SOUTHEAST Technical College

SIOUX FALLS SCHOOL BOARD **Carly Reiter**
Wednesday, July 16, 2025 4:00 PM **President**

Instructional Planning Center **Cory Clasemann**
201 East 38th Street, Sioux Falls **Southeast Tech President**

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

AGENDA

I. Call to Order
II. Pledge of Allegiance
III. Persons Wishing to Address the School Board on Non-Agenda Items
IV. Persons Wishing to Address the School Board on Agenda Items
V. Approval of Minutes of June 18, 2025.
VI. Approval of Agenda
Exhibit reposted at 12:05 pm on 07.16.25
VII. Conflicts of Interest
VIII. Approval of Consent Agenda
A. Approval of Bid Award
1. Vendor for Used Class 8 Semi Tractors
2. Vendor for Welders
B. Authorizations and Ratifications
Exhibit reposed at 2:40 pm on 07.16.25
1. Approval/Ratification of Purchase Orders
2. Amending Prior Board Action
C. Approval of Consolidated Report of Trust and Agency Funds
D. Approval of Personnel Report
IX. Reports of the President
A. Build Dakota Scholarship Program Update
B. VP of Finance Report
X. Review/Revise Sioux Falls School District/STC Policies/Regulations
A. STC 264 School Board Member Compensation and Expenses
B. STC 410 Taxing and Borrowing
C. STC 415 Funds from Federal Tax Sources
D. STC 420 Investing - withdrawl
E. STC 507 Southeast Tech Closing and Cancellations
F. STC 842 Community Resource People
XI. First Read Sioux Falls School District/STC Policies/Regulations
A. STC 504 Weapons on Campus
B. STC 711 Drug-Free Workplace
C. STC 714 Tobacco-Free College
XII. Adjournment

SCHOOL BOARD MEETING

Wednesday, June 18, 2025

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, June 18, 2025, at 4:00 p.m. in the Instructional Planning Center, 201 East 38th Street, Sioux Falls, South Dakota, with the following members present: President Carly Reiter, Dawn Marie Johnson, Nan Kelly, Marc Murren, Gail Swenson. Absent: None.

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STC Associate Dean of Health Deborah Letcher provided the Good News Report. An update on four programs with plans to serve more students in response to industry need was presented. The Radiology Technician Articulation Agreement will provide students the option to complete an Applied Associate degree in Technical Studies. Students will complete required general education coursework, apply to the radiology technicians programs at either Avera McKennan or Avera Sacred Heart, and when complete, transfer 35 block credits back to STC for completion of their associate degree. This career pathway will make them eligible to sit for the radiology board exam. The Medical Assisting program is expanding its program to include an on-line program with weekly on-campus lab sessions. A dual academic year start consisting of a spring and fall start will involve cohorts of 24 students. The on-line and current face-to-face program will absorb our current Huron and Sioux Falls evening students while still offering a part-time enrollment option. The additional on-line program will increase student enrollment opportunity by 48 annually.

The Diagnostic Medical Sonography program is working to expand its program in response to industry need and student interest. We have a full cohort for fall 2025, 2026, and 2027 with a wait list. We plan to begin a dual start program this next academic year with a cohort of 20 in the fall and 20 n the spring once we receive approval from our accrediting body, JRC-DMS. The program expansion has the support of clinical affiliates and will provide support for an additional enrollment of 16 students annually. The cardiovascular Sonography program is making plans to expand from a cohort goal of 30 to 40. An additional increase in student enrollment numbers is anticipated in fall 2026 once new curriculum has completed its second year, the CAAHEP self-study, and site visit concludes spring of 2026. The program's Advisory Board, consisting of several clinical sites, is supportive of moving forward with the expansion. (MRF #ST672)

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Action ST00917

A motion was made by Marc Murren and seconded by Gail Swenson, five (5) votes "yes" on roll call **approving the minutes of meetings** held on May 7, 2025, and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00918

A motion was made by Dawn Marie Johnson and seconded by Nan Kelly, five (5) votes “yes” on roll call, **approving the agenda as presented.**

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

Action ST00919

A motion was made by Dawn Marie Johnson and seconded by Marc Murren, 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/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.	**S2505943**	**Frontier Precision Inc**	**Surveying equipment**	**$65,482.50**
b.	**S2505942**	**Frontier Precision Inc**	**Surveying equipment**	**$41,950.00**
c.	**S2505900**	**EAB Global Inc**	**Annual renewal**	**$85,000.00**
d.	**S2506099**	**Butler Machinery**	**Skid Steer with Attachments**	**$59,326.50**
e.	**S2506100**	**Butler Machinery**	**Mini Excavator with Attachments**	**$62,395.00**

A2. **Amendment of Previous School Board Action**

Amending Action ST00911A.3, Tuition and Fees for Southeast Technical College (annual Item) adopted 05/7/2025, by changing Testing Fees from $85-$400 per test to $35 - $400 per test.

A3. **Approval of Scholarship Awards (annual item)**

Authorizing the administration of Southeast Technical College to execute all documents related to the Build Dakota Scholarship program.
The Build Dakota Scholarship program provides for full ride scholarships to students meeting eligibility requirements entering programs approved by the Build Dakota Scholarship Administration Board. The scholarship funds are distributed through the South Dakota Community Foundation.

A4. **Southeast Technical College Agreements (annual item)**

Authorizing the Vice President of Academics at Southeast Technical College to execute agreements, for and on behalf of the College, between medical institutions for clinical sites for health programs, "early out agreements" between Southeast Technical College, businesses, and students, and articulation agreements.

A5. **Southeast Technical College Agreements (annual item)**

Authorizing the President of Southeast Technical College to execute all agreements, on behalf of Southeast Technical College, for goods and services and further authorizing the Vice President of Finance/ of Southeast Technical College to approve the Consolidated Report of Trust and Agency Funds for Southeast Technical College and finally authorizing the Vice President of Finance to prepare and present the Finance Report and Finance Officer's Monthly Report of Funds to the School Board.

A6. **Grant Application Approval Authorization (annual item)**

Authorizing staff of Southeast Technical College to apply for grants as follows:

$1,000 and less	Southeast Technical College Administrators may sign and send application (grant funds, if awarded, to be deposited into and expended from trust and agency account)
$1,001 - $50,000	Southeast Technical College Staff must send to the President of Southeast Technical College for signature, approval and mailing by U.S Mail and/or Electronic Mail (grant funds, if awarded, to be deposited into the Post-Secondary Vocational Fund and expensed by program according to established purchasing procedures; a supplemental budget will be written for these funds).
$50,001 and more	Southeast Technical College Staff must send to the Southeast Technical College President for signature and School Board approval **before** mailing application by U.S. Mail and/or Electronic Mail (grant funds, if awarded, to be deposited into the Post-Secondary Vocational Fund and expenses by the program according to established purchasing procedures; a supplemental budget will be written for these funds).

with the understanding that procedures established under Policy/Regulation DIA/STC, DIA-R/STC and Policy/Regulation DJ/STC will be followed.

A7. **Regular Payments for Flow-through Funds (annual item)**

a. Authorizing the President of Southeast Technical College and the Vice President of Finance at Southeast Technical College, to facilitate payment of fees from the Southeast Technical College Trust and Agency Accounts for FY26, as follows:

1. US Bank	Facility Fees
2. South Dakota Department of Revenue	Sales Tax
3. Southeast Housing Foundation	Rent Receipts-Security Deposits
4. Electronic Fund Transfers	Tuition
5. Sioux Falls School District	Reimbursements/Transfers

b. Authorizing the Treasurers to issue payments from the building Trust and Agency Accounts to the Sioux Falls School District to reimburse the College.

c. With the understanding that the claims for the payment of fees shall be forwarded to the President of Southeast Technical College and/or Vice President of Finance at Southeast Technical College for review and approval.

d. With the understanding that claims for the payment of District invoices shall be forwarded to the President of Southeast Technical College and/or Vice President of Finance at Southeast Technical College for review and approval and the payments from Trust and Agency Accounts of District invoices will appear in a subsequent Supplemental Budget.

A8. **Authorizing Continuance of Trust & Agency Accounts (annual item)**

Authorizing the continuance of the following Trust & Agency Accounts for the fiscal year beginning July 1, 2025, and ending June 30, 2026, designating personnel as Treasurers for said funds, and authorizing said Treasurers to continue checking accounts in bank depositories, as follows:

Trust & Agency Account	Treasurer	Bank Depository
Tuition & Fees	Mike Stephens	First Interstate Bank
EFT Account	Mike Stephens	First Interstate Bank
ACH Account	Mike Stephens	First Interstate Bank
Southeast Blue Bucks	Mike Stephens	First Interstate Bank
Trust & Agency	Mike Stephens	First Interstate Bank
Southeast Bookstore T & A	Mike Stephens	First Interstate Bank

A9. **Designated Administration – Special Projects (annual item)**

Designating the President of Southeast Technical College as an authorized representative of the Sioux Falls School District 49-5 of Sioux Falls, Minnehaha County, South Dakota for making proper application with agencies of the State of South Dakota and entering into and executing all documents required for federal funds and projects for Southeast Technical College for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

A10. **Adopting Policies (annual item)**

Adopting the polices as set forth in sections STC 100 through 1000 and SFSD A through L, inclusive of the Policy/Regulation manuals of the District and Southeast Technical College, from July 1, 2025, to the next annual meeting to be held on June 30, 2026, it being understood that the “policies are subject to revision at any time”, in accordance with Policy STC-250; and approving Regulations as set forth in the Policy/Regulation Manual of the District for the same period of time, with the understanding that none of the regulations are contradictor to the specifics or intent of Board Policy.

A11. **Tuition and Fees for Southeast Technical College (annual item)**

Fee Type	Amount	
Trajecsys (Surg Tech/Invasive Cardio)	$150.00	per student
Trajecsys Gold Bundle (Surg Tech/Invasive Cardio)	$247.00	per student
Returned Payment Fee	$30.00	per incident
Replacement Student ID	$20.00	per replacement
Laptop Replacement Fee	$400.00	per replacement
Laptop Rental	$200.00	per semester
Childcare Rates:		
Up to 20 contracted hours	$140.00	per week
Up to 30 contracted hours	$195.00	per week
Up to 40 contracted hours	$250.00	per week
Up to 50 contracted hours	$300.00	per week
Hourly (Above contracted amount)	$7.00	per hour
Hourly (Drop In)	$10.00	per hour
Registration Fee	$50.00	per family
CNA Fees		
CNA Courses	$125 - $175	per course
Corporate Education Fees		
CDL – Class A	$6,000.00	per course
CDL – CMV Inspection Overview	$250.00	per course
CDL – Class A Final Drive	$300.00	per course
CDL – Class B Final Drive	$200.00	per course
CDL – FMCSA ELDT Theory	$530.00	per course
CDL – ELDT Class B: BTW	$1,200.00	per course
CDL – ELDT Class A: BTW – Range	$1,500.00	per course
CDL – ELDT Class A: BTW – Open Road	$1,500.00	per course
CDL – Class A: BTW Range, OTR Training	$3,000.00	per course
CDL – Retrain/Retest	$750.00	per course
CDL – Train the Trainer	$250.00	per course
CDL – CMV Passenger Endorsement	$150 - $200	per course
Commercial Learner's Permit	$200.00	per course
DRD – Dental Radiology Course	$660.00	per course
Computer Training	$80 – $400	per course
CPR Course Fee	$60.00	per course
Customized Classes	$0 - $1,500	per course
Dental – Perioperative Training Course	$340.00	per course
Dental – Radiology Course	$450.00	per course
HAT Course Fee	$450 - $825	per course
Welding Certification Courses/Certification	$100 - $1,000	per course

A12. **Southeast Technical College – Building Rental Rates (annual item)**

Approving Southeast Technical College building rental rates as follows:

Building Rental Rates						
Room Type	State of South Dakota (i.e. Political Subdivision) (Non-Profit Events)	State of South Dakota (i.e. Political Subdivision) (For Profit Events)	Non- Profit Community Groups	For Profit Community Groups	After Hours (Non-Profit Groups)	After Hours (For Profit Groups)
Classroom (max cap. 30)	No charge	$75 – ½ Day $125 – Full Day	$75 – ½ Day $125 – Full Day	$100 – ½ Day $175 – Full Day	$100 – ½ Day $175 – Full Day	$150 – ½ Day $250 – Full Day
Large Classroom (max cap. 40)	No charge	$100 – ½ Day $175 – Full Day	$100 – ½ Day $175 – Full Day	$150 – ½ Day $250 – Full Day	$150 – ½ Day $250 – Full Day	$250 – ½ Day $450 – Full Day
HC257, MC101, HUB303, Commons Areas	No charge	$150 – ½ Day $250 – Full Day	$150 – ½ Day $250 – Full Day	$350 – ½ Day $700 – Full Day	$350 – ½ Day $700 – Full Day	$450 – ½ Day $900 – Full Day
Hub Auditorium	No charge	$350 – ½ Day $700 – Full Day	$350 – ½ Day $700 – Full Day	$500 – ½ Day $1000 – Full Day	$500 – ½ Day $1000 – Full Day	$700 – ½ Day $1300 – Full Day
Instructional Labs (staff presence required for each hour lab in use)	$50/hour/each staff required	$500 – ½ Day $1000 – Full Day Plus $50/hour/each staff required	$500 – ½ Day $1000 – Full Day Plus $50/hour/each staff required	$700 – ½ Day $1300 – Full Day Plus $50/hour/each staff required	$700 – ½ Day $1300 – Full Day Plus $50/hour/each staff required	$850 – ½ Day $1600 – Full Day Plus $75/hour/each staff required
Technology Fee (Southeast staff assistance with Lessee's technology needs)	$100 – ½ Day $150 – Full Day					
Facilities Staff Fee	$100 – ½ Day $150 – Full Day					
Set Up/Tear Down Fee	$10 per table					

Deviations from the Building Rental Rate Schedule may be granted and must be approved by the President.

A13. **Charges Relating to Open Records Requests (annual item)**

Approving the charges for open records requests as follows:

a. Photocopying - $0.25 per page
b. Data/Document Retrieval -
    1. $5.00 per 15-minute segment of time after the first 15 minutes for classified staff
    2. $20.00 per 15-minute segment of time after the first 15 minutes for professional staff

A14. **Establishment of 1st Wednesday of Each Month as Regular Meetings**

Establishing the first Wednesday of each month at 4:00 p.m. as the regular Southeast Technical College meeting date of the School Board for the fiscal year beginning July 1, 2025, and ending June 30, 2026, unless otherwise designated by the School Board.

A15. **Salary Schedule for Adjunct, Instructor Hourly, Custodial Shift Differential**

Instruction – Clinical	$46.00 per hour
Instruction – Non-Clinical	$34.00 per hour
Curriculum Development	$25.50 per hour
Custodial, Custodial Manager – Shift Differential	$0.60 per hour
Adjunct – Earned Bachelors	$821.50 per credit hour
Adjunct – Earned Masters	$890.40 per credit hour
Adjunct – Earned Doctorate	$943.40 per credit hour
Adjunct – Instructor Emeritus	$943.40 per credit hour
Adjunct – Critical Need	$1,060.00 per credit hour

B. Approving the **Consolidated Report of Trust and Agency Funds** of June 18, 2025, and stating for the record that as of April 30, 2025, receipts total $53,775,607.95 and disbursements total $51,280,162.18 (MRF #ST673).

