302	94.05%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 347,859	\$ 335,295	96.39%	\$ 318,302	94.05%
REVENUE OVER (UNDER) EXPENSE:	\$ 13,564	\$ (260)		\$ 233,081	
BEGINNING FUND BALANCE:		176,874			
ENDING FUND BALANCE:		\$ 176,614			

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

Pre-Audit

	#23 Post Secondary Vocational Fund	#52 Bookstore Enterprise Fund	#53 Food Service Enterprise Fund	#54 Child Care Enterprise Fund
Cash Balance May 31, 2023	\$ 2,636,568.34	\$ 957,690.40	\$ (84,209.73)	\$ 152,658.15
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	1,022,535.12	-	-	-
Sales of Goods/Services	27,565.85	104,592.77	22,183.14	41,018.83
Other Sources	(1,438,508.39)	2,189.11	85,146.00	5,933.07
State Sources:	4,079,242.24	-	-	-
Federal Sources:	520,442.52	-	-	-
Expenditures:				
Personnel	(1,566,940.63)	(27,037.88)	(17,484.66)	(41,157.36)
Services	(744,912.26)	(1,806.65)	(397.48)	(114.00)
Supplies	(382,134.10)	6,416.27	(12,899.12)	(1,170.43)
Capital	(1,918,306.40)	-	-	-
Other	(174,633.71)	(8,516.88)	(176.01)	-
Transfers	-	-	-	-
GASB 84 Reversal	-	-	-	-
(Increase)/Decrease in Assets	(1,007,056.39)	(73,773.27)	(131.71)	(6,047.04)
Increase/(Decrease) in Liabilities	2,040,909.15	86,722.51	6,778.38	13,994.33
Net Cash Provided By (Used In) Operating Activities:	\$ 458,203.00	\$ 88,785.98	\$ 83,018.54	\$ 12,457.40
Cash Balance June 30, 2023	<u>\$ 3,094,771.34</u>	<u>\$ 1,046,476.38</u>	<u>\$ (1,191.19)</u>	<u>\$ 165,115.55</u>
Cash Balance June 30, 2022	\$ 6,002,962.25	\$ 1,312,474.23	\$ 19,949.53	\$ 174,902.30
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	14,212,434.54	-	-	-
Sales of Goods/Services	765,132.47	1,808,363.39	274,900.70	273,944.86
Other Sources	1,031,362.31	12,514.04	85,466.60	61,090.62
State Sources:	9,883,937.11	-	-	-
Federal Sources:	1,971,379.15	-	-	-
Expenditures:				
Personnel	(17,624,306.63)	(252,317.73)	(196,771.98)	(323,116.04)
Services	(4,354,915.59)	(21,269.97)	(9,299.12)	(456.00)
Supplies	(2,514,234.56)	(1,349,807.93)	(172,332.67)	(6,585.63)
Capital	(4,439,985.28)	-	-	-
Other	(802,420.31)	(91,759.94)	(2,323.26)	(5,137.49)
Audit	-	-	-	-
GASB 84 Reversal	(2,394,827.14)	(65,888.73)	(1,371.37)	(11,340.78)
(Increase)/Decrease in Assets	2,117,762.96	(265,795.96)	(340.78)	(2,475.32)
Increase/(Decrease) in Liabilities	(759,509.94)	(40,035.02)	931.16	4,289.03
Net Cash Provided By (Used In) Operating Activities:	\$ (2,908,190.91)	\$ (265,997.85)	\$ (21,140.72)	\$ (9,786.75)
Cash Balance June 30, 2023	<u>\$ 3,094,771.34</u>	<u>\$ 1,046,476.38</u>	<u>\$ (1,191.19)</u>	<u>\$ 165,115.55</u>

Rich Kluin
Prepared by

9/1/2023
Date

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

TO: School Board
Southeast Tech Funds on hand July 31, 2023:

POST-SECONDARY VOCATIONAL FUND #23

First Interstate, Checking, #3047444	\$ 1,372,813.87	
First Interstate, Savings, #5035221	4,163.19	
Payroll	<u>(1,597,512.00)</u>	
Total Post-Secondary Vocational Fund		<u>\$ (220,534.94)</u>

POST-SECONDARY VOCATIONAL BOOKSTORE FUND #52

First Interstate, Checking, #3047444	<u>\$ 943,315.14</u>
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POST-SECONDARY VOCATIONAL FOOD SERVICE #53

First Interstate, Checking, #3047444	<u>\$ (19,337.57)</u>
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POST-SECONDARY VOCATIONAL CHILD CARE #54

First Interstate, Checking, #3047444	<u>\$ 136,597.67</u>
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Total All Funds	<u><u>\$ 840,040.30</u></u>
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POST SECONDARY - VOCATIONAL FUND

