

SIOUX FALLS SCHOOL BOARD
Wednesday, April 3, 2024 4:00 PM

Carly Reiter
President

Instructional Planning Center
201 East 38th Street, Sioux Falls

Cory Clasemann
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 March 6, 2024, March 11, 2024, and March 25, 2024
- VI. Approval of Agenda
- VII. Conflicts of Interest
- VIII. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Approval of Contracts
 2. Approval/Ratification of Purchase Orders
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Vice President of Finance and Operations Report
 - D. Approval of Personnel Report
- IX. Reports of the President
 - A. Department of Corrections Welding Certificate
 - B. STC Health Simulation Center Open House
 - C. FY25 Budget Guidelines and Timelines
 - D. Graduation Update
- X. Adjournment

SCHOOL BOARD MEETING

Wednesday, March 6, 2024

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into regular session, pursuant to due notice, on Wednesday, March 6, 2024, at 4:07 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: President Carly Reiter, Vice President Marc Murren, Dawn Marie Johnson, Kate Serenbetz. Absent: Nan Baker.

Action ST00791

A motion was made by Kate Serenbetz and seconded by Dawn Marie Johnson, four (4) votes “yes” on roll call **approving the minutes of a meetings** held on February 14, 2024, and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00792

A motion was made by Dawn Marie Johnson and seconded by Marc Murren, four (4) votes “yes” on roll call, **approving the agenda** as presented.

* * * * *

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

Action ST00793

A motion was made by Kate Serenbetz and seconded by Marc Murren, four (4) votes “yes” on roll call, **approving Item A through D on the consent agenda** as follows:

A. Approving the Authorizations and Ratifications, as follows:

A.1. Approval of Contracts

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

Item	Contract Number	Contractor	Project	Cost
a.	ST24-016	TeamDynamix	IT Ticketing Software (5-year Term)	\$104,818.52

A.2. Approval/Ratification of Purchase Orders

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

Item	PO No.	Vendor	Description	Total Cost
a.	S2404717	Vital Source Technologies	Digital Ebooks for Resale	\$30,000.00

- B. Approving the **Consolidated Report of Trust and Agency Funds** of March 6, 2024, and stating for the record that as of January 31, 2024, receipts total \$40,380,635.43 and disbursements total \$32,151,901.73 (MRF #ST595).
- C. Approving the **Vice President of Finance and Operation’s Report** of March 6, 2024, in accordance with the SDCL §13-8-35 (MRF #ST596) and directing that detailed statement of receipts and balances on hand, as of January 31, 2024, be published as part of these minutes, in accordance with SDCL §13-8-3.
- D. Accepting the **Southeast Tech Personnel Report**, as follows:

D1. Resignations

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

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Instructor, Adjunct, Part-Time Martin, Paige	Nursing & Health	02-23-24
Student Help, Part-Time Shoenrock, Sydney	Food Service	02-16-24
Employment Contract, Full-Time Stettinichs, Kurt	Custodian	02-12-24
Carlson, Jessica	Student Success	02-22-24

D2. Employment Recommendations

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Adjunct, Non-Clinical, Per Credit Hour Schnider, Nicole	Nursing & Health	02-06-24	\$821.50
Employment Contract, Full-Time, Annual Carlson, Jessica	Student Success Advisor 12-Month, 1.0 FTE Level 9, Step 9 98 days prorated	02-12-24	\$27,382.18
Instructor, Adjunct, Clinical, Per Hour Schnider, Nicole	Nursing & Health	02-06-24	\$46.00
Student Help, Part-Time, Per Hour Welch, Madison	Scarborough	02-12-24	\$15.00

Other Help, Part-Time, Per Hour

Swier Mosher, Vicki	Testing Center	02-05-24	\$16.50
Kollars, Chad	Testing Center	02-21-24	\$16.50

D3. Change of Status

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
VanBriesen, Tonya	Alumni Engagement and Management Associate 12 Month, 1.0 FTE Classified Staff Lane 8, Step 14 \$23.50/hour	Executive Finance Assistant 12 Month, 1.0 FTE Employment Contract Lane 7, Step 3 \$26.68	02-19-24

Action ST00794

Diesel Instructor Kevin Shotkoski provided the Academic Affairs Update – Diesel Technology One Year Diploma Report (MRF #ST597). The Diesel Technology Department has made changes to the program to incorporate a one-year Diploma in Heavy Equipment and Trucking Technology in addition to retaining the two-year AAS in Diesel Technology and expanding to allow students the option to earn an AAS in Technical Studies. This change in program offering is to better meet industry standards after a comprehensive curriculum review. The updates will provide students enhanced hands-on training utilizing the latest diagnostic tools, equipment, and technology used in the industry.

Following general discussion, a motion was made by Marc Murren and seconded by Kate Serenbetz, four (4) votes “yes” on roll call **acknowledging the Academic Affairs Update – Diesel Technology One Year Diploma Report.**

Action ST00795

Instructor Colette Schwartz provided the Strategic Priority Update – Academic Excellence Report (MRF #ST598). The Academic Excellence Strategic Priority Area for Southeast Technical College’s Vision 2025 focuses on cultivating a dynamic and diverse academic environment, investing in our faculty, emphasizing the importance of continuous improvement of academic programs, and promoting exceptional and innovative teaching practices to ensure relevance, quality, and effectiveness in meeting the needs of students and the demands of a dynamic educational community. Our strategic tactics within these strategic goals are designed to foster innovation, promote inclusivity, encourage intellectual growth and exploration, empower faculty members, achieve excellence, and ensure student success across all academic programs. Progress updates were provided to the Board from the four goals in this priority area.