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

C1. **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:

Name	Location/Position	Effective Date
Student Help, Part-Time		
Dunham, Sophia	Admissions	05-09-25
Schutte, Emily	Scarbrough	05-12-25
Thompson, Isaak	Information Technology	05-14-25
Arnold, Katelyn	Bookstore	05-22-25
Big Eagle, Silas	Information Technology	05-30-25
Smidt, Adeline	Tutor	03-28-25
Misar, Lorena	Student Housing	05-08-25
Instructor, Adjunct, Part-Time		
Gronseth, Dustin	Nursing & Health	05-09-25
Freese, Justin	Nursing & Health	05-13-25
Peterson, Alyssa	Nursing & Health	05-13-25
Witzel, Mandy	Nursing & Health	05-30-25
Schneider, Terry	Welding	06-03-25
Kline, Stephanie	Nursing & Health	06-04-25
Knudson, Kalli	Nursing & Health	06-04-25
Lease, Sara	Nursing & Health	06-04-25
Lecy, Breanna	Nursing & Health	06-04-25

Instructor, Adjunct, Part-Time, continued

Scotting, Tate	Nursing & Health	06-04-25
Schuelke, Makenna	Nursing & Health	06-04-25

Other Help, Part-Time

Shepherd, Anna	Tutor	04-29-25
Pinkert-Wirt, Melissa	Tutor	05-08-25
Machacek, Judy	Hovland Center	06-04-25

Instructor, Full-Time

Grogan, Traci	Nursing & Health	05-09-25

Employment Contract, Full-Time

Piskic, Hajrudin*	Custodian	05-30-25
Woodard, Judy*	Bookstore	05-30-25
Timm, Douglas	Housing	05-30-25
Valentine, Bryan	Custodian	06-06-25

*Retirement

C2. **Employment Recommendations**

Name	Location/Position	Effective Date	Amount
Instructor, Adjunct, Hourly			
Van Beek, Robin	Nursing & Health	05-19-25	$46.00
Employment Contract, Full-Time, Hourly			
Van Emmerik, Annette	Clinical Coordinator 12-Month, 1.0 FTE Lane 8, Step 16 36 days prorated	05-12-25	$24.91
Mendoza, Domingo	Custodian 12-Month, 1.0 FTE Lane 1, Step 1 21 days prorated	06-02-25	$20.27
Employment Contract, Full-Time, Salaried			
Talich, Rachel	Adult Education And Literacy Instructor 220-Day, 1.0 FTE Lane 7, Step 7 $23 days prorated	05-21-25	$5,780.95
Visconti, Michael	Student Life Coordinator- Housing 12-Month, 1.0 FTE Lane 7, Step 1 51 days prorated	05-19-25	$11,108.62

Employment Contract, Full-Time, Salaried, continued

Hill, Tyler	Testing Center Manager 12-Month, 1.0 FTE Lane 8, Step 8 16 days prorated	06-09-25	$4,120.34

Instructor, Full-Time, Salaried

Landry, London	Nursing Instructor 226-Day, 1.0 FTE Lane 6, Step 10 11 days prorated	06-09-25	$4,410.76

C3.**Change of Status**

Name	Delete	Add	Effective Date
Altman, Riley	Campus Visit Coordinator & Admissions Assistant Classified 12-Month, 1.0 FTE Level 9, Step 3 $24.44/hour	Admissions Representative Employment Contract 12-Month, 1.0 FTE Level 7, Step 2 $57,470/annual $9,027.85/41 days prorated	05-05-25
Welch, Madison	Scarbrough Center Student Employee Part-Time $15.00/hour	Scarbrough Center Childcare Teacher Employment Contract 184-day, 1.0 FTE Level 2, Step 2 $19.65/hour	05-12-25
Buchman, Dean	Adjunct Engineering Instructor Part-Time $890.40/credit hour	Testing Center Proctor Part-Time $16.50/hour	06-11-25

C4**. Employee Lump Sum Payment/Stipend**

Name	Location/Position	Effective Date	Amount
Reimnitz, Laura	Veterinary Technology	05-12-25	$1,599.00
Kramer, Jaclyn	Nursing & Health	05-30-25	$3,612.83
LeLoux, Loretta	Early Childhood	05-25-25	$1,780.80
Price-Lee, Julia	Psychology	05-25-25	$153.00
Vettrus, Jill	Mathematics	05-25-25	$59.50
Cruse, Laura	English	05-25-25	$89.25
Zillgitt, Emily	Admissions	05-30-25	$500.00
Vortherms, Kristie	Registrar	05-30-25	$1,000.00
Hansen, Micah	Financial Aid	05-30-25	$1,000.00
Furth, Shannon	Admissions	05-30-25	$500.00
Huizing, Susanne	Student Success	05-30-25	$1,000.00
Lambley, Jennifer	Marketing	05-30-25	$1,000.00

D. Approving the FY26 Southeast Tech Salary Schedule, (MRF #ST674), as follows:

12 month Admin

	A	B	C	D	E	F	G	H
1	159,273	146,551	140,858	135,169	129,811	125,127	117,090	108,821
2	164,847	151,681	145,789	139,901	134,355	129,505	121,188	112,629
3	170,618	156,991	150,893	144,798	139,058	134,039	125,431	116,572
4	176,557	162,454	156,146	149,839	143,898	138,703	129,797	120,629
5	182,736	168,139	161,610	155,083	148,935	143,557	134,340	124,850

Instructor

186 - Day	1	2	3	4	5	6	7	8
1	48,939	50,896	52,854	54,811	56,768	58,727	60,684	62,641
2	50,406	52,424	54,440	56,456	58,473	60,487	62,506	64,521
3	51,876	53,952	56,025	58,101	60,175	62,251	64,327	66,398
4	53,344	55,477	57,610	59,745	61,878	64,011	66,146	68,278
5	54,811	57,005	59,194	61,389	63,582	65,774	67,968	70,158
6	56,279	58,532	60,782	63,035	65,283	67,535	69,787	72,038
7	57,748	60,056	62,368	64,677	66,988	69,296	71,609	73,915
8	59,217	61,584	63,954	66,321	68,689	71,057	73,428	75,796
9	60,684	63,112	65,538	67,968	70,393	72,819	75,248	77,673
10	62,151	64,640	67,124	69,610	72,098	74,582	77,068	79,555

Instructor

206 - Day	1	2	3	4	5	6	7	8
1	54,742	56,934	59,123	61,311	63,503	65,691	67,880	70,073
2	56,386	58,643	60,896	63,152	65,409	67,664	69,918	72,175
3	58,029	60,351	62,673	64,991	67,311	69,633	71,955	74,274
4	59,672	62,057	64,444	66,831	69,216	71,605	73,992	76,378
5	61,311	63,765	66,218	68,670	71,121	73,574	76,028	78,480
6	62,954	65,474	67,992	70,508	73,027	75,546	78,064	80,581
7	64,599	67,181	69,766	72,348	74,932	77,515	80,102	82,685
8	66,240	68,890	71,538	74,189	76,837	79,488	82,137	84,785
9	67,880	70,597	73,312	76,028	78,743	81,458	84,173	86,888
10	69,523	72,305	75,085	77,867	80,646	83,427	86,210	88,990

Instructor

226 - Day	1	2	3	4	5	6	7	8
1	60,059	62,458	64,861	67,266	69,666	72,069	74,470	76,873
2	61,860	64,333	66,807	69,284	71,757	74,231	76,704	79,180
3	63,662	66,210	68,753	71,301	73,848	76,393	78,940	81,485
4	65,463	68,082	70,700	73,320	75,937	78,555	81,175	83,791
5	67,266	69,959	72,645	75,337	78,027	80,718	83,408	86,098
6	69,067	71,830	74,591	77,355	80,116	82,879	85,642	88,404
7	70,867	73,703	76,537	79,373	82,205	85,040	87,875	90,710
8	72,668	75,578	78,482	81,389	84,295	87,202	90,110	93,017
9	74,470	77,451	80,429	83,409	86,386	89,365	92,343	95,322
10	76,273	79,324	82,374	85,427	88,476	91,527	94,578	97,628

Employment Contract

210 - Day	A	B	C	D	E	F	G	H	I	J
1	24,843	28,321	31,839	36,003	40,417	44,998	49,538	54,409	60,780	65,550
2	25,114	28,629	32,186	36,396	40,859	45,489	50,079	55,003	61,446	66,265
3	25,385	28,938	32,534	36,790	41,299	45,981	50,618	55,597	62,108	66,980
4	25,656	29,247	32,881	37,183	41,741	46,472	51,161	56,192	62,771	67,696
5	25,928	29,557	33,231	37,576	42,183	46,964	51,701	56,787	63,435	68,412
6	26,198	29,866	33,578	37,969	42,625	47,455	52,242	57,379	64,100	69,128
7	26,471	30,176	33,924	38,363	43,065	47,946	52,783	57,973	64,763	69,844
8	26,743	30,484	34,273	38,755	43,506	48,436	53,324	58,569	65,426	70,560
9	27,012	30,795	34,619	39,148	43,949	48,928	53,864	59,162	66,090	71,275
10	27,284	31,102	34,967	39,542	44,390	49,420	54,406	59,756	66,755	71,990
11	27,555	31,412	35,315	39,935	44,830	49,911	54,946	60,351	67,417	72,707
12	27,828	31,722	35,663	40,328	45,271	50,403	55,488	60,943	68,081	73,421
13	28,098	32,030	36,012	40,721	45,714	50,894	56,028	61,538	68,746	74,137
14	28,369	32,339	36,359	41,115	46,155	51,385	56,569	62,133	69,409	74,854
15	28,640	32,649	36,706	41,507	46,597	51,877	57,110	62,726	70,073	75,569
16	28,911	32,958	37,053	41,900	47,037	52,369	57,651	63,321	70,735	76,286

Employment Contract

220 - Day	A	B	C	D	E	F	G	H	I	J
1	25,091	28,604	32,157	36,363	40,821	45,448	50,033	54,953	61,388	66,206
2	25,365	28,915	32,508	36,760	41,268	45,944	50,580	55,553	62,060	66,928
3	25,639	29,227	32,859	37,158	41,712	46,441	51,124	56,153	62,729	67,650
4	25,913	29,539	33,210	37,555	42,158	46,937	51,673	56,754	63,399	68,373
5	26,187	29,853	33,563	37,952	42,605	47,434	52,218	57,355	64,069	69,096
6	26,460	30,165	33,914	38,349	43,051	47,930	52,764	57,953	64,741	69,819
7	26,736	30,478	34,263	38,747	43,496	48,425	53,311	58,553	65,411	70,542
8	27,010	30,789	34,616	39,143	43,941	48,920	53,857	59,155	66,080	71,266
9	27,282	31,103	34,965	39,539	44,388	49,417	54,403	59,754	66,751	71,988
10	27,557	31,413	35,317	39,937	44,834	49,914	54,950	60,354	67,423	72,710
11	27,831	31,726	35,668	40,334	45,278	50,410	55,495	60,955	68,091	73,434
12	28,106	32,039	36,020	40,731	45,724	50,907	56,043	61,552	68,762	74,155
13	28,379	32,350	36,372	41,128	46,171	51,403	56,588	62,153	69,433	74,878
14	28,653	32,662	36,723	41,526	46,617	51,899	57,135	62,754	70,103	75,603
15	28,926	32,975	37,073	41,922	47,063	52,396	57,681	63,353	70,774	76,325
16	29,200	33,288	37,424	42,319	47,507	52,893	58,228	63,954	71,442	77,049

Employment Contract

12 Month	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	28,795	32,825	36,904	41,732	46,847	52,157	57,419	63,065	70,450	75,977	81,938	88,365	95,298	101,290	107,279
2	29,108	33,184	37,307	42,187	47,358	52,725	58,045	63,753	71,220	76,806	82,831	89,329	96,339	102,395	108,450
3	29,423	33,543	37,709	42,641	47,870	53,295	58,672	64,442	71,989	77,636	83,726	90,295	97,379	103,489	109,621
4	29,738	33,901	38,112	43,099	48,382	53,864	59,299	65,132	72,758	78,465	84,621	91,260	98,419	104,608	110,794
5	30,053	34,259	38,515	43,553	48,894	54,434	59,924	65,821	73,527	79,295	85,517	92,224	99,460	105,712	111,965
6	30,368	34,618	38,917	44,008	49,405	55,005	60,553	66,509	74,298	80,125	86,411	93,190	100,501	106,819	113,136
7	30,682	34,976	39,321	44,466	49,915	55,574	61,180	67,197	75,066	80,954	87,305	94,153	101,541	107,925	114,308
8	30,995	35,334	39,725	44,921	50,427	56,143	61,806	67,885	75,835	81,785	88,200	95,121	102,582	109,030	115,479
9	31,310	35,692	40,127	45,376	50,939	56,714	62,434	68,574	76,603	82,614	89,094	96,083	103,622	110,137	116,651
10	31,625	36,051	40,531	45,833	51,451	57,282	63,060	69,263	77,373	83,443	89,988	97,049	104,662	111,243	117,823
11	31,939	36,409	40,933	46,287	51,962	57,853	63,688	69,952	78,143	84,274	90,884	98,015	105,705	112,349	118,994
12	32,253	36,767	41,336	46,742	52,475	58,421	64,315	70,639	78,913	85,103	91,781	98,979	106,744	113,455	120,164
13	32,569	37,126	41,740	47,198	52,987	58,990	64,941	71,329	79,681	85,932	92,675	99,944	107,785	114,560	121,335
14	32,882	37,484	42,142	47,653	53,497	59,562	65,568	72,017	80,451	86,762	93,569	100,908	108,825	115,666	122,507
15	33,197	37,844	42,546	48,110	54,008	60,129	66,195	72,706	81,220	87,592	94,464	101,874	109,866	116,772	123,679
16	33,512	38,201	42,947	48,566	54,520	60,699	66,823	73,396	81,991	88,421	95,359	102,839	110,907	117,878	124,850

EC-Hourly

	A	B	C	D	E	F	G	H	I	J
1	13.77	15.69	17.63	19.94	22.38	24.91	27.41	30.11	33.65	36.27
2	13.90	15.86	17.82	20.16	22.62	25.17	27.71	30.44	34.01	36.67
3	14.06	16.04	18.03	20.36	22.88	25.46	28.03	30.77	34.35	37.07
4	14.22	16.19	18.21	20.59	23.11	25.72	28.32	31.10	34.73	37.46
5	14.37	16.36	18.40	20.81	23.35	25.99	28.60	31.43	35.10	37.85
6	14.52	16.53	18.59	21.01	23.58	26.28	28.93	31.74	35.47	38.26
7	14.66	16.72	18.78	21.23	23.84	26.54	29.22	32.09	35.84	38.65
8	14.83	16.89	18.99	21.45	24.08	26.81	29.51	32.42	36.21	39.05
9	14.97	17.05	19.17	21.67	24.33	27.09	29.82	32.74	36.58	39.44
10	15.12	17.23	19.36	21.90	24.58	27.36	30.11	33.06	36.95	39.84
11	15.26	17.40	19.55	22.11	24.82	27.64	30.42	33.40	37.32	40.24
12	15.40	17.56	19.76	22.34	25.08	27.91	30.71	33.72	37.68	40.62
13	15.57	17.75	19.94	22.55	25.31	28.17	31.02	34.07	38.03	41.03
14	15.72	17.92	20.14	22.76	25.55	28.45	31.31	34.38	38.41	41.42
15	15.86	18.09	20.33	22.99	25.79	28.71	31.61	34.71	38.77	41.82
16	16.01	18.25	20.52	23.20	26.05	28.98	31.90	35.05	39.15	42.21

