State Board of Finance
Meeting Agenda

Tuesday, October 20, 2020
2:00 p.m.

Call in information: +1 312 626 6799
Meeting ID: 857 7656 7211
Password: 521798

A) Call to order

B) Approve monthly meeting agenda

C) Approve minutes from the meeting on September 15, 2020

D) Professional Recruitment

- SD Department of Corrections
  - Travis Erskine
- University of South Dakota
  - Zachary Tschetter
  - Jose Lira
  - Timothy Ricker
- South Dakota State University
  - Mark Stevens
  - Alison Coulter
  - Brianna Kratz
  - Austin Heddon

E) State Hosting Reimbursement Request – SDCL 3-9-2.1

- Department of Tourism
  - Hosted journalists in Custer on a press trip for Buffalo Roundup.
  - Purchased water for department's official Roundup guests.
  - James Hagen & Stephanie Palmer from department hosted an official Roundup dinner for two travel writers.
  - Lunch for staff and hosted journalists at Buffalo Roundup
- Governor's Office of Economic Development
  - Hosted two companies looking at relocating to South Dakota from California.

F) Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2

- Department of Education
  - SD Advisory Panel for Children with Disabilities Meeting at Drifters in Fort Pierre.

G) Action Items

- South Dakota Animal Industry Board requests approval to cover costs of unoccupied hotel rooms during the South Dakota State Fair in Huron on September 2-3, 2020.
- Legislative Research Council requests the adjustment of salary for members of the Legislature for the upcoming regular session.

H) Public Comment

I) Adjournment

NOTE: *This meeting is being held in a physically accessible place. Individuals needing assistance, Pursuant to the Americans with Disabilities Act, should contact the Secretary of State's Office at (605) 773.3537 in advance of the meeting to make any necessary arrangements.*

Household Moving Allowance
State of South Dakota

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance
Office of Secretary of State
500 E Capitol Ave
Pierre SD 57501 Phone: 605-773-3537

Please check one:

☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.

☐ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Travis A Erskine
Name of Applicant

Correctional Officer
New Position Title

DOC/MDSP
Agency Employed By

$36477
Yearly Salary

Celina, OH
City, State Moving From

Springfield SD
New Post of Duty (City)

Aug/2020
Expected Month/Year of Move

060336
Bureau of Human Resources Class Code

8/24/2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Travis A Erskine
Signature of Applicant

9/17/2020
Date

Authorization

☐ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

MIKE LEIDHOLT
Name of Authorized Agent

SECRETARY OF CORRECTIONS
Position/ Title of Authorized Agent

Mike Leidholt 9-22-20
Signature of Authorized Agent Date

SD DEPT OF CORRECTIONS
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

South Dakota

BHR

Bureau of Human Resources

Bureau of Human Resources
500 East Capitol Avenue
Pierre, SD 57501-5070
605.773.3461
http://bhr.sd.gov/

August 11, 2020

Travis Erskine
8715 Alpha St
Celina OH 45822

Dear Travis:

This letter will serve as a written follow up to our verbal offer of employment as a Correctional Officer position with the Mike Durfee State Prison at an hourly rate of $17.47. The Department of Corrections will allow you reimbursement of moving expenses you accrue up to one month of your salary. In order for the expenses to be reimbursed you must submit the Household Moving Allowance Application, this offer letter and any receipts of payment for moving. The effective date of this offer will be Monday August 24, 2020. Please report to the Mike Durfee State Prison at 8:00am on Monday August 24,2020.

Casual dress attire is preferred. Cell phones are not allowed on the facility.

This offer is contingent upon negative drug screening results. Please make an appointment with my office (605-369-4427) to schedule a date and time prior to starting to have the drug screening completed

Also, please be aware that you will be serving a six-month probationary period. During this time period your performance will be reviewed periodically to determine if you will be recommended for status in the South Dakota Career Service system. Also, please note that your health insurance coverage will not begin until one month and one day after your start date (indicated above).

We look forward to having you on our staff. We hope your employment with the Mike Durfee State Prison will be rewarding experience. If there are any questions, please contact the Human Resource Office at 605-369-4427.

Sincerely,

Mary Ann Kloucek
Human Resource Specialist
Mike Durfee State Prison

Household Moving Allowance
State of South Dakota

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Office of Secretary of State
500 E Capitol Ave
Pierre SD 57501 Phone: 605-773-3537

Please check one:
☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.
☒ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

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Application

Zachary Tschetter
Name of Applicant

Instructor
New Position Title

USD CSC
Agency Employed By

$63,500
Yearly Salary

Sioux Falls, SD
City, State Moving From

Vermillion
New Post of Duty (City)

August 2020
Expected Month/Year of Move

00900
Bureau of Human Resources Class Code

August 17, 2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Zach Tschetter
Signature of Applicant

9/7/2020
Date

9/7/2020

Authorization

☑ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Emery Wasley
Name of Authorized Agent

Assistant Vice President, HR
Position/ Title of Authorized Agent

Signature of Authorized Agent

10-7-20
Date

University of South Dakota
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

UNIVERSITY OF
SOUTH DAKOTA
COLLEGE OF ARTS & SCIENCES

MEMORANDUM

DATE: June 15, 2020

TO: Zach Tschetter

FROM: Michael Kruger, Dean, College of Arts and Sciences

RE: Appointment with the Department of Computer Science

I am pleased to offer you, subject to approval by the Board of Regents, an appointment as Instructor in the Department of Computer Science. This is a term position, the effective date of which is August 22, 2020. Annual appointment dates are *August 22nd through May 21st.* Your salary is $63,500 based on nine months at 100% time. KC Santosh will be your direct supervisor. As with all employees, you will be evaluated annually. This offer is contingent on the favorable results of a background check.

Your work reporting date is August 17, 2020. Your work release date is May 14, 2021. In the event the University has to modify the method of course delivery and/or adjust the academic calendar for fall semester due to the COVID-19 pandemic, the University reserves the right to modify the reporting dates of this appointment. If such modification is necessary, the University will provide notice at least 30 days prior to the current report date or new report date, whichever is earlier, and additional compensation and/or contract working days will be added to total compensation at the same salary rate as set forth in the current appointment. Reporting dates for international employees are dependent on work authorization.