Following general discussion, a motion was made by Kate Serenbetz and seconded by Dawn Marie Johnson, four (4) votes “yes” on roll call **acknowledging the Strategic Priority Update – Academic Excellence Report.**

Action ST00796

Financial Aid Director Micah Hansen provided the Financial Aid Update Report (MRF #ST599). Financial Aid highlights included the number of students seeking and utilizing financial aid services for the school years 2022/23 and 2023/24 and comparison with 2024/25 data for the financial aid office. The Financial Aid staff participate in a variety of state, regional and national trainings. Common financial aid issues were also highlighted.

Following general discussion, a motion was made by Kate Serenbetz and seconded by Dawn Marie Johnson, four (4) votes “yes” on roll call **acknowledging the Financial Aid Update Report.**

Action ST00797

A motion was made by Marc Murren and seconded by Kate Serenbetz, four (4) votes “yes” on roll call, authorizing an executive session of the School Board to prepare for contact negotiations, all in accordance to SDCL §1-25-2(4). The School Board, thereupon, went into executive session at 4:52 p.m.

Action ST00798

On motion by Carly Reiter and seconded by Kate Serenbetz, four (4) votes “yes” on roll call, the School Board **adjourned** at 5:35 p.m.

CARLY REITER

Presiding Officer

TODD VIK

Business Manager

SCHOOL BOARD MEETING

Monday, March 11, 2024

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into special session, pursuant to due notice, on Wednesday, March 11, 2024, at 6:11 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: President Carly Reiter, Vice President Marc Murren, Nan Baker, Dawn Marie Johnson, Kate Serenbetz. Absent: None.

Action ST00799

A motion was made by Carly Reiter and seconded by Nan Baker, five (5) votes, "yes" on roll call, authorizing an executive session of the School Board to prepare for contract negotiations all in accordance with SDCL §1-25-2(4). The School Board, thereupon, went into executive session at 6:12 p.m. The School Board resumed in special session at 6:59 p.m.

Action ST00800

On motion by Carly Reiter and seconded by Nan Baker, five (5) votes "yes" on roll call, the School Board **adjourned** at 7:00 p.m.

CARLY REITER

Presiding Officer

TODD VIK

Business Manager

SCHOOL BOARD MEETING

Monday, March 25, 2024

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into special session, pursuant to due notice, on Monday, March 25, 2024, at 6:39 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: President Carly Reiter, Vice President Marc Murren, Nan Baker, Dawn Marie Johnson Absent: Kate Serenbetz.

Action ST00801

A motion was made by Carly Reiter and seconded by Marc Murren, four (4) votes, "yes" on roll call, authorizing an executive session of the School Board to prepare for contract negotiations all in accordance with SDCL §1-25-2(4). The School Board, thereupon, went into executive session at 6:40 p.m. The School Board resumed in special session at 7:42 p.m.

Action ST00802

On motion by Marc Murren and seconded by Nan Baker, four (4) votes "yes" on roll call, the School Board **adjourned** at 7:43 p.m.

CARLY REITER

Presiding Officer

TODD VIK

Business Manager

SIOUX FALLS SCHOOL BOARD
Wednesday, April 3, 2024 4:00 p.m.

Carly Reiter
President

Instructional Planning Center
201 East 38th Street, Sioux Falls

Robert Griggs
Southeast Tech President

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

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Persons Wishing to Address the School Board on Non-Agenda Items
4. Persons Wishing to Address the School Board on Agenda Items
5. Approval of Minutes of Meetings Held on March 6, 2024, March 11, 2024 and March 25, 2024
6. Approval of Agenda
7. Conflicts of Interest
8. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Approval of Contracts
 2. Approval/Ratification of Purchase Orders
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Vice President of Finance and Operations Report
 - D. Approval of Personnel Report
9. Reports of the President
 - A. Department of Corrections Welding Certificate
 - B. Health Simulation Center Open House
 - C. FY25 Budget Guidelines and Timelines
 - D. Graduation Update
10. Adjournment

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

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

Item	Contract Number	Contractor	Project	Cost
a.	ST24-017	Sanford	Classrooms to Careers	\$25,000
b.	ST24-018	Hazard Young Attea Associates	Hazard Young Attea Associates Letter of Agreement	\$28,500+
c.	ST24-019	ISG	Campus Master Plan – Long Range Planning	\$62,500

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

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

Item	PO No.	Vendor	Description	Total Cost
a.	S2404939	CAE Healthcare	HPS Warranty	\$24,459.00

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

CONSOLIDATED REPORT OF TRUST AND AGENCY FUNDS

	Balance 7/1/2023	Received to date	Disbursed to date	Balance 2/29/2024
STC Bookstore	\$ 34,250.81	\$ 1,284.62	\$ -	\$ 35,535.43
STC EFT	\$ 39,847.60	\$ 10,985,717.46	\$ 5,479,013.01	\$ 5,546,552.05
STC Tuition & Fees	\$ 3,266,903.09	\$ 32,779,893.28	\$ 35,648,103.54	\$ 398,692.83
STC T & A	\$ 126,101.61	\$ 27,922.72	\$ 27,746.42	\$ 126,277.91
STC ACH	\$ 0.01	\$ 63,346.43	\$ -	\$ 63,346.44
STC Blue Bucks	\$ 10,799.96	\$ 12,996.63	\$ 2,483.93	\$ 21,312.66
TOTALS	<u>\$ 3,477,903.08</u>	<u>\$ 43,871,161.14</u>	<u>\$ 41,157,346.90</u>	<u>\$ 6,191,717.32</u>