Scarbrough

184 - Day	X	Y	Z
1	18.52	19.64	20.78
2	18.73	19.85	20.97
3	18.93	20.05	21.17
4	19.13	20.26	21.38
5	19.33	20.45	21.58
6	19.53	20.65	21.78
7	19.74	20.86	21.98
8	19.94	21.07	22.19
9	20.14	21.26	22.39
10	20.34	21.46	22.58
11	20.54	21.66	22.79
12	20.75	21.88	23.00
13	20.95	22.08	23.20
14	21.15	22.27	23.40
15	21.35	22.47	23.59
16	21.56	22.68	23.81

Classified Hourly

Hourly	A	C	D	F	G	I	J	K	L	M	N	O	P	Q
1	14.26	14.88	16.24	16.96	18.23	19.04	20.63	21.61	24.16	26.89	29.58	32.51	36.32	39.22
2	14.42	15.05	16.42	17.14	18.42	19.25	20.85	21.88	24.42	27.17	29.91	32.87	36.70	39.63
3	14.58	15.21	16.59	17.32	18.61	19.46	21.09	22.10	24.68	27.48	30.24	33.23	37.10	40.07
4	14.74	15.37	16.76	17.50	18.83	19.66	21.32	22.34	24.95	27.74	30.55	33.58	37.50	40.51
5	14.89	15.53	16.96	17.71	19.03	19.86	21.53	22.56	25.20	28.06	30.88	33.93	37.90	40.94
6	15.05	15.71	17.13	17.88	19.21	20.10	21.76	22.79	25.47	28.34	31.21	34.29	38.29	41.37
7	15.21	15.86	17.30	18.06	19.41	20.30	21.98	23.03	25.73	28.64	31.53	34.63	38.69	41.80
8	15.36	16.02	17.47	18.24	19.61	20.50	22.21	23.27	25.99	28.94	31.85	35.00	39.09	42.21
9	15.49	16.18	17.65	18.42	19.82	20.71	22.42	23.51	26.28	29.22	32.16	35.35	39.48	42.65
10	15.68	16.35	17.82	18.60	20.02	20.92	22.67	23.76	26.52	29.52	32.49	35.70	39.87	43.09
11	15.83	16.51	17.99	18.81	20.21	21.12	22.89	23.98	26.79	29.80	32.81	36.06	40.28	43.49
12	15.99	16.67	18.20	18.99	20.41	21.33	23.11	24.21	27.08	30.11	33.14	36.41	40.67	43.94
13	16.14	16.84	18.36	19.16	20.62	21.53	23.33	24.46	27.33	30.39	33.45	36.75	41.07	44.36
14	16.31	17.00	18.54	19.36	20.81	21.75	23.55	24.68	27.59	30.69	33.78	37.12	41.47	44.77
15	16.45	17.15	18.73	19.54	21.00	21.95	23.80	24.92	27.87	30.97	34.10	37.48	41.86	45.22
16	16.60	17.31	18.90	19.73	21.21	22.16	24.01	25.16	28.13	31.28	34.44	37.83	42.26	45.64

Custodial Hourly

Hourly	Ix	Jx	Kx	Lx	Mx	Nx	Ox
1	20.47	22.20	23.25	26.02	28.93	31.85	34.99
2	20.69	22.44	23.50	26.30	29.24	32.19	35.36
3	20.93	22.68	23.76	26.58	29.55	32.53	35.75
4	21.15	22.93	24.01	26.87	29.87	32.89	36.13
5	21.37	23.17	24.27	27.15	30.18	33.23	36.50
6	21.59	23.41	24.52	27.43	30.50	33.57	36.90
7	21.83	23.65	24.78	27.71	30.82	33.94	37.27
8	22.04	23.90	25.03	28.00	31.13	34.28	37.66
9	22.26	24.14	25.28	28.28	31.45	34.62	38.04
10	22.49	24.38	25.53	28.56	31.76	34.98	38.42
11	22.71	24.62	25.80	28.85	32.09	35.32	38.80
12	22.94	24.87	26.05	29.13	32.40	35.66	39.19
13	23.16	25.11	26.30	29.41	32.71	36.02	39.56
14	23.39	25.35	26.55	29.70	33.03	36.36	39.96
15	23.60	25.59	26.81	30.00	33.34	36.70	40.33
16	23.83	25.84	27.05	30.28	33.66	37.06	40.70

Custodial Hourly

Matrix below includes $0.60 shift differential							
Hourly	**Ix**	**Jx**	**Kx**	**Lx**	**Mx**	**Nx**	**Ox**
1	21.28	23.03	24.09	26.88	29.82	32.77	35.94
2	21.51	23.27	24.34	27.17	30.14	33.12	36.32
3	21.74	23.52	24.60	27.46	30.45	33.46	36.72
4	21.97	23.76	24.85	27.74	30.77	33.82	37.09
5	22.19	24.01	25.12	28.03	31.09	34.17	37.47
6	22.42	24.25	25.37	28.31	31.41	34.51	37.87
7	22.65	24.50	25.63	28.60	31.73	34.88	38.25
8	22.86	24.74	25.88	28.88	32.05	35.23	38.65
9	23.09	24.99	26.14	29.17	32.37	35.58	39.02
10	23.32	25.23	26.39	29.45	32.69	35.93	39.41
11	23.55	25.48	26.66	29.74	33.01	36.28	39.80
12	23.77	25.72	26.91	30.03	33.33	36.63	40.19
13	24.00	25.97	27.17	30.31	33.65	36.98	40.56
14	24.23	26.21	27.42	30.61	33.96	37.33	40.96
15	24.45	26.46	27.68	30.90	34.28	37.68	41.34
16	24.67	26.70	27.92	31.19	34.61	38.03	41.72

Action ST00920

Jackie Pommer and Alex Anderson provided the Graduate Outcome Report (MRF #ST675). STC Graduate Outcomes are one of the most important attainment measures for STC. Within 6 months of graduation, our graduates are working in South Dakota and in-field, utilizing the knowledge and hands-on experience needed to perform for our region's top employers. This is the essence of the STC Mission and Vision. This outreach and follow-up needed to produce the report is time well spent considering the importance of the SD Board of Technical Education attainment goal of employing graduates in SD and in field. Our outcome results are also found in other external reports for public viewing. The Department of Education monitors gainful employment for all educational institutions to ensure graduates are employed in steady work that enables self-sufficiency.

Following general discussion, a motion was made by Gail Swenson and seconded by Marc Murren, five (5) votes "yes" on roll call **acknowledging the Graduate Outcome Report.**

Action ST00921

Vice President of Finance Christine Goldsmith provided the Financial Update Report. (MRF #676). Highlights of the Financial report included a review of FY25 calculation of budgeted

revenues and expenses, an overview of high-level year-to-date revenues and expenses, and an overview of 4-year comparison of combined fund balances.

Following general discussion, a motion was made by Gail Swenson and seconded by Nan Kelly, five (5) votes “yes” on roll call **acknowledging the Financial Update Report**.

Action ST00922

Vice President of Finance Christine Goldsmith provided the FY26 Budget Final Adoption Report. (MRF #ST677). Highlights of the report included an overall increase to the budget of 1.46% compared to the prior year for a total budget of $40,019,640. Also, a proposal to include facility fees paid by students as a pass thru account to more fully represent the program costs from student perspective.

Following general discussion, a motion was made by Marc Murren and seconded by Gail Swenson, five (5) votes “yes” on roll call **acknowledging the public hearing and adopting the FY26 proposed budget to the Annual Budget for the fiscal year July 1 ,2025 through June 30, 2026 and acknowledging for the record that the FY26 Adopted Budget has not changed since the proposed FY26 budget was published (See FY25 Legal Publication #13) in The Dakota Scout on May 23, 2025, thus the FY26 budget will not be published again.**

Action ST00923

A motion was made by Gail Swenson and seconded by Nan Kelly, five (5) votes, “yes” on roll call, authorizing a five (5) minute break and authorizing an executive session of the School Board to discuss contract negotiations, in accordance with SDCL §1-25-2(4). The School Board, thereupon went into executive session at 5:05 p.m. The School Board resumed regular session at 5:59 p.m.

Action ST00924

On motion by Gail Swenson and seconded by Marc Murren, five (5) votes “yes” on roll call, the School Board **adjourned** at 6:00 p.m.

CARLY REITER
Presiding Officer

TODD VIK
Business Manager

SOUTHEAST Technical College

SIOUX FALLS SCHOOL BOARD	**Nan Kelly**
Wednesday, July 16, 2025 4:00 p.m.	**President**
Instructional Planning Center	**Cory Clasemann**
201 East 38th Street, Sioux Falls	**Southeast Tech President**

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

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Good News report
4. Approval of Minutes of Meeting Held on June 18, 2025
5. Persons Wishing to Address the School Board on Non-Agenda Items
6. Persons Wishing to Address the School Board on Agenda Items
7. Approval of Agenda
8. Conflicts of Interest
9. Approval of Consent Agenda
    - A. Approval of Bid Award
        1. Vendor for Used Class 8 Semi Tractors
        2. Vendor for Welders
    - B. Authorizations and Ratifications
        1. Approval/Ratification of Purchase Orders
        2. Amendment of Previous School Board Action
    - C. Approval of Consolidated Report of Trust and Agency Funds
    - D. Approval of Personnel Report
10. Reports of the President
    - A. Build Dakota Scholarship Program Update
    - B. VP of Finance Report
11. Review/Revise Sioux Falls School District/STC Policies/Regulations
    - A. STC 264 School Board Member Compensation and Expenses
    - B. STC 410 Taxing and Borrowing
    - C. STC 415 Funds from Federal Tax Sources
    - D. STC 420 Investing - withdrawal
    - E. STC 507 Southeast Tech Closing and Cancellations
    - F. STC 842 Community Resource People
12. First Read Sioux Falls School District/STC Policies/Regulations
    - A. STC 504 Weapons on Campus
    - B. STC 711 Drug-Free Workplace
    - C. STC 714 Tobacco-Free College
13. Adjournment

BID TABULATION
Used Class 8 Semi Tractors (STC)
PD # 3505

Bid Date: Monday, June 16, 2025
Time: 11:00 AM
Advertised Dates: 6/6 & 6/13

Location: Central Services
1101 North Western Avenue
Sioux Falls, South Dakota 57104

VENDOR	BID ITEM 1 UNIT PRICE	BID ITEM 1 TOTAL PRICE
Haber Truck and Trailer Sales, LLC	$34,900.00 $39,900.00	$74,800.00
Haber Truck and Trailer Sales, LLC	$43,500.00	$87,000.00
Haber Truck and Trailer Sales, LLC	$47,500.00	$95,000.00
Haber Truck and Trailer Sales, LLC	$52,500.00	$105,000.00
Haber Truck and Trailer Sales, LLC	$47,000.00	$94,000.00
Sioux Falls Truck & Trailer Inc. (1 Truck Bid)	$52,000.00	$52,000.00
Zomer Truck & Trailer Sales Inc. (1 Truck Bid)	$33,500.00	$33,500.00

BID TABULATION
Welders (STC)
PD # 3508

Bid Date: Monday, June 30, 2025
Time: 11:00 AM
Advertised Dates: 6/20 & 6/27

Location: Central Services
1101 North Western Avenue
Sioux Falls, South Dakota 57104

VENDOR	BID SEC.	BID ITEM 1 UNIT PRICE	BID ITEM 1 TOTAL PRICE
Linde		$12,740.00	$63,700
Matheson		$12,886.19	$64,430.95

1. Approval/Ratification of Purchase Orders Christine Goldsmith 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.	S2600878	Elevate Healthcare Inc	Patient Simulator with Attachments and Training	$99,974.62
b.	S2600879	Elevate Healthcare Inc	Patient Simulator with Accessories	$47,230.37
c.	S2600880	Elevate Healthcare Inc	Patient Simulators with Accessories	$181,020.21
d.	S2601025	Johnstone Supply	HVAC, Plumbing and Electricians Took Kits for Resale	$75,000
e.	S2601028	Cengage Learning	New Textbooks for Resale	$300,000
f.	S2601029	McGraw-Hill Education	New Textbooks for Resale	$150,000
g.	S2601030	Pearson Education, Inc	New Textbooks for Resale	$150,000
h.	S2601031	Matthews Book Company	New Textbooks for Resale	$100,000
i.	S2601036	GT Marketplace LLC	Used Textbooks for Resale	$100,000
j.	S2601037	Texas Book Company	Used Textbooks for Resale	$75,000
k.	S2601038	Innovative Office Solutions	Uniforms for Resale	$50,000
l.	S2601055	Elsevier, Health Science Div	New Textbooks for Resale	$100,000
m.	S2601056	Snap-On Industrial	Transportation Tool Kits – BD	$150,000
n.	S2601063	ATI Assessment Technologies Inst	RN ATI Access Code/Textbook Bundle for Resale	$73,600
o.	S2601064	ATI Assessment Technologies Inst LL	ATI Access Code/Textbook Bundle for Resale	$210,000
p.	S2601067	Hawks Learning Systems	New Access Codes and Textbooks for Resale	$100,000
q.	S2601115	GE Medical Systems	Ultrasound and Accessories - Voluson Expert 18 BT25 USA	$224,320
r.	S2601116	Elevate Healthcare Inc	Aria Patient Simulator and Accessories	$159,524.27
s.	S2601183	Elevate Healthcare Inc	Aria Patient Simulator and Accessories	$148,979.05
t.	S2601184	Elevate Healthcare Inc	Apollo Patient Simulator and Accessories	$136,888.47

2. Amendment of Previous School Board Action **Christine Goldsmith 367-5692**

Typos corrected for 1% raise. Amending Action ST00919D. FY26 Southeast Tech Salary Schedule – Instructor 186 Day, Employment Contract 210 day, Employment Contract 220 day, Custodial Hourly Shift Differential, dated 06.18.25, to the following:

Instructor 186 - Day	1	2	3	4	5	6	7	8
1	49,428	51,405	53,383	55,359	57,336	59,314	61,291	63,267
2	50,910	52,948	54,984	57,021	59,058	61,092	63,131	65,166
3	52,395	54,492	56,585	58,682	60,777	62,874	64,970	67,062
4	53,877	56,032	58,186	60,342	62,497	64,651	66,807	68,961
5	55,359	57,575	59,786	62,003	64,218	66,432	68,648	70,860
6	56,842	59,117	61,390	63,665	65,936	68,210	70,485	72,758
7	58,325	60,657	62,992	65,324	67,658	69,989	72,325	74,654
8	59,809	62,200	64,594	66,984	69,376	71,768	74,162	76,554
9	61,291	63,743	66,193	68,648	71,097	73,547	76,000	78,450
10	62,773	65,286	67,795	70,306	72,819	75,328	77,839	80,351