The Board of Regents manages employee-created intellectual property pursuant to the South Dakota Board of Regents Intellectual Property Policy, Board Policy No. 4:34. The provisions of this policy are enclosed. Please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records. In addition to the intellectual properties, also enclosed is a conflict of interest form, please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the South Dakota Board of Regents and of University of South Dakota. Withholding statements (W-4's) and proof of identity and eligibility to work in the United States, pursuant to the Immigration Reform laws (I-9) are available from your Human Resources Office. Your portion of these forms must be completed on or before your first day of employment. BOR requires direct deposit of payroll checks for all employees.

414 East Clark Street • Vermillion, SD 57069 • 605-677-5221 • 605-677-6409 fax • as@usd.edu • www.usd.edu/as

This position has been identified as exempt from Fair Labor Standards Act (FLSA) and therefore not subject to overtime. Your position is eligible for state benefits to include household moving allowance as outlined in SDCL 3-9-12. The University of South Dakota will provide up to $2,500 in moving expenses. Reimbursed moving expenses are considered taxable income. Once you receive payment, Payroll will contact you to determine how the payment is recorded as taxable income. Please note that the amount must be recorded as income in the calendar year it is received. Guidelines on allowable expenses may be found at http://legis.state.sd.us/rules/DisplayRule.aspx?Rule=05:01:07&Type=Rule.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing and returning this letter, the attached personal data sheet, and a signed copy of the enclosed agreement to assign Intellectual Property and Conflict of Interest Form no later than June 17, 2020, retaining a copy for your records. Please sign the documents electronically or send the hard copies to:

Katherine Price
Office of the Dean/College of Arts & Sciences
The University of South Dakota
414 E. Clark. St.
Vermillion, SD 57069
Katherine.Price@usd.edu

cc: Jose Flores, Chair, Department of Computer Science
Nathan Gotto, HR Generalist, Office of Human Resources

I accept the job offer outlined above.

DocuSigned by:
Zach Schutter
620E2A4B6B0A476...

6/15/2020

Signature of Appointee & Date Signed

Encl: Intellectual Property Policy
Intellectual Property Form
Conflict of Interest Form
Employee Personal Data Sheet

DS

Household Moving Allowance
State of South Dakota

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Pierre SD 57501 Phone: 605-773-3537

Please check one:

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Application

Jose Lira
Name of Applicant

Research Associate 1
New Position Title

BBS
Agency Employed By

$15.50/hr.
Yearly Salary

Texas
City, State Moving From

Vermillion
New Post of Duty (City)

09/2020
Expected Month/Year of Move

00505
Bureau of Human Resources Class Code

09/21/2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Jose Lira
Signature of Applicant

9/23/20
Date

Authorization

☒ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Emery Wasley
Name of Authorized Agent

Assistant Vice President, HR
Position/ Title of Authorized Agent

Signature of Authorized Agent / Date 10-7-20.

University of South Dakota
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

DocuSign Envelope ID: A766BFCA-4234-496B-B52C-880EA717C2F4

UNIVERSITY OF
SOUTH DAKOTA
SANFORD SCHOOL OF MEDICINE
MEMORANDUM

DATE: August 31, 2020

TO: Jose Lira

FROM: Steve Waller, Associate Dean Basic Biomedical Sciences, University of South Dakota

RE: Appointment with Division of Basic Biomedical Sciences, University of South Dakota

I am pleased to offer you, subject to approval by the Board of Regents, a non-faculty/exempt appointment as a Research Associate 1 in the Xuejun Wang's lab. The effective date of this appointment is September 21, 2020. Your hourly rate of pay will be $15.50 based on 12 months at 100% time. Xuejun Wang will serve as your direct supervisor. As with all employees, you will be evaluated annually. This offer is contingent on the favorable results of a background check.

The administrative appointment shall commence on September 21, 2020 and shall not extend beyond June 21, 2021. Annual fiscal year appointment dates are June 22nd through June 21st. The positon is grant funded and the continuation of the position is contingent on the availability of funding.

The administrative employment may be renewed at the sole pleasure of the Board. If the Board elects to renew an administrative appointment, it may do so under whatever changed or additional terms and conditions it chooses. The administrative employment offered herein shall be at the pleasure of the Board and may be terminated without notice or cause.

This position has been identified as overtime eligible and, therefore, subject to the Fair Labor Standards Act (FLSA). The Board of Regents employs a compensatory time policy as permitted by the FLSA. This policy provides for the granting of compensatory time in combination with cash payment for all hours worked above 40 hours in any given work week (Sunday to Saturday). Compensatory time off may be taken at any time with prior approval from your supervisor. Additionally, compensatory time may be carried forward to subsequent pay periods indefinitely, to a maximum accumulation of 80 hours (160 hours for AES employees). The Board of Regents reserves the right, however, to pay cash to the employee for any or all accrued compensatory hours.

The University, in accordance with annual salary policy approved by the state legislature, the Board of Regents compensation policies, your performance, and institutional priorities, will determine any future annual pay increases. Payroll dates begin on the 22nd of the month through the 21st with payroll on the last day of the month. Eligible leave will be accrued in accordance with your appointment and all employees are required to request leave through the payroll system to ensure leave is recorded accurately.

As an Research Associate, your position is eligible for state benefits to include household moving allowance of as outlined in SDCL 3-9-12. The University of South Dakota will provide up to $1250 in moving expenses. Reimbursed moving expenses are considered taxable income. Benefits are administered through the State of South Dakota and are provided to any employee that is in a regular position that is employed at 50% or greater time.

The Board of Regents manages employee-created intellectual property pursuant to the South Dakota Board of Regents Intellectual Property Policy, Board Policy No. 4:34. Please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records. In addition to the intellectual properties, also enclosed is a conflict of interest form, please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the South Dakota Board of Regents and of University of South Dakota. Withholding statements (W-4's) and proof of identity and eligibility to work in the United States, pursuant to the Immigration Reform laws (I-9) are available from your Human Resources Office. Your portion of these forms must be completed on or before your first day of employment. BOR requires direct deposit of payroll checks for all employees.

You will be invited to a new employee orientation via separate email.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by electronically signing this offer, and the accompanying documents, by September 9, 2020.

cc: Xuejun Wang, Supervisor
Sharon Myers, Human Resources
Jackie Rubida, Department payroll representative

DocuSigned by:
I accept the job offer outlined above.
Jose Lira 9/2/2020
E9ACA6C2E306444...

