

SIOUX FALLS SCHOOL BOARD
Wednesday, December 4, 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. Good News Report
- IV. Persons Wishing to Address the School Board on Non-Agenda Items
- V. Persons Wishing to Address the School Board on Agenda Items
- VI. Approval of Minutes of November 6, 2024
- VII. Approval of Agenda
Exhibit reposted at 4:35 pm on 12.03.24
- VIII. Conflicts of Interest
- IX. Approval of Consent Agenda
 - A. Authorizations and Ratifications
 1. Approval of Contracts
 2. Approval/Ratification of Purchase Orders
 3. Amending Prior Board Action
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Personnel Report
- X. Reports of the President
 - A. Academic Program Update -Nursing
 - B. Hovland Adult Learning Center Update
 - C. Campus Climate Committee Update
- XI. Executive Session §1-25-2(1)
- XII. Adjournment

SCHOOL BOARD MEETING

Wednesday, November 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, November 6, 2024, 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, Vice President Dawn Marie Johnson, Nan Kelly, Marc Murren, Gail Swenson. Absent: None.

* * * * *

Many students and employees from Southeast Technical College stepped off campus and out into the community of Sioux Falls during the week of October 21 – 25, 2024 to celebrate Service To Community Days (or STC Days). Kristin Wellnitz, the Chair of the Civic Engagement Work Group, gave an overview of the various service opportunities that were conducted within the Sioux Falls community throughout the formal STC Days week, as well as happening from throughout the semester, thus far. Locations served during the formal STC Days included the Banquet, Feeding South Dakota, the Habitat for Humanity ReStore, Rake the Town, and the Bishop Dudley Hospitality House. Other locations of service that have been taking place throughout the month were also mentioned (the Sanford International Golf Tournament and Light the Night, just to name a few examples). To date, STC has logged just under 1000 service hours by over 500 people (student and employees combined). STC benefits by the partnerships built within the community and the students get the opportunity to take learning outside of the classroom walls!

* * * * *

Action ST00861

A motion was made by Gail Swenson and seconded by Nan Kelly, five (5) votes “yes” on roll call **approving the minutes of meetings** held on October 2, 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 ST00862

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

* * * * *

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

Action ST00863

A motion was made by Gail Swenson 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:

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 No.	Contract Number	Contractor	Project	Cost
a.	25-005, EV	Jenzabar	Business Office Consulting	\$22,500

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.	S2502967	Innovative Office Solutions, Inc.	Program Uniforms for Resale	\$30,000.00
b.	S2503011	Elevate Health Care Inc.	Simulation Center Equipment – LPN Program	\$59,953.13

A.3 Addendum to Previous Board Action

Amend Board Action ST00838, A10, adopted July 8, 2024, by adding the following Tuition and Fee for Southeast Technical College:

Corporate Education Fees:

Dental – Orthodontic Skills Training Course \$1,500.00 per course

B. Approving the **Consolidated Report of Trust and Agency Funds** of November 6, 2024, and stating for the record that as of September 30, 2024, receipts total \$19,154,219.85 and disbursements total \$10,366,325.10 (MRF #ST635).

C. Approving the **Vice President of Finance and Operation’s Report** of November 6, 2024, in accordance with the SDCL §13-8-35 (MRF #ST636) and directing that detailed statement of receipts and balances on hand, as of September 30, 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>
Student Help, Part-Time		
Eich, Kassie	Scarborough	10-03-24
Van Surksun, Andrew	Tutor	12-06-23
Jared, Benjamin	Tutor	02-28-24
Ewalt, Olivia	Tutor	11-30-23
Employment Contract, Full-Time		
Carlson, Elena	Adult Education & Literacy	10-02-24
Instructor, Adjunct, Part-Time		
Scotting, Jackie	Nursing & Health	10-08-24
Holeton, John	Electrical	05-10-24
Oleson, Kailey	Nursing & Health	10-16-24
Welsh, Garrett	Law Enforcement	04-30-24
Lang, Jerome	CIS	07-31-24
Petersen, Justin	General Education	05-31-24
Wagner, Madison	Psychology	05-03-24
Gustafson, Nicholas	Business Administration	05-31-24
King, Steven	English	12-28-23
Erickson, Tami	CIS	03-28-24
French, Thomas	Mechatronics	05-31-24
Other Help, Part-Time		
Ferguson, Tyler	Professional Tutor	02-06-24

D2. Employment Recommendations

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Student Help, Part-Time, Hourly			
Endsley, Kyle	Student Success	10-14-24	\$15.00
Williams, Nicole	Scarborough	10-21-24	\$15.00
Vander Plaats, Alexis	Scarborough	10-21-24	\$15.00
Frantzen, Callie	Tutor	10-21-24	\$15.00
Dawson, Grace	Scarborough	10-21-24	\$15.00
Other Help, Part-Time, Hourly			
McCafferty, Roger	Testing Center	10-07-24	\$16.50
Instructor, Adjunct, Part-Time, Clinical Per Hour			
Carroll, Whitney	Nursing & Health	10-07-24	\$46.00
Gronseth, Dustin	Nursing & Health	10-14-24	\$46.00
Ehresmann, Hanna	Nursing & Health	10-21-24	\$46.00

D2. **Employment Recommendations (continued)**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, Adjunct Fall 2024, Stipend			
Kottke-Bell, Kayla	Student Success	09-01-24	\$1,780.80
Albers, Diana	Nursing & Health	09-01-24	\$3,561.60
Devorak, Lisha	Nursing & Health	09-01-24	\$3,561.60
Grogan, Traci	Nursing & Health	09-01-24	\$3,561.60
DeHaai, Sarah	Nursing & Health	09-01-24	\$3,561.60

Action ST00864

Director of Marketing and communications Jennifer Lambley presented the Marketing and Communication Report (MRF #ST637). Highlights of the presentation included updates of work progressing on the Marketing and Awareness, Priority Area 5 of Vision 2024, STC’s Strategic Plan.