Employment Contract 210 - Day	A	B	C	D	E	F	G	H	I	J
1	25,091	28,604	32,157	36,363	40,821	45,448	50,033	54,953	61,388	66,206
2	25,365	28,915	32,508	36,760	41,268	45,944	50,580	55,553	62,060	66,928
3	25,639	29,227	32,859	37,158	41,712	46,441	51,124	56,153	62,729	67,650
4	25,913	29,539	33,210	37,555	42,158	46,937	51,673	56,754	63,399	68,373
5	26,187	29,853	33,563	37,952	42,605	47,434	52,218	57,355	64,069	69,096
6	26,460	30,165	33,914	38,349	43,051	47,930	52,764	57,953	64,741	69,819
7	26,736	30,478	34,263	38,747	43,496	48,425	53,311	58,553	65,411	70,542
8	27,010	30,789	34,616	39,143	43,941	48,920	53,857	59,155	66,080	71,266
9	27,282	31,103	34,965	39,539	44,388	49,417	54,403	59,754	66,751	71,988
10	27,557	31,413	35,317	39,937	44,834	49,914	54,950	60,354	67,423	72,710
11	27,831	31,726	35,668	40,334	45,278	50,410	55,495	60,955	68,091	73,434
12	28,106	32,039	36,020	40,731	45,724	50,907	56,043	61,552	68,762	74,155
13	28,379	32,350	36,372	41,128	46,171	51,403	56,588	62,153	69,433	74,878
14	28,653	32,662	36,723	41,526	46,617	51,899	57,135	62,754	70,103	75,603
15	28,926	32,975	37,073	41,922	47,063	52,396	57,681	63,353	70,774	76,325
16	29,200	33,288	37,424	42,319	47,507	52,893	58,228	63,954	71,442	77,049

Employment Contract 220 - Day	A	B	C	D	E	F	G	H	I	J
1	26,285	29,967	33,689	38,095	42,765	47,612	52,414	57,571	64,313	69,357
2	26,572	30,292	34,057	38,511	43,232	48,131	52,988	58,198	65,015	70,114
3	26,859	30,618	34,423	38,927	43,700	48,653	53,559	58,827	65,716	70,871
4	27,147	30,947	34,791	39,343	44,165	49,173	54,133	59,457	66,418	71,629
5	27,434	31,273	35,159	39,758	44,633	49,691	54,704	60,085	67,121	72,387
6	27,721	31,602	35,528	40,175	45,100	50,212	55,276	60,713	67,824	73,144
7	28,008	31,927	35,894	40,590	45,566	50,731	55,849	61,341	68,525	73,901
8	28,295	32,255	36,263	41,006	46,036	51,250	56,421	61,970	69,228	74,657
9	28,582	32,583	36,631	41,422	46,500	51,772	56,994	62,599	69,929	75,414
10	28,868	32,910	36,999	41,837	46,969	52,292	57,567	63,227	70,632	76,174
11	29,156	33,236	37,366	42,252	47,435	52,812	58,138	63,857	71,333	76,931
12	29,443	33,565	37,735	42,669	47,903	53,330	58,710	64,485	72,037	77,688
13	29,730	33,891	38,101	43,086	48,368	53,850	59,283	65,114	72,739	78,445
14	30,017	34,220	38,470	43,502	48,836	54,371	59,856	65,742	73,440	79,202
15	30,304	34,546	38,838	43,918	49,302	54,890	60,428	66,371	74,143	79,958
16	30,591	34,872	39,205	44,334	49,770	55,411	61,001	66,999	74,846	80,718

Matrix below includes $0.60 shift differential							
Custodial Hourly	**Ix**	**Jx**	**Kx**	**Lx**	**Mx**	**Nx**	**Ox**
1	21.08	22.81	23.86	26.62	29.53	32.45	35.59
2	21.3	23.05	24.11	26.91	29.85	32.79	35.97
3	21.53	23.29	24.36	27.19	30.16	33.14	36.36
4	21.76	23.53	24.61	27.47	30.47	33.49	36.73
5	21.98	23.78	24.88	27.75	30.78	33.84	37.11
6	22.2	24.02	25.13	28.04	31.11	34.18	37.5
7	22.43	24.26	25.38	28.32	31.42	34.54	37.88
8	22.64	24.5	25.63	28.6	31.73	34.89	38.27
9	22.87	24.75	25.89	28.89	32.06	35.23	38.64
10	23.1	24.99	26.14	29.17	32.37	35.58	39.03
11	23.32	25.23	26.4	29.45	32.69	35.93	39.41
12	23.54	25.47	26.65	29.73	33.01	36.27	39.79
13	23.77	25.71	26.91	30.02	33.32	36.62	40.17
14	24	25.96	27.16	30.31	33.63	36.97	40.56
15	24.21	26.2	27.41	30.6	33.95	37.31	40.94
16	24.43	26.44	27.65	30.89	34.27	37.66	41.31

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

CONSOLIDATED REPORT OF TRUST AND AGENCY FUNDS

	Balance 7/1/2024	Received to date	Disbursed to date	Balance 5/31/2025
STC Bookstore	$ 34,241.55	$ 1,538.32	$ -	$ 35,779.87
STC EFT	$ 711,543.15	$ 15,400,812.37	$ 8,499,793.00	$ 7,612,562.52
STC Tuition & Fees	$ 1,814,579.07	$ 43,387,570.50	$ 44,239,729.23	$ 962,420.34
STC T & A	$ 105,673.19	$ 67,028.99	$ 58,230.71	$ 114,471.47
STC ACH	$ 4,850.45	$ 156,761.64	$ -	$ 161,612.09
STC Blue Bucks	$ 23,135.54	$ 19,869.59	$ 2,941.55	$ 40,063.58
TOTALS	$ 2,694,022.95	$ 59,033,581.41	$ 52,800,694.49	$ 8,926,909.87

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:

Name	Location/Position	Effective Date
Student Help, Part-Time		
Schumacher, Matthew	Information Technology	07-03-25
Instructor, Adjunct, Part-Time		
Kaufmann, Molly	Nursing & Health	06-06-25
Instructor, Full-Time		
Stubbe, Scott	Interim Engineering Instructor	06-11-25
Stoltenburg, Nathan	Construction	07-10-25

2. Employment Recommendations

Name	Location/Position	Effective Date	Amount
Instructor, Adjunct, Hourly			
Downs, Alizabeth	Nursing & Health	07-01-25	$46.00
Kannegieter, Tawni	Nursing & Health	07-01-25	$46.00
Instructor, Adjunct, Per Credit Hour			
McMackin, Kayla	Agribusiness	07-07-25	$890.40
Student Help, Part-Time, Hourly			
Kramer, Autumn	Student Success	06-17-25	$15.00
Davis, Kenzie	Scarbrough	06-16-25	$15.00
Other Help, Part-Time, Hourly			
Perez-Chenge, Sydney	Tutor	06-17-25	$25.00
VanLaecken, Tate	Groundskeeping	06-09-25	$17.00
Employment Contract, Full-Time, Hourly			
Polechshuk, Kristina	Campus Visit Coordinator 12-Month, 1.0 FTE Lane 9, Step 8 1 day prorated	06-30-25	$25.99
Instructor, Full-Time, Salaried			
Smidt, Marie	Nursing Instructor 226-Day, 1.0 FTE Lane 6, Step 10 6 days prorated	06-23-25	$2,405.87
Barse, Caasha	Nursing Instructor 226-Day, 1.0 FTE Lane 4, Step 9	07-01-25	$85,427.00

Instructor, Adjunct Spring Semester Stipend

Adamson, Heather	English	02-28-25	$2,671.20
Albers, Diana	Nursing & Health	02-28-25	$3,561.60
Allenstein, Keith	Law Enforcement	02-28-25	$2,671.20
Atkins, Melissa	Early Childhood	02-28-25	$2,671.20
Baker, Shelly	Business Administration	02-28-25	$5,660.40
Barrow, Nathan	English	02-28-25	$2,671.20
Becker, Luke	Business Administration	02-28-25	$10,684.80
Blok, Kelly	Computer Info. Systems	02-28-25	$2,671.20
Borgen, Cory	Sports Turf Management	02-28-25	$1,643.00
Brandt, Nicole	Nursing & Health	02-28-25	$4,929.00
Bursheim, Erica	Nursing & Health	02-28-25	$2,464.50
Byall, Jennifer	Mathematics	02-28-25	$2,671.20
Carlson, Rebecca	Dental Assisting	02-28-25	$1,643.00
Castello-Pagan, Jennifer	Spanish	02-28-25	$2,671.20
Cavin, Georgina	Business Administration	02-28-25	$3,561.60
Conrad, Anthony	Media Design	02-28-25	$821.50
Cox, Bryan	Mechatronics	02-28-25	$2,176.00
Cruse, Laura	English	02-28-25	$2,671.20
Davis, Chris	Business Administration	02-28-25	$3,561.60
Ekstrum, Jacqueline	Nursing & Health	02-28-25	$7,547.20
Ellerbusch, Jenna	Nursing & Health	02-28-25	$2,464.50
Erdman, Corliss	Nursing & Health	02-28-25	$4,929.00
Frohwein, Jeffrey	Business Administration	02-28-25	$8,013.60
Gacke, Bridgett	Nursing & Health	02-28-25	$890.40
Gertsma, Leann	English	02-28-25	$5,342.40
Hakeman, Bradley	Mechanical Engineering	02-28-25	$2,671.20
Halfpop, Emily	Natural Science	02-28-25	$3,561.60
Hansen, Blair	Nursing & Health	02-28-25	$12,322.50
Harding, Kimberly	Business Administration	02-28-25	$2,671.20
Heckenlaible, Justin	Computer Info. Systems	02-28-25	$2,671.20
Heppler, Jeffrey	Horticulture	02-28-25	$3,956.80
Hogan, Stephanie	Environmental Science	02-28-25	$5,342.40
Honey, Andrew	Computer Info. Systems	02-28-25	$1,780.80
Horan, Steven	Business Administration	02-28-25	$8,904.00
Ivarsen, McCade	Business Administration	02-28-25	$5,342.40
Jensen, Marcia	Dental Assisting	02-28-25	$3,286.00
Jones, Suzanne	Early Childhood	02-28-25	$8,013.60
Judeh, Huda	Computer Info. Systems	02-28-25	$8,013.60
Klinger, Brittany	Nursing & Health	02-28-25	$2,464.50
Larsen, Kristin	Mathematics	02-28-25	$2,671.20
Lemke, Sean	Psychology	02-28-25	$7,393.50
Letsche, Paul	Land Survey	02-28-25	$2,464.50
Lindell, Mark	Speech	02-28-25	$8,013.60
Livermont, Derek	Computer Info. Systems	02-28-25	$3,286.00
Lothrop, LeAnn	Computer Info. Systems	02-28-25	$5,342.40
McGee, Patricia	Business Administration	02-28-25	$5,660.40
McManus, Stacy	Business Administration	02-28-25	$8,013.60
Mehlhaf, Samantha	Veterinary Technology	02-28-25	$2,830.20

Mekelburg, Erin	Computer Info. Systems	02-28-25	$2,671.20
Melroe, Shelby	Sociology	02-28-25	$10,684.80
Mills, Ann	Chemistry	02-28-25	$7,123.20
Morris, Brandon	Computer Info. Systems	02-28-25	$2,671.20
Morris, Roger	Computer Info. Systems	02-28-25	$5,342.40
Nowell, Koree	Nursing & Health	02-28-25	$6,816.50
Nussbaum, Sarah	Nursing & Health	02-28-25	$3,561.60
Oelkers, Kayla	Law Enforcement	02-28-25	$2,176.00
Olson, Margaret	Dental Assisting	02-28-25	$821.50
Osborn, Michelle	Nursing & Health	02-28-25	$2,671.20
Otto, Josette	Nursing & Health	02-28-25	$2,464.50
Penning, Jolene	Nursing & Health	02-28-25	$4,107.50
Pepper, Merrel	Computer Info. Systems	02-28-25	$3,561.60
Perkins-Hicks, Debra	Natural Science	02-28-25	$11,320.80
Peters, Dennis	Business Administration	02-28-25	$2,671.20
Pierce, Steven	Media	02-28-25	$3,561.60
Price Lee, Julia	Psychology	02-28-25	$8,490.60
Reagan, Kelly	English	02-28-25	$2,671.20
Reimnitz, Laura	Veterinary Technology	02-28-25	$4,929.00
Rieck, Matthew	Mathematics	02-28-25	$10,684.80
Ringling, Benjamin	Horticulture	02-28-25	$1,780.80
Rose, Jean	Business Administration	02-28-25	$8,490.60
Saeger, Amanda	Nursing & Health	02-28-25	$2,830.20
Schnider, Nicole	Nursing & Health	02-28-25	$5,462.00
Schoenfelder, Nicholas	Business Administration	02-28-25	$2,464.50
Schoenfelder, Tonya	Law Enforcement	02-28-25	$5,440.00
Schwebach, Gregory	Architectural Engineering	02-28-25	$3,286.00
Stacey, Taylor	Mathematics	02-28-25	$5,342.40
Stoltenburg, Nathan	Construction	02-28-25	$2,464.50
Strouth, Gerard	Computer Info. Systems	02-28-25	$3,561.60
Stueven, Rebecca	Nursing & Health	02-28-25	$4,107.50
Talcott, Roberta	Business Administration	02-28-25	$2,830.20
Traylor, Michael	Computer Info. Systems	02-28-25	$3,286.00
Tschetter, Lisa	Nursing & Health	02-28-25	$7,393.50
VanOverbeke, Jeffrey	Speech	02-28-25	$2,671.20
Vettrus, Jill	Mathematics	02-28-25	$3,561.60
Vockrodt, Mary	Nursing & Health	02-28-25	$5,342.40
Wadhwa, Anju	Computer Info. Systems	02-28-25	$8,013.60
Walker, Allison	Dental Assisting	02-28-25	$821.50
Walton, Evan	English	02-28-25	$5,342.40
Walton, Tarah	Law Enforcement	02-28-25	$1,780.80
Weber, Jessica	Business Administration	02-28-25	$3,561.60
Wellnitz, Kristin	Psychology	02-28-25	$5,342.40
Wendell, John	Automotive	02-28-25	$890.40
Williams, Brian	Business Administration	02-28-25	$5,342.40
Wolff, Dana	Business Administration	02-28-25	$6,603.80