	FY24 BUDGET	JULY '23 YTD	JUNE '23 PERCENT	JULY '23 YTD	JULY '23 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 6,993,865	\$ -	0.00%	\$ 348,016	5.06%
Fees	6,826,057	-	0.00%	17,225	0.26%
Corporate Education	357,000	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	10,638,336	-	0.00%	-	0.00%
Other State	6,302,799	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	874,206	-	0.00%	(250,177)	-29.79%
ABE	154,625	-	0.00%	(57,329)	-22.39%
Other Federal	1,279,784	-	0.00%	(2,117,472)	-78.31%
LOCAL SUPPORT:					
Grants/Donations	4,689,402	-	0.00%	-	0.00%
Other Local	1,314,824	19	0.00%	(99,010)	-8.23%
TOTAL REVENUES:	\$ 39,430,898	19	0.00%	\$ (2,158,746)	-5.72%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,177,673	\$ 98,139	8.33%	\$ 91,683	8.33%
Instructional	7,045,367	518,675	7.36%	446,931	7.17%
Support	5,996,971	439,420	7.33%	422,014	7.97%
WAGES - OTHER:					
Early Retirement	-	-	#DIV/0!	(28,558)	#DIV/0!
Instructional - Other	1,112,971	123,526	11.10%	103,290	9.51%
Support - Other	363,850	-	0.00%	-	0.00%
BENEFITS:					
Insurance - Dental	137,877	10,047	7.29%	10,069	7.72%
Insurance - Medical	2,307,981	156,724	6.79%	166,262	7.47%
Insurance - Other	68,381	5,904	8.63%	11,528	19.02%
Retirement	2,000,896	153,684	7.68%	137,439	7.50%
SERVICES:					
Advertising	373,200	8,249	2.21%	-	0.00%
Legal	54,900	-	0.00%	-	0.00%
Maintenance/Repair	195,200	84,238	43.15%	59,403	28.51%
Postage	130,100	195	0.15%	641	0.52%
Printing/Publishing	139,200	3,145	2.26%	(2,091)	-1.75%
Professional/Technical	833,100	15,020	1.80%	8,891	0.70%
Property	262,600	230,423	87.75%	198,720	100.87%
Rentals	263,100	9,741	3.70%	(4,890)	-7.17%
Software Upgrades	662,400	260,327	39.30%	95,437	12.04%
Travel	154,000	162	0.11%	943	0.64%
Utilities	672,500	6,794	1.01%	(17,681)	-2.49%
SUPPLIES:					
Equipment - Noncapital	155,069	-	0.00%	12,215	5.85%
Food	109,660	251	0.23%	-	0.00%
Instructional Supplies	541,700	1,286	0.24%	(35)	-0.01%
Other	381,625	4,765	1.25%	1,941	0.52%
Resale	620,900	383,370	61.74%	56,927	10.01%
Software	287,794	89,150	30.98%	22,837	18.52%
OTHER:					
Bad Debt	175,000	-	0.00%	-	0.00%
Dues/Fees	435,100	57,940	13.32%	27,120	6.22%
Liability Insurance	120,000	128,668	107.22%	119,927	104.28%
Miscellaneous	134,400	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 26,913,515	\$ 2,789,843	10.37%	\$ 1,940,962	7.75%
EQUIPMENT:					
Building Improvements	\$ 4,781,640	\$ -	0.00%	\$ -	0.00%
Equipment	7,111,696	-	0.00%	48,760	0.65%
Information Technology	88,000	55,901	63.52%	-	0.00%
Land Improvements	709,117	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ 12,690,453	\$ 55,901	0.44%	\$ 48,760	0.36%
TOTAL EXPENDITURES:	\$ 39,603,968	2,845,745	7.19%	\$ 1,989,722	5.17%
REVENUE OVER (UNDER) EXPENSE:	\$ (173,070)	\$ (2,845,726)		\$ (4,148,468)	
BEGINNING FUND BALANCE:		4,350,809			
ENDING FUND BALANCE:		\$ 1,505,084			

POST SECONDARY - BOOKSTORE

	<u>FY24 BUDGET</u>	<u>JULY '23 YTD</u>	<u>JUNE '23 PERCENT</u>	<u>JULY '23 YTD</u>	<u>JULY '23 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	1,610,000	-	0.00%	(4,771)	-0.30%
TOTAL REVENUES:	\$ 1,610,000	\$ -	0.00%	\$ (4,771)	-0.30%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	168,832	13,661	8.09%	11,391	7.32%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	25,000	-	0.00%	-	0.00%
BENEFITS:					
Insurance - Dental	1,516	126	8.33%	120	6.44%
Insurance - Medical	28,000	2,263	8.08%	2,193	7.08%
Insurance - Other	918	67	7.25%	244	28.48%
Retirement	22,710	1,811	7.98%	1,513	7.22%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	16,000	-	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	2,400	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	200	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	4,500	-	0.00%	-	0.00%
Resale	1,227,800	2,730	0.22%	2,837	0.23%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	400	-	0.00%	-	0.00%
Dues/Fees	88,300	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	7,300	-	0.00%	-	0.00%
Depreciation	6,400	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 1,600,276	\$ 20,659	1.29%	\$ 18,299	1.14%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 1,600,276	\$ 20,659	1.29%	\$ 18,299	1.14%
REVENUE OVER (UNDER) EXPENSE:	\$ 9,724	\$ (20,659)		\$ (23,070)	
BEGINNING FUND BALANCE:		2,026,055			
ENDING FUND BALANCE:		\$ 2,005,397			

POST SECONDARY - FOOD SERVICE

	<u>FY24 BUDGET</u>	<u>JULY '23 YTD</u>	<u>JUNE '23 PERCENT</u>	<u>JULY '23 YTD</u>	<u>JULY '23 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	395,300	-	0.00%	(90)	-0.02%
TOTAL REVENUES:	\$ 395,300	\$ -	0.00%	\$ (90)	-0.02%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	109,713	9,134	8.33%	7,642	8.32%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	57,000	-	0.00%	-	0.00%
BENEFITS:					
Insurance - Dental	1,070	89	8.33%	85	8.33%
Insurance - Medical	14,000	1,167	8.33%	1,549	8.33%
Insurance - Other	932	79	8.52%	931	119.46%
Retirement	19,320	1,221	6.32%	1,014	6.43%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	7,900	-	0.00%	-	0.00%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	200	-	0.00%	-	0.00%
Professional/Technical	600	-	0.00%	-	0.00%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	1,100	-	0.00%	-	0.00%
Travel	-	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	-	0.00%	-	0.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	23,300	66	0.28%	-	0.00%
Resale	149,900	9	0.01%	-	0.00%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	2,300	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	6,600	-	0.00%	-	0.00%
Depreciation	19,000	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 412,935	\$ 11,766	2.85%	\$ 11,220	2.81%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 412,935	\$ 11,766	2.85%	\$ 11,220	2.81%
REVENUE OVER (UNDER) EXPENSE:	\$ (17,635)	\$ (11,766)		\$ (11,310)	
BEGINNING FUND BALANCE:		87,514			
ENDING FUND BALANCE:		\$ 75,748			

POST SECONDARY - CHILDCARE

	<u>FY24 BUDGET</u>	<u>JULY '23 YTD</u>	<u>JUNE '23 PERCENT</u>	<u>JULY '23 YTD</u>	<u>JULY '23 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	291,000	-	0.00%	-	0.00%
TOTAL REVENUES:	\$ 291,000	\$ -	0.00%	\$ -	0.00%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	238,806	10,038	4.20%	9,205	4.60%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	12,000	-	0.00%	-	0.00%
BENEFITS:					
Insurance - Dental	5,796	182	3.15%	170	4.94%
Insurance - Medical	97,783	2,847	2.91%	2,645	3.57%
Insurance - Other	2,580	204	7.92%	264	11.99%
Retirement	31,257	1,309	4.19%	1,204	4.62%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	400	2,557	639.25%	-	0.00%
Property	-	-	0.00%	-	0.00%
Rentals	-	2,054	100.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	-	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	3,200	-	0.00%	-	0.00%
Food	600	-	0.00%	-	0.00%
Instructional Supplies	5,000	-	0.00%	-	0.00%
Other	100	-	0.00%	-	0.00%
Resale	-	-	0.00%	-	0.00%
Software	1,100	-	0.00%	-	0.00%
OTHER:					
Bad Debt	2,500	-	0.00%	-	0.00%
Dues/Fees	500	-	0.00%	-	0.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	5,000	-	0.00%	-	0.00%
Depreciation	400	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 407,022	\$ 19,192	4.72%	\$ 13,487	3.88%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 407,022	\$ 19,192	4.72%	\$ 13,487	3.88%
REVENUE OVER (UNDER) EXPENSE:	\$ (116,022)	\$ (19,192)		\$ (13,487)	
BEGINNING FUND BALANCE:		176,874			
ENDING FUND BALANCE:		\$ 157,682			