Following general discussion, a motion was made by Marc Murren and seconded by Nan Kelly, five (5) votes “yes” on roll call **acknowledging the Marketing and Communications Report.**

Action ST00865

Foundation Director Stephen Williamson provided the Foundation Update Report (MRF #638). Approval was given at the October 8, 2024, STC Foundation Board meeting to amend the Campaign NEXT overall goal from \$25M to \$30M. The goal campaign is as follows:

- Goal 1 \$8.5M Student Scholarships and Financial Support
- Goal 2 \$18.2M Capital Projects and Renovations (previously at \$13.2M)
- Goal 3 \$2.5M Access, Opportunity and Programs
- Goal 4 \$800,000 Annual Unrestricted

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

Action ST00866

STC Instructors Dan EisenVos and Vince Berry provided the Academic Program - HVACR and Plumbing Update Report (MRF #ST639). Southeast Technical College provides a comprehensive range of programs in our construction/industrial sector. Two of these programs are the Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR) program and the Plumbing Program. The HVACR program is accredited by HVAC Excellence and has consolidated its curriculum to focus on a one-year diploma focusing on heating, cooling, light commercial and refrigeration technologies. Students focus primarily on service, but also learn proper installation techniques. The Plumbing diploma focuses on residential and commercial installation and service. Students learn about the code requirements of plumbing and have hands-on experience utilizing the plumbing lab. In addition to regular blueprint reading, students are introduced to Building

Information Modeling (BIM). The HVACR Diploma and Plumbing Diploma together to form a Mechanical Systems AAS degree.

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

Action ST00867

Vice President of Finance and Operations Rich Kluin provided the Southeast Tech FY25 First Quarter Financial Report (MRF #ST640). The FY25 First Quarter Financials for the Vocational, Bookstore, Food Service and Child Care funds were reviewed.

Following general discussion, a motion was made by Marc Murren and seconded by Gail Swenson, five (5) votes “yes” on roll call **acknowledging the FY25 First Quarter Financial Report**.

Action ST00868

On motion by Gail Swenson and seconded by Nan Kelly, five (5) votes “yes” on roll call, the School Board **adjourned** at 5:04 p.m.

CARLY REITER

Presiding Officer

TODD VIK

Business Manager

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

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

1. Call to Order
2. Pledge of Allegiance
3. Good News Report
4. Approval of Minutes of Meeting Held on November 6, 2024
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. Authorizations and Ratifications
 1. Approval of Contracts
 2. Approval/Ratification of Purchase Orders
 3. Addendum to Previous School Board Action
 - B. Approval of Consolidated Report of Trust and Agency Funds
 - C. Approval of Personnel Report
10. Reports of the President
 - A. Academic Program Update - Nursing
 - B. Hovland Adult Learning Center Update
 - C. Campus Climate Committee Update
11. Executive Session SDCL §1-25-2(1)
12. Adjournment

1. Approval of Contracts**Cory Clasemann 367-8355**

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

Item No.	Contract Number	Contractor	Project	Cost
a.	25-006, EV	Hyland	Document Imaging System Renewal – 3 year contract	\$113,190
b.	25-007, CC	Schunk Moreland Strategies	Strategic Plan Consulting Services	\$40,350

2. Approval/Ratification of Purchase Orders**Cory Clasemann 367-8355**

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.	S2503479	Marco	VMWare	\$33,280

3. Amendment to Previous School Board Action**Vicki Oswald 367-8355**

Amending Action ST00854, dated October 2, 2024, Approving Minutes. Amending motion second from Gail Swenson to Nan Kelly.

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 10/31/2024
STC Bookstore	\$ 34,241.55	\$ 614.73	\$ -	\$ 34,856.28
STC EFT	\$ 711,543.15	\$ 1,389,206.46	\$ -	\$ 2,100,749.61
STC Tuition & Fees	\$ 1,814,579.07	\$ 19,407,334.55	\$ 17,648,756.10	\$ 3,573,157.52
STC T & A	\$ 105,673.19	\$ 2,099.38	\$ 6,173.18	\$ 101,599.39
STC ACH	\$ 4,850.45	\$ 90,206.96	\$ -	\$ 95,057.41
STC Blue Bucks	\$ 23,135.54	\$ 11,278.70	\$ 863.82	\$ 33,550.42
TOTALS	<u>\$ 2,694,022.95</u>	<u>\$ 20,900,740.78</u>	<u>\$ 17,655,793.10</u>	<u>\$ 5,938,970.63</u>

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

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>
Student Help, Part-Time		
Williams, Nicole	Scarborough	10-21-24
Employment Contract, Full-Time		
Arnoldy, David	Custodial	11-12-24
Skorczewski, Tami **	Scarborough	11-15-24
Kluin, Rich	Finance & Operations	11-21-24
Instructor, Adjunct, Part-Time		
Buck, Wade	Real Estate	05-10-24
Postma, Travis	Nursing & Health	11-07-24
Carlson, Elizabeth	Business Administration	11-07-24
Engbarth, Andrea	Nursing & Health	11-07-24
Wahl, Asher	Nursing & Health	11-07-24
Christensen, Marie	Nursing & Health	11-14-24
Clark, Breanna	Nursing & Health	11-18-24
Other Help, Part-Time		
Engelkes, Tracy	Food Service	09-19-24

**Retirement

2. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Student Help, Part-Time, Hourly			
Sivill, Phenix	Student Housing	11-04-24	\$15.00
Instructor, Adjunct, Part-Time, Clinical Per Hour			
Holien, Rachel	Nursing & Health	10-30-24	\$46.00
Mertes, Jodi	Nursing & Health	11-07-24	\$34.00
Plooster, Kayla	Nursing & Health	11-07-24	\$34.00
Styles, Jenica	Nursing & Health	11-07-24	\$34.00
Employment Contract, Full-Time, Annual			
Larson, James	Compliance Officer and Title IX Coordinator 12-Month, 1.0 FTE Level 12, Step 4 165 days prorated	11-12-24	\$57,122.00

**Southeast Tech
Nursing Program Report
Executive Summary**

Purpose of Report: To inform the School Board about the Nursing Programs at Southeast Technical College.

Southeast Technical College provides a comprehensive range of programs in the healthcare sector. Two of those programs are the Licensed Practical Nurse (LPN) and Registered Nurse (RN) programs.

The one-year LPN program awards a diploma and prepares students with the foundational skills needed to deliver safe, patient-centered care. The one-year LPN to RN program builds upon these skills, leading to an Associate of Applied Science degree that equips students to advance in diverse healthcare settings. Both programs emphasize hands-on learning through simulation labs, clinical rotations, and engaging classroom experiences.

With a combined enrollment of approximately 273 LPN students and 170 RN students, Southeast Technical College ensures robust, dynamic learning environments. Classes are scheduled to accommodate both new and returning students, offering Fall and Spring start options for the LPN program and Fall, Spring, and Summer start options for the RN program. Both programs are offered in 12-month and 18-month program options. This structure promotes diverse, well-rounded cohorts and allows for flexibility and student success.

The programs benefit from a dedicated team of faculty and staff, enabling concurrent courses and fostering personalized attention for students. This approach ensures small class sizes and active engagement in theory, lab, and clinical experiences.