Signature of Appointee & Date Signed

Household Moving Allowance
State of South Dakota

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Office of Secretary of State
500 E Capitol Ave
Pierre SD 57501 Phone: 605-773-3537

Please check one:
☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.
☒ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

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Application

Timothy Ricker
Name of Applicant

Assistant Prof.
New Position Title

USD
Agency Employed By

$68,000
Yearly Salary

Evansville, IN
City, State Moving From

Vermillion
New Post of Duty (City)

Aug 2020
Expected Month/Year of Move

0000
Bureau of Human Resources Class Code

Aug 22, 2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Signature of Applicant

09/23/2020
Date

Authorization

☑ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Emery Wasley
Name of Authorized Agent

Assistant Vice President, HR
Position/ Title of Authorized Agent

10-7-20.
Signature of Authorized Agent Date

University of South Dakota
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

UNIVERSITY OF
SOUTH DAKOTA
COLLEGE OF ARTS & SCIENCES

MEMORANDUM

DATE: August 11, 2020

TO: Timothy Ricker

FROM: Michael Kruger, Dean

RE: Appointment with the Department of Psychology, College of Arts and Sciences

I am pleased to offer you, subject to approval by the Board of Regents, an appointment as Assistant Professor in the Department of Psychology at the University of South Dakota (USD). The effective date of this appointment is August 22, 2020. Annual appointment dates are *August 22nd through May 21st*. Your salary is $68,000 based on nine months at 100% time. Douglas Peterson, Chair, USD Psychology is your direct supervisor. As with all employees, you will be evaluated annually. This offer is contingent on the favorable results of a background check.

Your work reporting date is August 17, 2020. Your work release date is May 14, 2021. In the event the University has to modify the method of course delivery and/or adjust the academic calendar for fall semester due to the COVID-19 pandemic, the University reserves the right to modify the reporting dates of this appointment. If such modification is necessary, the University will provide notice at least 30 days prior to the current report date or new report date, whichever is earlier, and additional compensation and/or contract working days will be added to total compensation at the same salary rate as set forth in the current appointment. Reporting dates for international employees are dependent on work authorization.

You are required to provide an official transcript for your highest degree within 30 days of accepting this position. The Board of Regents manages employee-created intellectual property pursuant to the South Dakota Board of Regents Intellectual Property Policy, Board Policy No. 4:34. The provisions of this policy are enclosed. Please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records. In addition to the intellectual properties form, also enclosed is a conflict of interest form. Please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the South Dakota Board of Regents and of the University of South Dakota. Withholding statements (W-4's) and proof of identity and eligibility to work in the United States, pursuant to the Immigration Reform laws (I-9) are available from your Human Resources Office. Your portion of these forms must be completed on or before your first day of employment. The Board of Regents requires direct deposit of payroll checks for all employees.

414 East Clark Street • Vermillion, SD 57069 • 605-677-5221 • 605-677-6409 fax • as@usd.edu • www.usd.edu/as

This position has been identified as exempt from Fair Labor Standards Act (FLSA) and therefore not subject to overtime. As an Assistant Professor, your position is eligible for state benefits. The University of South Dakota will provide up to $2,500 in moving expenses. Reimbursed moving expenses are considered taxable income. Once paid, Payroll will be contacting you regarding any options available to you with regards to the deduction.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing electronically no later than August 13, 2020.

I accept the job offer outlined above.

DocuSigned by:
Timothy D. Picker
80C2C2AEF20A488...

Signature of Appointee

8/12/2020

Date

DS JM

DS CG

Household Moving Allowance
State of South Dakota

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Pierre SD 57501 Phone: 605-773-3537

Please check one:
☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.
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Application

Mark Stevens		Assistant Professor	South Dakota State University
Name of Applicant		New Position Title	Agency Employed By
$59,000	Pullman, WA	Brookings, SD	July 2020
Yearly Salary	City, State Moving From	New Post of Duty (City)	Expected Month/Year of Move
15		August 22, 2020	
Bureau of Human Resources Class Code		Employment Date with the State	

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I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

DocuSigned by:
Mark Stevens
622067520EE74C5...
Signature of Applicant — Date 6/29/2020 | 11:35 PDT

Authorization

☐ X The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

David Reynolds	Director, School of Performing Arts
Name of Authorized Agent	Position/ Title of Authorized Agent
DocuSigned by: David Reynolds — 6/29/2020 | 11:18 PDT	South Dakota State University
Signature of Authorized Agent — Date	Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on _____
Date — Signature of Secretary, State Board of Finance

MEMORANDUM

DATE: March 28, 2020

TO: Mark Stevens, DMA

FROM: David Reynolds, DMA
South Dakota State University

RE: Appointment with School of Performing Arts, South Dakota State University

I am pleased to offer you, subject to approval by the President, an appointment as Assistant Professor of Music (Piano) in the School of Performing Arts. The effective date of this appointment is August 22, 2020. Annual appointment dates are August 22, 2020 to May 21, 2021. Your salary is $59,000 based on 9th months at 100% time. I will serve as your direct supervisor. As with all employees, you will be evaluated annually.

This position has been identified as exempt from Fair Labor Standards Act (FLSA) and therefore not subject to overtime.

You are required to provide an official transcript for your highest degree within 30 days of accepting this position. The Board of Regents manages employee-created intellectual property pursuant to the South Dakota Board of Regents Intellectual Property Policy, Board Policy No. 4:34. The provisions of this policy are enclosed. Please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records. In addition to the intellectual properties, also enclosed is a conflict of interest form, please review the policy, sign where indicated and return with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the South Dakota Board of Regents and of South Dakota State University. This offer is contingent on the university's verification of credentials and other information required by law and/or university policies, including but not limited to a criminal background check. Withholding statements (W-4's) and proof of identity and eligibility to work in the United States, pursuant to the Immigration Reform laws (I-9) are available from your Payroll Office. Your portion of these forms must be completed on or before your first day of employment. BOR requires direct deposit of payroll checks for all employees.

As Assistant Professor of Music, your position is eligible for state benefits to include a household moving allowance of $3500.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing below and returning this letter, a signed copy of the enclosed agreement to assign Intellectual Property, and the Conflict of Interest Form to my attention no later than April 15, 2020, retaining a copy for your records.

Cc: Lynn Sargeant, Dean

I accept the job offer outlined above.

Mark Stevens

Signature of Appointee

South Dakota State University
Expectations of Employment Document

We are pleased to extend an offer of employment and membership with South Dakota State University in the School of Performing Arts. This expectations document is made in conjunction with the South Dakota State University offer of employment to join the College of Arts, Humanities, and Social Sciences. South Dakota State University is a public University under the governance of the South Dakota Board of Regents.