POST SECONDARY - VOCATIONAL FUND

	FY24 BUDGET	FEBRUARY '24 YTD	FEBRUARY '24 PERCENT	FEBRUARY '23 YTD	FEBRUARY '23 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ 7,112,905	\$ 6,688,519	94.03%	\$ 6,674,718	97.04%
Fees	6,826,057	6,408,414	93.88%	6,023,534	92.45%
Corporate Education	357,000	126,680	35.48%	240,470	95.36%
STATE SUPPORT:					
State Aid	10,638,336	5,458,363	51.31%	5,000,251	54.31%
Other State	6,302,799	39,570	0.63%	55,299	1.07%
FEDERAL SUPPORT:					
Perkins	874,206	83,516	9.55%	254,511	30.31%
ABE	154,625	-	0.00%	105,581	41.23%
Other Federal	1,279,784	984,730	76.95%	760,896	28.14%
LOCAL SUPPORT:					
Grants/Donations	4,689,402	4,189,952	89.35%	213,045	4.49%
Other Local	1,314,824	1,092,273	83.07%	2,628,977	218.54%
TOTAL REVENUES:	\$ 39,549,938	25,072,017	63.39%	\$ 21,957,283	58.15%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ 1,177,673	\$ 789,640	67.05%	\$ 748,949	68.07%
Instructional	7,045,367	4,546,028	64.53%	3,992,976	64.03%
Support	5,996,971	3,749,346	62.52%	3,335,211	62.96%
WAGES - OTHER:					
Instructional - Other	1,112,971	650,717	58.47%	675,366	62.17%
Support - Other	363,850	202,715	55.71%	154,392	60.20%
BENEFITS:					
Insurance - Dental	137,877	87,012	63.11%	79,021	60.58%
Insurance - Medical	2,307,981	1,319,934	57.19%	1,290,008	57.92%
Insurance - Other	68,381	58,031	84.86%	52,263	86.22%
Retirement	2,000,896	1,265,642	63.25%	1,129,623	61.66%
SERVICES:					
Advertising	373,200	245,090	65.67%	231,220	60.69%
Legal	54,900	24,400	44.44%	30,678	61.36%
Maintenance/Repair	195,800	177,532	90.67%	115,582	55.48%
Postage	130,100	85,092	65.40%	90,227	73.90%
Printing/Publishing	139,200	86,661	62.26%	99,740	83.50%
Professional/Technical	833,100	342,108	41.06%	773,492	60.93%
Property	262,600	272,278	103.69%	279,477	141.87%
Rentals	263,100	215,787	82.02%	171,487	251.56%
Software Upgrades	662,400	585,509	88.39%	456,209	57.55%
Travel	154,000	97,573	63.36%	133,878	91.59%
Utilities	672,500	430,371	64.00%	423,912	59.58%
SUPPLIES:					
Equipment - Noncapital	155,069	82,653	53.30%	335,095	160.53%
Food	109,660	67,949	61.96%	69,678	83.37%
Instructional Supplies	541,700	386,483	71.35%	363,056	61.77%
Other	381,625	258,177	67.65%	239,626	64.64%
Resale	620,900	577,503	93.01%	571,444	100.50%
Software	287,794	255,002	88.61%	232,090	188.19%
OTHER:					
Bad Debt	175,000	(32,621)	-18.64%	145,447	107.74%
Dues/Fees	435,100	278,575	64.03%	236,908	54.34%
Liability Insurance	120,000	128,668	107.22%	119,927	104.28%
Miscellaneous	134,400	-	0.00%	25,691	19.17%
SUBTOTAL - OPERATING:	\$ 26,914,115	\$ 17,233,854	64.03%	\$ 16,602,672	66.26%
EQUIPMENT:					
Building Improvements	\$ 4,781,640	\$ 2,778,210	58.10%	\$ 61,270	1.11%
Equipment	7,111,696	4,017,596	56.49%	1,123,818	14.92%
Information Technology	88,000	78,080	88.73%	33,649	38.24%
Land Improvements	709,117	135,004	19.04%	56,169	18.63%
SUBTOTAL - CAPITAL:	\$ 12,690,453	\$ 7,008,890	55.23%	\$ 1,274,906	9.50%
TOTAL EXPENDITURES:	\$ 39,604,568	24,242,744	61.21%	\$ 17,877,578	46.46%
REVENUE OVER (UNDER) EXPENSE:	\$ (54,630)	\$ 829,273		\$ 4,079,705	

POST SECONDARY - BOOKSTORE

	FY24 BUDGET	FEBRUARY '24 YTD	FEBRUARY '24 PERCENT	FEBRUARY '23 YTD	FEBRUARY '23 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	1,610,000	1,422,909	88.38%	1,668,256	103.88%
TOTAL REVENUES:	\$ 1,610,000	\$ 1,422,909	88.38%	\$ 1,668,256	103.88%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	168,832	113,626	67.30%	104,470	67.14%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	25,000	34,285	137.14%	26,902	107.61%
BENEFITS:					
Insurance - Dental	1,516	1,011	66.67%	963	51.50%
Insurance - Medical	28,000	18,106	64.67%	17,545	56.63%
Insurance - Other	918	638	69.55%	892	103.97%
Retirement	22,710	16,140	71.07%	14,827	70.78%
SERVICES:					
Advertising	-	351	100.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	16,000	17,572	109.83%	15,627	71.03%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	-	-	0.00%	-	0.00%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	2,400	-	0.00%	1,475	36.88%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	-	0.00%	992	100.00%
Food	200	360	180.15%	142	142.15%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	4,500	18,930	420.66%	4,245	100.00%
Resale	1,227,800	1,291,608	105.20%	1,139,818	91.19%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	400	-	0.00%	(342)	100.00%
Dues/Fees	88,300	74,095	83.91%	63,743	79.68%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	7,300	3,196	43.79%	-	0.00%
Depreciation	6,400	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 1,600,276	\$ 1,589,918	99.35%	\$ 1,391,299	86.75%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 1,600,276	\$ 1,589,918	99.35%	\$ 1,391,299	86.75%
REVENUE OVER (UNDER) EXPENSE:	\$ 9,724	\$ (167,009)		\$ 276,957	