Instructor, Adjunct, Summer Semester Stipend

Adamson, Heather	English	07-31-25	$2,671.20

Anderson, Sarah	Nursing & Health	07-31-25	$821.50
Bursheim, Erica	Nursing & Health	07-31-25	$2,464.50
Byall, Jennifer	Mathematics	07-31-25	$7,123.20
Cruse, Laura	English	07-31-25	$5,342.40
Davis, Chris	Business Administration	07-31-25	$10,684.80
Devorak, Lisha	Nursing & Health	07-31-25	$5,342.40
Ebbing, Michael	Business Administration	07-31-25	$2,671.20
Ehresmann, Hanna	Nursing & Health	07-31-25	$2,671.20
Ekstrum, Jacqueline	Nursing & Health	07-31-25	$7,836.40
Ellerbusch, Jenna	Nursing & Health	07-31-25	$3,264.00
Erdmann, Corliss	Nursing & Health	07-31-25	$2,464.50
Gacke, Bridgett	Nursing & Health	07-31-25	$2,671.20
Gertsma, Leann	English	07-31-25	$2,671.20
Halfpop, Emily	Natural Science	07-31-25	$3,561.60
Harding, Kimberly	Business Administration	07-31-25	$5,342.40
Honey, Andrew	Computer Info. Systems	07-31-25	$8,013.60
Ivarsen, McCade	Business Administration	07-31-25	$2,671.20
Klinger, Brittany	Nursing & Health	07-31-25	$2,464.50
Landeen, Angela	Nursing & Health	07-31-25	$2,830.20
Larsen, Kristin	Mathematics	07-31-25	$2,671.20
Lindell, Mark	Speech	07-31-25	$2,671.20
Livermont, Derek	Computer Info. Systems	07-31-25	$3,286.00
Lothrop, LeAnn	Computer Info. Systems	07-31-25	$2,671.20
McManus, Stacy	Business Administration	07-31-25	$2,671.20
Mekelburg, Erin	Computer Info. Systems	07-31-25	$2,671.20
Melroe, Shelby	Sociology	07-31-25	$5,342.40
Mills, Ann	Chemistry	07-31-25	$7,518.40
Nussbaum, Sarah	Nursing & Health	07-31-25	$890.40
Osborn, Michelle	Nursing & Health	07-31-25	$2,671.20
Perkins-Hicks, Debra	Natural Science	07-31-25	$7,547.20
Peters, Dennis	Business Administration	07-31-25	$5,342.40
Price Lee, Julia	Psychology	07-31-25	$2,830.20
Ringling, Benjamin	Horticulture	07-31-25	$2,868.80
Rieck, Matthew	Mathematics	07-31-25	$5,342.40
Rose, Jean	Business Administration	07-31-25	$5,660.40
Schnider, Nicole	Nursing & Health	07-31-25	$1,909.50
Stacey, Taylor	Mathematics	07-31-25	$2,671.20
Stahl, Emily	Veterinary Technology	07-31-25	$5,660.40
Stueven, Rebecca	Nursing & Health	07-31-25	$2,464.50
Tschetter, Lisa	Nursing & Health	07-31-25	$2,464.50
VanOverbeke, Jeffrey	Speech	07-31-25	$5,342.40
Vettrus, Jill	Mathematics	07-31-25	$2,671.20
Vockrodt, Mary	Nursing & Health	07-31-25	$5,342.40
Wadhwa, Anju	Computer Info. Systems	07-31-25	$2,671.20
Wellnitz, Kristin	Psychology	07-31-25	$5,342.40
Williams, Brian	Business Administration	07-31-25	$5,342.40
Wolff, Dana	Business Administration	07-31-25	$2,830.20
Wynia, Derek	Construction	07-31-25	$4,847.20
de Zuviria Padlock, Maria	Computer Info. Systems	07-31-25	$2,464.50

3. Employee Lump Sum Payment/Stipend

Name	Location/Position	Effective Date	Amount
Kramer, Jaclyn	Interim VP Academic Affairs	05-30-25	$3,612.83
Stelley, Lynard	AWS Certifications	02-28-25	$1,000.00
Haynes, Matthew	Habitat for Humanity	02-28-25	$2,000.00
McGuire, Annie	Over Workload	02-28-25	$3,943.00
Vettrus, Jill	Out of District Mileage	02-28-25	$500.00
Livermont, Derek	Lab Stipend	02-28-25	$225.00
Dyke, Amy	Lead Custodian	06-30-25	$500.00
Chabala, Stephen	Groundskeeper	06-30-25	$500.00
Johnson, Troy	Maintenance	06-30-25	$1,000.00
Kramer-Hermanson, M.	Custodial Manager	06-30-25	$1,000.00
Woessner, Conner	Scarbrough Center	06-30-25	$500.00
Sjogren, Robin	Scarbrough Center	06-30-25	$500.00
Menholt, Jade	Bookstore	06-30-25	$500.00
Skiff, Jason	Bookstore Manager	06-30-25	$500.00
Friesz, Ethan	Information Technology	06-30-25	$500.00
Albrecht, Jennifer	Information Technology	06-30-25	$500.00
Noble, Caleb	Information Technology	06-30-25	$500.00
Oorlog, Lori	Information Technology	06-30-25	$500.00
Hout, Lori	Information Technology	06-30-25	$500.00
Dose, Thomas	Information Technology	06-30-25	$500.00
Strouth, Gerard	Information Technology	06-30-25	$1,000.00
Borman, Amanda	Information Technology	06-30-25	$1,000.00
Kassing, Elizabeth	Engineering Camp	07-31-25	$500.00
Schwebach, Greg	Engineering Camp	07-31-25	$500.00
Letsche, Paul	Engineering Camp	07-31-25	$500.00
Lalley, Aaron	Engineering Camp	07-31-25	$500.00
Cox, Bryan	Engineering Camp	07-31-25	$500.00
Stubbe, Scott	Engineering Camp	07-31-25	$500.00
Haynes, Matthew	HS Student Mentoring	07-31-25	$500.00
Borgen, Cory	Groundskeeping	07-31-25	$2,000.00
Stelley, Lynard	AWS Accreditation	07-31-25	$2,000.00
Bird, Tracy	Conference Coordination	07-31-25	$943.40
Carlson, Rebecca	Practicum Site Visits	07-31-25	$7,485.00
Jensen, Marcia	Practicum Site Visits	07-31-25	$9,356.25
Hansen, Blair	Accreditation	07-31-25	$9,302.64
McGuire, Annie	Practicum Site Visits	07-31-25	$6,950.60
Otto, Josette	Practicum Site Visits	07-31-25	$9,356.25
Penning, Jolene	Practicum Site Visits	07-31-25	$6,900.60
Jordahl, Lindsay	Practicum Site Visits	07-31-25	$328.60
Willer, Lexie	Practicum Site Visits	07-31-25	$1,971.60
Rau, Brooklyn	CPR Coordination	07-31-25	$600.00
LeLoux, Loretta	VPAA Search Committee	07-31-25	$500.00
Strouth, Gerard	Network Support	07-31-25	$440.00

Southeast Technical College

Build Dakota Update

EXECUTIVE SUMMARY

Purpose:

Provide the School Board with an update on Build Dakota at Southeast Technical College.

Build Dakota Updates & Future Goals

- Build Dakota applications saw an increase from previous years.
- All Build Dakota recipients have an industry partner.
- Build Dakota cycle for employers.
- Holistic support Build Dakota scholars receive.
- Goals for 2025-2026 focus around continuing to build strong relationships with employers for both Build Dakota and student scholars.

Administrative Recommendation to School Board:

To acknowledge the functions and goals of Build Dakota at Southeast Tech.

Report Prepared and Presented by:

Kelli Rogotzke, Build Dakota Coordinator and Student Success Advisor July 16, 2025



Build Dakota

Kelli Rogotzke

Build Dakota Coordinator & Student Success Advisor

SOUTHEAST Technical College

ABOUT ME

- Kelli Rogotzke- Build Dakota Coordinator & Student Success Advisor
  - Started at STC in June 2022 as Career Services & Student Success Advisor
    - Transitioned in July 2024 to the Build Dakota Coordinator & Student Success Advisor
  - Augustana University – Bachelors of Arts
  - South Dakota State University – Masters of Education

  - Prior to STC:
    - Junior Achievement – Sioux Falls & Harrisburg K-8 Programming
    - Globe University – Admissions, Community Engagement, Events, Retention
    - Sam Houston State University – Residence Hall Director
    - Augustana University – Residence Hall Director

BUILD DAKOTA SPONSORSHIP OVERVIEW

- Year round connecting with SD Businesses
- Main push for company sign up is October-December
- January 1-March 31 Student applications open for employers to review
- Employers interview students through mid-April


2025
Build Dakota
SIGNING DAY
RESERVED
AKOTA SCHOLARS
Angel Rohsig
Maci Rotert
Preslie Russell
Kaydence Salmon
Megan Schreiner
Elizabeth Shuck
Ava Sieverding
Jacob Spaans
Keira Stensland
Natasha Summers
Hannah Smidt
Corbin Stoick
Aubrey Strang
EXIT
BUILD DAKOTA
SCHOLARSHIP FUND
SOUTHEAST
Technical College

BUILD DAKOTA STUDENT OVERVIEW



SPECIALIZED HOLISTIC SUPPORT!



GRADE CHECKS EVERY 4 WEEKS



SPECIFIC STUDENT SUCCESS SEMINAR COURSE FOR SCHOLARS



ADDITIONAL STUDENT CHECK-INS FOCUS ON STUDENT'S GRADE, HEALTH, FAMILY, AND FINANCIAL ASPECTS OF LIFE



GRADUATE MEETINGS

BUILD DAKOTA – COHORT 10

450 student applications received

159 scholarships awarded

59 Industry Partners

BUILD DAKOTA – COHORT 11

499 student applications received

172 scholarships awarded

61 Industry Partners

SPONSORS FOR COHORT 11

Austreim Bros LLC
Avera
Avera Heart Hospital
Avera St. Mary
Building Blocks Childcare and Learning Center
BX Civil
Civil Desing Inc.
Costand Construction
Cozy Corner Daycare
Dakota Fluid Power
DakotAbilities
Eastway Auto Service
Ekern Home Equipement
Fiegen Construction
First Dakota Horticulture
Gimmie-A-Break
Good News Childrens Center
Good Samaritan Sanford Health
Hander Plumbing & Heating
Hase Plumbing Heating & Air

Horner Barrow Orthodontics
HOWE
HRMC
Huron Clinic
HVAC Elements
Infastructor
Istate Trucking
James Valley Landscape
Johnson Feed Inc.
Journey Group
Kores Cares
Marmen Energy
McCormick Motors
Monument Health
Muth Electric
Neighborhood Dental
Pioneer Memorial
PM Steel
Pollman Excavation
Prairie Lakes Healthcare System

Reynolds Construction Management
Riverview Healthcare Center
Sanford Health
Schwans
See School
Sioux Empire Electric
Sioux International
Sorlien Electric
SPN Helms
Spouting Ivy Academy
Steve Miller Heating and Cooling
SV Electric
Taylor Plumbing and Heating
Tea Trail Blazers
The Collison Center
Thermobond
TRANE
Travis Electric
Vibrant Minds Learning Sioux Falls
Wheel House Plumbing
Yankton Medical Clinic

QUESTIONS?



SOUTHEAST
Technical College

Southeast Technical College

Financial Update

EXECUTIVE SUMMARY

Purpose:
Provide the School Board with a year-to-date financial update at Southeast Technical College.

Highlights are as follows:

- Overview of high-level year-to-date revenues and expenses.
- Overview of 4-year comparison of combined fund balances.
- Overview of historical HLC financial ratios

Administrative Recommendation to School Board:
To acknowledge the financial update report.

Report prepared and presented by Christine Goldsmith, Vice President - Finance
July 7, 2025



FINANCIAL UPDATE

Sioux Falls School Board Meeting – July 2025

SOUTHEAST
Technical College

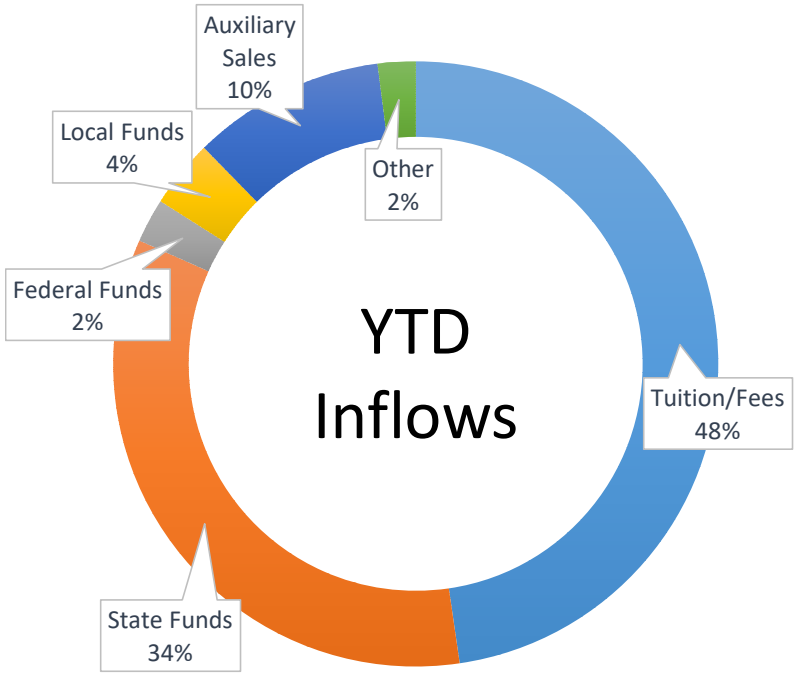
FY25 KEY INFLOWS AND OUTFLOWS

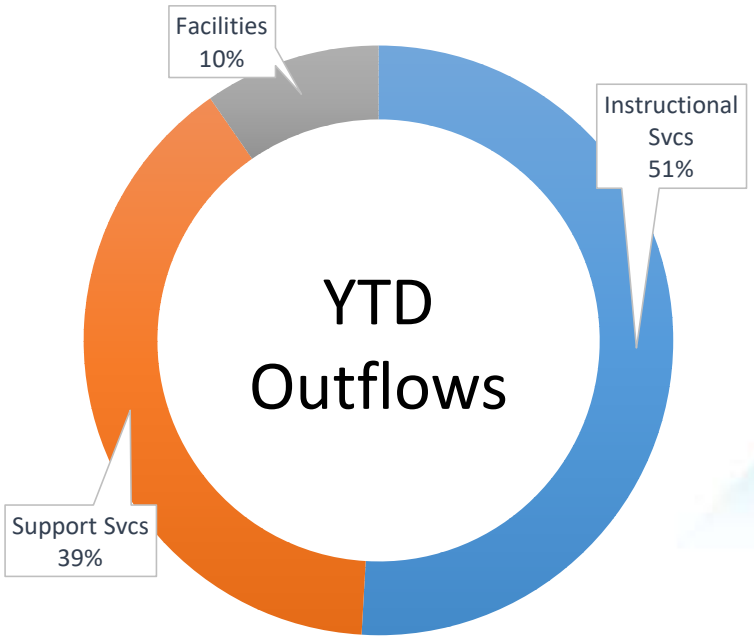
92% of FY Completed

$29.6M total inflow

$31.3M total outflow

$1.7M net outflow





Source: 6/2025 eFinance Rainbow Reports

FY25 YTD BUDGET COMPARISON

92% of FY Completed

REVENUES	Budget	YTD Actual	%
Tuition/Fees	$14.7M	$14.1M	96%
State Funds	$15.8M	$10.1M	64%
Federal Funds	$1.2M	$695k	58%
Local Funds	$1.4M	$1.1M	79%
Auxiliary Sales	$2.6M	$3M	115%
Other	$1.5M	$600k	40%
Total Revenues:	**$37.3M**	**$29.6M**	**79%**
Instructional Services	$19M	$16M	84%
Support Services	$14.1M	$12.3M	87%
Facilities	$4.2M	$3M	71%
Total Expenses:	**$37.3M**	**$31.3M**	**84%**

