

SCHOOL BOARD MEETING

Monday, July 12, 2021

The School Board of the Sioux Falls School District 49-5 of Minnehaha County, South Dakota, was called into regular session, pursuant to due notice, on Monday, July 12, 2021 at 6:23 p.m. in the Instructional Planning Center, 201 East 38th Street. Sioux Falls, South Dakota, with the following members present: Nan Baker, Marc Murren, Carly R. Reiter, President Cynthia Mickelson. Absent: Vice President Kate Parker.

Action ST00554

A motion was made by Carly R. Reiter and seconded by Nan Baker four (4) votes “yes” on roll call **approving the minutes of a meeting** held on May 26, 2021 and which were furnished to the Sioux Falls Argus leader for publication, in unapproved form, all in accordance with SDCL §13-8-35.

Action ST00555

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

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

Action ST00556

A motion was made by Nan Baker 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:
 - A1. **Approval of Contracts**

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

Item No.	Contract Number	Contractor	Project	Cost
a.	22-001STC, MMF	N. McMillin	Student Assistance/Counseling	\$64,125
b.	22-002STC, BAV	Sanford Health System	Paramedic Instruction	\$15,000+

A2. Approval/Ratification of Purchase Orders

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

Item No.	PO No.	Vendor	Description	Total
a.	S	IT Outlet, Inc.	Student Laptops for Resale	\$315,000

A3. Disposal of School District Property

Authorizing the disposal of surplus property to sell at private sale, public auction, or sealed bids or to dispose of, in accordance with SDCL §6-13-1, as follows:

Item No.	Description	Location	Appraisers	Appraised Value	Property File No.
a.	1999 Chevy Silverado (Asset 6476)	Southeast	Troy Johnson Eric Mayer Devin Miranowski	\$0	2022-ST001

A4. Approval of Scholarship Awards

Authorizing the administration of Southeast Technical College to execute any and 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.

A5. Southeast Technical College Agreements

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

A6. Southeast Technical College Agreements

Authorizing the President of Southeast Technical College to execute any and all agreements, on behalf of Southeast Technical College, for goods and services and further authorizing the Vice President of Finance/Operations 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/Operations to prepare and present the Finance Report and Finance Officer’s Monthly Report of Funds to the School Board.

A7. Grant Application Approval Authorization

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 - \$15,000	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).
\$15,001 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/STI, DIA-R/STI and Policy/Regulation DJ/STI and DJ-R/STI will be followed.

A8. Regular Payments for Flow-through Funds

a. Authorizing the President of Southeast Technical College and the Vice President of Finance/Operations at Southeast Technical College, to facilitate payment of fees from the Southeast Technical College Trust and Agency Fund for FY22, 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 District.

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/Operations 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/Operations 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.

A9. Authorizing Continuance of Trust & Agency Accounts

Authorizing the continuance of the following Trust & Agency Accounts for the fiscal year beginning July 1, 2021, and ending June 30, 2022, designating personnel as Treasurers for said funds, and authorizing said Treasurers to continue checking accounts in bank depositories, as follows:

<u>Trust & Agency Account</u>	<u>Treasurer</u>	<u>Bank Depository</u>
Tuition & Fees	Mike Stephens	Great Western
EFT Account	Mike Stephens	Great Western
ACH Account	Mike Stephens	Great Western
Southeast Blue Bucks	Mike Stephens	Great Western
Trust & Agency	Mike Stephens	Great Western
Southeast Bookstore T & A	Mike Stephens	Great Western

A10. Designated Administration – Special Projects

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, 2021, and ending June 30, 2022.

A11. Adopting Policies

Adopting the polices as set forth in sections A through K, inclusive of the Policy/Regulation manuals of the District and Southeast Technical College, from July 8, 2021, to the next annual meeting to be held on July 11, 2022, it being understood that the “policies are subject to revision at any time”, in accordance with Policy BG; 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.

A12. Tuition and Fees for Southeast Technical College

<u>Fee Type</u>	<u>Amount</u>	
Local Fees – Institute Fees, Student Government/Activity, Maintenance/Repair	\$89.00	per credit hour
State Fees - Facility	\$36.00	per credit hour
State Fees – Maintenance/Repair	\$6.00	per credit hour
Tuition	\$124.00	per credit hour
Online Courses	\$50.00	per credit hour
Laptop (Conditional Sales Agreement)-Macintosh	\$2,700.00	one-time fee
Laptop (Conditional Sales Agreement)-PC Advanced	\$1,260.00	one-time fee

A.12 Tuition and Fees for STC- continued

Laptop (Conditional Sales Agreement)-PC Base	\$1,070.00	one-time fee
HVAC Course Fees	\$25.00	per credit hour
Law Enforcement Course Fees	\$10.00	per credit hour
LPN/RN Course Fees		per credit hour
	\$70.00	
Plumbing/Welding Course Fees	\$20.00	per credit hour
Mechatronics Course Fees	\$20.00	per credit hour
Dental Assistant, Invasive Cardiovascular, Medical Assistant, NDT, Paramedic, Pharmacy, Phlebotomy, Respiratory Therapist, Sonography – Cardiac, Vascular, Diagnostic Medical, Surgical Tech, and Vet Tech Course Fees	\$30.00	per credit hour
Auto, Collision, Construction Management, Diesel, Diesel – Ag/Construction, Electrician, and Horticulture Course Fees	\$25.00	per credit hour
Testing Fees	\$79 - \$400	per test
Course Test Fees	\$50.00	per course
Exam Proctor Fee	\$35.00	per hour
Help Desk Support Fee-Student Provided Laptops	\$50.00	per hour
Application Fees	\$0 - \$35.00	one-time fee
Registration Fees	\$50.00 - \$75.00	one-time fee
Transcript Fee	\$10.00	each
Diploma Fees (Duplicate)	\$15.00	each
Payment Plan Registration	\$25.00	per plan
Late Payment Fees (3 – months maximum)	\$25.00	per month
Printing Charges (B&W, Color)	\$0.15/\$0.25	per image