POST SECONDARY - FOOD SERVICE

	FY24 BUDGET	FEBRUARY '24 YTD	FEBRUARY '24 PERCENT	FEBRUARY '23 YTD	FEBRUARY '23 PERCENT
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	-	0.00%	-	0.00%
Other Local	395,300	161,251	40.79%	172,024	43.55%
TOTAL REVENUES:	\$ 395,300	\$ 161,251	40.79%	\$ 172,024	43.55%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	109,713	73,075	66.61%	63,222	68.86%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	57,000	44,421	77.93%	37,028	79.56%
BENEFITS:					
Insurance - Dental	1,070	713	66.66%	679	66.66%
Insurance - Medical	14,000	9,333	66.67%	10,581	56.91%
Insurance - Other	932	764	82.02%	2,275	292.08%
Retirement	19,320	13,095	67.78%	11,256	71.42%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	7,900	3,668	46.43%	6,562	109.37%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	200	-	0.00%	104	20.88%
Professional/Technical	600	400	66.67%	400	26.67%
Property	-	-	0.00%	-	0.00%
Rentals	-	-	0.00%	-	0.00%
Software Upgrades	1,100	-	0.00%	-	0.00%
Travel	-	-	0.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	-	287	100.00%	1,114	100.00%
Food	-	-	0.00%	-	0.00%
Instructional Supplies	-	-	0.00%	-	0.00%
Other	23,300	13,925	59.76%	12,517	83.45%
Resale	149,900	127,363	84.97%	113,783	65.02%
Software	-	-	0.00%	-	0.00%
OTHER:					
Bad Debt	-	-	0.00%	-	0.00%
Dues/Fees	2,300	1,517	65.94%	1,572	31.45%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	6,600	-	0.00%	-	0.00%
Depreciation	19,000	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 412,935	\$ 288,562	69.88%	\$ 261,094	65.33%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 412,935	\$ 288,562	69.88%	\$ 261,094	65.33%
REVENUE OVER (UNDER) EXPENSE:	\$ (17,635)	\$ (127,310)		\$ (89,070)	

POST SECONDARY - CHILDCARE

	<u>FY24 BUDGET</u>	<u>FEBRUARY '24 YTD</u>	<u>FEBRUARY '24 PERCENT</u>	<u>FEBRUARY '23 YTD</u>	<u>FEBRUARY '23 PERCENT</u>
REVENUES:					
STUDENT CHARGES:					
Tuition	\$ -	\$ -	0.00%	\$ -	0.00%
Fees	-	-	0.00%	-	0.00%
Corporate Education	-	-	0.00%	-	0.00%
STATE SUPPORT:					
State Aid	-	-	0.00%	-	0.00%
Other State	-	-	0.00%	-	0.00%
FEDERAL SUPPORT:					
Perkins	-	-	0.00%	-	0.00%
ABE	-	-	0.00%	-	0.00%
Other Federal	-	-	0.00%	-	0.00%
LOCAL SUPPORT:					
Grants/Donations	-	100	100.00%	-	0.00%
Other Local	291,000	139,586	47.97%	218,526	75.61%
TOTAL REVENUES:	\$ 291,000	\$ 139,686	48.00%	\$ 218,526	60.46%
EXPENDITURES:					
WAGES - FULLTIME:					
Administrative	\$ -	\$ -	0.00%	\$ -	0.00%
Instructional	-	-	0.00%	-	0.00%
Support	238,806	144,855	60.66%	119,259	59.60%
WAGES - OTHER:					
Early Retirement	-	-	0.00%	-	0.00%
Instructional - Other	-	-	0.00%	-	0.00%
Support - Other	12,000	34,221	285.18%	32,581	151.05%
BENEFITS:					
Insurance - Dental	5,796	2,128	36.72%	1,748	50.85%
Insurance - Medical	97,783	31,037	31.74%	32,236	43.55%
Insurance - Other	2,580	2,030	78.69%	1,642	74.62%
Retirement	31,257	20,214	64.67%	17,579	67.45%
SERVICES:					
Advertising	-	-	0.00%	-	0.00%
Legal	-	-	0.00%	-	0.00%
Maintenance/Repair	-	-	0.00%	-	0.00%
Postage	-	-	0.00%	-	0.00%
Printing/Publishing	-	-	0.00%	-	0.00%
Professional/Technical	400	5,383	1345.85%	171	35.63%
Property	-	-	0.00%	-	0.00%
Rentals	-	2,054	100.00%	-	0.00%
Software Upgrades	-	-	0.00%	-	0.00%
Travel	-	1,577	100.00%	-	0.00%
Utilities	-	-	0.00%	-	0.00%
SUPPLIES:					
Equipment - Noncapital	3,200	370	11.56%	650	20.31%
Food	600	539	89.90%	444	88.73%
Instructional Supplies	5,000	1,811	36.21%	2,244	#DIV/0!
Other	100	188	188.22%	50	0.83%
Resale	-	-	0.00%	-	0.00%
Software	1,100	1,050	95.45%	450	100.00%
OTHER:					
Bad Debt	2,500	(332)	-13.29%	4,708	94.15%
Dues/Fees	500	830	166.00%	430	86.00%
Liability Insurance	-	-	0.00%	-	0.00%
Miscellaneous	5,000	-	0.00%	-	0.00%
Depreciation	400	-	0.00%	-	0.00%
SUBTOTAL - OPERATING:	\$ 407,022	\$ 247,956	60.92%	\$ 214,192	61.57%
EQUIPMENT:					
Building Improvements	\$ -	\$ -	0.00%	\$ -	0.00%
Equipment	-	-	0.00%	-	0.00%
Information Technology	-	-	0.00%	-	0.00%
Land Improvements	-	-	0.00%	-	0.00%
SUBTOTAL - CAPITAL:	\$ -	\$ -	0.00%	\$ -	0.00%
TOTAL EXPENDITURES:	\$ 407,022	\$ 247,956	60.92%	\$ 214,192	61.57%
REVENUE OVER (UNDER) EXPENSE:	\$ (116,022)	\$ (108,270)		\$ 4,334	