Source: 6/2025 eFinance Rainbow Reports

STC - Natural Classifications by Fund -

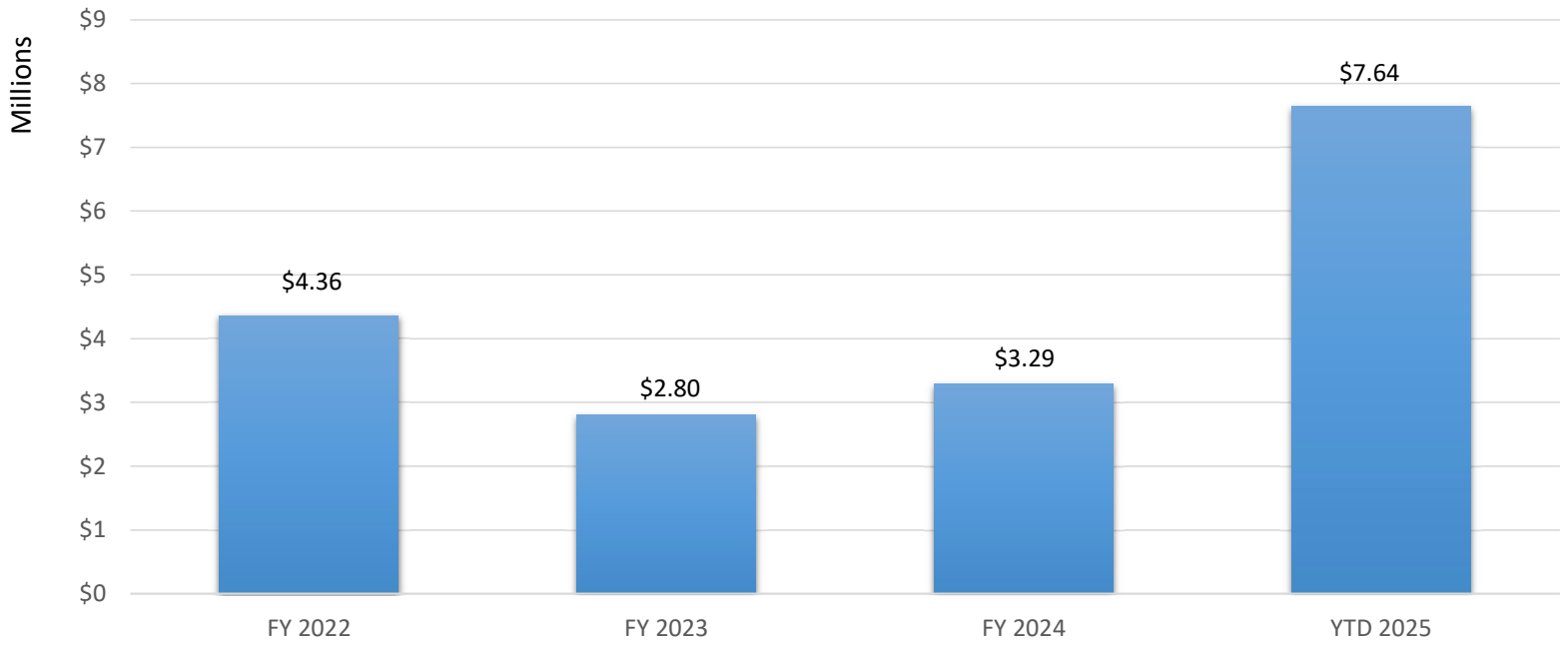
FY 25 Revenues & Expenses - as of May 31, 2025

92% of FY Complet

	(23) General Fund	(23) Pass Thru	(52/53/54) Auxiliary	(23) Grants	(23) Plant	YTD Grand Total	FY25 Budget	YTD %
Beginning Balance	**$8,976,917**	**$ -**	**$963,019**	**($0)**	**$0**			
Inflow/Revenues:								
Tuition & Fees	$ 30,473					$ 14,132,649	$ 14,692,512	96.2%
Auxiliary Services			$ 132,037			$ 3,055,838	$ 2,656,500	115.0%
State Funding						$ 10,078,937	$ 15,734,764	64.1%
Federal Funding				$ 221,201		$ 695,084	$ 1,272,211	54.6%
Local Funding				$ 41,005		$ 1,076,839	$ 1,472,250	73.1%
Other Sources	$ 45,796					$ 599,952	$ 1,525,233	39.3%
Total Revenues:	**$ 76,269**	**$ -**	**$ 132,037**	**$ 262,206**	**$ -**	**$ 29,639,299**	**$ 37,353,470**	79.3%
Outflow/Expenses:								
Personnel & Benefits	$ 1,692,613		$ 80,355		$ 75,040	$ 19,822,133	$ 22,149,053	89.5%
Resale Inventory			$ 81,320			$ 2,734,873	$ 2,187,000	125.1%
Advertising	$ 64,010					$ 379,702	$ 363,100	104.6%
Dues & Fees	$ 133,751		$ 8,556			$ 836,426	$ 633,895	132.0%
Equipment			$ 1,353	$ 378,786		$ 2,681,004	$ 4,742,989	56.5%
Food	$ 8,756		$ 959			$ 128,728	$ 106,450	120.9%
Fuel	$ 2,863					$ 18,093	$ 29,500	61.3%
Insurance						$ 391,541	$ 375,000	104.4%
Postage	$ 11,265		$ 32			$ 144,092	$ 174,750	82.5%
Printing & Publishing	$ 22,946					$ 107,680	$ 136,950	78.6%
Professional Services	$ 23,711		$ 63			$ 574,363	$ 715,577	80.3%
Rental/Lease	$ 24,161					$ 296,800	$ 337,803	87.9%
Repairs/Maintenance	$ 6,347				$ 14,423	$ 350,229	$ 1,122,250	31.2%
Supplies	$ 80,906		$ 3,071			$ 1,037,793	$ 1,484,145	69.9%
Textbooks & Software	$ 9,168		$ 159			$ 1,222,032	$ 1,111,165	110.0%
Travel & Registrations	$ 9,323					$ 138,153	$ 183,700	75.2%
Utilities					$ 41,853	$ 658,295	$ 739,700	89.0%
Other Expenses	$ (5,721)					$ (225,442)	$ 760,443	-29.6%
Transfers In/Out:	$ 247,896			$ (116,580)	$ (131,316)	$ -		
Total Expenses:	**$ 2,331,995**	**$ -**	**$ 175,868**	**$ 262,206**	**$ -**	$ 31,296,495	**$ 37,353,470**	83.8%
Ending Balance	**$ 6,721,191**	**$ -**	**$ 919,188**	**$ (0)**	**$ -**	**$ (1,657,196)**		

STC COMBINED FUND BALANCES

92% of FY Completed



Source: eFinance Balance Sheet Reports

STC - HLC FINANCIAL RATIOS

HLC (Higher Learning Commission) Total Composite Financial Index

2024	2023	2022
4.58	4.12	2.72

HLC '*In the Zone*' range = 1.1 – 10.0

Primary Reserve Ratio CFI *Broad indicator of liquidity* *(35% weight)*			Net Operating Revenue CFI *Measures operating performance and available resources* *(10% weight)*			Return on Net Assets CFI *Indicates effectiveness of assets and economic returns* *(20% weight)*			Viability Ratio CFI *Measures degree of available assets to service obligations* *(35% weight)*		
2024	2023	2022	2024	2023	2022	2024	2023	2022	2024	2023	2022
.36	.40	.42	.08	.09	-.40	.64	.14	-.80	3.5	3.5	3.5

Source: STC Institutional Update Report to HLC, Spring 2025



SOUTHEAST
Technical College

Policy/Regulation Revisions

STC 264 – School Board Member Compensation and Expenses
STC 410 – Taxing and Borrowing
STC 415 – Funds from Federal Tax Sources
STC 420 – Investing
STC 507 – STC Closings and Cancellations
STC 842 – Community Resource People

Executive Summary

Purpose:
To bring to the School Board the above STC policy for review/revision

---

In an effort to keep the School Board Policy Books updated, members of the administration and the Southeast Technical College (STC) Review Committee will continually review the policies and regulations for items that need to be added, deleted, revised, or in some cases, to update the language.

The referenced policies/regulations have been reviewed by STC Administration and the STC Policy Review Committee. A new STC policy format has been implemented. Existing regulations, if applicable, have been positioned with the existing policies. Additional review included:

STC 264 – School Board Member Compensation and Expenses – Update eligible meetings
STC 410 – Taxing and Borrowing – Update amount and South Dakota State Codified Laws
STC 415 – Funds from Federal Tax Sources – Update legal references
STC 420 – Investing – Withdrawal as STC does not invest money
STC 507 – Southeast Tech Closings and Cancellations – Update language to current procedures
STC 842 – Community Resource People – Revise and update wording and procedures

Second readings are not necessary. (See Policy STC 250 – School Board Policy Process)

Policy Review Recommendation to School Board:

Approve review/revision or withdrawal of the above referenced policies.

Report prepared by: President's Office
Presented by: School Board Member on Policy Review Committee 07-16-25

SOUTHEAST
Technical College

SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES

Southeast Technical College Policy ~~BID/STC~~STC 264

1. Purpose

To establish compensation and expense procedures for Sioux Falls School Board Members.

2. General Statement of Policy

~~In accordance with state statutes, e~~Each School Board member shall be entitled to ~~the same~~a per diem per meeting attended rate as is authorized for the members of the South Dakota Board of Education Standards, pursuant to SDCL 13-8-37. Each Board member shall receive a salary paid per diem per meeting for meetings attended as a representative of the Board; it being understood that the total amount to be paid during any one day will not exceed the per diem rate.

The following meetings are eligible for the per diem rate:

- Regular and special STC Board meetings
- Meetings with the STC President
- Assigned STC Committee meetings
- STC commencement
- Any other meetings pre-approved by a majority of the Board

In addition to the above, pursuant to SDCL 13-8-38 all Board members may receive the travel allowance authorized by the rules adopted by the State Board of Finance.

3. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Legal References:

SDCL	
13-8-37	Compensation of board members
13-8-38	Travel allowance of school board members

Board Approved:

Policy		Board Action	(formerly 230)
adopted:	05.28.68		(formerly BID/STC 07-01-25)
amended:	10.25.93	27458.2c.	
amended:	08.11.03	(see MRF #12368)	

amended:	10.24.05	34245
reviewed:	09.14.09	35488
amended:	08.12.13	36693
reviewed:	08.13.18	38110
amended:	02.01.23	ST00700

SOUTHEAST
Technical College

TAXING AND BORROWING

Southeast Technical College Policy ~~DCA/STC~~STC 410

1. Purpose

Establish guidelines for the responsible use of taxation authority and borrowing capacity by the college to ensure long-term financial sustainability and support strategic initiatives.

2. General Statement of Policy

Bids may be solicited for all short-term loans exceeding $10 million ~~which~~that the School Board has authorized. ~~in order that f~~Funds may be borrowed from the responsible organization offering the most favorable terms.

3. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Legal References:

SDCL	
13-19-1	School board power to borrow on notes-- Authorization, issuance, and sale--Maximum term
13-19-2	Amount borrowed on notes limited by anticipated receipts
13-19-3	Borrowing limit reduced by outstanding warrants or notes
13-19-4	Interest rate on notes
13-19-5	Signing of notes
13-19-6	Cash receipts devoted to retirement of warrants and notes when note outstanding
13-19-7	Bonding power of school districts--Purposes for which bonds authorized
13-19-8	Constitutional debt limit to be observed
13-19-8.1	Debt limit of school districts created by reorganization--Readjustment of property, assets, debts and liabilities
13-19-9	Authorization, issuance and sale of bonds--No election
13-19-27	Financing arrangements for capital improvements and expenditures incident to Consolidation
13-19-28	Terms of financing arrangements
13-19-29	Limitation on expenditures when amounts are due and funds pledged as security
13-19-30	Agreement for payment of amounts due but not yet paid—Trustee—Security interest perfected

Board Approved:

Policy		Board Action	(formerly 3291.1)
adopted:	05-28-68		(formerly DCA/STC 07-01-25)
amended:	05-10-76		
amended:	08-14-95	28225	
amended:	01-09-06	34304	
reviewed:	04-14-11	36027	

SOUTHEAST
Technical College

FUNDS FROM FEDERAL TAX SOURCES

Southeast Technical College Policy ~~DEC/STC~~STC 415

1. Purpose

Funds for educational purposes made available by the federal government will be accepted by Southeast Technical College (STC) providing the conditions of their availability are in harmony with the purposes and policies of STC and of state statutes.

2. General Statement of Policy

No person in the United States shall, on the basis of race, color, creed, religion, gender, sexual orientation, disability, national origin or ancestry, age, military/veteran status, genetic information or any other basis protected by law, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance.

It is the policy of STC that no federal funds received by a contract, grant, loan or cooperative agreement may be expended to pay any person for influencing or attempting to influence an office or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

Further, if funds from another source have been paid or will be paid to any person for influencing or attempting to influence in connection with a federal contract, grant, loan or cooperative agreement, the President shall complete and submit a Disclosure Form to Report Lobbying.

In addition, STC will comply with the provisions of the Hatch Act which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

3. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Legal References:

Code of Federal Regulations (CFR)Subtitle A(7-1-90) Part 82 - New Restrictions on Lobbying Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328)

Higher Education Opportunity Act 2008, 20 U.S.C.A., Section 119, Certification Regarding the Use of Certain Federal Funds

Board Approved:

Policy		Board Action	(formerly 1440/3230)
adopted:	05-28-68	13052	(formerly DEC/STC 07-01-25)
amended:	04-12-76	16631	
amended:	06-12-78	17643	
amended:	05-08-95	28061.4i	
amended:	07-08-02	33293	
amended:	01-09-06	34304	
reviewed:	04-14-11	36027	

SOUTHEAST
Technical College

INVESTING (Request to Withdraw)

~~Southeast Technical College Policy DFA/STC~~

~~1. Purpose~~

~~Insert Text Here~~

~~2. General Statement of Policy~~

~~Southeast Technical College~~ (STC) ~~funds shall be invested in the manner provided by law.~~

~~3. Dissemination of Policy and Training~~

~~The policy is located on STC's website under Consumer Information – Southeast Tech Policies~~

~~Legal References:~~

~~SDCL~~

~~13-16-15 Designation of the depositories for school district Resolution~~
~~13-16-15.1 Domestic savings and loan associations as official depositories Restrictions~~
~~13-16-18 Deposit and investment of fund accumulations Crediting of interest Maturity of bond redemption fund investments Filing of resolutions~~

~~Board Approved:~~

~~Policy~~	~~Board Action~~	~~(formerly 3292)~~
~~adopted:~~	~~05-28-68~~	
~~amended:~~	~~05-10-76~~	
~~amended:~~	~~08-14-95~~	~~28225~~
~~amended:~~	~~01-09-06~~	~~34304~~
~~reviewed:~~	~~04-14-11~~	~~36027~~

SOUTHEAST
Technical College

SOUTHEAST TECHNICAL COLLEGE CLOSINGS AND CANCELLATIONS

Southeast Technical College Policy ~~EBCE/STC~~STC 507

1. Purpose

The President or designee is authorized to close Southeast Technical College (STC), move the campus to virtual operations, or to dismiss early in the event of hazardous weather or other emergencies which threaten the health or safety of students and personnel. While it may be prudent under certain circumstances to excuse all students from attending ~~Southeast Tech~~STC, to delay the opening hour, or to dismiss students early, the administration has the responsibility to see that as much of the administrative, supervisory, and operational activity is continued as may be possible either in person or virtually.

2. General Statement of Policy

The decision to close ~~Southeast Technical College~~STC because of inclement weather or other emergencies that threaten the health or safety of students and staff members will be made by the President or designee on the basis of conditions.

Should it become necessary to close ~~Southeast Tech~~STC or operate virtually, notification of such closings will be given according to pre-planned notification provisions specified in the Southeast Tech Employee Handbook.

~~Employees will make up days missed for inclement weather or other emergencies in accordance with provisions specified in the Southeast Tech~~STC ~~Employee Handbook.~~ In the event of STC closing because of inclement weather or other emergencies, Employees will follow the instructions laid out in the STC Employee Handbook.