Scarborough Center Fees – effective 08.01.21

Children Ages 0 – 2:

0 – 29 contracted hours	\$5.75	per hour
30 – 39 contracted hours	\$5.35	per hour
40 – 50 contracted hours	\$4.95	per hour

Children Ages 3+:

0 – 29 contracted hours	\$5.75	per hour
30 – 39 contracted hours	\$4.85	per hour
40 – 50 contracted hours	\$4.45	per hour
Hourly (Drop In, additional hours above contracted)	\$5.75	per hour
Registration Fee	\$35.00	per family

A.12 Tuition and Fees for STC- continued

Corporate Education Fees

Apprenticeship Classes	\$0 - \$5,000	per course
Carpentry Apprenticeship	\$995 - \$5,000	per course
CDL – Class A	\$5,500.00	per course
CDL – Class B Prep Course	\$250.00	per course
CDL – Class B Vehicle Inspection Course	\$200.00	per course
Computer Training	\$80 – \$400	per course
CPR Course Fee	\$60.00	per course
Customized Classes	\$0 - \$950	per course
Dental – Perioperative Training Course	\$340.00	per course
Dental – Radiology Course	\$450.00	per course
Heartsaver CPR Course	\$80.00	per course
Heartsaver CPR, First Aid Course	\$100	per course
Welding Certification Courses/Certification	\$200 - \$1,000	per course

A13. Southeast Technical College – Building Rental Rates

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	\$50 – ½ Day \$100 – Full Day	\$50 – ½ Day \$100 – Full Day	\$75 – ½ Day \$150 – Full Day	\$75 – ½ Day \$150 – Full Day	\$100 – ½ Day \$200 – Full Day
Large Classroom (max cap. 40)	No charge	\$75 – ½ Day \$150 – Full Day	\$75 – ½ Day \$150 – Full Day	\$100 – ½ Day \$200 – Full Day	\$100 – ½ Day \$200 – Full Day	\$200 – ½ Day \$400 – Full Day
HC257, MC101, Commons Areas	No charge	\$100 – ½ Day \$200 – Full Day	\$100 – ½ Day \$200 – Full Day	\$300 – ½ Day \$600 – Full Day	\$300 – ½ Day \$600 – Full Day	\$400 – ½ Day \$800 – Full Day
Hub Auditorium	No charge	\$300 – ½ Day \$600 – Full Day	\$300 – ½ Day \$600 – Full Day	\$450 – ½ Day \$900 – Full Day	\$450 – ½ Day \$900 – Full Day	\$600 – ½ Day \$1200 – Full Day
Instructional Labs (staff presence required for each hour lab in use)	\$50/hour/each staff required	\$450 – ½ Day \$900 – Full Day Plus \$50/hour/each staff required	\$450 – ½ Day \$900 – Full Day Plus \$50/hour/each staff required	\$600 – ½ Day \$1200 – Full Day Plus \$50/hour/each staff required	\$600 – ½ Day \$1200 – Full Day Plus \$75/hour/each staff required	\$750 – ½ Day \$1500 – Full Day Plus \$75/hour/each staff required
Technology Fee (Southeast staff assistance with Lessee's technology needs)	No charge	\$50 – ½ Day \$100 – Full Day	\$50 – ½ Day \$100 – Full Day	\$50 – ½ Day \$100 – Full Day	\$50 – ½ Day \$100 – Full Day Plus \$45/hour/each staff required	\$50 – ½ Day \$100 – Full Day Plus \$45/hour/each staff required
Facilities Staff Fee	No charge	No charge	No charge	No charge	\$45/hour/each staff required	\$45/hour/each staff required
Set Up/Tear Down Fee	\$0 - \$250 per event					

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

A14. Charges Relating to Open Records Requests

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

A15. 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, 2021, and ending June 30, 2022, unless otherwise designated by the School Board.

A16. Amending Prior Board Action

Amending Board Action ST00552 as adopted on May 26, 2021 as follows:
 Revise FY22 salary amounts in Levels A/1, Steps 7 and 8 and Level O, Steps 1 -16 as highlighted. Revise title of Program Assistant – Hourly Schedule.

Administrator Salary Schedule - 12 Month

Step	A	B	C	D	E	F	G	H
1	133,688	123,010	118,232	113,456	108,959	105,027	98,282	91,341
2	138,367	127,316	122,371	117,428	112,773	108,702	101,721	94,537
3	143,211	131,773	126,654	121,538	116,720	112,507	105,283	97,846
4	148,196	136,359	131,064	125,769	120,783	116,423	108,948	101,252
5	153,383	141,131	135,650	130,171	125,011	120,498	112,761	104,795

Instructor Salary Schedule - 186 Day

Step	1	2	3	4	5	6	7	8
1	41,487	43,147	44,807	46,466	48,125	49,785	51,445	53,103
2	42,732	44,442	46,151	47,860	49,570	51,278	52,989	54,698
3	43,977	45,737	47,495	49,255	51,013	52,773	54,533	56,289
4	45,222	47,031	48,839	50,649	52,457	54,266	56,075	57,883
5	46,466	48,326	50,182	52,042	53,901	55,760	57,619	59,476
6	47,710	49,620	51,528	53,437	55,344	57,252	59,162	61,070
7	48,955	50,913	52,872	54,830	56,789	58,746	60,706	62,662
8	50,201	52,208	54,217	56,224	58,232	60,239	62,249	64,256
9	51,445	53,503	55,560	57,619	59,676	61,733	63,791	65,848
10	52,688	54,798	56,904	59,012	61,121	63,227	65,334	67,443