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

	#23 Post Secondary Vocational Fund	#52 Bookstore Enterprise Fund	#53 Food Service Enterprise Fund	#54 Child Care Enterprise Fund
Cash Balance January 31, 2024	<u>\$ 3,381,619.61</u>	<u>\$ 243,836.37</u>	<u>\$ (91,932.68)</u>	<u>\$ 62,247.37</u>
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	6,274,146.33	-	-	-
Sales of Goods/Services	47,726.61	166,709.01	8,791.61	14,315.17
Other Sources	156,388.63	138.34	-	100.00
State Sources:	57,973.63	-	-	-
Federal Sources:	298,222.42	-	-	-
Expenditures:				
Personnel	(1,692,108.04)	(22,377.02)	(19,110.17)	(29,715.71)
Services	(249,398.51)	(2,622.96)	(1,150.00)	(114.00)
Supplies	(192,702.80)	(194,637.15)	(28,759.83)	(1,275.34)
Capital	(920,262.47)	-	-	-
Other	(19,152.93)	(2,360.38)	(502.56)	37.50
Transfers	-	-	-	-
GASB 84 Reversal	-	-	-	-
(Increase)/Decrease in Assets	(6,124,130.35)	(103,490.73)	2,921.55	9,733.71
Increase/(Decrease) in Liabilities	-	-	-	-
Net Cash Provided By (Used In) Operating Activities:	<u>\$ (2,363,297.48)</u>	<u>\$ (158,640.89)</u>	<u>\$ (37,809.40)</u>	<u>\$ (6,918.67)</u>
Cash Balance February 29, 2024	<u>\$ 1,018,322.13</u>	<u>\$ 85,195.48</u>	<u>\$ (129,742.08)</u>	<u>\$ 55,328.70</u>
Cash Balance June 30, 2023 (Pre-Audit)	\$ 5,489,598.48	\$ 1,112,365.11	\$ 180.18	\$ 176,456.33
Operating Results:				
Revenue:				
Local Sources:				
Tuition/Fees	13,223,613.18	-	-	-
Sales of Goods/Services	678,807.45	1,416,983.34	161,119.05	138,162.58
Other Sources	4,603,418.10	5,925.67	132.00	1,523.69
State Sources:	5,497,932.96	-	-	-
Federal Sources:	1,068,245.80	-	-	-
Expenditures:				
Personnel	(12,668,958.43)	(183,805.78)	(141,402.12)	(234,486.06)
Services	(2,562,400.05)	(17,922.66)	(4,068.00)	(9,014.16)
Supplies	(1,627,872.62)	(1,310,898.54)	(141,574.70)	(3,958.14)
Capital	(7,008,890.36)	-	-	-
Other	(374,622.56)	(77,291.45)	(1,516.71)	(497.66)
Audit	-	-	-	-
GASB 84 Reversal	-	-	-	-
(Increase)/Decrease in Assets	(3,259,639.00)	(773,437.70)	4,166.60	1,136.45
Increase/(Decrease) in Liabilities	(2,040,910.82)	(86,722.51)	(6,778.38)	(13,994.33)
Net Cash Provided By (Used In) Operating Activities:	<u>\$ (4,471,276.35)</u>	<u>\$ (1,027,169.63)</u>	<u>\$ (129,922.26)</u>	<u>\$ (121,127.63)</u>
Cash Balance February 29, 2024	<u>\$ 1,018,322.13</u>	<u>\$ 85,195.48</u>	<u>\$ (129,742.08)</u>	<u>\$ 55,328.70</u>

Rich Kluin	4/1/2024
Prepared by	Date

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

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Instructor, Adjunct, Part-Time		
Webb, Rosalind	Nursing & Health	03-11-24
Employment Contract, Full-Time		
Sackett, Julie	Nursing & Health	03-27-24

2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Employment Contract, Full-Time, Hourly			
Ruby, Evan Wade	Health Simulation Tech/ Lab Assistant 210 Day, 1.0 FTE Level 11, Step 16	03-11-24	\$32.78
Trenary, Debra	Scarbrough Childcare Teacher 184-Day, 1.0 FTE Level 2, Step 6	03-11-24	\$19.66
Frederick, Ty	Custodian 12-Month, 1.0 FTE Level 1, Step 1	03-18-24	\$19.49
Weeldreyer, Bill	Custodian 12-Month, 1.0 FTE Level 1, Step 1	03-26-24	\$19.49
Instructor, Full-Time, Annual			
Burshiem, Erica	Medical Coding and Billing Instructor 206-Day, 1.0 FTE Level 4, Step 6 75 days prorated	03-04-24	\$24,438.71
Instructor, Adjunct, Clinical, Per Hour			
Wahl, Asher	Nursing & Health	03-18-24	\$46.00
Knudson, Kalli	Nursing & Health	03-18-24	\$46.00
Lecy, Breanna	Nursing & Health	03-18-24	\$46.00
Student Activity Advisors, Stipend			
Andersen, Alex	Bowling	01-08-24	\$2,641.00
Huizing, Susanne	Cru Club	01-08-24	\$530.00

3. Change of Status

<u>Name</u>	<u>Delete</u>	<u>Add</u>	<u>Effective Date</u>
Schuette, Amanda	Admissions Representative 12 Month, 1.0 FTE Employment Contract Lane 7, Step 13 \$61,825.00/annual	Foundation Associate 12 Month, 1.0 FTE Classified Staff Lane 8, Step 8 \$22.15/hour	03-26-24

**Collaboration of the South Dakota Department of Corrections
and Southeast Technical College
Executive Summary**

Purpose of Report: To update the Sioux Falls School Board on the collaboration between Southeast Technical College and the South Dakota Department of Corrections to provide educational opportunities for incarcerated individuals pending release.