The LPN and RN programs strive to produce highly skilled, workforce-ready graduates. Southeast Technical College is committed to addressing the evolving needs of healthcare employers by equipping students with the critical thinking and clinical judgement needed for success. These programs aim to support community health and provide compassionate care through innovative, excellence-driven nursing education.

Administrative Recommendation to School Board: Acknowledge the Nursing Programs report.



Nursing Program Report

Becca Christian, MSN, RN, CLC

Stephanie Entringer, Ed.D., MSN, RN



SOUTHEAST
Technical College

NURSING PROGRAMS

- Certified Nursing Assistant (CNA) Course – approximately 100 students per semester
 - Sioux Falls and Huron campuses
 - Offered dual credit at area high schools
 - Brandon, Harrisburg, Lennox, SF Christian
- Licensed Practical Nurse (LPN) Diploma
 - 4 cohorts per academic year in Sioux Falls
 - 1 cohort per academic year in Huron
- Registered Nurse (RN) Associate of Applied Science
 - 4 cohorts per academic year in Sioux Falls
 - 1 cohort per academic year in Huron

FACULTY AND STAFF



LPN Program Data

72%

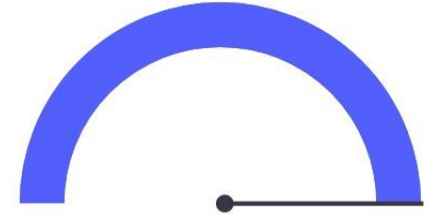
Retention Data - Spring 2024 Graduates combined Full-time and Part-Time Day

This data is based on students completing their program in 100% of the time.

Fall 2024 Graduates

48 Projected

Spring '24 Enrollment



NCLEX-PN Pass Rates - YTD 2024

STC LPN Program Through Third Quarter



SD LPN Through Third Quarter



National LPN Through second quarter



Job Placement Rate

Percent of graduates working in field

100%



Our Graduates

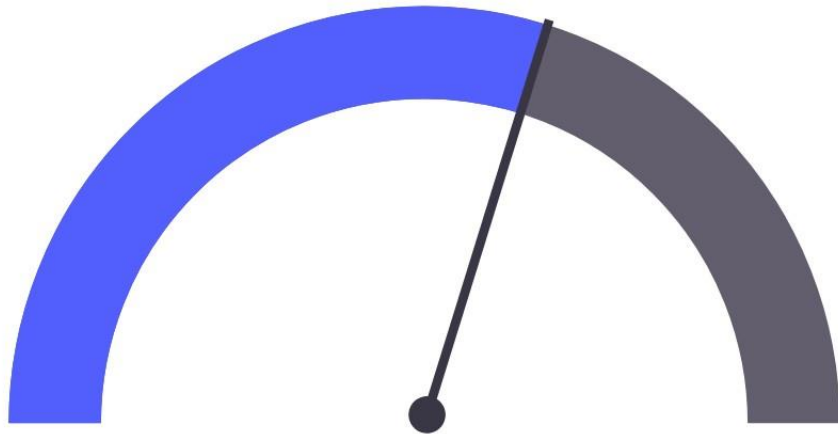


We continue to hear great things about our graduates!

LPN Spring Retention Data

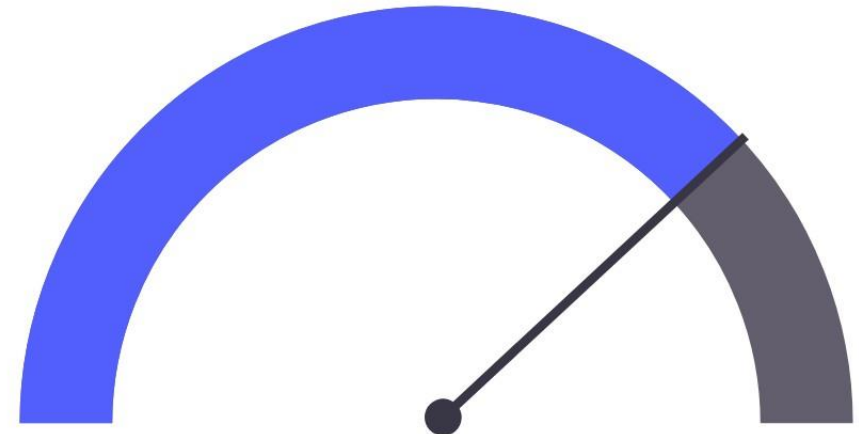
77.1%

Retention Data -
Spring 2024 Full-Time
Graduates



60%

Retention Data -
Spring Part-Time
Evening Graduates



LPN goal retention is 60%

RN Program Data

62.5%

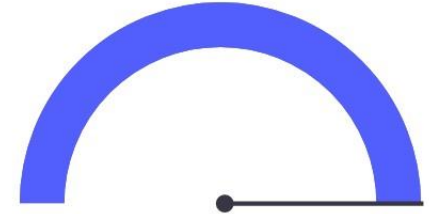
Retention Data -
Spring 2024 Graduates

This data is based on students completing their program in 100% of the time.

Fall 2024 Graduates

46 Projected

Spring 2024 Enrollment



NCLEX- RN Pass Rates - YTD 2024

STC RN Program



SD RN



National RN



Job Placement Rate

Percent of graduates working in field

93.6%



Our Graduates

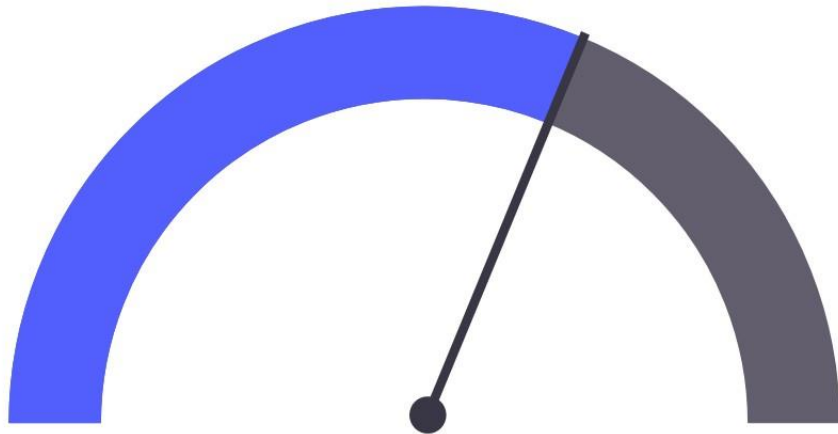


We continue to hear great things about our graduates!