A16. Amending Prior Board Action (continued)

Instructor Salary Schedule - 206 Day

Step	1	2	3	4	5	6	7	8
1	45,948	47,787	49,625	51,462	53,301	55,138	56,976	58,816
2	47,328	49,221	51,114	53,007	54,901	56,794	58,686	60,580
3	48,706	50,655	52,604	54,551	56,498	58,448	60,396	62,343
4	50,085	52,088	54,091	56,095	58,098	60,102	62,105	64,109
5	51,462	53,521	55,580	57,639	59,696	61,755	63,814	65,873
6	52,841	54,956	57,069	59,182	61,296	63,410	65,524	67,636
7	54,221	56,388	58,558	60,726	62,895	65,064	67,234	69,402
8	55,599	57,823	60,046	62,270	64,494	66,719	68,943	71,166
9	56,976	59,256	61,535	63,814	66,093	68,372	70,651	72,931
10	58,355	60,689	63,023	65,358	67,691	70,026	72,361	74,695

Instructor Salary Schedule - 226 Day

Step	1	2	3	4	5	6	7	8
1	50,410	52,425	54,442	56,460	58,475	60,491	62,507	64,524
2	51,923	53,999	56,075	58,153	60,230	62,306	64,383	66,460
3	53,435	55,573	57,708	59,847	61,984	64,121	66,258	68,396
4	54,947	57,145	59,342	61,541	63,738	65,935	68,134	70,331
5	56,460	58,719	60,975	63,234	65,492	67,751	70,009	72,267
6	57,971	60,291	62,608	64,929	67,247	69,565	71,884	74,203
7	59,483	61,863	64,242	66,622	69,000	71,379	73,759	76,138
8	60,995	63,436	65,875	68,315	70,754	73,194	75,634	78,074
9	62,507	65,009	67,509	70,010	72,509	75,009	77,509	80,010
10	64,020	66,582	69,141	71,703	74,263	76,824	79,385	81,945

A16. Amending Prior Board Action (continued)

Employment Contract Salary Schedule - 210 Day

Step	A	B	C	D	E	F	G	H	I	J
1	21,060	24,008	26,991	30,521	34,263	38,147	41,995	46,125	51,526	55,569
2	21,290	24,269	27,285	30,854	34,637	38,563	42,453	46,629	52,090	56,176
3	21,519	24,532	27,580	31,188	35,011	38,980	42,911	47,132	52,652	56,782
4	21,750	24,794	27,874	31,521	35,385	39,396	43,371	47,636	53,214	57,389
5	21,980	25,056	28,170	31,854	35,760	39,813	43,829	48,140	53,777	57,996
6	22,209	25,318	28,465	32,187	36,134	40,229	44,287	48,643	54,340	58,603
7	22,439	25,581	28,759	32,521	36,508	40,646	44,746	49,147	54,903	59,210
8	22,670	25,842	29,054	32,854	36,882	41,062	45,205	49,651	55,465	59,817
9	22,899	26,105	29,348	33,187	37,257	41,479	45,663	50,154	56,028	60,423
10	23,129	26,366	29,643	33,521	37,631	41,896	46,122	50,658	56,591	61,030
11	23,359	26,629	29,937	33,854	38,004	42,312	46,580	51,162	57,153	61,637
12	23,590	26,891	30,233	34,187	38,378	42,729	47,039	51,665	57,716	62,243
13	23,819	27,153	30,528	34,520	38,753	43,145	47,498	52,169	58,279	62,850
14	24,049	27,415	30,822	34,854	39,127	43,561	47,956	52,673	58,841	63,458
15	24,279	27,678	31,117	35,187	39,501	43,978	48,415	53,176	59,404	64,064
16	24,509	27,939	31,411	35,520	39,875	44,395	48,873	53,680	59,966	64,671

Employment Contract Salary Schedule - 220 Day

Step	A	B	C	D	E	F	G	H	I	J
1	22,062	25,151	28,276	31,975	35,895	39,963	43,994	48,322	53,981	58,215
2	22,303	25,425	28,585	32,324	36,286	40,399	44,475	48,849	54,570	58,851
3	22,544	25,700	28,893	32,673	36,679	40,836	44,955	49,377	55,159	59,486
4	22,785	25,975	29,202	33,021	37,070	41,273	45,436	49,905	55,748	60,122
5	23,026	26,249	29,511	33,370	37,463	41,708	45,916	50,432	56,338	60,758
6	23,267	26,524	29,820	33,720	37,854	42,145	46,397	50,960	56,928	61,394
7	23,508	26,798	30,128	34,069	38,246	42,582	46,877	51,487	57,517	62,029
8	23,749	27,073	30,437	34,418	38,639	43,017	47,357	52,015	58,107	62,665
9	23,989	27,348	30,746	34,767	39,030	43,454	47,838	52,543	58,696	63,300
10	24,230	27,622	31,055	35,116	39,423	43,891	48,318	53,070	59,285	63,937
11	24,471	27,897	31,363	35,465	39,814	44,327	48,799	53,599	59,874	64,572
12	24,712	28,172	31,672	35,815	40,207	44,763	49,279	54,126	60,465	65,208
13	24,953	28,446	31,981	36,164	40,598	45,200	49,759	54,653	61,054	65,843
14	25,194	28,721	32,290	36,513	40,990	45,636	50,240	55,181	61,643	66,479
15	25,435	28,996	32,599	36,862	41,382	46,072	50,720	55,709	62,233	67,114
16	25,676	29,270	32,907	37,211	41,774	46,509	51,201	56,236	62,822	67,751