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

	#23	#52	#53	#54
	Post			
	Secondary	Bookstore	Food Service	Child Care
	Vocational	Enterprise	Enterprise	Enterprise
	Fund	Fund	Fund	Fund
Cash Balance June 30, 2023 (Pre-Audit)	\$ 3,094,771.34	\$ 1,046,476.38	\$ (1,191.19)	\$ 165,115.55
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	-	-	-	-
Sales of Goods/Services	-	-	-	-
Other Sources	18.76	-	-	-
State Sources:				
Federal Sources:				
Expenditures:				
Personnel	(1,506,119.13)	(17,928.65)	(11,691.03)	(14,580.61)
Services	(618,293.91)	-	-	(4,610.92)
Supplies	(478,822.36)	(2,730.27)	(74.72)	-
Capital	(55,901.16)	-	-	-
Other	(186,608.03)	-	-	-
Transfers	-	-	-	-
GASB 84 Reversal				
(Increase)/Decrease in Assets	243,871.49	-	-	4,553.92
Increase/(Decrease) in Liabilities	(713,451.94)	(82,502.32)	(6,380.63)	(13,880.27)
Net Cash Provided By (Used In) Operating Activities:	\$ (3,315,306.28)	\$ (103,161.24)	\$ (18,146.38)	\$ (28,517.88)
Cash Balance July 31, 2023	\$ (220,534.94)	\$ 943,315.14	\$ (19,337.57)	\$ 136,597.67
 Cash Balance June 30, 2023 (Pre-Audit)	 \$ 3,094,771.34	 \$ 1,046,476.38	 \$ (1,191.19)	 \$ 165,115.55
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	-	-	-	-
Sales of Goods/Services	-	-	-	-
Other Sources	18.76	-	-	-
State Sources:				
Federal Sources:				
Expenditures:				
Personnel	(1,506,119.13)	(17,928.65)	(11,691.03)	(14,580.61)
Services	(618,293.91)	-	-	(4,610.92)
Supplies	(478,822.36)	(2,730.27)	(74.72)	-
Capital	(55,901.16)	-	-	-
Other	(186,608.03)	-	-	-
Audit	-	-	-	-
GASB 84 Reversal				
(Increase)/Decrease in Assets	243,871.49	-	-	4,553.92
Increase/(Decrease) in Liabilities	(713,451.94)	(82,502.32)	(6,380.63)	(13,880.27)
Net Cash Provided By (Used In) Operating Activities:	\$ (3,315,306.28)	\$ (103,161.24)	\$ (18,146.38)	\$ (28,517.88)
Cash Balance July 31, 2023	\$ (220,534.94)	\$ 943,315.14	\$ (19,337.57)	\$ 136,597.67

Rich Kluin	9/1/2023
Prepared by	Date

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

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Employee Contract, Full-Time		
Westerman, Julie	Student Success	08-04-23
Gjerde, Nadine	Dir. Of Admissions	08-11-23
Instructor, Adjunct, Part-Time		
Roemen, Dale	Law Enforcement	08-30-23

2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Adjunct, Per Credit Hour			
Steiner, Shauna	Business Admin.	07-27-23	\$890.40
Wagner, Madison	Psychology	08-14-23	\$890.40
Gertsma, Leann	English	08-21-23	\$890.40
King, Steven	English	08-21-23	\$890.40
Stacey, Taylor	Mathematics	08-21-23	\$890.40
Christian, Cody	Nursing & Health	08-28-23	\$821.50
Instructor, Exempt, Full-Time, Annual			
Jordahl, Lindsay	Cardiac Sonography Ins. 226-Day, 1.0 FTE Lane 4, Step 10 205 Days Prorated	08-09-23	\$73,770.07
Hansen, Blair	Medical Lab Dir/Ins. 226-Day, 1.0 FTE Lane 4, Step 10	08-14-23	\$81,327.00
Sparkman, Jennifer	Respiratory Therapist Program Director and Instructor 226-Day, 1.0 FTE Lane 6, Step 10	08-29-23	\$87,135.00
Student Help, Part-Time, Per Hour			
Nelson, Devynn	Scarborough	08-01-23	\$15.00
Bivens, Cody	Horticulture	07-01-23	\$15.00
Jacobsma, Andrea	Scarborough	08-01-23	\$15.00
VanSurksum, Sophia	Scarborough	08-07-23	\$15.00
Clark, Breanna	Student Success	08-14-23	\$15.00
Dailey, Lurick	Scarborough	08-14-23	\$15.00
Vollmer, Mykenna	Scarborough	08-14-23	\$15.00
Thompson, Isaak	IT Student Tech	08-21-23	\$15.00
Sidders, Trinity	Scarborough	08-14-23	\$15.00

SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, September 6, 2023

Shoenrock, Sydnie	Food Service	08-21-23	\$16.50
Big Eagle, Silas	IT Student Tech	08-21-23	\$15.00

Instructor, Exempt, Full-Time, Lump Sum

Leloux, Loretta	Early Childhood	07-17-23	\$1,780.80
Kassing, Elizabeth	Civil Engineering	07-17-23	\$162.50
Weber, Jessica	Accounting	07-17-23	\$153.00
Ringling, Benjamin	Horticulture	07-17-23	\$89.25
Rivere, Brittany	Nursing & Health	07-17-23	\$76.50
Entringer, Stephanie	Nursing & Health	07-17-23	\$102.00
Hunter, Marcus	Electrician	07-31-23	\$2,583.33
Schwartz, Colette	Nursing	07-31-23	\$2,583.33
Eisenvos, Daniel	HVAC	07-31-23	\$2,583.33
Wohlwend, Bruce	Computer Information	07-31-23	\$2,583.33

Employee Contract, Full-Time, Lump Sum

Schlicht-Harder, Elizabeth	Student Success	08-21-23	\$1,000.00
Reisch, Chelsea	Student Success	08-21-23	\$1,000.00