~~In making the decision to close Southeast Tech~~STC~~, the President or designee will consider many factors relating to the safety and health of students. Conditions which prompt consideration to close President could be:~~

- ~~Severe weather conditions, both existing and predicted.~~
- ~~Actual occurrence or imminent possibility of any emergency condition which would make the operation of President difficult or dangerous.~~

Students and staff will be informed early in each semester of the procedures which will be used to notify them in case of emergency closings.

When a severe storm hits the area or is forecast, the President or designee will begin the decision-making process. Contacts will be made with the Weather Bureau, city and county road crews, the Police Department, bus and taxi transportation providers, and the District's Operational Services Department.

Student/Staff Notification of Closings

When an emergency confronts ~~Southeast Tech~~STC, notification of the closing will be through the campus emergency STC Alert System via a phone call, email and text message, broadcast over local radio and TV stations, and a published notice on ~~Southeast Tech~~STC's web site www.southeasttech.edu. All employees are responsible for listening to appropriate announcements on days of inclement weather. If severe conditions exist, impacting the start of the school day, an announcement will be made not later than 7 a.m. stating whether or not offices will be open, which offices will be open, or at what time they will be open.

Should ~~Southeast Tech~~STC have to be dismissed early during the day because of a developing storm, announcements will also be made as described above.

~~Students and staff are requested not to call Southeast TechSTC for general information because calling the offices ties up the telephone lines that may be needed for emergency communications.~~

~~3. Definitions~~

~~Insert Text Here~~

~~4. Reporting Procedures~~

~~Insert Text Here~~

~~5.~~3. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Board Approved:

Policy		Board Action	(formerly 4138)
approved:	06-14-71		(formerly EBCE/STC 07-01-25)
amended:	09-27-93	27432.3f	
amended:	11-22-04	33970	
reviewed:	10-12-09	35520	
reviewed:	01-24-11	35955	
reviewed:	02-27-12	36293	
reviewed:	09-06-17	ST00239	

Regulation		Board Action	(formerly 6114.1)
approved:	10-14-91	26472	
revised:	12-13-99	29484	
revised:	11-22-04	33970	
revised:	10-12-09	35520	

revised:	01-24-11	35955
revised:	02-27-12	36293
revised:	09-06-17	ST00239

SOUTHEAST Technical College

~~Policies and Regulations~~

~~NEPN Code: EBCE-R/STI~~

~~Support Services~~

~~Southeast Tech Closings and Cancellations~~

~~The President or designee is authorized to close Southeast Technical College or to dismiss early in the event of hazardous weather or other emergencies which threaten the health or safety of students and personnel. While it may be prudent under certain circumstances to excuse all students from attending Southeast Tech, to delay the opening hour, or to dismiss students early, the administration has the responsibility to see that as much of the administrative, supervisory, and operational activity is continued as may be possible.~~

~~In making the decision to close Southeast Tech, the President or designee will consider many factors relating to the safety and health of students. Conditions which prompt consideration to close President could be:~~

- ~~Severe weather conditions, both existing and predicted.~~
- ~~Actual occurrence or imminent possibility of any emergency condition which would make the operation of President difficult or dangerous.~~

~~Students and staff will be informed early in each semester of the procedures which will be used to notify them in case of emergency closings.~~

~~When a severe storm hits the area or is forecast, the President or designee will begin the decision making process. Contacts will be made with the Weather Bureau, city and county road crews, the Police Department, bus and taxi transportation providers, and the District's Operational Services Department.~~

~~**Student/Staff Notification of Closings**~~

~~When an emergency confronts Southeast Tech, notification of the closing will be through the~~

campus emergency STC Alert System via a phone call, email and text message, broadcast over local radio and TV stations, and a published notice on Southeast Tech's web site www.southeasttech.edu. All employees are responsible for listening to appropriate announcements on days of inclement weather. If severe conditions exist, impacting the start of the school day, an announcement will be made not later than 7 a.m. stating whether or not offices will be open, which offices will be open, or at what time they will be open.

Should Southeast Tech have to be dismissed early during the day because of a developing storm, announcements will also be made as described above.

NEPN Code: EBCE-R/STI
Page 2 of 2

Students and staff are requested not to call Southeast Tech for general information because calling the offices ties up the telephone lines that may be needed for emergency communications.

Regulation Board Action (formerly 6114.1)
approved: 10-14-91 26472

~~revised: 12-13-99 29484~~
~~revised: 11-22-04 33970~~
~~revised: 10-12-09 35520~~
~~revised: 01-24-11 35955~~
~~revised: 02-27-12 36293~~
~~revised: 09-06-17 ST00239~~

SOUTHEAST
Technical College

COMMUNITY RESOURCE PEOPLE

Southeast Technical College Policy ~~IJOB/STC~~STC 842

1. Purpose

Presentations by community resource people will:

- align with the goals of Southeast Technical College and the appropriate curriculum
- match the program needs of the students

2. General Statement of Policy

The presentation may not reflect adversely on any group or person because of their race, color, religion, creed, ancestry, gender, sexual orientation, national origin, age, disability or occupation.

Employees~~Instructors~~ must remain with students during presentations. Instructors or administrators are required to interrupt or suspend a presentation if the content is in conflict with this policy. ~~Instructors~~ Employees will report any such incidents to the supervising administrator.

3. Definitions

Community resource people are external individuals invited to present to students and/or employees.

4. Reporting Procedures

Obtain prior approval from immediate supervisor.

~~4.~~5. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Board Approved:
Policy Board Action _____ (formerly IJOB/STC 07-01-25)

adopted:	04-10-06	34394
reviewed:	06-28-10	35747

Policy/Regulation Revisions

STC 504 – Weapons on Campus
STC 711 – Drug-Free Workplace
STC 714 – Tobacco-Free College

Executive Summary

Purpose:
To bring to the School Board the above STC policies for first reading.

In an effort to keep the School Board Policy Books updated, members of the administration and the Southeast Technical College (STC) Review Committee will continually review the policies and regulations for items that need to be added, deleted, revised, or in some cases, to update the language.

The referenced policies/regulations have been reviewed by STC Administration and the STC Policy Review Committee. A new STC policy format has been implemented. Existing regulations, if applicable, have been positioned with the existing policies. Additional review included:

STC 504 – Weapons on Campus – Creation of policy addressing weapons on campus including South Dakota Law exceptions
STC 711 – Drug-Free Workplace – Update language and include alcohol
STC 714 – Tobacco-Free College – Add vape and vape terminology

These policies will require a second reading. They will be posted for public review on the School District and STC website and return to the board on August 6, 2025.

Policy Review Recommendation to School Board:

Acknowledge first reading of STC 504, STC 711 and STC 714 with the understanding that they will return for a second reading on August 6, 2025.

Report prepared by: President's Office
Presented by: School Board Member on Policy Review Committee

07-16-25

SOUTHEAST
Technical College

Weapons on Campus

Southeast Technical College Policy STC 504

1. Purpose

Subject to this policy, Deadly Weapons are prohibited on Southeast Technical College (STC) campus. Subject to some limitations, persons on the STC campus may possess Self Defense Weapons. This policy is to regulate the possession and use of Self-Defense Weapons on STC campus in compliance with South Dakota Codified Law 13-39A-43 and 13-39A-44 while prioritizing the safety and educational mission of STC.

2. General Statement of Policy

A. **General Rule: No Deadly Weapons.** Except for Self Defense Weapons possessed under this policy, all Deadly Weapons are prohibited on all areas of any STC campus.

B. Exceptions to General Rule:

a. **Self Defense Weapons.** Subject to this policy, a person may carry, possess, store, or transport a concealed pistol and compatible ammunition (if such person has a Required Permit) and/or mace, pepper spray, or other chemical irritant.

b. **Law Enforcement.** Law enforcement officers acting in their official capacity.

c. **Ceremonial.** The ceremonial presence of any unloaded firearm at a color guard ceremony.

d. **Educational Programs.** Firearms, stun guns, or other deadly weapons used as part of any campus training program.

C. **Prohibited Areas**: Although permitted above, Self Defense Weapons are always prohibited in the following areas:

a. Portions of a building or structure marked as "No Weapons - No Exceptions"

b. Rooms that are marked "No Weapons - No Exceptions"

c. In a building or structure during a special event marked "No Weapons - No Exceptions," provided that metal detectors and armed security personnel are present at every public entrance to restrict the possession of all Deadly Weapons.

D. **Compliance:** Prior to closing any portion of the campus or event to Self Defense Weapons, STC shall ensure that:

a. **Compliance.** Any posting or closure of such room or event, building or event complies with the conditions of SDCL 13-39A-44.

b. **Prior notice.** STC shall use best efforts to notify students/attendees of any closure.

c. **Marking.** All prohibited areas must be clearly marked at the entrance of such location.

E. **Storage Requirements**. Any Self Defense Weapon not actively carried must be stored in a locked case or safe. The locked case and safe is at the cost and burden of the owner of the Self Defense Weapon.

F. **Conduct Expectations**:

a. The goal of STC is to provide a safe learning environment, and the presence of Self Defense Weapons should enhance that environment but not detract from it.

b. Self Defense Weapon weapons must remain concealed and secured.

c. Displaying or brandishing a Self Defense Weapon, except in lawful self-defense, is prohibited and subject to disciplinary action.

Nothing in this policy modifies restrictions imposed by federal law (for example, gun free zones), or shall be construed as permitting a Deadly Weapon on STC (except for Self Defense Weapons identified above). Except as otherwise defined, definitions under South Dakota law shall apply to this policy.

3. Definitions

Campus: All property owned or controlled by STC, including buildings, grounds, and parking areas.

Deadly Weapons. Any dangerous Weapon, firearm, stun gun, knife, explosive or destructive device as defined by SDCL § 22-1-2.

Required Permit: A South Dakota enhanced permit, a restricted enhanced permit, or a reciprocal permit issued in accordance with SDCL § 23-7.

Self Defense Weapon: Any concealed pistol (as defined in SDCL § 22-1-2), and compatible ammunition, a stun gun (as defined in § 22-1-2) or mace, pepper spray, or other chemical irritant.

Weapon. Any Deadly Weapon and any Self Defense Weapon.

4. Reporting Procedures

A. Suspected violations should be reported to Campus Security at 605-367-7847 or via See Something, Say Something - Concerning Behavior Report.

B. Violations may result in disciplinary action, including suspension, expulsion, or termination, and referral to law enforcement.

C. Campus Security officers are trained to enforce this policy and coordinate with other local law enforcement.

D. Violations will be investigated promptly, with sanctions based on severity.

E. No person may be penalized for possession of Self Defense Weapon unless the Prohibited Area was clearly marked.

F. Holders of a Required Permit possessing a Self Defense Weapon must carry their permit at all times and present it to Campus Security upon request.

5. Dissemination of Policy and Training

This policy is located on STC's website under Consumer Information – Southeast Tech Policies

Legal References:

SDCL
13-39A-43 – Restrictions on lawful weapons prohibited.
13-39A-44 – Restrictions on lawful weapons prohibited--Exceptions--Weapon storage requirement--Applicability.
22-1-2 - Definitions
23-7 – Firearm Control

Board Approved: ##/##/####
##/##/####
##/##/####
##/##/####

SOUTHEAST
Technical College

ALCOHOL AND DRUG-FREE WORKPLACE

Southeast Technical College Policy ~~GBEC/STC~~STC 711

1. Purpose

Southeast Technical College (STC) requires an alcohol and drug-free learning and working environment.

STC will comply with the Drug-Free Workplace Act. The unlawful manufacture, distribution, dispensation, possession, or use of alcohol and/or a controlled substance, including marijuana or its derivatives, in the workplace is prohibited on campus and other work sites where employees may be assigned. In addition, the manufacture, distribution, dispensation, possession, or use of alcohol and/or a controlled substances is prohibited on non-working time to the extent that it impairs an employee's ability to perform their job.

STC employees are prohibited from being under the influence of an alcoholic beverage and/or a drug, as defined below, while on campus, during the employee's working hours, and/or while representing STC.

2. General Statement of Policy

As a condition of employment with STC, all employees are required to comply with this policy.

1. While South Dakota law may permit certain actions regarding marijuana, the use and possession of marijuana, whether for medicinal or recreational purposes, is prohibited under federal law. Federal law classifies marijuana (cannabis) as a Schedule 1 controlled substance and criminalizes the growth or use of marijuana. The use of medical marijuana is also restricted by federal laws such as the Drug-Free Workplace Act and Drug-Free Schools and Communities Act.

~~1.~~2. STC supports rehabilitation of employees with alcohol and/or drug abuse problems except in those circumstances where alcohol and/or drug use has created or could create the risk of injury or death to other employees or to students. Employees may use benefits and leave for which they regularly qualify, in order to meet rehabilitation needs except in the cases governed by ~~Regulation GBECAR/STC~~Policy STC 712.1~~I~~.

~~2.~~3. Alcohol and d~~D~~rug-free awareness programs will be established to inform employees of this policy as well as the dangers of alcohol and/or drug abuse in the workplace and any available resources for counseling rehabilitation and employee assistance programs.

~~3.~~4. Employees must notify the STC Human Resources Department in writing no later than five calendar days of any criminal conviction for an alcohol and/or drug statute violation ~~occurring in the workplace~~.

~~4.~~5. STC will notify any granting agency in writing within 10 calendar days after receiving notice of a conviction for a drug statute violation occurring in the workplace from the employee or otherwise receiving actual notice of the drug conviction.

~~5.~~6. Discipline will be imposed for violations of this policy which may include a reprimand, suspension, termination or requiring satisfactory participation in an alcohol and/or ~~drug abuse~~ or rehabilitation program, ~~in accordance with the respective working agreement~~ as well as a referral for prosecution, if appropriate.

~~6.~~7. STC will make a good faith effort, on a continuing basis, to maintain an alcohol and drug-free workplace.

~~7.~~8. Every new employee will be provided with a copy of this policy and its regulations. Annually thereafter, employees will receive an overview, along with instructions to access the full policy and regulation on the STC website and will sign an acknowledgement form indicating they have received the information. Administrators or designees shall submit the signed form to the STC Human Resources Department.

Assistance

If an employee has an alcohol and/or drug problem and voluntarily seeks help to overcome the problem, assistance is available to the employee through the Sioux Falls School District insurance plan, if the employee is an enrolled participant or the District's Employee Assistance Plan if available. An employee's decision to seek assistance will not be used as a basis for disciplinary action, nor will it be a defense to or a mitigating factor in the imposition of appropriate disciplinary action, including termination, where facts indicating a violation of this policy are obtained independent of the employee's pursuit of assistance.

STC has information available to all employees regarding resources available to assist with alcohol and/or drug problems including counseling or rehabilitation assistance.

Special Provision for "Drivers"

The provisions of this regulation shall not apply to "drivers' as defined in Policy ~~GBECA/STC~~STC 712. Testing and discipline of "drivers" will be governed by ~~Regulation~~ Policy ~~GBECA-R/STC~~STC 712.1.

3. Definitions

Alcohol includes any beverage used for the purpose of becoming intoxicated. This usually includes distilled spirits, wine, ciders, and malt beverages. This also includes ethyl alcohol, or other low molecular weight alcohol, including methyl and isopropyl alcohol.

Legal Drug includes prescribed drugs and over-the-counter drugs which have been legally obtained and are being used for the purpose for which they were prescribed or manufactured.