**Employment Contract Salary Schedule - 12
Month**

Step	A	B	C	D	E	F	G	H
1	24,168	27,551	30,975	35,027	39,321	43,778	48,194	52,934
2	24,432	27,852	31,314	35,409	39,750	44,255	48,719	53,512
3	24,696	28,153	31,651	35,791	40,180	44,733	49,246	54,090
4	24,960	28,454	31,989	36,174	40,609	45,211	49,772	54,668
5	25,224	28,755	32,328	36,556	41,039	45,689	50,298	55,247
6	25,488	29,056	32,666	36,938	41,468	46,168	50,825	55,824
7	25,752	29,357	33,004	37,322	41,897	46,646	51,351	56,402
8	26,015	29,657	33,343	37,704	42,326	47,124	51,877	56,980
9	26,280	29,958	33,680	38,086	42,756	47,602	52,404	57,558
10	26,544	30,259	34,019	38,469	43,185	48,080	52,930	58,136
11	26,807	30,560	34,357	38,851	43,615	48,558	53,456	58,715
12	27,071	30,860	34,695	39,233	44,044	49,036	53,983	59,292
13	27,336	31,161	35,034	39,616	44,474	49,514	54,509	59,870
14	27,599	31,462	35,372	39,998	44,902	49,993	55,035	60,448
15	27,863	31,764	35,711	40,381	45,332	50,470	55,562	61,026
16	28,127	32,064	36,048	40,764	45,761	50,948	56,088	61,605

Step	I	J	K	L	M	N	O
1	59,133	63,772	68,775	74,170	79,989	85,018	90,046
2	59,779	64,468	69,525	74,980	80,863	85,946	91,029
3	60,424	65,164	70,276	75,790	81,736	86,865	92,012
4	61,070	65,861	71,027	76,600	82,610	87,803	92,996
5	61,716	66,557	71,779	77,410	83,483	88,731	93,979
6	62,362	67,253	72,530	78,220	84,356	89,660	94,962
7	63,007	67,950	73,281	79,029	85,230	90,588	95,946
8	63,652	68,647	74,032	79,840	86,103	91,516	96,929
9	64,298	69,343	74,783	80,649	86,977	92,445	97,912
10	64,944	70,039	75,533	81,459	87,850	93,373	98,896
11	65,590	70,736	76,284	82,270	88,724	94,301	99,879
12	66,236	71,432	77,036	83,079	89,597	95,230	100,862
13	66,881	72,128	77,787	83,889	90,471	96,158	101,845
14	67,527	72,825	78,538	84,699	91,344	97,086	102,828
15	68,173	73,521	79,289	85,509	92,217	98,015	103,812
16	68,819	74,217	80,040	86,319	93,091	98,943	104,795

A16. Amending Prior Board Action (continued)

Employment Contract Salary Schedule – Non Exempt

Step	A	B	C	D	E	F	G	H	I	J
1	11.54	13.16	14.79	16.72	18.77	20.89	23.00	25.26	28.23	30.43
2	11.66	13.30	14.95	16.91	18.98	21.12	23.25	25.54	28.53	30.77
3	11.79	13.45	15.12	17.08	19.18	21.36	23.51	25.82	28.83	31.10
4	11.92	13.58	15.27	17.27	19.39	21.58	23.76	26.09	29.14	31.43
5	12.05	13.72	15.43	17.45	19.59	21.81	24.00	26.37	29.45	31.76
6	12.17	13.87	15.60	17.63	19.79	22.04	24.26	26.64	29.76	32.10
7	12.29	14.01	15.75	17.81	20.00	22.26	24.51	26.92	30.07	32.43
8	12.43	14.16	15.92	18.00	20.20	22.49	24.76	27.20	30.38	32.76
9	12.55	14.30	16.08	18.18	20.41	22.72	25.01	27.48	30.69	33.09
10	12.67	14.45	16.24	18.36	20.62	22.95	25.26	27.74	31.00	33.43
11	12.80	14.59	16.40	18.54	20.82	23.18	25.52	28.02	31.31	33.76
12	12.92	14.73	16.57	18.73	21.03	23.41	25.77	28.30	31.62	34.09
13	13.06	14.88	16.72	18.92	21.23	23.63	26.01	28.58	31.91	34.42
14	13.18	15.02	16.89	19.09	21.43	23.86	26.27	28.84	32.22	34.76
15	13.30	15.17	17.05	19.28	21.63	24.09	26.52	29.12	32.53	35.09
16	13.43	15.31	17.21	19.46	21.84	24.31	26.76	29.40	32.84	35.42

Classified Staff Salary Schedule - Hourly

Step	A	C	D	F	G	I	J
1	11.96	12.48	13.62	14.22	15.29	15.97	17.31
2	12.10	12.62	13.77	14.37	15.45	16.15	17.49
3	12.23	12.76	13.91	14.53	15.62	16.32	17.68
4	12.35	12.89	14.05	14.68	15.79	16.50	17.88
5	12.49	13.02	14.22	14.84	15.96	16.66	18.06
6	12.62	13.17	14.36	14.99	16.11	16.85	18.25
7	12.76	13.30	14.51	15.15	16.29	17.02	18.44
8	12.88	13.44	14.66	15.30	16.45	17.19	18.63
9	13.00	13.57	14.81	15.45	16.62	17.37	18.81
10	13.15	13.71	14.95	15.61	16.79	17.54	19.01
11	13.27	13.85	15.09	15.77	16.96	17.71	19.19
12	13.41	13.98	15.26	15.92	17.12	17.89	19.39
13	13.53	14.12	15.40	16.07	17.30	18.06	19.57
14	13.67	14.26	15.55	16.24	17.45	18.24	19.76
15	13.80	14.38	15.70	16.39	17.62	18.41	19.96
16	13.92	14.52	15.85	16.54	17.79	18.59	20.14