1. **Appointment**. Appointee is hereby appointed as Assistant Professor, employed at 100% time, within the School of Performing Arts, subject to provisions herein. This is a Tenure Track appointment. Your Tenure Track begin date is August 22, 2020.

2. **Salary, Leave and Benefits**. Appointee shall be paid 59,000 which will be paid out over 12 payrolls. Depending on funding conditions, South Dakota State University may subsequently adjust Appointee's compensation to include performance-based merit and market increases. The state will set the annual salary increase in conjunction with the South Dakota Board of Regents. Payroll dates are the 22nd through the 21st, with payment on the last working day of the month. Eligible leave will be accrued in accordance with your contract and faculty will be required to request leave via the leave request system. Benefits are administered through the State of South Dakota and are provided to any employee who is in a regular position, employed at 50% time or greater. The base salary could be subject to change should there be a change in duties, appointment percent or contract length.

3. **Term**. This is a 9 month appointment which begins on August 22, 2020. Annual appointment dates are August 22, through May 21. The report date for all faculty is five working days prior to the first day of class. This year the report date is August 17, and the first day of class is August 24.

4. This appointment is subject to the constitution and laws of the State of South Dakota, policies and regulations of the Board and of South Dakota State University, insofar as these may govern terms and conditions of employment.

5. Additional College or South Dakota State University Expectations. The Standards Document for the School of Performing Arts is attached.

6. Verification of Credentials. Upon the request of the South Dakota State University, Appointee agrees to have sent to the South Dakota State University, upon its request, certified copies of any transcript(s) reflecting the award of degree(s) listed as received on the Appointee's curriculum vitae. Appointee further agrees to provide to the South Dakota State University, upon its request, evidence of employability as required by the United States Immigration Laws. Appointee agrees that the employment of Appointee is terminable by the South Dakota State University if at any time Appointee fails to provide such evidence.

7. Controlling Law. This expectation document shall be construed according to the laws of the State of South Dakota.

I have read, understand and accept all the expectations of my employment as outlined:

Mark Steuer 4/2/20

Signature of Appointee Date

Household Moving Allowance
State of South Dakota

When Application and Authorization sections are completed, please submit the original to:
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Office of Secretary of State
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Pierre SD 57501 Phone: 605-773-3537

Please check one:

☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.

■ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Alison Coulter
Name of Applicant

Assistant Professor
New Position Title

SDSU
Agency Employed By

$75,374
Yearly Salary

Carbondale, IL
City, State Moving From

Brookings, SD
New Post of Duty (City)

September 2020
Expected Month/Year of Move

January 4, 2020
Employment Date with the State

Bureau of Human Resources Class Code

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

DocuSigned by:
Alison Coulter
Signature of Applicant

9/17/2020 | 13:45 CDT
Date

Authorization

■ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Michele Dudash
Name of Authorized Agent

Department Head
Position/ Title of Authorized Agent

DocuSigned by:
Michele R. Dudash
Signature of Authorized Agent

9/17/2020 | 13:46 CDT
Date

Natural Resource Management, SDSU
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

MEMORANDUM

DATE: 2 September 2020

TO: Dr. Alison Coulter

FROM: Michele R. Dudash, Department Head and Professor
South Dakota State University

DocuSigned by:
Michele R. Dudash
209AA4E99ABD473...

RE: Appointment with the Department of Natural Resource Management

Dear Alison,

On behalf of the South Dakota State University, I am very pleased to offer you, subject to approval by the President, an appointment as an Assistant Professor of the Natural Resource Management Department in the College of Agriculture, Food and Environmental Sciences. This is a 9-month, 100% time tenure-track position. This appointment and rank is also contingent on support and approval of the College Tenure & Promotion Committee, University Tenure & Promotion Committee, the South Dakota Board of Regents' Chief Academic Officer, and the South Dakota Board of Regents. The effective date of this appointment will be January 4, 2021. Annual appointment dates are August 22 to May 21. I, Dr. Michele R. Dudash, am your direct supervisor. As with all employees, you will be evaluated annually.

Your total annual salary is $75,374 based on 9-months of work at 100% time. This salary is comprised of a faculty salary of 100 % rate of OK average salary for your position based on the 9-month faculty rate.

This position has been identified as exempt from the Fair Labor Standards Act (FLSA) and is therefore not subject to overtime.

This offer is contingent on verifying credentials and other information required by law and/or university policies, including but not limited to a criminal background check, as well as your delivery to Human Resources of an *official* transcript for your highest degree within 30 days of accepting this position. Withholding statements (W-4's) and United States employment eligibility verification documents (I-9) are available from the Payroll Office. Your portion of these forms must be completed on or before your first day of employment. The Board of Regents requires direct deposit of payroll checks for all employees.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the South Dakota Board of Regents and of South Dakota State University. The terms of appointment include a continuing nondisclosure obligation relating to personally identifiable information, access codes, and proprietary information made accessible to you in the course of your employment with the university that survives this appointment.

In accordance with Board of Regents Policy 4:34, the Board manages employee-created intellectual property. The provisions of this policy are enclosed. Also enclosed is a Conflict of Interest Form that must be completed pursuant to Board of Regents Policy 4:35. Please review the policies and forms, sign the forms where provided, and return the forms fully executed with this offer memo.

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

As a tenure-track Assistant Professor your position is eligible for state benefits to include household moving allowance of up to 1-month salary as outlined in SDCL 3-9-12. A Household Moving Allowance form and instructions have been enclosed.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing and dating below and returning this memo, Expectations of Employment Document, a signed copy of the enclosed Agreement to Assign Intellectual Property, and a signed copy of the Conflict of Interest Form to my attention no later than September 14, 2020, retaining a copy of these documents for your records.

Cc: Michele R. Dudash,
Marc Serrett, Human Resources
Provost and Vice President of Academic Affairs, Dennis Hedge

I accept the job offer outlined above.

DocuSigned by:
Alison Coulter
7530CB6928FC4A5...
Signature of Appointee

9/8/2020 | 08:05 CDT
Date

Encl: Expectations of Employment Document
Intellectual Property Policy and Intellectual Property Form
Conflict of Interest Policy and Form
Household Moving Allowance Form & Instructions

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

South Dakota State University
Expectations of Employment Document

We are pleased to extend an offer of employment and membership with South Dakota State University in the Department of Natural Resource Management. This expectations document is made in conjunction with the South Dakota State University offer of employment to join the College of Agriculture, Food and Environmental Sciences faculty. South Dakota State University is a public University under the governance of the South Dakota Board of Regents.