RN Spring Retention Data

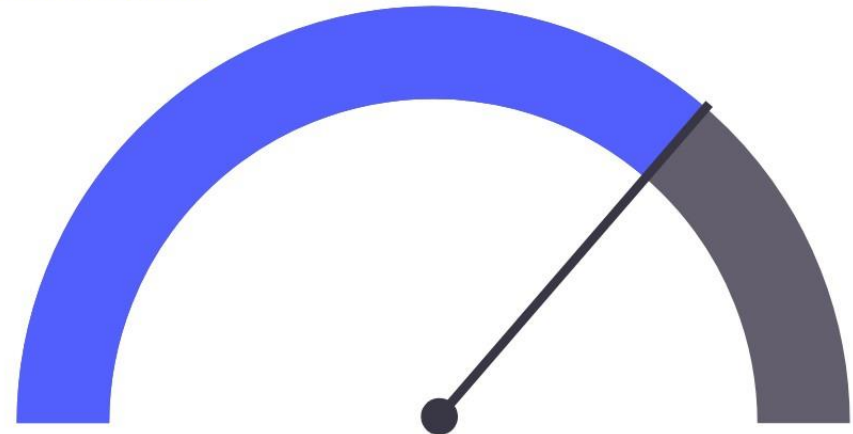
71.4%

Retention Data -
Spring 2024 Graduates
of 18-month program



58.8%

Retention Data -
Spring 2024
Graduates of 12-
month program



RN Goal for retention at 100% = 50%

NURSING PROGRAM ACHIEVEMENTS AND GOALS

Program Impact FY24

- Serving over 100 CNA students
- Serving 273 LPN students
- Serving 170 RN students

Commitment to Excellence

- Aiming for high retention and graduation rates through innovative approaches to teaching and advising.
- Preparing students with the skills to excel in diverse healthcare settings.

A Vision for Growth

- Expanding access and partnerships.
- Continuous improvement and data-driven decision-making.



SOUTHEAST
Technical College

Southeast Technical College
Adult Education and Literacy Program Report
EXECUTIVE SUMMARY

Purpose:

Provide the school board with a broad overview of services provided by Southeast Technical College's Adult Education and Literacy program.

The Adult Education and Literacy Program, located on the Southeast Tech campus in the Hovland Learning Center, is a government-funded program providing GED preparation, basic skill development (mathematics, reading, and writing), and English as a Second Language (ESL) instruction for adult learners. The programs are provided at no cost to the participants.

Highlights

- Programs
 - GED Preparation
 - Basic Skill Development
 - ESL Instruction
 - Distance Education
 - Demographics and Performance Statistics
 - Partnerships
 - Funding
 - Strengths
 - Areas of Improvement
 - Growth Opportunities
 - Staff
-

Administrative Recommendation to School Board:

Acknowledge the Adult Education and Literacy Program Report.



Adult Education and Literacy (AEL) Program Update

Jennifer Keyes

AEL Program Director



SOUTHEAST
Technical College



ELIGIBILITY/STRUCTURE/HOURS

- Eligible Students
 - Beyond Compulsory Attendance Age
 - Withdrawn from high school
 - Social Security Card or Supporting Documentation
- Structure
 - Teacher Facilitated Independent Group Instruction
 - Traditional Teacher Led Classes
 - Online/Computerized Instruction
- Hours of Operation
 - Monday through Thursday 8 a.m. to 4:30 p.m.
 - Friday by appointment
 - Online Program 24 hours a day/7 days a week – teachers provide support daily as able



ADULT EDUCATION PROGRAM OVERVIEW

- GED Preparation
 - All subject areas
 - Mathematical Reasoning, Science, Social Studies, Reasoning through Language Arts
 - GED Ready
 - GED Testing on site
- Adult Basic Education
 - All levels
 - Reading, Math, and Writing
 - Teacher led class and independent group teacher facilitated instruction
 - Prep for entrance into post secondary instruction and the workforce
- English as a Second Language Instruction
 - All Levels
 - Teacher led class and independent group teacher facilitated instruction