Employee Contract, Full-Time, Per Hour

Valentine, Bryan	Custodian	08-07-23	\$19.49
Gustafson, Anastacia	Scarborough	08-10-23	\$20.05
Headington, Tiffany	Scarborough	08-14-23	\$20.73
Kottke-Bell, Kayla	Nursing	08-23-23	\$26.01
Boecker, Mary	Custodian	08-28-23	\$19.49

Other Help Wage Increases, Part-Time, Per Hour

McLain, Kevin	Testing Center	09-03-23	\$17.75
Madson, Siti	Testing Center	09-03-23	\$18.00
Huggins, Robert	Testing Center	09-03-23	\$17.00
Sonnenschein, Sarah	Testing Center	09-03-23	\$16.50
Merritt, Alexander	Food Service	08-01-23	\$17.75
Sutter, Julie	Food Service	08-01-23	\$17.75
Kinzley, Caleb	IT Support	08-18-23	\$16.00

Other Help, part-time, per hour

Nytroe, Michele	Food Service	08-14-23	\$16.50
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3. 2023-2024 Salary Increases

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, 10-Month, Full-Time, Per Hour			
Peterson, Ginger	Nursing & Health	08-01-23	\$32.46
South, Jeremy	Automotive	08-01-23	\$32.16
Employment Contract, 9-Month, Full-Time, Per Hour			
Nielsen, Tracy	Automotive	08-01-23	\$31.24
Penning, Aaron	Automotive	08-01-23	\$30.61
Sackett, Julie	Nursing & Health	08-01-23	\$32.78

4. AMENDMENTS-Updated Salaries from August 2023 Board Report

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, 220-Day, full-time, annual			
Andersen, Alexander	Student Success Advisor	07-01-23	\$66,574.00
Carlson, Elena	AEL Instructional Coach	07-01-23	\$52,624.00
Harder, Elizabeth	Student Success Advisor	07-01-23	\$69,249.00
Huizing, Susanne	AEL Instructional Coach	07-01-23	\$52,624.00
Olson, Emily	Student Success Advisor	07-01-23	\$67,910.00
Rogotzke, Kelli	Student Success Advisor	07-01-23	\$65,906.00
Sjogren, Robin	Childcare Program Coor.	07-01-23	\$47,381.00
Skorzewski, Tami	Scarborough Director	07-01-23	\$71,254.00

5. CHANGE OF STATUS

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Heath, Lynn	Diagnostic Sonography 226 Day, 1.0 FTE Level 5, Step 10 \$84,230/year	Adjunct Diag. Sono. Part-Time \$821.50/credit hour	08-07-23
Bormann, Amanda	Dir. Of Enterprise Apps. 12 Month, 1.0 FTE Level 13, Step 7 \$96,669/year	Dir. Of Enterprise Apps 12 Month, 1.0 FTE Level 15, Step 7 \$108,823/year	07-01-23
Rogotzke, Kelli	Student Success Advisor 220-Day, 1.0 FTE Level 9, Step 8 \$65,906.00	Student Success Adv. 220-Day, 1.0 FTE Level 9, Step 9 \$66,574.00	08-16-23
Vortherms, Kristie	Dir. Student Succ/Registrar 12-Month, 1.0 FTE Level 12, Step 13 \$95,148/year	Assoc. VP of Inst. Research and Registrar 12-Month, 1.0 FTE Level 14, Step 13 \$99,974.42/year Prorated 11 months	09-04-23
Olson, Emily	Student Success Advisor 220-Day, 1.0 FTE Level 9, Step 11 \$67,910/year	Asst. Dir. Of St. Succ. 12-Month, 1.0 FTE Level 10, Step 14 \$75,715.75/year Prorated 11 months	09-04-23
Huizing, Susanne	AEL Instructional Coach 220-Day, 1.0 FTE Level 7, Step 6 \$52,624/year	ARC Coordinator 12-Month, 1.0 FTE Level 8, Step 6 \$60,678.79/year Prorated 10.5 months	08-21-23

SOUTHEAST TECH PERSONNEL REPORT

WEDNESDAY, September 6, 2023

Zillgitt, Emily	Admissions Representative 12-Month, 1.0 FTE Level 7, Step 9 \$59,438/year	Director of Adm. 12-Month, 1.0 FTE Level 11, Step 4 \$70,489.97/year Prorated 10.5 months	08-21-23
Weber, Jessica	Pharmacy Tech Inst. 186-Day, 1.0 FTE Level 4, Step 10 \$62,553/year	Accounting Instructor 186-Day, 1.0 FTE Level 6, Step 10 \$71,713/year	07-01-23

Southeast Tech
Academic Affairs Update
Respiratory Therapy (RT) Program
EXECUTIVE SUMMARY

Purpose:

To inform the Sioux Falls School Board of the new Respiratory Therapy Program at Southeast Technical College starting in Spring of 2024.

The Respiratory Therapy Program is planned to begin Spring Semester of 2024. Eligibility criteria have been identified. Curriculum sequencing has begun. Eligibility and curriculum work will be submitted to STC Curriculum Committee by November 2023. A marketing plan will be created to provide recruitment strategies for the program. Active work is in process to identify state-of-the-art equipment to be purchased by December 2023. Will be exploring future articulation partnerships.

Administrative Recommendation to School Board:

To acknowledge the Respiratory Therapy Program report.

Respiratory Therapy (RT) Program

Jennifer Sparkman, MSRC, BSRT, RRT

Program Director



SOUTHEAST
Technical College

WHAT IS A RESPIRATORY THERAPIST (RT)

- RT's are vital members of the healthcare team and work closely with doctors, nurses, and other medical professionals.
- RT's treat pulmonary diseases, provide life support, aid or lead in supportive and diagnostic procedures.
- RT's treat a variety of patients including infant-elderly populations



CARDIOPULMONARY EXPERT



- Provide medications and therapies to aid with breathing
- Place and manage ventilators and oxygen devices
- Analyze data, studies, labs, and perform assessments
- Provide patients with education about their disease



RESPIRATORY THERAPY PROGRAM

Two-year, Associate Degree

- Didactic & Theoretic Knowledge
- Practical & Critical Skills
- Clinical & Simulation Lab



Credential:

*Registered Respiratory Therapist



Affiliation:

American Association for Respiratory Care

*After passing Board Exam

EMPLOYMENT AFTER GRADUATING

Hospital

- ER
- MICU/NICU/PICU
- Inpatient

Clinic

- Sleep Lab
- Cardiac Rehabilitation
- Pulmonary Function Lab
- Bronchoscopy Suite

Home Health

- Product Delivery
- Equipment Setup
- Telehealth



RT'S ARE IN HIGH DEMAND AND THE NEED IS ↑ INCREASING!