1. **Appointment**. Appointee is hereby appointed as Assistant Professor, employed at 100% time, within the Natural Resource Management Department subject to provisions herein. This is a Tenure Track appointment. Your Tenure Track begin date is August 22, 2021.

2. **Salary, Leave and Benefits**. Appointee's annual contract salary of $75,374 shall be pro-rated because of the mid-year contract which is commencing on January 4, 2021 and will be paid out over five payrolls. Depending on funding conditions, South Dakota State University may subsequently adjust Appointee's compensation to include performance-based merit and market increases. The state will set the annual salary increase in conjunction with the South Dakota Board of Regents. Payroll dates are the 22nd through the 21st, with payment on the last working day of the month. Eligible leave will be accrued in accordance with your contract and faculty will be required to request leave via the leave request system. Benefits are administered through the State of South Dakota and are provided to any employee who is in a regular position, employed at 50% time or greater. The base salary could be subject to change should there be a change in duties, appointment percent or contract length. Effective on August 22, 2021, your annual contract salary shall be paid out over 12 payrolls. Owing to this mid-year start in your appointment, additional health benefits will be deducted from your pay in January through May, which will cover your benefits in June, July and August of 2021. Effective on August 22, 2021 your benefit deductions will be taken monthly in each of the 12 payroll periods.

3. **Term**. This is a 9 month appointment and report date begins on January 4, 2021. Annual appointment dates are August 22nd through May 21st.

4. This appointment is subject to the constitution and laws of the State of South Dakota, policies and regulations of the Board and of South Dakota State University, insofar as these may be govern terms and conditions of employment and the provisions of the collective bargaining agreement.

5. Additional College or South Dakota State University Expectations.

This is a 55% research, 45% teaching appointment, specifically in Fisheries Sciences and Management. As a faculty member you are expected to understand and participate in the long range missions and the overall land grant missions of the department. Specifically, your contributions to the long range objectives will be: participation in teaching and undergraduate student recruiting, advising and mentoring programs. Research emphasis will be in Aquatic and Fisheries Sciences and Management.

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

This could include topics such as aquatic and fisheries sciences and management. Collaboration with other faculty members is expected. Courses to be taught will potentially include the following: Ichthyology, Principles and Advance Fisheries Management and a graduate course in your area of expertise. These assignments are subject to change depending on departmental needs. All faculty members are expected to provide service to the department and be actively engaged with partners outside of South Dakota State University. The Natural Resource Management Department Standards Document is attached for reference.

For the establishment of your research program I have identified an office in our building (Edgar McFadden Biostress) along with laboratory space. Graduate student office space is provided in common share rooms within the same building. NRM will also provide you with an office computer, monitor, printer, in addition to ample cloud storage space via BOX.

We are prepared to offer you the following startup package conditional on you submitting a Hatch project that is acceptable to USDA-NIFA as a part of the SDAES Program of Work. In order to collect the AES portion of your startup award, you must also join an applicable Hatch Multistate, Mc-Intire Stennis, or Animal Health project within your first 90 days of employment. The AES funds will be made available after both projects have been reviewed and accepted by the granting agency. This support is contingent on your continued appointment. Please note that there is no carry-over of these funds after the completion of three full years.

Startup research funding to help you launch a successful research program is being supported by the Natural Resource Management Department, The Agricultural Experiment Station, and South Dakota Game Fish and Parks. The Natural Resource Management Department is able to provide $5,000 per year for three years and allocate you one MS level 12 month GTA three years, equal to at least $54,000 and also a 3-year MS level 12 month GRA from our AES allocation equal to at least $54,000 prior to tenure. Each of these graduate students also receive a full tuition waiver associated with their respective GTA and GRA awards.

Furthermore, SDAES is able to support your research for an additional $75,000 with these funds being distributed ~ equally ($25,000) over the first three years of your appointment in addition to one month of summer salary each year for the first three years. Moreover, Kevin Robling, representing SD GFP, has committed $5,000 for one summer to initiate a mutually agreeable research project. Please note that a condition of these SD GFP funds is that you conduct a research project that is mutually beneficial to you and SD GFP in our state.

In total, we are able to offer you a startup package of >$220,000 in combined support to establish your research program at SDSU. The SDAES startup funds ($75,000 noted above) can be used for graduate student support, salary for technical support, summer salary supplement, operating expenses, equipment, or any combination that will best help you achieve your research goals.

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

Department and South Dakota Agricultural Experiment Station Start-Up Support

Total start-up package is greater than $220,000. Further, your appointment allows for access to the labs within the Department as well as the RESEARCH FARMS/STATIONS for your research and teaching activities. SDAES requires you to write and submit a Hatch project proposal. In order to collect the AES portion of your startup award outlined in the chart below, you must also join an applicable Hatch Multistate, Mc-Intire Stennis, or Animal Health project within your first 90 days of employment. This support is contingent on your continued appointment.

Use of funds: Funds may be used in the manner that is most judicious for commencing a sustainable research program. Eligible uses include summer salary, graduate stipends, research equipment, direct costs of experimentation and data collection, project/collaboration planning and development travels, and other costs that are consistent with launching a sustainable research program. Funds can be accumulated across the three years, but expire at the end of the third year.

Planning and accountability:

a. Funds will be made available each year according to a written plan and budget of research and fund raising which has a horizon through at least the 3rd year of employment and has been approved by the Department Head. The second year and third year plans should also include a report on the preceding year's progress relative to the planned objectives and describe adjustments needed to the plan.
b. The first distribution of SDAES funds will be made after both projects have been reviewed and accepted by the granting agency. The three year period for start-up funds will be calculated from the start date of the last approved project.

Year 1		
NRM Dept.	$5000	Office, lab space, computer and printer. Committed 3 year 12 month MS GTA funding (~ $54k annually). This funding can occur anytime within first 5 years. Commitment from NRM departmental allocation of AES funds to support a 3 year 12 month MS GRA (~ $54k annually) within the first 5 years once AES projects are approved.
AES TOTAL	$33,300	Available once AES projects are approved and within first 3 years, $25,000. Plus, one month of faculty summer salary ~ $8300.
Year 2		
NRM Dept.	$5000	
AES TOTAL	$33,300	Available once AES projects are approved and within first 3 years, $25,000. Plus, one month of faculty summer salary ~ $8300.
Year 3		
NRM Dept.	$5000	
AES TOTAL	$33,300	Available once AES projects are approved and within first 3 years, $25,000. Plus, one month of faculty summer salary ~ $8300.