DISTANCE EDUCATION

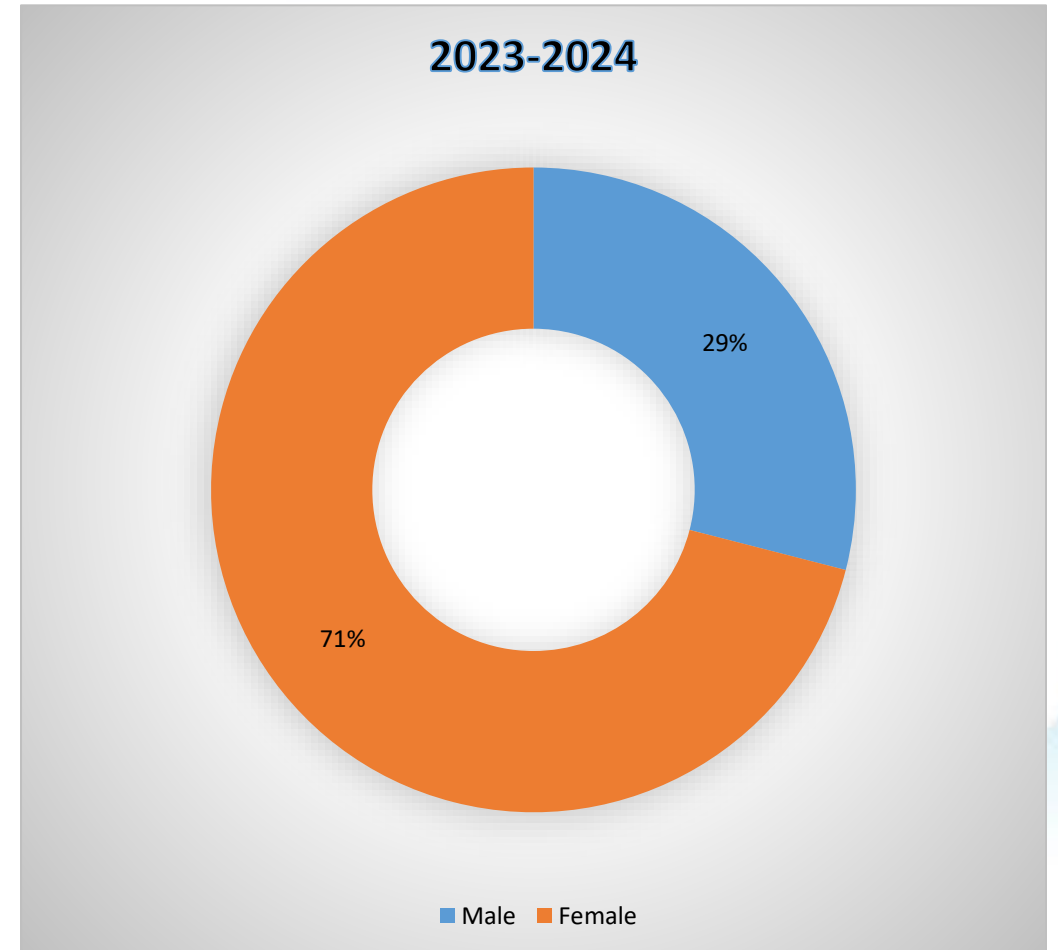
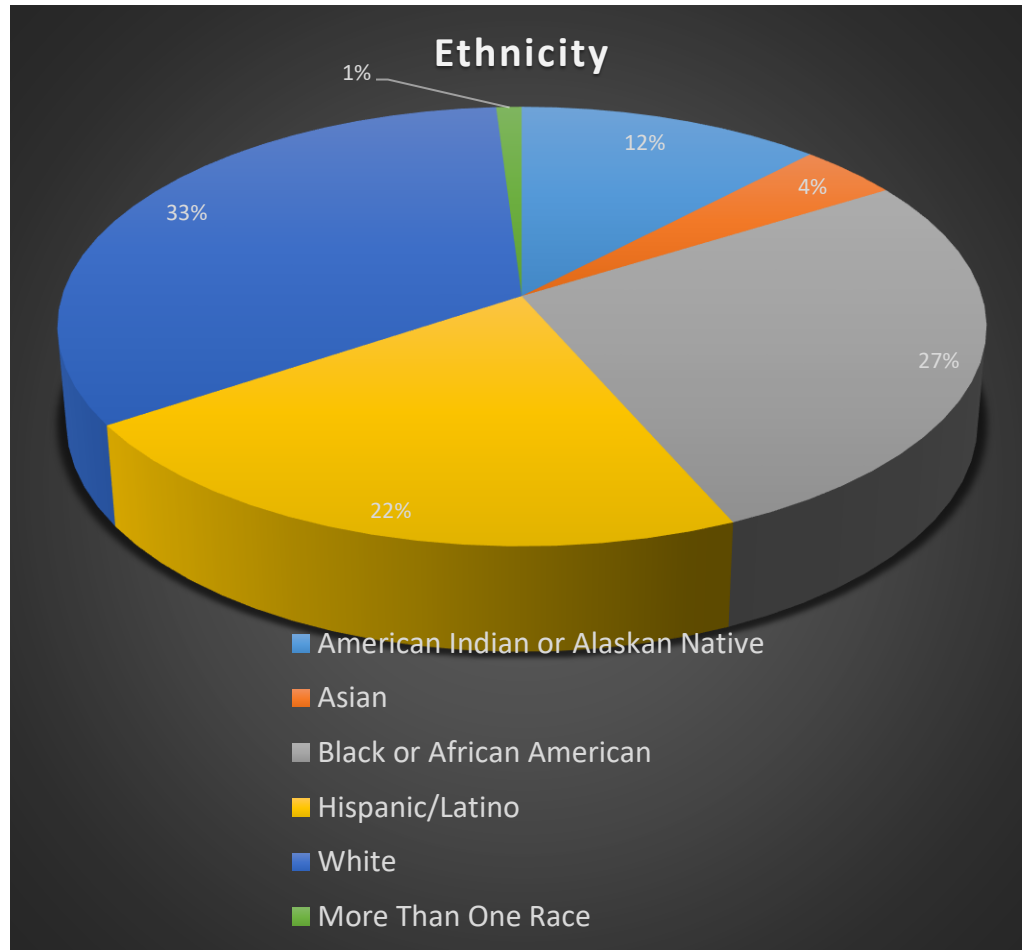
- Burlington English
 - English as Second Language (ESL) Program
 - In-class instruction with reinforcement activities outside of class
- Essential Education
 - TABE 11/12
 - Brush up on math, reading, and language
 - GED Academy
 - Study all GED subjects
 - College Essentials (added January 2024)
 - Skill Development for College Entrance
 - ESL and GED students enrolled
 - Most popular programs
- KET Fast Forward
 - GED Instruction – all subject areas
 - Skill development for entrance into post-secondary education.



COUNTRIES REPRESENTED

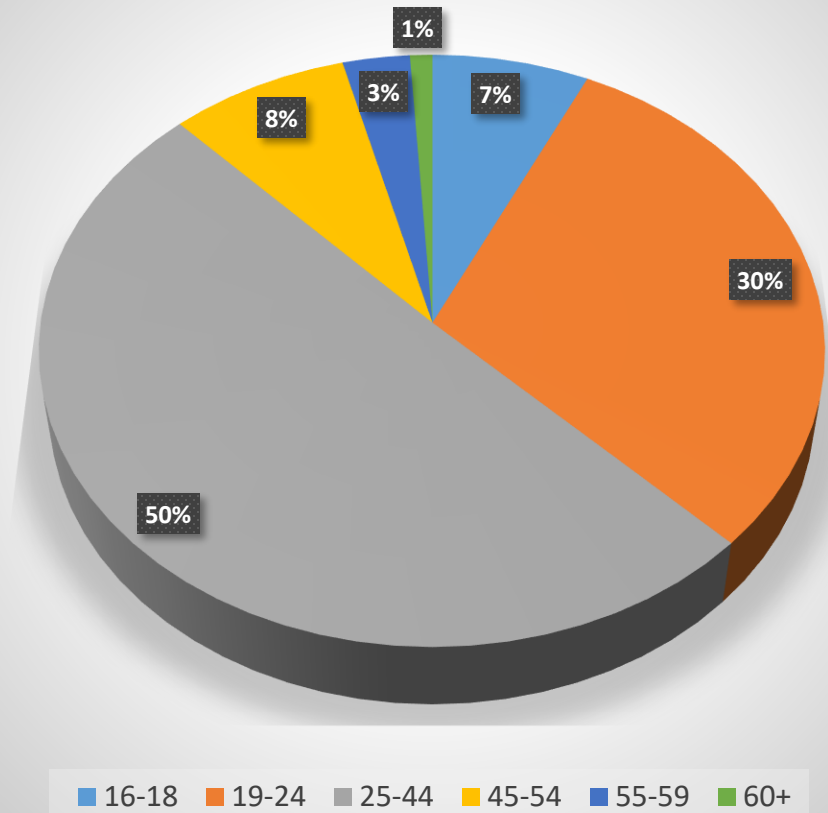
- Algeria
- Bhutan
- Brazil
- Burundi
- Cambodia
- China
- Columbia
- Congo
- Ecuador
- El Salvador
- Eritrea
- Ethiopia
- Germany
- Guatemala
- Honduras
- Iraq
- Jamaica
- Kazakhstan
- Kenya
- Kosovo
- Laos
- Liberia
- Mexico
- Nepal
- Nigeria
- Peru
- Russia
- Somalia
- South Sudan
- St. Lucia
- Sudan
- Thailand
- Ukraine
- United States
- Vietnam