25+ current job listings in
Sioux Falls:

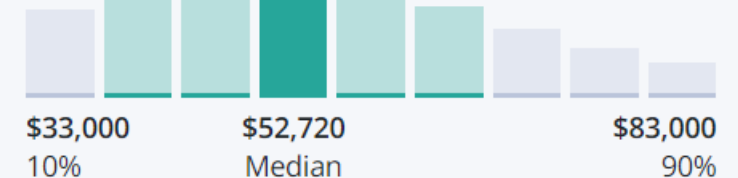
- Apria
- Avera
- Sanford
- Somnitech
- VA

Average Respiratory Therapist
Salary In South Dakota

\$52,720 ⓘ

\$25.35 hourly rate

Entry-Level Respiratory Therapist Salary
\$33,000 yearly salary



ZIPPIA
THE CAREER EXPERT

FUTURE RESPIRATORY THERAPY PROGRAM

Articulation Agreement for BSRT



Student Advancement Opportunities!

- Management, Education, Research, Advanced Practice Respiratory Therapist, Care Manager



Reference

Zippia (2023) *Respiratory Therapist Salary*. <https://www.zippia.com/respiratory-therapist-jobs/salary/>



SOUTHEAST
Technical College

Southeast Tech
Academic Affairs Update
Medical Laboratory Technician (MLT) Program
EXECUTIVE SUMMARY

Purpose:

To inform the Sioux Falls School Board of the new Medical Laboratory Technician Program at Southeast Technical College starting in Spring of 2024.

The Medical Laboratory Technician Program is planned to begin Spring Semester of 2024. Eligibility criteria have been identified. Curriculum sequencing has been established. Eligibility and curriculum work will be submitted to STC Curriculum Committee by October 2023. A marketing plan will be created to provide recruitment strategies for the program. Active work is in process to identify state-of-the-art equipment to be purchased by December 2023.

Administrative Recommendation to School Board:

To acknowledge the Medical Laboratory Technician Program report.



Medical Laboratory Technician Program

Blair Hansen- MLT Program Director



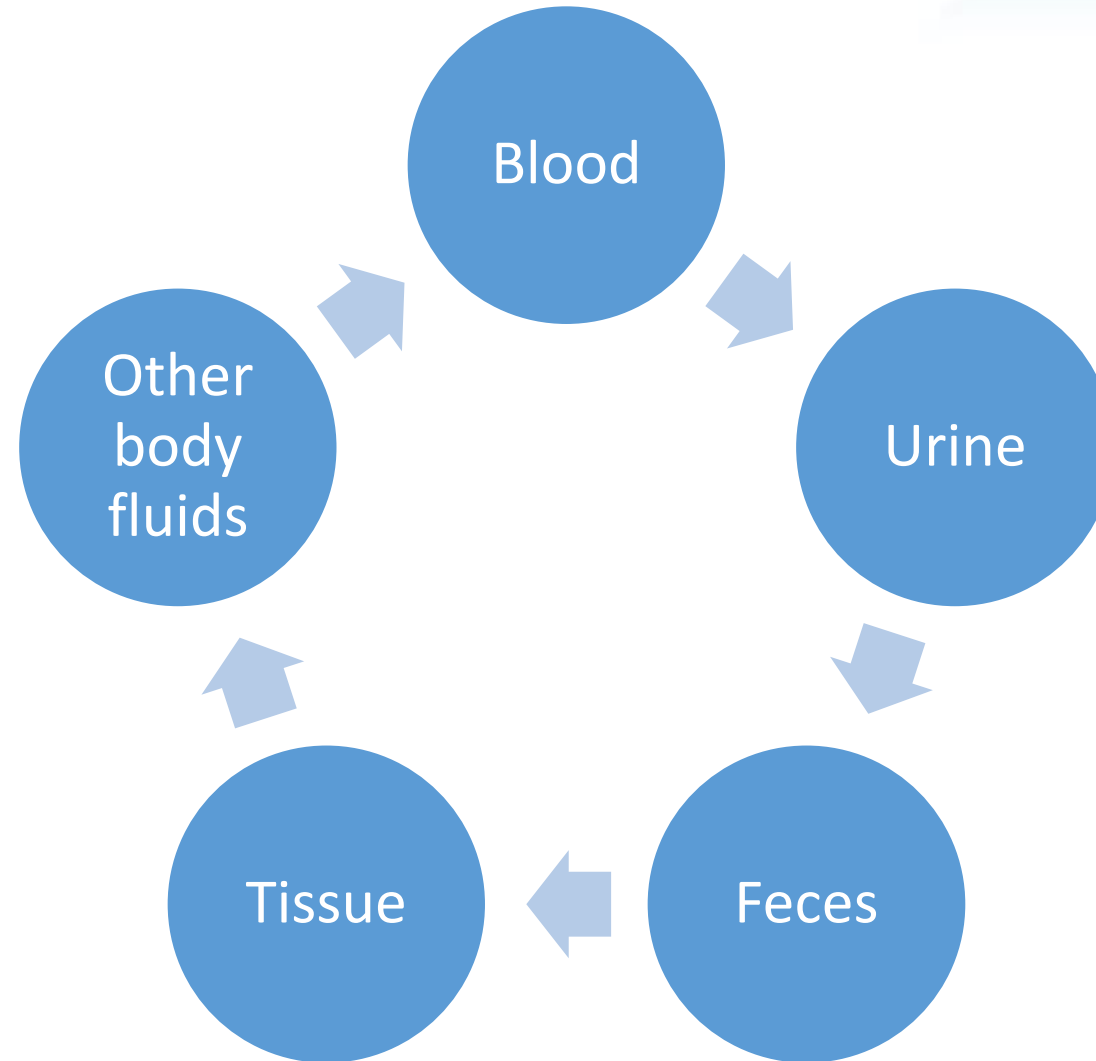
SOUTHEAST
Technical College

MEDICAL LABORATORY TECHNICIAN

- Associates Degree
- MLT (Medical Laboratory Technician) or CLT (Clinical Laboratory Technician)
- 60-70% of all medical decisions regarding patient diagnosis and treatment are based on the outcome of the laboratory results.