Classified Staff Salary Schedule (continued) - Hourly

Step	K	L	M	N	O	P	Q
1	18.13	20.27	22.55	24.82	27.28	30.47	32.90
2	18.34	20.49	22.79	25.09	27.57	30.80	33.26
3	18.53	20.71	23.05	25.36	27.88	31.13	33.62
4	18.73	20.93	23.28	25.63	28.17	31.47	33.99
5	18.93	21.15	23.54	25.90	28.46	31.80	34.35
6	19.12	21.37	23.78	26.18	28.77	32.13	34.71
7	19.32	21.59	24.02	26.45	29.06	32.47	35.07
8	19.52	21.81	24.27	26.71	29.36	32.80	35.42
9	19.72	22.04	24.51	26.98	29.66	33.13	35.79
10	19.93	22.25	24.77	27.26	29.96	33.46	36.15
11	20.11	22.48	25.00	27.53	30.25	33.80	36.50
12	20.31	22.71	25.26	27.80	30.55	34.13	36.86
13	20.51	22.92	25.50	28.06	30.84	34.46	37.22
14	20.71	23.15	25.75	28.34	31.14	34.80	37.57
15	20.90	23.37	25.99	28.61	31.45	35.13	37.94
16	21.11	23.59	26.24	28.89	31.74	35.46	38.30

Professional 2 Salary Schedule - 12 Month

Step	Y
1	64,339
2	65,647
3	66,954
4	68,261
5	69,569
6	70,876
7	72,183
8	73,490
9	74,798
10	76,105
11	77,412
12	78,720
13	80,027
14	81,334
15	82,642
16	83,950

Program Assistant - Hourly

Step	X	Y	Z
1	11.91	12.74	13.48
2	12.07	12.89	13.65
3	12.21	13.04	13.82
4	12.35	13.21	13.98
5	12.50	13.36	14.16
6	12.66	13.53	14.33
7	12.82	13.70	14.51
8	12.97	13.87	14.69
9	13.14	14.03	14.87
10	13.29	14.21	15.04
11	13.46	14.38	15.24
12	13.63	14.56	15.42
13	13.80	14.74	15.61
14	13.96	14.92	15.81
15	14.14	15.10	16.00
16	14.31	15.30	16.20

- B. Approving the **Consolidated Report of Trust and Agency Funds** of July 12, 2021 and stating for the record that as of May 31, 2021 receipts total \$41,876,827.64 and disbursements total \$41,162,569.07 (MRF #ST413)

C. Approving the **Vice President of Finance and Operation’s Report** of July 12, 2021 in accordance with the SDCL §13-8-35 (MRF #ST414) and directing that detailed statement of receipts and balances on hand, as of May 31, 2021, 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>
Administrator, full-time Westra, Kayla	12 Mo, Dean-Curriculum & Instruction	06-30-21
Custodial Manager, full-time Wynthein, Dan*	12 Mo, Custodial Manager	06-30-21
Instructor, full-time Maka, Rachel	226 Day, Vascular Sonography	07-30-21
Other Help, part-time Horlyk, Courtney	Bookstore	04-22-21

*Retirement

D2. **Involuntary Employment Termination**

Instructor, full-time Rahman, Mizanur	186 Day, CIS Programming	06-30-21
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D3. **Change of Status**

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Administrator, exempt, full-time, per annual Foster, Fenecia	Academic Affairs	Assoc Dean, Curriculum & Instr, Emp Con, 12 Mo, 1.0 FTE, Level O, Step 6, \$92,196.00	Dean, Curr & Instr, Admin, 12 Mo, 1.0 FTE, Level G, Step 4, \$108,948.00, Effec. 07-01-21

D3. **Change of Status** (continued)

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Employment Contract, exempt, full-time, per annual (continued)			
Friesz, Ethan	IT	System Technician, Specialist, 12 Mo, 1.0 FTE, Level O, Step 4, \$27.34 per hour	System Admin, EmpCon, 12 Mo, 1.0 FTE, Level I, Step 5, \$61,716.00, Effec. 07-01-21
Employment Contract, non-exempt, full-time, per hour			
Simonsen, Laura	Food Service	Food Svc Worker, Emp Con, 12 Mo, 1.0 FTE, Level B, Step 7, \$13.60	Lead Food Svc Wrkr, Emp Con, 12 Mo, 1.0 FTE, Level C, Step 8, \$14.16, Effec, 07-01-21
Valdez, Martin	Business Office	Part-time Clerical, \$14.00	AR Associate, EmpCon, 12 Mo, 1.0 FTE, Level F, Step 3, \$20.73, Effec, 05-17-21
Instructor, exempt, full-time, per annual			
Cermak, Audree	Veterinary Tech	Adjunct Instructor, Non-Clinical, \$32.00 per hour	Instructor, 186 Day, 1.0 FTE, Lane 3, Step 10, \$56,904.00, Effec. 07-01-21
Olson, Julie	General Ed, Natural Science	Adjunct Instructor, Non-Instr Activity, \$24.00 per hour	Instructor, 186 Day, 1.0 FTE, Lane 8, Step 10, \$67,433.00, Effec. 07-01-21
Otto, Josette	General Ed, Natural Science	Adjunct Instructor, Clinical, \$35.00 per hour	Instructor, 206 Day, 1.0 FTE, Lane 3, Step 8, \$60,046.00, Effec. 07-01-21