DEMOGRAPHICS

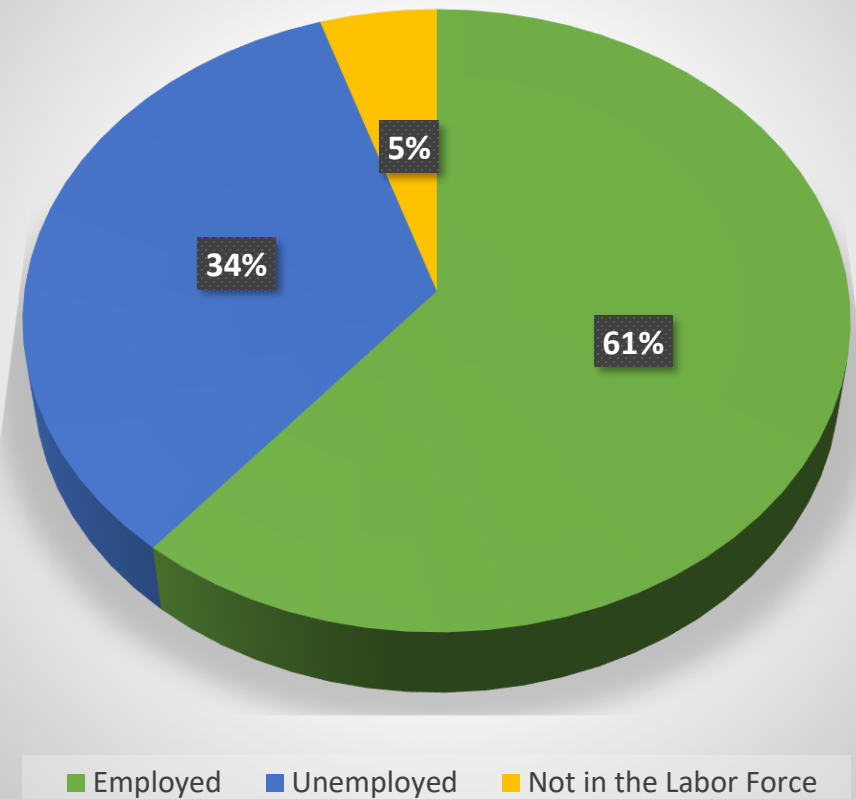


DEMOGRAPHICS

Age Breakdown 2023-2024



Employment 2023-24



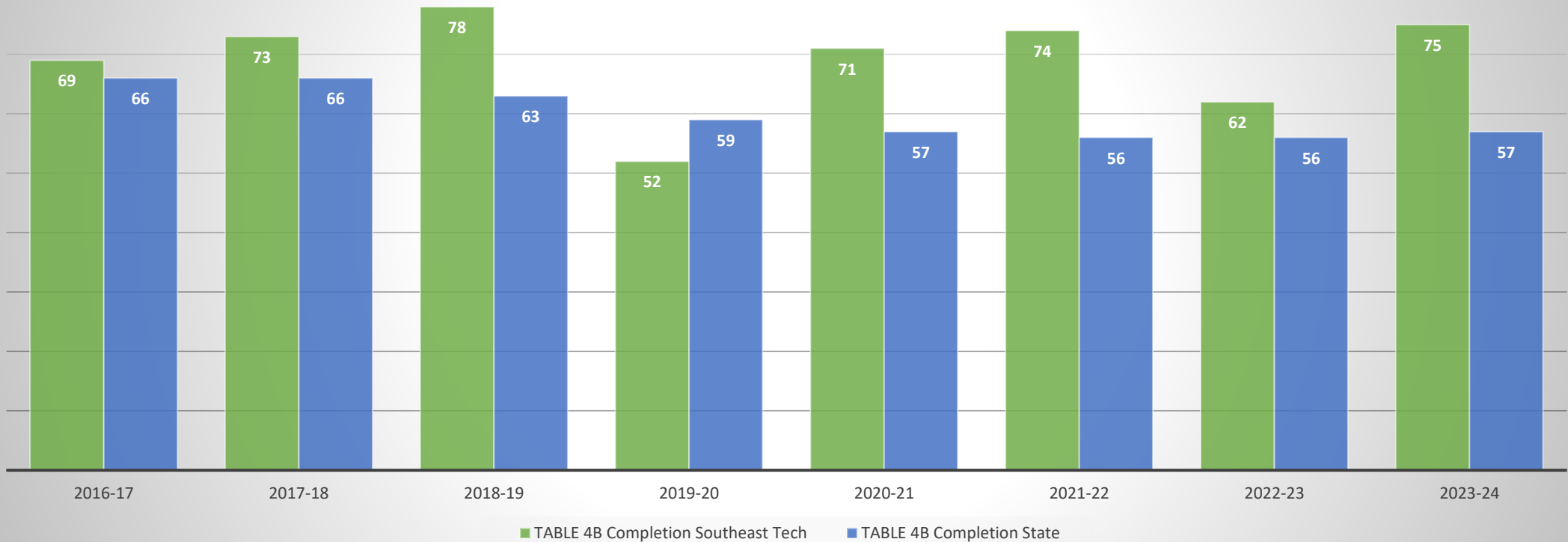
MEASURABLE SKILL GAIN RATE ALL STUDENTS 12+ HOURS

Measurable Skill Gain Completion Rate



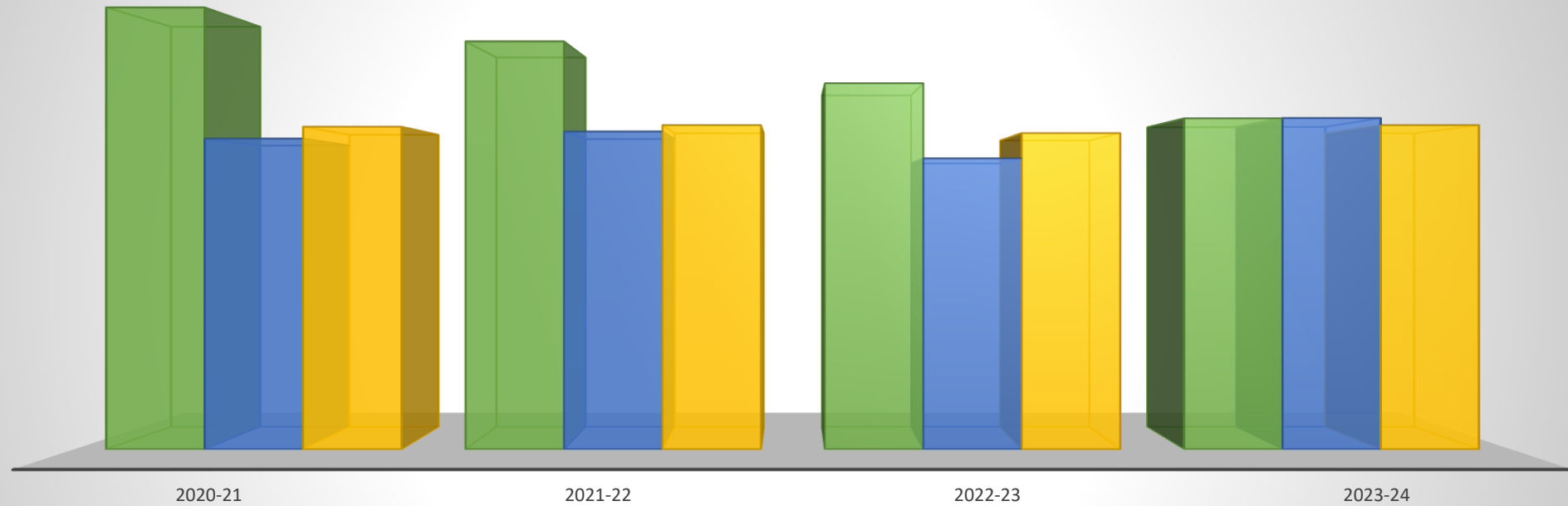
MEASURABLE SKILL GAIN RATE AFTER 40 TO 60 HOURS OF INSTRUCTION

MSG Rates for Post-Tested Students



DISTANCE EDUCATION MSG RATE TABLE 4C

Distance Education MSG



	2020-21	2021-22	2022-23	2023-24
Distance Education Southeast Tech	55.9	51.6	46.3	41.86
Distance Education State	39.3	40.2	36.8	41.9
Distance Education Target	40.8	41	40	41



PARTNERSHIPS

- Department of Labor and Regulation – Local Office (MOU)
 - Provide WIOA Title II services to customers enrolled in WIOA Title I and III.
 - Refer WIOA Title II participants to the local office for WIOA Title I and III.
 - Local office meets with students twice a month on campus.
 - STC staffs a booth twice a month at DLR Local Office’s Stroll Sioux Falls event.
- Southeast Technical College
 - Refer WIOA Title II participants to STC for enrollment into credit bearing programs.
 - Teach ELA 092/093 class to students who do not qualify for a credit bearing English class.
 - STC refers individuals who do not meet entrance requirements to Title II for skill development.
 - The STC Foundation supports GED students through the purchase of official GED test vouchers.



PARTNERSHIPS

- St. Francis House (MOU)
 - St. Francis House refers guests to the Title II program.
 - St. Francis House added a computer lab and tutors to assist guests with lessons.
 - Title II provides on site orientation/testing. (Guests are also welcome to come to campus.)
 - Guests can choose in person or distance education.
- Dismas Charities
 - Potential to offer GED classes on site.



FORMER PARTNERSHIPS

- STC's AEL program has offered classes at:
 - Multi-Cultural Center – GED and ESL
 - Smithfield/Morrells - ESL
 - Beadle Plaza Apartments - ESL
 - River Towers Apartments - ESL
 - Terry Redlin School – GED and ESL
 - Hawthorne Elementary School - ESL
 - Active Generations - GED
 - Jane Adams – Family Immersion Center – ESL to parents of students in the district
 - Goodwill Industries – GED and ESL (Partnership with TANF to offer workplace literacy to TANF participants – Goodwill offered work experience.)
 - Southeast Tech - Preparatory Writing and Math classes
 - Achieve (LifeScape) at STC – 3 levels of literacy classes for adults



STRENGTHS

- Consistent Negotiated OCTAE Performance Target attainment
- Effective relationship building with students