LABORATORY TESTING



JOB DUTIES



- Phlebotomy
- Operate and maintain laboratory equipment
- Monitor quality controls
- Analyze and correlate patient results



DEPARTMENTS OF THE LABORATORY

- Hematology
 - Study of blood and blood disorders
 - Anemia
- Chemistry
 - Analyze body fluids and their reactions
 - Diabetes
- Microbiology
 - Identifying the organism causing initial infection
 - Covid



DEPARTMENTS OF THE LABORATORY

- Urinalysis
 - Testing urine for disorders
 - Urinary Tract Infection
- Immunology
 - Study of Autoimmune disease and Immunodeficiency
 - Rheumatoid Arthritis
- Blood Bank
 - Typing blood for transfusion and compatibility
 - Blood Type: 0 Negative, Negative Antibody Screen

PROGRAM OUTLOOK

1st Year

Spring 2024-
Fall 2024

Lecture and
Simulation
Lab

3 Semesters



24 Students per Class

2nd Year

Spring 2025-
Fall 2025

Lecture,
Clinic &
Hospital
Settings

3 Semesters

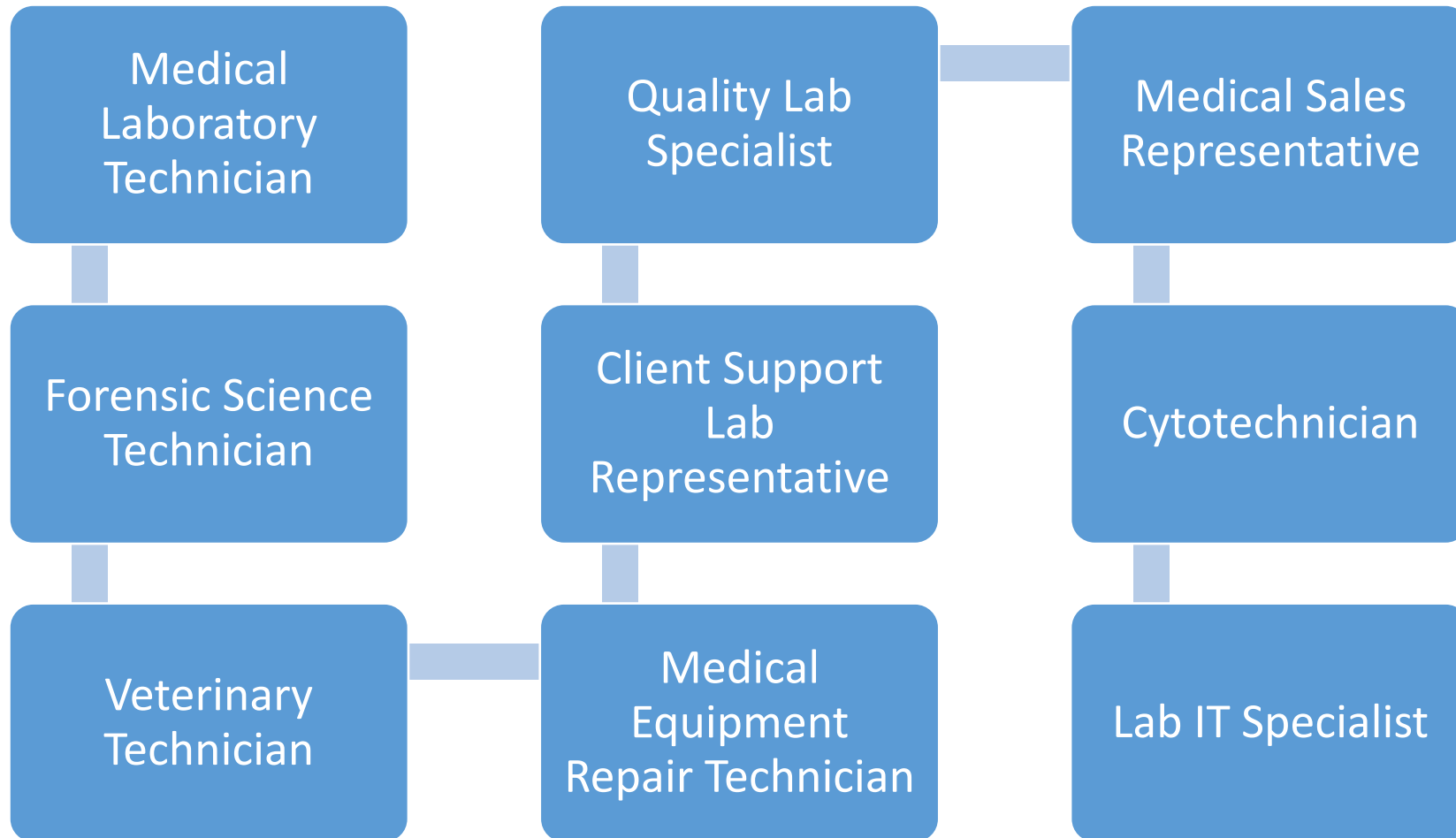
CERTIFICATION

- State licensure varies from state to state and students will be advised accordingly.
- Students will be able to sit for American Society for Clinical Pathology (ASCP) certification exam post graduation.



ASCP
**BOARD OF
CERTIFICATION**[®]

CAREER PATHS



ORGANIZATIONS

Avera Health

Indian Health
Service

Monument
Health

Department of Veterans Affairs

Sanford Health

South Dakota Department of Health

MLT CAREERS

Demand projected to increase 13% from 2021 to 2031

70 + job vacancies currently in South Dakota




MEDICAL LABORATORY TECHNICIAN PROGRAM FUTURE GOALS

NAACLS Accreditation
(National Accrediting
Agency for Clinical
Laboratory Science)

Program to Program
Articulation
Agreements



- 
- Questions and acknowledgment of the report
 - Thank You for this opportunity and your attention!!



SOUTHEAST Technical College

Southeast Technical College
Enrollment Report
EXECUTIVE SUMMARY

Purpose:

Provide the School Board with ten-day count enrollment numbers for Fall Semester 2023.

Fall Semester 2023:

Fall 2023 enrollment highlights are as follows:

- Southeast Technical College's Fall 2023 headcount is up 2% from Fall 2022.
 - STC's Fall 2023 credit count is up 1% from Fall 2022.
-

Administrative Recommendation to School Board:

To acknowledge the Southeast Tech Fall 2023 Enrollment Report.