In the summer of 2022, Southeast Technical College entered into a collaborative arrangement with the South Dakota Department of Corrections to provide educational training for incarcerated individuals pending release. This collaboration has allowed **42** students to graduate from Southeast Tech with a Welding Certificate and enter the workforce in high-demand careers, with another 15 currently enrolled in the program. The ability for these individuals to earn a college certificate has immense benefits for these individuals, their families, and our community as they enter the workforce upon release.

1. **Employability:** Many employers require some form of post-secondary education or certification for their entry-level positions. Earning a college certificate can improve incarcerated individuals' chances of securing employment upon release.
2. **Skill Development:** The Welding Certificate programs often provide specific, practical skills that are directly applicable to various industries. These skills can enhance an individual's qualifications and competitiveness in the job market as they are also eligible for industry certifications.
3. **Reduced Recidivism:** Research indicates that education programs, including college courses, have a positive impact on reducing recidivism rates. By equipping incarcerated individuals with education and skills, they are better positioned to reintegrate into society successfully and avoid returning to criminal activities.
4. **Personal Growth:** Education can foster personal growth and development, empowering individuals to make positive life changes. It can increase self-esteem, critical thinking abilities, and confidence, all valuable assets in personal and professional settings.
5. **Access to Higher-Paying Jobs:** Jobs that require specific skills or certifications often offer higher wages compared to those that do not. By obtaining a college certificate, formerly incarcerated individuals may have access to better-paying employment opportunities, thereby improving their economic stability and reducing the likelihood of engaging in criminal behavior due to financial strain.
6. **Community Reintegration:** Education can play a crucial role in facilitating successful reintegration into the community. By acquiring new knowledge and skills, individuals can contribute positively to society, build stronger social networks, and establish themselves as productive members of their communities.
7. **Breaking the Cycle of Incarceration:** Access to education assists with breaking the cycle of intergenerational incarceration. When individuals gain education and employment opportunities, they set positive examples for their families and future generations, potentially preventing their children from following similar paths.

Overall, earning a college certificate while incarcerated can significantly enhance an individual's prospects for successful re-entry into the workforce and society, promoting rehabilitation, reducing recidivism, and fostering long-term positive outcomes.

Administrative Recommendation to School Board: Acknowledge the collaborative initiative between Southeast Technical College and the South Dakota Department of Corrections.

Southeast Tech
Academic Affairs Update
Healthcare Simulation Center Ribbon Cutting
EXECUTIVE SUMMARY

Purpose:

To inform the Sioux Falls School Board of plans for the Healthcare Simulation Center Ribbon Cutting and Open House.

The STC Healthcare Simulation Center Ribbon Cutting and Open House will take place Thursday, April 11, 2024, from 4:00-7:00 pm. After the ceremony, guests can walk through the building to see open lab and classroom areas.

Administrative Recommendation to School Board:

To acknowledge the STC Simulation Center report.



Healthcare Simulation Center Ribbon Cutting and Open House

Kristin Possehl-Dean of Curriculum & Instruction



SOUTHEAST
Technical College

RIBBON CUTTING DETAILS

- Scheduled through the Sioux Falls Chamber of Commerce
- Thursday, April 11, 2024
- Invitations sent from Southeast Technical College through hard copy and email
- Also sent to all Chamber members

INVITATION



JOIN US
SOUTHEAST TECHNICAL COLLEGE
Healthcare Simulation Center

RIBBON CUTTING CEREMONY
April 11, 2024 | 4:30 p.m.

 *Open House to Follow*
Scan to RSVP

2329 N. Career Ave., Sioux Falls, SD


SOUTHEAST
Technical College



AGENDA

4:00 Arrival of Guests

4:30 Speakers:

(1) Welcome, President Griggs

(2) Mr. Dana J. Dykhouse, Chairman, South Dakota Board of Technical Education

(3) Mr. David Flicek, Chief Operating Officer, Avera Health

(4) Mr. Paul Hanson, President & CEO, Sanford Sioux Falls

4:45 Ribbon Cutting

(1) Jaclyn Kramer

(2) Deborah Letcher

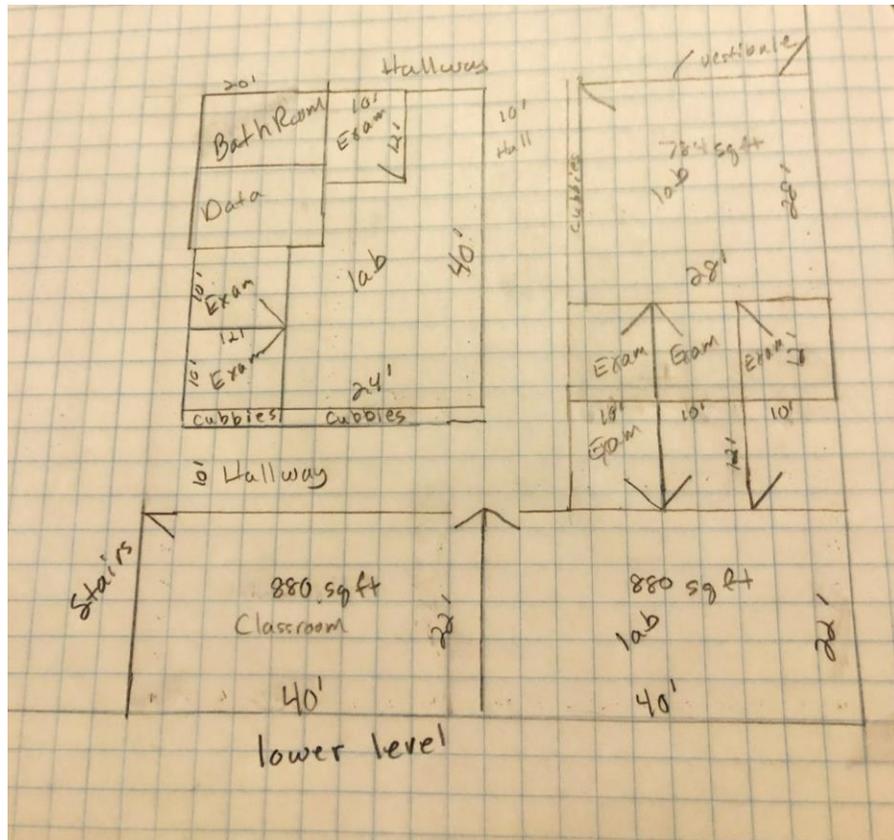
(3) Kristin Possehl

4:45 Open House with refreshments

Students and Faculty will be showcasing Lab and Simulation areas

PATH TO THE SIMULATION CENTER

- Where we started



WHERE WE ARE NOW





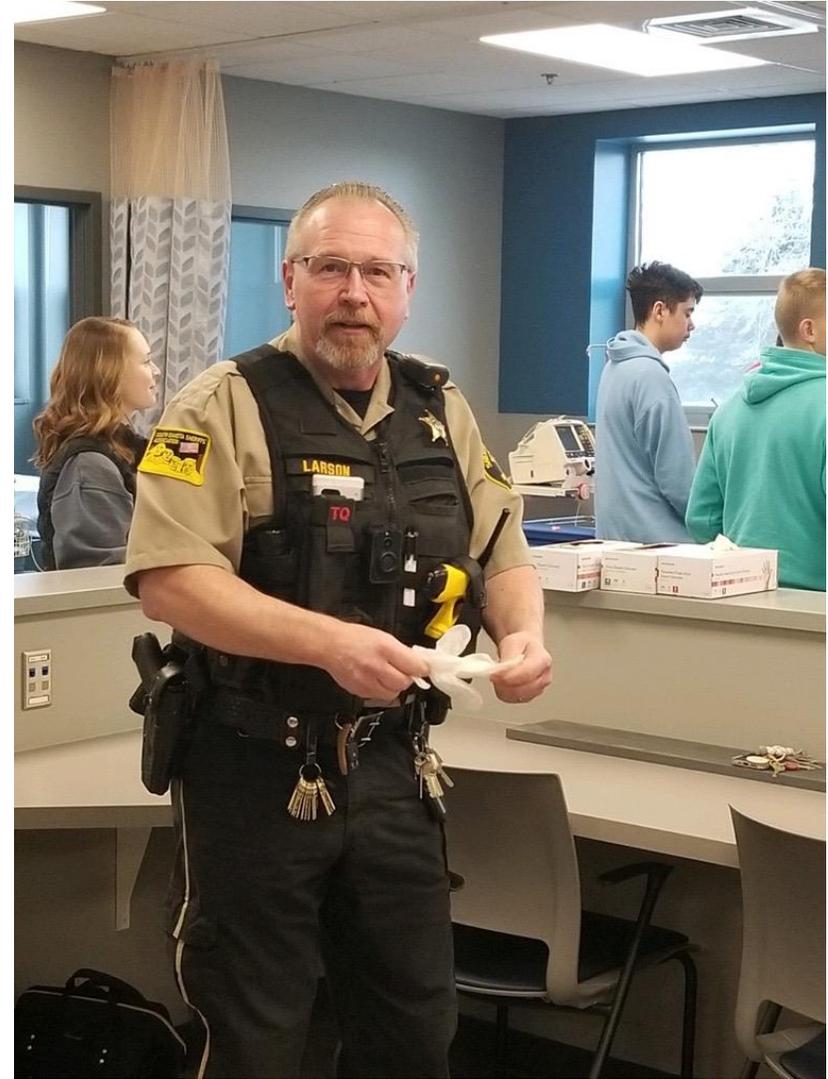
TALENT DRAFT DAY

- Great opportunity to showcase collaboration between different professions
- Faculty worked together to develop scenarios utilizing many professions
 - Cardiac Cath Lab
 - Respiratory Therapy
 - Surgical Technology
 - Medical Lab Tech
 - Cardiac Sonography
 - Phlebotomy
 - Nursing
 - Law Enforcement

EMERGENCY DEPARTMENT

- Gunshot victim required resuscitation
- Visiting students could see all parts of the team working together
- Stabilized the patient and then off to the OR