D4. **Salary Change**

<u>Name</u>	<u>Location/ Position</u>	<u>Effective Date</u>	<u>Current Pay</u>	<u>Proposed Pay</u>
Federal Work Study, part-time, per hour				
Douglass, Jenae	Scarborough Ctr	07-01-21	\$11.00	\$12.00
Moore, Brittany	Scarborough Ctr	07-01-21	11.00	12.00
Van-Zee, Mariah	Student Success	07-01-21	11.00	12.00
Wipf, Gillian	Scarborough Ctr	07-01-21	11.00	12.00
Other Help, part-time, per hour				
Dent, Julie	Food Service	07-01-21	\$12.00	\$13.50
Futch, Lucinda	Food Service	07-01-21	12.00	13.50
Stephens, Connie	Food Service	07-01-21	13.25	14.00
Student Help, part-time, per hour				
Douglass, Jenae	Scarborough Ctr	07-01-21	\$11.00	\$12.00
Moore, Brittany	Scarborough Ctr	07-01-21	11.00	12.00
Scholes, Miranda	Scarborough Ctr	07-01-21	11.00	12.00
Wipf, Gillian	Scarborough Ctr	07-01-21	11.00	12.00

D5. **Work Schedule Change**

<u>Name</u>	<u>Location/ Position</u>	<u>From</u>	<u>To</u>
Employment Contract, exempt, full-time, per annual			
Gjerde, Nadine	Student Success Adv	220 Day, 1.0 FTE, Level I, Step 5, \$54,697.00	12 Month, 1.0 FTE, Level I, Step 6, \$62,362.00, Effec. 07-01-21
Westerman, Julie	Student Success Adv	220 Day, 1.0 FTE, Level I, Step 5, \$54,697.00	12 Month, 1.0 FTE, Level I, Step 6, \$62,362.00, Effec. 07-01-21
Specialist, non-exempt, full-time, per hour			
Hout, Lori	IT Support Center Spec	220 Day, 1.0 FTE, Level N, Step 16, \$28.04	12 Month, 1.0 FTE, Level N, Stp 16, \$28.89, Effec. 07-01-21
Oorlog, Lori	IT Support Center Spec	220 Day, 1.0 FTE, Level N, Step 16, \$28.04	12 Month, 1.0 FTE, Level N, Stp 16, \$28.89, Effec. 07-01-21

D6. **Employment Recommendations**

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Custodian, non-exempt, full-time, per hour			
Belongia, Danielle	Custodian, Campus 12 Mo, 1.0 FTE Level I, Step 1	07-12-21	\$15.97
Dyke, Amy	Custodian, Campus 12 Mo, 1.0 FTE, Level I, Step 1	07-06-21	\$15.97
Keil, Jacob	Custodian, Housing 12 Mo, 1.0 FTE Level K, Step 5	07-06-21	\$18.93
Employment Contract, exempt, full-time, per annual			
Prokop, Marcella	Dir Access & Workforce Opportunity, 12 Mo, 1.0 FTE, Level K, Step 6	07-01-21	\$72,530.00
Employment Contract, non-exempt, full-time, per hour			
Leffring, Holly	AR Associate, 12 Mo, 1.0 FTE, Level F, Step 1	07-06-21	\$20.89
Federal Work Study, non-exempt, part-time, per hour			
Jensen, Caitlin	Admissions	07-01-21	\$12.00
Instructor, exempt, full-time, per annual			
Cruse, Laura	Gen Ed, English, 186 Day, 1.0 FTE, Lane 8, Step 6	07-01-21	\$61,070.00
Noteboom, Stacie	Accounting, 186 Day, 1.0 FTE, Lane 6, Step 10	07-06-21	\$63,227.00
Instructor, Clinical Instructor/Other Instructor Activity, part-time, per hour			
Magnuson, Ashley	Nursing	07-06-21	\$35.00/\$24.00
Instructor, Other Instructor Activity, part-time, per hour			
Iverson, Erika	Gen Ed, Sociology	07-01-21	\$24.00
Wolf, Dana	Business Admin	05-20-21	24.00

D6. **Employment Recommendations** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2021 Summer Adjunct Budget, lump sum			
Aamold, Rachel	Health Core	05-17-21	\$2,325.00
Adamson, Heather	Gen Ed, English	05-17-21	2,520.00
Anderson, Sarah	Medical Coding	05-17-21	2,925.00
Barrow, Nathan	Gen Ed, English	05-17-21	2,520.00
Byall, Jennifer	Gen Ed, Math	05-17-21	2,520.00
Castardo, Ruby	Surgical Tech	07-01-21	1,097.50
Davis, Chris	Accounting	05-17-21	10,080.00
Dunn, Samantha	Gen Ed, English	05-17-21	5,340.00
Ekstrum, Jacqueline	Health Core	05-17-21	3,560.00
Entringer, Stephanie	Nursing	05-17-21	2,520.00
Erdman, Corliss	Health Core	06-01-21	4,890.00
Hanson, Mylynn	Health Core	05-17-21	5,040.00
Hondel, Ashley	Health Core	05-17-21	2,325.00
Horan, Steven	Accounting	05-17-21	3,360.00
Hoyt, Jodi	Business Admin	05-17-21	2,520.00
Judeh, Huda	CIS	05-17-21	2,520.00
Kassing, Elizabeth	Civil Eng Tech	05-17-21	1,000.00
Kirstein, Axanthia	Health Core	05-17-21	2,325.00
Kreckel, Darrell	CIS	05-17-21	2,520.00
Larsen, Kristin	Gen Ed, Math	05-17-21	5,040.00
Lease, Sara	Nursing	05-17-21	5,040.00
Lewis, Nancy	CPR	05-17-21	240.00
Lindell, Mark	Gen Ed, Speech	05-17-21	2,520.00
Lothrop, LeAnn	CIS	05-17-21	2,520.00
McManus, Stacy	Business Admin	05-17-21	6,040.00
Mekelburg, Erin	CIS	05-17-21	2,520.00
Melroe, Shelby	Gen Ed, Sociology	05-17-21	5,040.00
Miller, Richard	Law Enforcement	05-19-21	775.00
Morris, Roger	CIS	05-17-21	600.00
Mower, Britney	Health Core	05-17-21	12,671.00
Pastrano, Xavier	Gen Ed, English	05-17-21	2,520.00
Penning, Jolene	Medical Assisting	05-17-21	1,550.00
Pepper, Dustin	Nursing	05-17-21	6,200.00
Perkins-Hicks, Debra	Health Core	05-17-21	5,340.00
Peters, Dennis	Business Admin	05-17-21	5,340.00
Pottratz, Jennifer	Nursing	05-17-21	3,360.00
Ranaweera, Chamila	Gen Ed, Math	05-17-21	5,040.00
Rose, Jean	Business Admin	05-17-21	2,520.00
Rykhus, Brooke	Nursing	05-17-21	1,680.00
Saeger, Amanda	Health Core	05-17-21	2,670.00
Schaffer, Kenneth	CIS	05-17-21	3,100.00
Stueven, Rebecca	Health Core	05-17-21	2,325.00
Tebay, Kristina	Health Core & Nursing	05-17-21	5,880.00
Voss, Brian	Construction Mgmt	06-01-21	4,568.00
Wadhwa, Anju	CIS	05-17-21	5,040.00