Report Prepared and Presented by:
Megan Fischer, VP for Enrollment Management and Student Affairs

September 6, 2023



ENROLLMENT MANAGEMENT REPORT

September 6, 2023



Fall 2023 Headcount

2022 Census

2,430

2023 Census

2,478

+48

2%



Fall 2023 Credits

2022 Census

26,948

2023 Census

27,077

+129

1%

Part-time vs. Full-time Enrollment

	1	2	3	4	5	6	7	8	9	10	11	Total Part-time
# of Students	7	34	173	91	59	139	139	184	112	135	128	1,201
# of Credits	7	68	519	364	295	834	973	1,472	1,008	1,350	1,408	8,298

	12	13	14	15	16	17	18	19	20	22	Total Full-time
# of Students	241	184	195	250	108	157	102	20	19	1	1,277
# of Credits	2,892	2,392	2,730	3,750	1,728	2,669	1,836	380	380	22	18,779

FALL 2023

- 48% of the students enrolled for Fall 2023 are part-time. *(51% of students are full-time)*
- 31% of the credits for Fall 2023 are taken by part-time students. *(69% of credits are taken by full-time students)*

FALL 2022

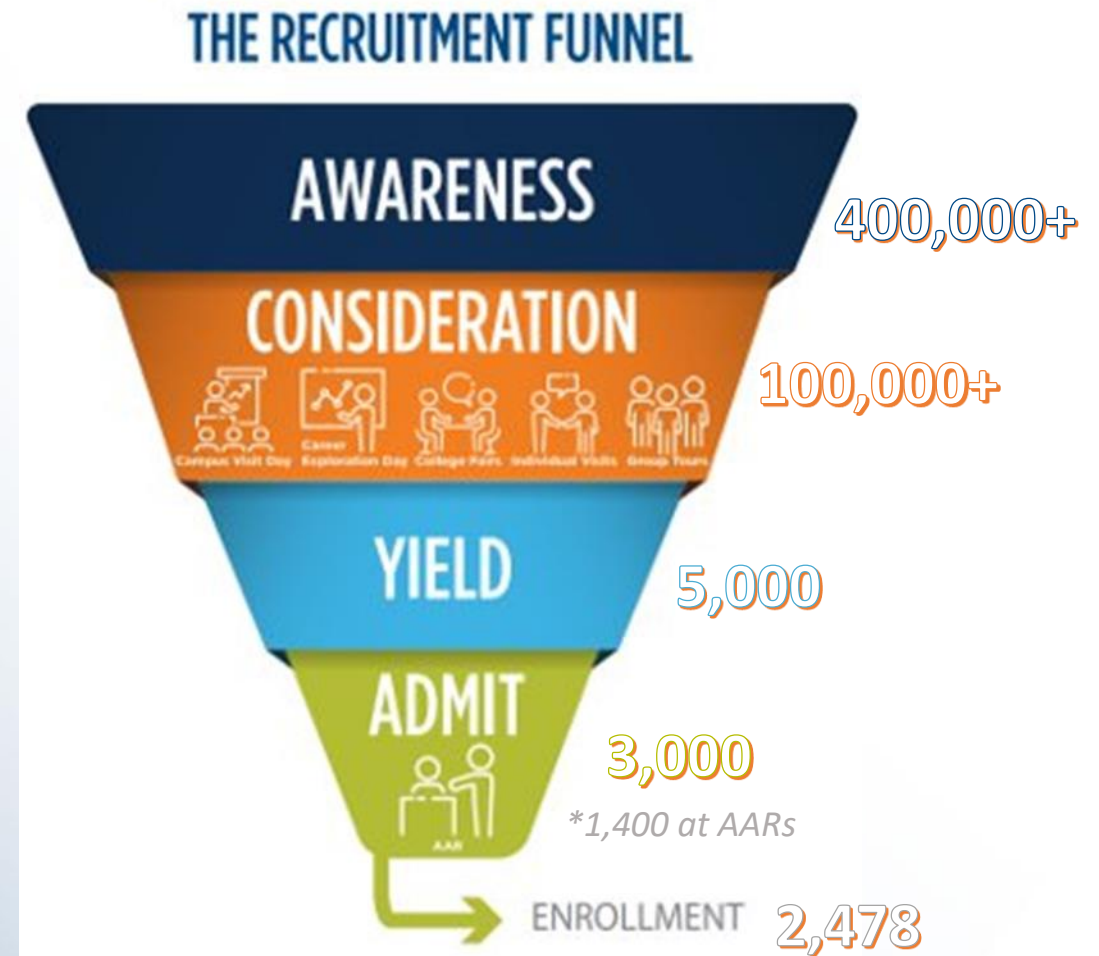
- 47% of the students enrolled for Fall 2022 are part-time. *(53% of students are full-time)*
- 30% of the credits for Fall 2022 are taken by part-time students. *(70% of credits are taken by full-time students)*

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

Program	Fall 2023	Credits	vs. Fall 2022	
Dual Credit students	167	657	159	+5%
Avera Academy (SFSD)	24	152	24	even
Classroom to Careers (Sanford/SFSD)	19	38	27	-30%
McCrossan Boys Ranch	5	15	5	even
Concurrent	25	121	29	-14%
Teachwell Solutions	4	31	7	-42%
Total (dual + concurrent)	244	1,014	249	-2%

ADMISSIONS...by the numbers!

	2019-20	2020-21	2021-22	2022-23
Appointment	513	800	656	841
Walk-in	254	273	339	136
Call	4,632	2,698	2,909	1,601
Text	7,861	11,653	12,670	10,986
Email - personal from staff	73,562	61,234	51,766	55,659
Online Chat		1,213	1,065	1,126
Total Personal Contacts	86,822	78,141	69,405	70,349
Transactional Email	16,966	16,190	241,472	404,420
Transactional Letters	16,966	16,190	23,619	17,503
Total Transactional Messages	33,932	32,380	265,091	421,950
Communication Plan Postcards	84,677	174,199	266,637	290,100
Communication Plan Emails	194,873	141,612	172,018	180,012
Communication Plan Letters	3,597	2,208	3,536	4,210
Total Communication Plan Messages	283,147	318,019	442,191	474,322
Campus Visit Days	280	212	331	537
Career Exploration Days	256	COVID	298	*100
High School Visits	358	72	245	337
College Fairs	649	1,316	699	613
Career Fairs/Off Campus	71	33	146	79
Total # Students @ Recruitment Events	1,614	1,633	1,719	1,666





Southeast Tech Strategic Plan Update Executive Summary

Purpose of Report: To inform the School Board about Strategic Plan Progress.

The Strategic Plan Update will report on the following areas:

- Vision 2025 Six Strategic Priorities
 - Role of the Strategic Plan Oversight Committee (SPOC)
 - Operationalizing the Strategic Plan with Committee Involvement and the Watermark Planning and Self-Study Platform
-

Administrative Recommendation to School Board: Acknowledge the Strategic Plan Update report.