DocuSign Envelope ID: FA9490D1-475D-42E1-98E6-D77D164F85FA

6. Verification of Credentials. Upon the request of the South Dakota State University, Appointee agrees to have sent to the South Dakota State University, upon its request, certified copies of any transcript(s) reflecting the award of degree(s) listed as received on the Appointee's curriculum vitae. Appointee further agrees to provide to the South Dakota State University, upon its request, evidence of employability as required by the United States Immigration Laws. Appointee agrees that the employment of Appointee is terminable by the South Dakota State University if at any time Appointee fails to provide such evidence.

7. Controlling Law. This expectation document shall be construed according to the laws of the State of South Dakota.

Start-up support approved by:

DocuSigned by:
Justin Werkmeister
AD035D329B274C3...

9/3/2020 | 14:54 CDT

Justin Werkmeister
Director of Finance, CAFES

Date

I have read, understand and accept all the expectations of my employment as outlined:

DocuSigned by:
Alison Coulter
7530CB6928FC4A5...

9/8/2020 | 08:05 CDT

Signature of Appointee

Date

cc: Human Resources
Dean Killefer
Associate Dean Gibbons
Interim Associate Dean Mistry
NRM Department Head Michele Dudash

Encl: College/Departmental Expectations Document

Household Moving Allowance
State of South Dakota

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance
Office of Secretary of State
500 E Capitol Ave
Pierre SD 57501 Phone: 605-773-3537

Please check one:

☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.

■ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Brianna Kratz
Name of Applicant

Residence Hall Director
New Position Title

SDSU Housing & Residential Life
Agency Employed By

$35,568
Yearly Salary

Milwaukee, WI
City, State Moving From

Brookings, SD
New Post of Duty (City)

August, 2020 and Apt
Expected Month/Year of Move

00547
Bureau of Human Resources Class Code

August 10, 2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Brianna Kratz
Signature of Applicant

9/8/20
Date

Authorization

■ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Christina M. Kaberline
Name of Authorized Agent

Associate Director Housing & Residential Life
Position/ Title of Authorized Agent

Christina M. Kaberline
Signature of Authorized Agent

August 4, 2020
Date

SDSU Housing & Residential Life
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

DocuSign Envelope ID: 42883CCA-28C5-4C28-B455-2BE0F4C702F9

SOUTH DAKOTA STATE UNIVERSITY

Housing and Residential Life

MEMORANDUM

DATE: August 4, 2020

TO: Brianna Kratz

FROM: Chris Kaberline, Associate Director Housing & Residential Life
South Dakota State University

RE: Appointment with Housing and Residential Life, South Dakota State University

On the behalf of South Dakota State University (SDSU), I am pleased to offer you, subject to approval by the [Board of Regents / President], an appointment as a Residence Hall Director in the Housing & Residential Life Department. The effective date of this appointment is August 10, 2020. Annual appointment dates are June 22, 2020 to June 21, 2021. Your salary is $35,568 based on 12 months at 100% time. Brian Dominguez is your direct supervisor. As with all employees, you will be evaluated annually.

This position has been identified as exempt from Fair Labor Standards Act (FLSA) and therefore not subject to overtime.

You are required to provide an official transcript for your highest degree within 30 days of accepting this position. As denoted in SDBOR Policy 4:34, the SDBOR manages employee-created intellectual property. The provisions of this policy are enclosed. In addition to the intellectual properties, and in accordance with SDBOR Policy 4:35 on conflicts of interest, there is also enclosed a conflict of interest form that you must complete in full. Please review the policies and forms, sign the forms where indicated, and return the forms fully executed with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the SDBOR and of SDSU. This offer is contingent on SDSU's verification of credentials and other information required by law and/or SDBOR and SDSU policies, including but not limited to a criminal background check. Withholding statements (W-4's) and United States employment eligibility verification documents (I-9) are available from the Payroll Office. Your portion of these forms must be completed on or before your first day of employment. The SDBOR requires direct deposit of payroll checks for all employees.

As a Residence Hall Director your position is eligible for state benefits to include household moving allowance of up to $750 as outlined in SDCL 3-9-12. A Household Moving Allowance form and instructions have been enclosed.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing and dating below and returning this signed memo[, a signed copy of the enclosed Agreement to Assign Intellectual Property, and a signed copy of the Conflict of Interest Form to my attention no later than Friday, August 7, 2020, retaining a copy of these documents for your records.

DocuSign Envelope ID: 42883CCA-28C5-4C28-B455-2BE0F4C702F9

Brianna, we are very excited to have you formally join the SDSU Housing & Residential Life team. I am confident that you will complement the very dedicated staff already in place, as well as, make significant contributions to the growth of our program. Please do not hesitate to contact me if we can answer any questions or be of help as you make your transition.

Sincerely,

Christina M. Kaberline
Associate Director of Housing & Residential Life

cc: Brian Dominguez, supervisor
Human Resources

I accept the job offer outlined above.

DocuSigned by:
Brianna Kratz 8/4/2020 | 08:42 PDT
88A7D07C85DE4DD...
Signature Of Appointee & Date Signed

Encl: Intellectual Property Policy and Intellectual Property Form
Conflict of Interest Policy and Form
Household Moving Allowance Form & Instructions

Household Moving Allowance
State of South Dakota

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance
Office of Secretary of State
500 E Capitol Ave
Pierre SD 57501 Phone: 605-773-3537

Please check one:
☐ State Transfer (SDCL 3-9-9)
Full-time continuous employment for 6 months.
☒ Professional Recruitment (SDCL 3-9-12)
Attach a written copy of the offer of employment and of payment of moving expenses.

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Austin Heddon
Name of Applicant

Residence Hall Director
New Position Title

SDSU - HRL
Agency Employed By

$35,586
Yearly Salary

Boise, ID & Warrensburg,MO
City, State Moving From

Brookings, SD
New Post of Duty (City)

July/August/2020 Sept.
Expected Month/Year of Move

00547
Bureau of Human Resources Class Code

August 4, 2020
Employment Date with the State

I hereby request authorization and approval to submit a voucher for reimbursement of actual household moving expenses subject to the limitations established by South Dakota law. I shall attach to said voucher evidence of actual household moving expenses.