Illegal drug means any drug (a) which is not legally obtainable or (b) which is legally obtainable but has not been legally obtained. All substances listed in the Federal Control Substance Act, so called "designer drugs" which have not been included in the Federal Control Substances Act, and the misuse of other non-drug substances, such as glue, are covered by this definition. The term also includes prescribed drugs legally obtained but not being used for prescribed purposes.

Under the influence means for the purpose of this policy that the employee is affected by a drug or alcoholic substance, or the combination of a drug and alcohol, in any detectable manner. The symptoms of influence are not confined to those consistent with misbehavior or to obvious impairment of physical or mental ability such as slurred speech or difficulty in maintaining balance. A determination of influence can be established by professional opinion, a scientifically valid test and, in some cases such as alcohol, by a lay person's opinion.

Possession ~~means the presence, after confirmation testing by a Medical Review Officer (A licensed physician and who is responsible for receiving and reviewing laboratory results generated by an employer's drug testing program and evaluating medical explanations for certain drug test results), of any detectable amount of any drug.~~ means the state of having, owning, or controlling any amount of any drug or alcoholic beverage.

Reasonable Suspicion means a determination based on objective facts and inferences drawn from those facts as well as personal observations that suggest an employee is under the influence of drugs and/or alcohol.

Workplace includes all ~~Southeast Tech~~STC property including motor vehicles, parking areas and sidewalks surrounding the buildings. Workplace also includes any site for the performance of work as a ~~Southeast Tech~~STC employee, including but not limited to, student activities.

4. Reporting Procedures

1. **Reasonable Suspicion.** ~~Southeast Tech~~STC may request a STC~~outheast Tech~~ employee to undergo drug and/or alcohol testing if there is probable cause that the employee is under the influence of drugs and/or alcohol during normal business hours or during a work assignment. There shall be no "random" testing. Circumstances which constitute a basis for determining probable cause may include, but are not limited to:

- A pattern of abnormal or erratic behavior which is so unusual that it warrants summoning a supervisor, department head or someone else for assistance.

- Information provided by a reliable and credible source with personal knowledge.

- Direct observation of drug or alcohol use.

- Presence of the physical symptoms of drug and/or alcohol use, i.e., glassy or bloodshot eyes, slurred speech, poor coordination and/or reflexes, abrupt swings in mood or energy level, or excessive irritability and emotional outbursts.

- Possession of substances and/or alcohol as stated above. ~~in violation of Southeast Tech's policy GBEC/STCI.~~

- Involvement in a work-related accident or incident, excessive absenteeism, severe and prolonged reduction in productivity or performance.

2. Supervisors are required to detail in writing the basis for their determination that reasonable suspicion existed to warrant the testing of an employee, including, but not limited to, the specific facts, symptoms or observations and a description of any evidence obtained after searching ~~Southeast Tech~~STC property or the employee's personal property brought onto ~~Southeast Tech~~STC property.

Test Procedures

The employee may be asked to submit to ~~medical~~ alcohol and/or drug testing by a qualified medical physician or hospital at ~~Southeast Tech~~STC expense and on ~~Southeast Tech~~STC time. The employee can elect to have another staff member serve as a witness to the testing discussion. Prior to testing, all persons to be tested are required to complete and sign the employee consent form and a statement allowing the hospital/physician to release medical information to ~~Southeast Tech~~STC.

A single occupational medicine provider has been selected (with a contract executed) to provide drug and/or alcohol testing. The selection of a single laboratory will ensure one standard chain of custody procedure and consistency of processing. When an operating element feels that its requirements cannot be met by this laboratory, an alternate laboratory can be selected with prior approval of the President or designee.

All positive tests will be reviewed by a qualified Medical Review Officer (MRO) (a physician trained in the detection of substance misuse). The employee will have the opportunity to review the findings with the MRO prior to a report being returned to the appropriate administrator or supervisor. Failure to interview with an MRO within 48 hours of being contacted by the MRO will result in a report to the appropriate administrator or supervisor and disciplinary procedures will be followed. After receiving notice of positive test results from the MRO, the employee has 72 hours to request, in writing, to have the original sample sent to an alternate lab to be re-tested. The costs of re-tests requested by the employee are the employee's responsibility.

An employee refusing to submit to a drug and/or alcohol test will be subject to the consequences of a positive test. A refusal is defined as a verbal refusal, failure to execute the consent form, abusive language to the supervisor or personnel performing the test, or tampering with any sample, container, equipment or documentation of the sampling process.

An employee suspected of being under the influence will be driven to and from the testing site by a ~~Southeast Tech~~STC representative. If the testing results are not immediately available, the employee will not be permitted to return to work, but placed on paid leave until the results are available. The employee may arrange for transportation from the testing site or transportation home shall be provided by a ~~Southeast Tech~~STC representative.

A positive result from the drug and/or alcohol test may result in disciplinary action or a requirement of satisfactory participation in a drug and/or alcohol abuse or rehabilitation program, in accordance with the ~~respective working agreement~~STC Employee Handbook, as well as a referral for prosecution, if appropriate.

Confidentiality
Information obtained on individuals pursuant to this policy will be disclosed only to those persons having legitimate need for it. Medical records pertaining to drug and/or alcohol use are confidential, and access to such records shall be in accordance with ~~Southeast Tech~~STC policy. Medical records are not kept in the personnel file.

5. Related Policies

~~GBECA/STCI - GBECA-R/STCI~~STC 712 – STC 712.1 – Drug and Alcohol Testing for Commercial Drivers
STC 709 - Code of Conduct

6. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – STC Policies

Legal References:

41 U.S.C. 702 et seq. Drug Free Workplace Act of 1988 (as amended)
21 U.S.C. 811 Controlled Substances Act of 1970 (CSA)
29 CFR Part 94 – Governmentwide Requirements for Drug-Free Workplace
SDCL 22-42-19 – Drug and Alcohol Testing for Commercial Drivers

Board Approved:

Policy adopted:	07-10-89	Board Action 24847K	(formerly 4134) (formerly GBEC/STC 07-01-25)

amended:	09-27-93	27432.3f
amended:	02-27-95	27953
amended:	03-11-96	28420
amended:	02-27-06	34355
amended:	10-25-10	35865
amended:	03-26-12	36325

Regulation		Board Action	(formerly 4134)
approved:	09-27-93	27432.3f	
revised:	03-11-96	28420	
revised:	02-27-06	34355	
revised:	10-25-10	35865	
amended:	03-26-12	36325	
reviewed:	09-06-17	ST00239	

SOUTHEAST Technical College

~~Policies and Regulations~~

~~NEPN Code: GBEC-R/STI~~

Personnel

Drug-Free Work Place

Definitions

"Legal drug" includes prescribed drugs and over-the-counter drugs which have been legally obtained and are being used for the purpose for which they were prescribed or manufactured.

"Illegal drug" means any drug (a) which is not legally obtainable or (b) which is legally obtainable but has not been legally obtained. All substances listed in the Federal Control Substance Act, so called "designer drugs" which have not been included in the Federal Control Substances Act, and the misuse of other non-drug substances, such as glue, are covered by this definition. The term also includes prescribed drugs legally obtained but not being used for prescribed purposes.

"Under the influence" means for the purpose of this policy that the employee is affected by a drug or alcoholic substance, or the combination of a drug and alcohol, in any detectable manner. The symptoms of influence are not confined to those consistent with misbehavior or to obvious impairment of physical or mental ability such as slurred speech or difficulty in maintaining balance. A determination of influence can be established by professional opinion, a scientifically valid test and, in some cases such as alcohol, by a lay person's opinion.

"Possession" means the presence, after confirmation testing by a Medical Review Officer (A licensed physician and who is responsible for receiving and reviewing laboratory results generated by an employer's drug testing program and evaluating medical explanations for certain drug test results), of any detectable amount of any drug.

"Reasonable Suspicion" means a determination based on objective facts and inferences drawn from those facts as well as personal observations that suggest an employee is under the influence of drugs.

"Work place" includes all Southeast Tech property including motor vehicles, parking areas and sidewalks surrounding the building. Work place also includes any site for the performance of work as a Southeast Tech employee, including but not limited to, student activities.

Assistance

If an employee has a drug problem and voluntarily seeks help to overcome the problem, assistance is available to the employee through the Sioux Falls School District insurance plan, if the employee is an enrolled participant or the District's Employee Assistance Plan if available. An employee's decision to seek assistance will not be used as a basis for disciplinary action, nor will it be a defense to or a mitigating factor in the imposition of appropriate disciplinary action, including termination, where facts indicating a violation of this policy are obtained independent of the employee's pursuit of assistance.

Southeast Tech has information available to all employees regarding resources available to assist with drug problems including counseling or rehabilitation assistance.

1. **Reasonable Suspicion.** Southeast Tech may request a Southeast Tech employee to undergo drug testing if there is probable cause that the employee is under the influence of drugs during normal business hours or during a work assignment. There shall be no "random" testing. Circumstances which constitute a basis for determining probable cause may include, but are not limited to:

    - A pattern of abnormal or erratic behavior which is so unusual that it warrants summoning a supervisor, department head or someone else for assistance.
    - Information provided by a reliable and credible source with personal knowledge.
    - Direct observation of drug or alcohol use.
    - Presence of the physical symptoms of drug use, i.e., glassy or bloodshot eyes, slurred speech, poor coordination and/or reflexes, abrupt swings in mood or energy level, or excessive irritability and emotional outbursts.
    - Possession of substances in violation of Southeast Tech's policy GBEC/STI.
    - Involvement in a work related accident or incident, excessive absenteeism, severe and prolonged reduction in productivity or performance.

2. Supervisors are required to detail in writing the basis for their determination that reasonable suspicion existed to warrant the testing of an employee, including, but not limited to, the specific facts, symptoms or observations and a description of any evidence obtained after searching Southeast Tech property or the employee's personal property brought onto Southeast Tech property.

Test Procedures

The employee may be asked to submit to medical testing by a qualified medical physician or hospital at Southeast Tech expense and on Southeast Tech time. The employee can elect to have another staff member serve as a witness to the testing discussion. Prior to testing, all persons to be tested are required to complete and sign the employee consent form and a statement allowing the hospital/physician to release medical information to Southeast Tech.

A single occupational medicine provider has been selected (with a contract executed) to provide drug testing. The selection of a single laboratory will insure one standard chain of custody procedure and consistency of processing. When an operating element feels that its requirements cannot be met by this laboratory, an alternate laboratory can be selected with prior approval of the President or designee.

All positive tests will be reviewed by a qualified Medical Review Officer (MRO) (a physician trained in the detection of substance misuse). The employee will have the opportunity to review the findings with the MRO prior to a report being returned to the appropriate administrator or supervisor. Failure to interview with a MRO within 48 hours of being contacted by the MRO will result in a report to the appropriate administrator or supervisor and disciplinary procedures will be followed. After receiving notice of positive test results from the MRO, the employee has 72 hours to request, in writing, to have the original sample sent to an alternate lab to be re-tested. The costs of re-tests requested by the employee are the employee's responsibility.

An employee refusing to submit to a drug test will be subject to the consequences of a positive test. A refusal is defined as a verbal refusal, failure to execute the consent form, abusive language to the supervisor or personnel performing the test, or tampering with any sample, container, equipment or documentation of the sampling process.

An employee suspected of being under the influence will be driven to and from the testing site by a Southeast Tech representative. If the testing results are not immediately available, the employee will not be permitted to return to work, but placed on paid leave until the results are available. The employee may arrange for transportation from the testing site or transportation home shall be provided by a Southeast Tech representative.

A positive result from the drug test may result in disciplinary action or a requirement of satisfactory participation in a drug abuse or rehabilitation program, in accordance with the respective working agreement, as well as a referral for prosecution, if appropriate.

Confidentiality

Information obtained on individuals pursuant to this policy will be disclosed only to those persons having legitimate need for it. Medical records pertaining to drug use are confidential, and access to such records shall be in accordance with Southeast Tech policy. Medical records are not kept in the personnel file.

Special Provision for "Drivers"

The provisions of this regulation shall not apply to "drivers' as defined in Policy GBECA/STI. Testing and discipline of "drivers" will be governed by Regulation GBECA-R/STI.

Legal Reference:

41 U.S.C. 702 et seq. Drug Free Workplace Act of 1988 (as amended)
21 U.S.C. 811 Controlled Substances Act of 1970 (CSA)
29 CFR Part 94 – Governmentwide Requirements for Drug-Free Workplace
SDCL 22-42-19 – Drug free zones created – violation as felony

RELATED POLICIES:

GBECA/STI – GBECA-R/STI – Drug and Alcohol Testing for Commercial Drivers

Regulation Board Action (formerly 4134)
approved: 09-27-93 27432.3f
revised: 03-11-96 28420
revised: 02-27-06 34355

~~revised: 10-25-10 35865~~
~~amended: 03-26-12 36325~~
~~reviewed: 09-06-17 ST00239~~

SOUTHEAST
Technical College

TOBACCO-FREE ~~INSTITUTE~~COLLEGE

Southeast Technical College Policy G~~BED/STC~~STC 714

1. Purpose

Southeast Technical College (STC) is dedicated to providing a healthy, comfortable, and productive environment for staff, students, and citizens. STC believes that education has a central role in establishing patterns of behavior related to good health and shall take measures to help its employees and students resist tobacco use. STC is concerned about the health of its employees and students. Therefore, STC shall promote non-smoking and non-use of tobacco products among its employees and students.

2. General Statement of Policy

The use of tobacco and/or carrying any lighted tobacco product by STC employees is prohibited on STC property. This includes all enclosed indoor areas under the control of ~~the~~ STC including work areas, employee lounges and restrooms, conference and ~~class rooms~~classrooms, hallways as well as STC grounds, parking areas, sidewalks surrounding buildings, and STC-owned vehicles.

Smoking and vaping are not permitted on the campus of Southeast Technical College (STC). In accordance with the American Indian Religious Freedom Act, the no smoking policy would not apply to ceremonial and traditional rites.

3. Definitions

Vape Product – The term, vape product, includes any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and any vapor cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic smoking device, or similar product or device.

4. Reporting Procedures

Enforcement of this policy is the shared responsibility of everyone at STC. All employees are authorized and encouraged to communicate this policy with courtesy, respect, and diplomacy, especially with regard to visitors. Violation of the policy may result in corrective action. Employees should report to their supervisor or the President's Office. Students should report to their instructor or program advisor.

The Healthy South Dakota web site (http://www.healthysd.gov/QuitTobacco.html) offers cessation benefits/assistance for employees and students who want to quit smoking or chewing tobacco. Tobacco cessation information is also available from the South Dakota QuitLine's toll-free number 1-866-737-8487, or by visiting the Tobacco Control Program's website at http://www.state.sd.us/doh/Tobacco/.

5. Related Policies

~~JICG/STI and JCIG-R/STI~~STC 913 – Tobacco-Free Institute

6. Dissemination of Policy and Training

The policy is located on STC's website under Consumer Information – Southeast Tech Policies

Legal References:

SDCL 22-36-2 Smoking in public place of place of employment prohibited
34-46—14 Smoking in public or place of employment prohibited

Board Approved:

STC Policy		Board Action
adopted:	05-12-97	28784
reviewed:	03-22-10	35655
reviewed:	08-09-10	35792
amended:	03-26-12	36325

(formerly GBED/STC 07-01-25)