D6. **Employment Recommendations** (continued)

<u>Name</u>	<u>Location/Position</u>	<u>Effective Date</u>	<u>Amount</u>
Instructor, 2021 Summer Adjunct Budget, lump sum (continued)			
Wagaman, Chelsea	Medical Assisting	05-17-21	\$775.00
Weihe, Kimberly	Marketing	05-17-21	5,040.00
Wellnitz, Kristin	Gen Ed, Psychology	05-17-21	5,040.00
Werkmeister, Myra	Nursing	05-17-21	840.00
Williams, Brian	Marketing	05-17-21	5,040.00
Windish, Aubrey	Gen Ed, English	05-17-21	2,520.00
Wolff, Dana	Business Admin	05-17-21	2,920.00

D7. **2021-2022 Staff Recommendations**

<u>Name</u>	<u>Salary</u>
Administrator, per annual	
Fischer, Megan	\$126,654.00
Griggs, Robert	166,695.00
Kluin, Richard	135,650.00
Peters, Craig	112,761.00
Possehl, Kristin	112,761.00
Valdez, Benjamin	135,650.00
Vanlaecken, Erik	125,011.00

Classified Staff, per hour

Anderson, Curtis	\$17.71
Arnoldy, David	22.71
Avdic, Darko	17.19
Bartlett, Cindy	21.11
Duus, Kristi	20.11
Ebeling, Bryanna	18.34
Eklund, Anne	20.11
Feller, Raymond	18.59
Garcia, Joshua	26.98
Heald, David	27.26
Hemmingson, Kayla	19.52
Hout, Lori	28.89
Ingber, Ronald	17.89
Johnson, Brent	16.85
Johnson, Troy	22.48
Kerfeld, Tammy	21.11
Kramer-Hermanson, Michael	19.12
Mayer, Eric	18.59
Miranowski, Devin	18.53
Nielsen, Tracy	26.98
Oorlog, Lori	28.89
Overby, Jennifer	19.52
Piskic, Hajrudin	16.85
Sackett, Julie	28.89
Sahuric, Ferid	17.89
Sandstede, Kevin	23.59

D7. **2021-2022 Staff Recommendations (continued)****Name****Classified Staff, per hour (continued)**

Sauer, Dennis	\$16.32
Stoltenburg, Thomas	16.15
Strouth, Erica	23.15
Van-Zee, Joyce	28.06
Wagner, Keith	33.13
Willuweit, Bernadette	28.89
Woodard, Judy	18.93

Name**Employment Contract, per hour**

Buseman, Nathan	\$27.20
Evenson, Glade	29.40
Landhuis, Carmen	21.36
Miller, Amy	25.82
Muhs, Jon	27.20
Valdez, Martin	21.58
Williamson, Darla	23.51
Wise, Ashley	26.64

Employment Contract, per annual

Bormann, Amanda	\$83,483.00
Carruthers, Tara	40,609.00
Dorman, Scott	64,267.59
Dyce, Dayna	64,468.00
Fischer, Anna	58,279.00
Fjelland, Lauren	59,779.00
Frey, Amanda	76,284.00
Fuerstenberg, Kim	40,180.00
Furth, Shannon	53,456.00
Gjerde, Nadine	61,716.00
Grabowska, Lynette	72,128.00
Hansen, Micah	76,284.00
Harder, Elizabeth	59,874.00
Hawks, Paula	59,285.00
Kramer, Jaclyn	95,946.00
Lambley, Jennifer	66,236.00
Olson, Emily	58,696.00
Oswald, Vicki	66,236.00
Ramsbey, Tyler	63,007.00
Rathsachack, Ashley	53,456.00
Reisch, Chelsea	57,517.00
Schuette, Amanda	53,456.00
Shoenrock, Shelly	52,404.00
Sjogren, Robin	40,990.00
Skiff, Jason	63,652.00
Skorczewski, Tamara	62,822.00

D7. **2021-2022 Staff Recommendations (continued)****Name****Employment Contract, per annual (continued)**

Stephens, Michael	\$80,040.00
Strouth, Gerard	88,724.00
Struck, Kathryn	80,040.00
Vandekamp, Sara	63,652.00
Vanzanten, Andrew	63,007.00
Vortherms, Kristie	82,270.00
Weber, Joseph	53,456.00
Westcott, Jamie	80,040.00
Westerman, Julie	61,716.00
Williamson, Stephen	82,270.00
Winter, Karen	56,088.00