- Diverse expertise within the teaching staff – special education, elementary education, math, physics/chemistry, writing, ESL coach, reading interventionist
- Flexible scheduling to accommodate student schedules
- Versatile curriculum to meet student needs/learning styles



AREAS FOR IMPROVEMENT

- Retention

- The AEL Program participated in the Journey to Enrollment Initiative offered through the State – Kickoff July 2023.
 - Examined intake process
 - Developed “Next Steps” document for students.
 - Developed a checklist for students to track progress toward educational goals.
 - Implemented a process to follow-up with students after orientation to answer questions.
 - Developed a spreadsheet to document “No Show” appointments and track those that reschedule.
 - Developed a spreadsheet to document students who completed the initial orientation appointment but didn’t return to complete the orientation process.
 - Developed student surveys.




GROWTH OPPORTUNITIES

- Outreach to agency partners
- Outreach to employers
- Explore opportunities to partner with STC to offer student support.
 - Per federal and state guidelines, AEL funds can't provide support for credit bearing classes. – Example: A student enrolled in Math 100 isn't eligible to use AEL for support in math, but a student could receive support in reading/writing if student isn't enrolled in a credit bearing class of that subject matter.
 - AEL grant funds can support classes for students enrolled in credit bearing classes if the students are basic skill deficient in reading, math, or writing (below a grade equivalent of 11) and isn't enrolled in a credit bearing class covering the same content area as the AEL class.



FUNDING



- Federal Funds through the Adult Education and Family Literacy Act
 - State General Funds
 - SD Department of Labor and Regulation is the flow through agency
 - 100% grant funded
- 



STAFFING

FULL TIME STAFF

- Jennifer Keyes
 - Program Director
 - Distance Education Coordinator
- Anne Eklund
 - Lead Instructional Coach
 - Distance Education Facilitator
 - Hovland Learning Center
- Robyn Chabala
 - Instructional Coach
 - Teacher-Led Classes – Math/ESL
 - Hovland Learning Center

• New Hire

- Instructional Coach
- Teacher Led Classes – Reading/Writing
- Hovland Learning Center

PART TIME STAFF

- Judy Machacek
 - Instructional Coach
 - Hovland Learning Center Sub



SOUTHEAST
Technical College

Southeast Tech Campus Climate Report Executive Summary

Purpose of Report: To inform the School Board about the Campus Climate Committee at Southeast Technical College.