Fall 2023 Campus Kickoff



SOUTHEAST
Technical College

NEW STRATEGIC PLAN – VISION 2025

- **Six Strategic Priorities**

- *Ensure Academic Excellence*
- *Increase Access*
- *Improve Employee/Campus Culture*
- *Grow Partnerships*
- *Enhance Marketing and Awareness*
- *Advance Student Support*
- <https://www.southeasttech.edu/about/strategic-plan/index.php>



NEW STRATEGIC PLAN – VISION 2025

- **Six Strategic Priorities**

- 1) *Strategic Plan Workgroups*

- *Tactical Progress Updates in Watermark*

- 2) *Vision 2025 Committee Signup*

[Vision 2025 Committee Signup for 2023-2024](#)



SPOC – STRATEGIC PLANNING AND OVERSIGHT COMMITTEE

- Oversight for Accountability and Resource Alignment
- Vision 2025 Tracking in Watermark Planning and Self Study Platform
 - Campus Committees will submit updates and evidence
- Campus Stakeholders updated during employee meetings and in-depth reviews during Institutional Effectiveness Days
- Progress Reports downloaded from Watermark and shared with governing boards and stakeholders.



OPERATIONALIZING THE STRATEGIC PLAN

The screenshot displays the 'watermark™ Planning & Self-Study' interface. On the left is a navigation sidebar with icons and labels for 'Home', 'Organization Management', 'Plans', 'Accreditation Self-Studies', 'Program Review', and 'Strategic Plans'. The main content area is titled 'Strategic Plans' and features a 'Filter by' dropdown menu currently set to 'Institution'. Below this, a card displays details for the '2022-2025 Strategic Plan' for 'Southeast Technical College'. The card includes a 'MANAGE STRATEGIC PLAN' button, a summary of '6 Strategic Priorities' and '28 Strategic Goals', and a progress bar for 'Strategic Goals Mapped to Outcomes'. The progress bar shows approximately 20% of goals are 'Not Mapped' (dark grey) and 80% are 'Mapped' (teal).

watermark™
Planning & Self-Study

Home

Organization Management

Plans

Accreditation Self-Studies

Program Review

Strategic Plans

Strategic Plans

Filter by Institution

2022-2025 Strategic Plan

MANAGE STRATEGIC PLAN

Organization: Southeast Technical College

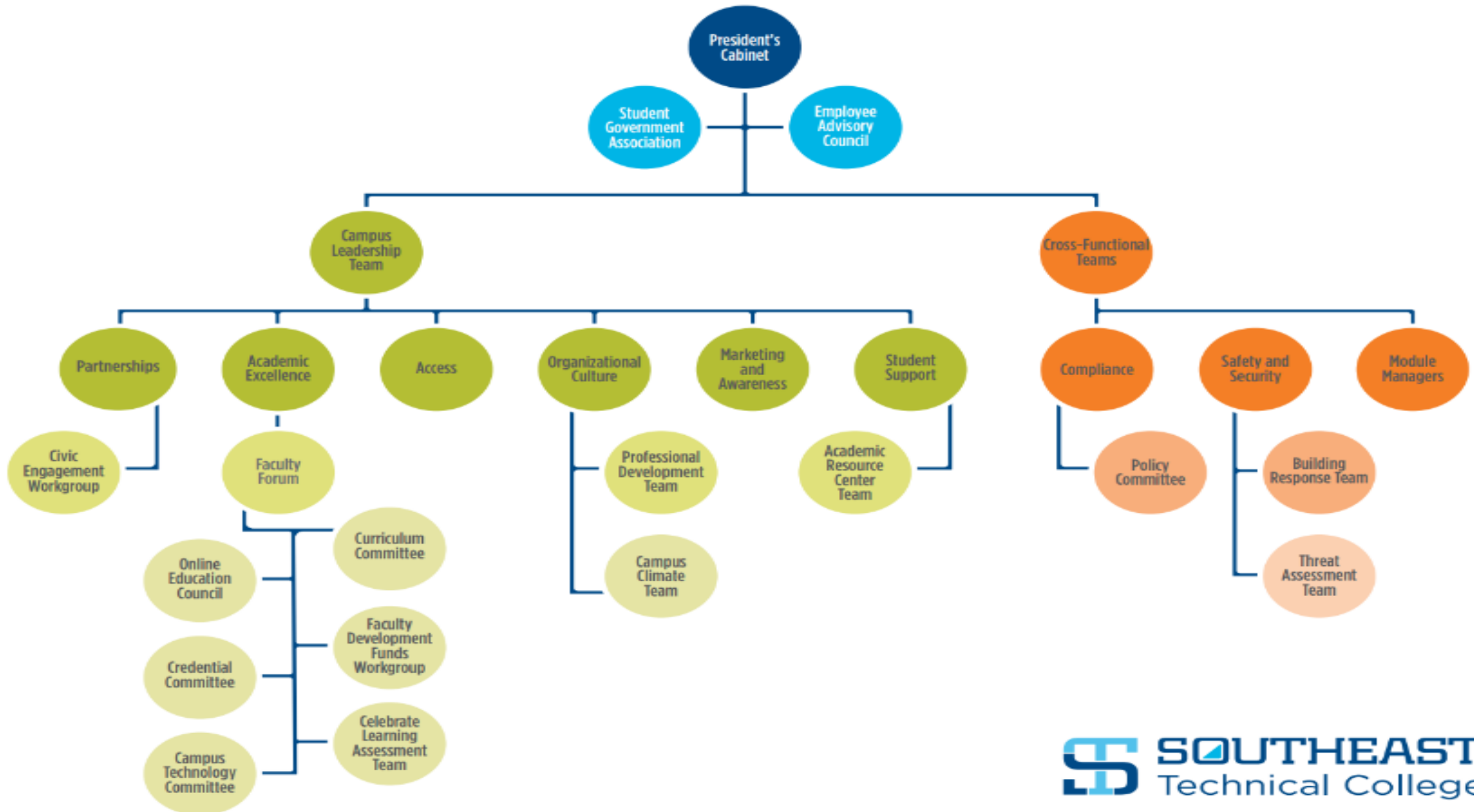
6 Strategic Priorities | 28 Strategic Goals

Strategic Goals Mapped to Outcomes

■ Not Mapped ■ Mapped

Progress bar showing 20% Not Mapped and 80% Mapped.

COMMITTEE ORGANIZATIONAL CHART





SOUTHEAST
Technical College