I understand that household moving allowance is considered taxable income according to IRS regulations, and I am responsible for all applicable payroll taxes. I know I may contact my agency's finance officer for options.

Austin Heddon
Signature of Applicant

7/30/2020
Date

Authorization

☒ The undersigned agent hereby certifies that the above individual is employed in a full-time position with the above agency, that the agency ordered the applicant to move as indicated, and that the move will be for the benefit of the State of South Dakota. The Agent further declares that, to the best of the Agent's knowledge and belief, the request and authorization for reimbursement of actual household moving expenses are true and correct.

Christina M. Kaberline
Name of Authorized Agent

Associate Director, SDSU HRL
Position/ Title of Authorized Agent

Christina M. Kaberline 7/29/2020
Signature of Authorized Agent Date

South Dakota State University/HRL
Agency of Authorized Agent

Approval by State Board of Finance

Approved by the State Board of Finance on

Date

Signature of Secretary, State Board of Finance

SOUTH DAKOTA STATE UNIVERSITY

Housing and Residential Life

MEMORANDUM

DATE: July 29, 2020

TO: Austin Heddon

FROM: Chris Kaberline, Associate Director Housing & Residential Life
South Dakota State University

RE: Appointment with Housing and Residential Life, South Dakota State University

On the behalf of South Dakota State University (SDSU), I am pleased to offer you, subject to approval by the [Board of Regents / President], an appointment as a Residence Hall Director in the Housing & Residential Life Department. The effective date of this appointment is August 4, 2020. Annual appointment dates are June 22, 2020 to June 21, 2020. Your salary is $35,568 based on 12 months at 100% time. Maggie Miller is your direct supervisor. As with all employees, you will be evaluated annually.

This position has been identified as exempt from Fair Labor Standards Act (FLSA) and therefore not subject to overtime.

You are required to provide an official transcript for your highest degree within 30 days of accepting this position. As denoted in SDBOR Policy 4:34, the SDBOR manages employee-created intellectual property. The provisions of this policy are enclosed. In addition to the intellectual properties, and in accordance with SDBOR Policy 4:35 on conflicts of interest, there is also enclosed a conflict of interest form that you must complete in full. Please review the policies and forms, sign the forms where indicated, and return the forms fully executed with this offer memo, retaining a copy for your records.

The appointment and terms of appointment are subject to and governed by the laws of the State of South Dakota and the policies, rules, and regulations of the SDBOR and of SDSU. This offer is contingent on SDSU's verification of credentials and other information required by law and/or SDBOR and SDSU policies, including but not limited to a criminal background check. Withholding statements (W-4's) and United States employment eligibility verification documents (I-9) are available from the Payroll Office. Your portion of these forms must be completed on or before your first day of employment. The SDBOR requires direct deposit of payroll checks for all employees.

As a Residence Hall Director your position is eligible for state benefits to include household moving allowance of up to $750 as outlined in SDCL 3-9-12. A Household Moving Allowance form and instructions have been enclosed.

If you understand and agree to the terms and conditions of this offer, please indicate your acceptance by signing and dating below and returning this signed memo[, a signed copy of the enclosed Agreement to Assign Intellectual Property, and a signed copy of the Conflict of Interest Form to my attention no later than Saturday, August 1, 2020, retaining a copy of these documents for your records.

Austin, we are very excited to have you formally join the SDSU Housing & Residential Life team. I am confident that you will complement the very dedicated staff already in place, as well as, make significant contributions to the growth of our program. Please do not hesitate to contact me if we can answer any questions or be of help as you make your transition.

Sincerely,

Christina M. Kaberline

Christina M. Kaberline
Associate Director of Housing & Residential Life

cc: Maggie Miller, supervisor
Human Resources

I accept the job offer outlined above.

Austin Heddon 7/30/20
Signature of Appointee & Date Signed

Encl: Intellectual Property Policy and Intellectual Property Form
Conflict of Interest Policy and Form
Household Moving Allowance Form & Instructions

State Hosting Reimbursement Request – SDCL 3-9-2.1

When Application and Authorization sections are completed, please submit the original to:

State Board of Finance
Office of Secretary of State
Capitol Building - 500 E Capitol Ave
Pierre, SD 57501 Phone: 605-773-3537

Application

Date: September 7, 2020 Agency: GOED

Agency Address: 711 E Wells Ave. Pierre, SD 57501

Agency Phone Number: 605-773-4633

Employee Requesting Reimbursement: Hannah Sage

Total Amount of Reimbursement: $50.32

Date(s) of Hosting Expense: Aug 28, 2020 + Aug. 31, 2020 Receipts Attached: (Y) / N

Explanation of official business performed: GOED hosted 2 companies looking at locating in the State from California. The funds were used to purchase lunch and gifts for the 3 Attendees.

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while hosting a prospect for business development, trade, or a tourism promotional activity. I certify that the expenses were incurred through necessary duties of my employment with the State of South Dakota and in the furtherance of state's interests, concerns, and activities and are supported by the attached receipts. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Hannah Sage
Signature of Employee

September 7, 2020
Date

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's claims were in the furtherance of state interests relating to hosting a prospect for business development, trade, or a tourism promotional activity.

Steve Westra
Name of Department/Office Head

Commissioner
Position/Title of Agency Official

Signature of Department/Office Head

9/14/20
Date

State Board of Finance Approval

Approval Date: _____

Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

FAMILY FARE.

KEEPING IT REAL™

Store #3253 (605) 343-4326

1516 E SAINT PATRICK ST, RAPID CITY SD

Friday, 08/28/20 2:34 PM
Your Cashier is:CONNIE

NV GRNLA MX CHO		3.00 B
Reg Price 4.89	**You Saved 1.89**	
RITZ W/CHZ SNG SRV		3.19 B
Reg Price 3.99	**You Saved .80**	
DASANI 24/500ML BT		4.99 B
Reg Price 5.99	**You Saved 1.00**	
KARS SWEET N SALTY		3.49 B
STATE TAX 4.5%	.66	
LOCAL TAX 2%	.29	
Tax .95	**Total**	**15.62**

Debit **15.62**
Acct # **********4730
CHIP
Purchase
PIN Verified
Application Label: US DEBIT
AID: A0000000980840
TVR: 8080048000
IAD: 06010A03A00000
TSI: 6800
ARC: 00
Authorization # 1139
CHANGE .00

08/28/20 14:34 Good Afternoon Lane 003
Cashier 237375 Store 3253 Trx 111

yes Savings **3.69**

TOTAL SAVINGS 3.69

Today's yes Summary

Lifetime Savings **701.62**

Direct Your Dollars

This ENTIRE receipt needs to be turned in to your favorite non-profit group with a 501C3# and help them earn **$1000** Questions:Email directyourdollars@spartannash.com Details:www.SpartanNash.com Corporate Responsibility page.