Instructor, per annual

Adamson, Heather	\$57,252.00
Anderson, Sarah	71,703.00
Atkinson, Merissa	56,224.00
Bartels, Brent	58,558.00
Berry, Vincent	60,689.00
Bezdichek, Michael	56,904.00
Borgen, Cory	70,026.00
Breitling, Rodney	67,443.00
Castardo, Ruby	70,026.00
Conrad, Anthony	59,012.00
Cox, Bryan	63,227.00
Davis, Chris	63,227.00
Davis, Dana	56,904.00
Dvanajscak, Amanda	71,166.00
Ellerbusch, Jenna	71,703.00
Entringer, Stephanie	70,026.00
Gau, Paige	61,733.00
Gries, Keith	56,904.00
Grinkmeyer, Brett	70,026.00
Hanson, Mylynn	63,227.00
Haynes, Matthew	59,012.00
Heath, Lynn	74,263.00
Highfill, Rhoda	63,227.00
Howard, Dennis	65,358.00
Hunter, Marcus	56,904.00
Jensen, Marcia	65,358.00
Johnson, Jarrod	56,904.00
Kassing, Elizabeth	59,012.00
Keyes, Jennifer	65,358.00
Larsen, Kristin	67,443.00
Lease, Sara	76,824.00
Leloux, Loretta	63,227.00

D7. **2021-2022 Staff Recommendations (continued)****Name****Instructor, per annual (continued)**

Maka, Rachel	\$71,703.00
McManus, Stacy	63,227.00
Merritt, Jason	79,385.00
Miller, Richard	63,023.00
Morris, Roger	59,012.00
Nowak, Deborah	65,334.00
Osborn, Michelle	65,358.00
Penning, Jolene	67,691.00
Pepper, Dustin	68,943.00
Pepper, Merrel	67,443.00
Peters, Dennis	65,334.00
Pommer, Jacqueline	79,385.00
Pottratz, Jennifer	69,402.00
Prouty, Terry	56,904.00
Ranaweera, Chamila	63,791.00
Ringling, Benjamin	71,703.00
Rose, Jean	65,334.00
Rykhus, Brooke	60,239.00
Saugstad, Jeanette	59,012.00
Schaffer, Kenneth	59,012.00
Schneider, Nicholas	71,703.00
Schwartz, Colette	70,026.00
Shotkoski, Kevin	61,121.00
Solberg, Megan	58,746.00
Stahl, Emily	74,203.00
Stoltenburg, Nathan	63,023.00
Tebay, Kristina	70,026.00
Vanoverbeke, Jeffrey	65,334.00
Warkenthien, Richard	59,012.00
Weber, Jessica	59,012.00
Weihe, Kimberly	63,227.00
Wellnitz, Kristin	67,443.00
Wendell, John	61,121.00
Werkmeister, Myra	68,372.00
Williams, Brian	65,334.00
Wohlwend, Bruce	65,334.00
Wolff, Dana	67,443.00

Program Assistant, per hour

Beck, Kayla	\$13.04
Krueger, Sierra	13.70
Weihe, Connor	15.42

Action ST00557

Vice President of Academics Benjamin Valdez provided the South Dakota Department of Health MOU Report. (#ST415) Southeast Technical College has been asked by the Community Health Worked Collaborative of South Dakota and the SD Department of Health (SD DOH) to enter into a partnership to provide academic training and development for Community Health Workers of South Dakota. A Community Health Worker (CHW) is a frontline public health worker who is a trusted member and has unusually close understanding of the community they are serving. This trusted relationship enables the CHW to serve as a liaison, link, and intermediary between both the healthcare community and the social service community. In addition, the CHW assists with facilitating access to services that improve service delivery quality and cultural competencies for individuals.

Through a grant provided by the Center for Disease Control, the SD DOH has approved for funding to establish a Community Health Worker program to serve the needs of the citizens of South Dakota. The SD DOH was awarded the grant in June 2021. The grant allows the SD DOS to work with STC in creating a CHW certificate program to provide academic training and development for individuals. STC has been awarded \$140,000 from the grant to cover curriculum development, project coordination with SD DOH, marketing, travel expenses, and CHW program standards. Over the next two fiscal years, with the academic program starting August 2022.

Following general discussion, a motion was made by Nan Baker and seconded by Carly R. Reiter four (4) votes “yes” on roll call **acknowledging the collaborative initiative with the SD DOH and approve the signing of an MOU for the amount of \$140,000.**

Action ST00558

President Bob Griggs provided the 2020-21 Year End Summary Report. (#ST416) The overview of the past 2020-21 academic year at Southeast Tech included an update on last year’s student enrollment and some of the significant accomplishments achieved by the campus in student retention and the latest student placement rate of 99%. The report provided a summary of ten new programs that Southeast Tech has been approved to offer to meet area workforce needs over the last three years. The report also outlined a proposed timeline for beginning a new strategic planning process for the college.

Following general discussion, a motion was made by Marc Murren and seconded by Nan Baker four (4) votes “yes” on roll call **acknowledging the 2020-21 Year End Summary Report.**

Action ST00559

CIO Erik VanLaecken provided the Campus Technology Report. (#ST417) Planned 2021-2022 updated campus technology include updates to classroom distance technology and the campus wireless and switch infrastructure. Expanding coverage will assist with student labs being conducted outside the classroom buildings. Campus technology security will be reviewed. Completion dates for the upgrades is dependent on vendor equipment availability.

Following general discussion, a motion was made by Nan Baker and seconded by Marc Murren four (4) votes “yes” on roll call, **approving the Campus Technology Report.**

continued

Monday, July 12, 2021

Action ST00560

On motion by Nan Baker and seconded by Carly R. Reiter, four (4) votes "yes" on roll call, the School board **adjourned** at 7:10 p.m.

CYNTHIA MICKELSON

Presiding Officer

TODD VIK

Business Manager