Southeast Technical College identified “Campus Culture” as a strategic priority area through our last strategic planning process. The Campus Climate Committee was tasked with several strategic tactics, including employee recognition and opportunities for employees to build relationships across the college. Last year, the Campus Climate Committee focused on initiating engagement within our campus community by creating opportunities to network and connect. This foundation laid the groundwork for further fostering a cohesive and inclusive campus culture.

This year, we are amplifying our efforts through the Campus Cup, a dynamic, year-long initiative designed to strengthen relationships and deepen community engagement across our institution. The Campus Cup encourages collaboration, friendly competition, and active participation in various themed activities and events throughout the academic year.

Campus Cup Overview:

- Cross-divisional teams engage in monthly activities designed to promote teamwork and community spirit.
- Events are diverse, catering to various interests and allowing all members of the campus to find meaningful ways to participate.
- Activities include team-building exercises, relationship-building events, and creative problem-solving opportunities, culminating in an annual Campus Cup Champion.

Goals for the Campus Cup:

1. **Enhance Community Engagement:** Foster a sense of belonging by involving employees in collaborative events.
2. **Promote Inclusivity:** Ensure activities are accessible and inclusive, reflecting our campus community's diverse interests and talents.
3. **Build Morale and Connection:** Strengthen relationships through shared experiences, reinforcing our commitment to a supportive and vibrant campus culture.
4. **Sustain Engagement:** Maintain participation momentum throughout the year with various engaging and innovative events.

The Campus Climate Committee looks forward to building on last year’s success and achieving these objectives, ultimately creating a campus environment where everyone feels connected and valued.

Administrative Recommendation to School Board: Acknowledge the Campus Climate report.



 **Campus Climate**
COMMITTEE





Committee Purpose

To create a welcoming and inclusive environment where faculty, staff, and students can thrive and grow.





Our focus:

Employee & Student

EXPERIENCE



OUR STRATEGIC PLAN GOALS

1

CULTURE CREATORS

Foster a campus culture that aligns with the college's mission and values.

2

ENGAGEMENT ENERGIZERS

Expand opportunities for employees to interact, collaborate, and socialize with one another inside and outside of work.

3

RECOGNITION REVOLUTIONIZERS

Create an employee recognition program.



Last year...

**Our focus was to
begin engaging
employees.**






**We analyzed
data and got
creative.**

Introducing...



Campus 
Cup





How it works.

**Campus Climate Sponsored
Event = 1 point per attendee**

**Team Initiated Event = 2
points per attendee**

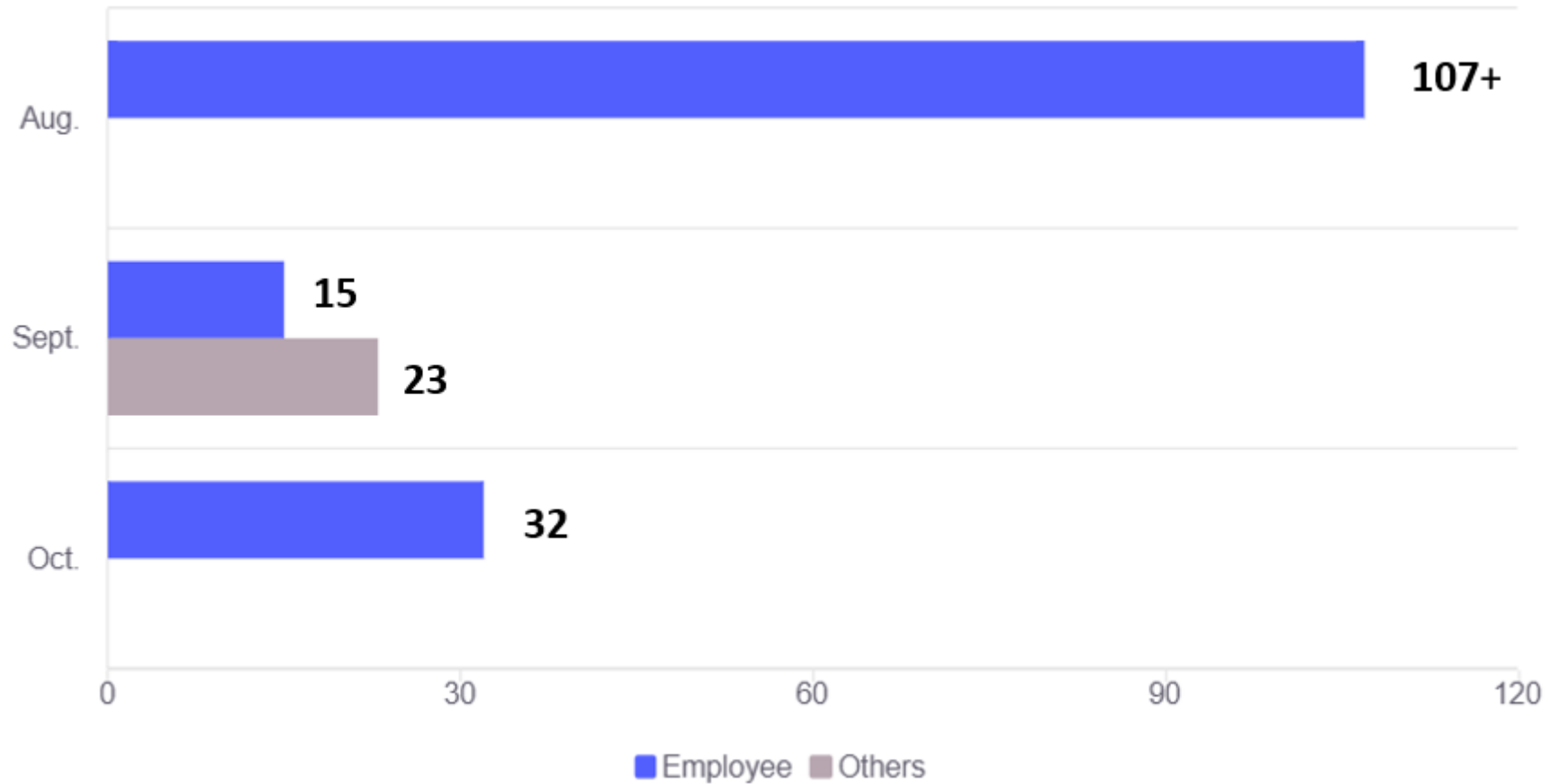
Prizes:



For members of the leading team at the end of each of the three terms

For members of the winning team at the end of the academic year

CAMPUS CLIMATE SPONSORED EVENTS







SOUTHEAST
Technical College