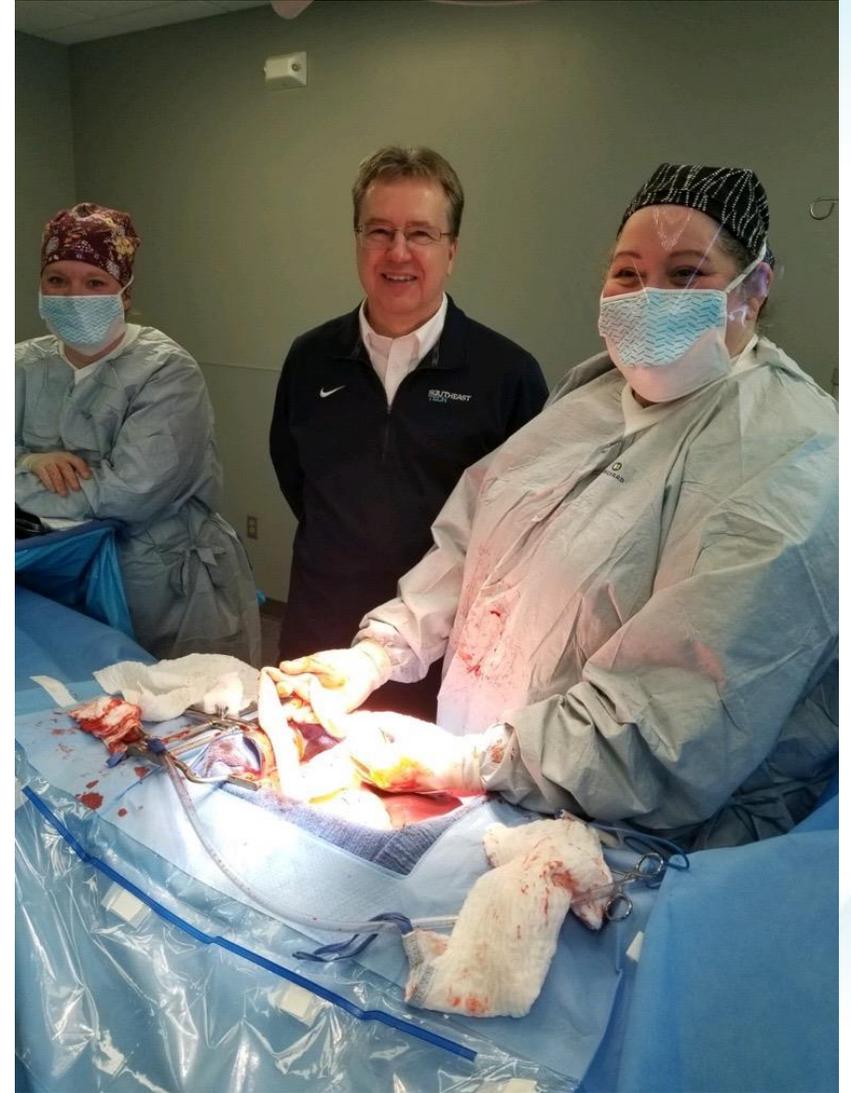




OPERATING ROOM

- Abdominal surgery successful
- The bullet was removed, and the patient's life saved!





MEDIA NEWS

- <https://www.dakotanewsnow.com/2024/03/22/talent-draft-day-recruits-high-school-students-high-demand-careers/>



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



SOUTHEAST Technical College

FY25 Budget Guidelines and Timeline

EXECUTIVE SUMMARY

Purpose:

To recommend to the School Board budget guidelines, timeline, and process for the FY25 Budget.

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

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

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

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

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

Public information sessions will be held in May and June of 2024 to allow for additional stakeholder review of budget recommendations prior to the Board's final budget adoption in July 2024.

Southeast Technical Institute

Budget Guidelines FY25

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

FY25 Budget Timeline

Step	Date	Description
1	04-03-24	Present the schedule for budget process and approval of guidelines to the School Board. <ul style="list-style-type: none"> • Introduction to Final Adoption • HLC Requirements • Connectivity to Strategic Plan
2	04-09-24	FY25 Budget Introduction to STC Leadership Team <ul style="list-style-type: none"> • FY05 – FY24 Historical Student FTE Counts • FY25 Tuition/Fee Projections (Draft) • FY25 State Aid Projections (Draft) • FY25 Other Revenue Sources Projections (Draft) • FY25 Salary/Benefit Estimates (Draft) <ul style="list-style-type: none"> ○ Existing FTE, New FTE Requests, Other Wages FY24 Instructor Salary Support Template (Final)
3	04-17-24	Distribute FY25 – FY29 Capital Improvements Plan
4	04-19-24	Distribute FY25 – FY29 Capital Equipment Plan
5	05-13-2024	Leadership submission of FY25 Budget Requests/Revisions
6	05-13-24 thru 05-17-24	FY25 Tentative Budget – Final Revisions
7	05-28-2024	FY25 Tentative Budget Adoption, Public Hearing
8	June 2024	FY25 Tentative Budget – Campus Presentation(s)
9	06-18-2024	FY25 Final Budget – Presentation to STC Council
10	06-19-24 thru 06-28-24	FY25 Final Budget – Revisions
11	07-08-24	FY25 Final Adoption, Annual Meeting <ul style="list-style-type: none"> • Present Revisions to FY25 Tentative Budget • FY25 Post-Secondary Technical Fund & Enterprise Funds • FY25 Revenues (All Funds) • FY25 Expenditures (All Funds) • FY25 – FY29 Projections (PSVF Fund) • FY25 Fund Summaries • FY25 – FY29 Capital Improvement Plan • FY25 – FY29 Capital Equipment Plan
12	No later than 09-30-24	Publish Adopted Budget in Official Newspaper

2024 Graduation Update Executive Summary

Purpose of Report: To inform the School Board about May 2024 graduation for STC.

The Graduation Update will report on the following areas:

- May 3, 2024, Graduation Ceremony Details
 - Count of AAS, Diploma, and Certificate Candidates for Graduation
-

Administrative Recommendation to School Board: Acknowledge the Graduation Update report.

An aerial photograph of the Southeast Technical College campus, featuring a large central building with a blue roof and a central entrance. The building is surrounded by green lawns, trees, and parking lots filled with cars. The image is overlaid with a semi-transparent blue gradient that is darker on the right side and lighter on the left. The text is positioned in the lower-left quadrant of the image.

2024 Spring/Summer Graduation

Kristie Vortherms



SOUTHEAST
Technical College

CEREMONY DETAILS

- Friday, May 3
 - 5 p.m.
 - Sioux Falls Arena
 - Tony Nour, Senior Vice President-Relationship Banking, First PREMIER Bank
 - Keynote Speaker
 - Sioux Falls Development Foundation/Forward Sioux Falls
 - 2024 Industry Sponsor of the Year

CANDIDATES FOR GRADUATION

- AAS Degrees = 551
- One Year Diplomas = 233
- Certificates = 68

- Total Candidates for Spring/Summer Graduation = 852 (duplicated count)



SOUTHEAST
Technical College