You have earned **$ 14** in eligible Direct Your Dollars purchases. Direct Your Dollars is a community support program for over 140 SpartanNash corporate owned stores.

Join our team!

We offer careers where you'll learn, grow and thrive. That's why SpartanNash is a cut above the rest.
careers.spartannash.com

Club/Rewards Status

Your feedback matters!
For a chance to
WIN A $100 GIFT CARD
30 WINNERS EACH MONTH
Tell us about this visit!
mygroceryfeedback.com
Hablamos Espanol:
supermercadoencuesta.com
or Telephone/Telefono
Toll-free 1-866-364-0813
Survey number appears below
713253202411434003
Valid for 7 days from visit
Open to all ages 18+ per the official rules listed at mygroceryfeedback.com

Short on time? Shop online in the
Fast Lane!
Your first 3 orders are shopped for **FREE** when you enter code **FASTLANE** at checkout.
Visit ShopTheFastLane.com Today!

ELIGIBLE FUEL DISC BASKET TTL 14.67
WWW.SHOPFAMILYFARE.COM

Arbys #7940
Oacoma, SD 57365
605-734-0400
8/31/2020 2:11:42 PM

TAKE OUT

Order Number: **141**

1	B&C SCM	7.19
	Sm Curly	
	Sm Coke	
1	B&C-Double SCM	8.79
	Sm Curly	
	Sm Coke	
1	Greek Gyro MCM	7.59
	Md Curly	
	Md Coke	
1	Ckn Club Wrap	5.99
1	Sm Coke	1.79

Sub. Total:	$31.35
Tax:	$2.35
Total:	$33.70
Discount Total:	$0.00
Master Card:	$33.70
Change	$0.00

Register:1 Tran Seq No: 234141
Cashier:One C.

Thank You.

Master Card
Card Num : XXXXXXXXXXXX5305
Terminal : JD46047304001
Approval : 20639P
Sequence : 040433

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: _____

SEE BACK FOR CHANCE TO WIN

State Hosting Reimbursement Request – SDCL 3-9-2.1

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance - Office of Secretary of State
Capitol Building - 500 E Capitol Ave - Pierre, SD 57501
Phone: 605-773-3537

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Date: 9/24/20 Agency: Tourism

Agency Address: 711 E Wells Ave. Pierre SD 57501

Agency Phone Number: (605) 773-3301

Employee Requesting Reimbursement: Ciara Rounds

Total Amount of Reimbursement: 57.61

Date(s) of Hosting Expense: 9/24/20

Receipts Attached: (Y) / N

Explanation of official business performed: Hosted journalists in Custer White visiting on a press trip for Buffalo Roundup.

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while hosting a prospect for business development, trade, or a tourism promotional activity. I certify that the expenses were incurred through necessary duties of my employment with the State of South Dakota and in the furtherance of state's interests, concerns, and activities and are supported by the attached receipts. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

C Rounds — Signature of Employee

9/24/20 — Date

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's claims were in the furtherance of state interests relating to hosting a prospect for business development, trade, or a tourism promotional activity.

Dept. of Tourism / James Hagen — Name of Department/Office Head

Secretary of Tourism — Position/Title of Agency Official

Signature of Department/Office Head

09. 29. 2020 — Date

State Board of Finance Approval

Approval Date: _____

Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

Black Hills Burger & Bun Co.
441 Mt. Rushmore Rd
Custer, South Dakota 57730
605-673-3411

September 24, 2020 6:55pm

Ticket: 2009240170
Server: Peg R
Seat: ToGo:ToGo:1

Item	Price
1 The Hot Granny	10.65T
1 The Hot Granny	10.65T
1 The Hot Granny	10.65T
NO Jalapenos	
1 Texan	10.65T
Subtotal	42.60
Sales Tax 2016 (7.5%)	3.20
Total	**$45.80**

American Express	$-45.80
Amount Due	$0.00

Tip Helper:
15%=6.87 20%=9.16 25%=11.45

Thank You For Your Business!

Mt. Rushmore Brewing Company
140 Mount Rushmore Road
Custer, SD 57730
(605) 673-4200

September 24, 2020 8:01pm

Ticket: 2009240189
Server: CRISTHIAN M
Seat: ToGo:ToGo:1

Item	Price
1 Pounding Burger	0.00T
1 Beef	10.99T
Regular Fries	
Subtotal	10.99
Sales Tax (7.5%)	0.82
Total	**$11.81**

Thank you! Please come again soon!

State Hosting Reimbursement Request – SDCL 3-9-2.1

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance - Office of Secretary of State
Capitol Building - 500 E Capitol Ave - Pierre, SD 57501
Phone: 605-773-3537

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Date: 10. 01. 2020 Agency: Dept. of Tourism

Agency Address: 711 E. Wells Avenue

Agency Phone Number: 605. 773. 3301

Employee Requesting Reimbursement: James D. Hagen

Total Amount of Reimbursement: $259.11

Date(s) of Hosting Expense: 09. 24. 2020

Receipts Attached: (Y) / N

Explanation of official business performed: (1) Purchased water for the department's official Roundup guests (travel writers). (2) James Hagen & Stephanie Palmer from the Department hosted an official Roundup dinner for two travel writers, Ted Stedman and Nathanael Billings

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while hosting a prospect for business development, trade, or a tourism promotional activity. I certify that the expenses were incurred through necessary duties of my employment with the State of South Dakota and in the furtherance of state's interests, concerns, and activities and are supported by the attached receipts. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Signature of Employee

Date 10. 01. 2020

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's claims were in the furtherance of state interests relating to hosting a prospect for business development, trade, or a tourism promotional activity.

South Dakota Dept. of Tourism / James Hagen

Name of Department/Office Head

Secretary of Tourism

Position/Title of Agency Official

Signature of Department/Office Head

Date 10. 01. 2020

Date 10-5-20

State Board of Finance Approval

Approval Date:

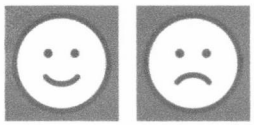
Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

Square automatically sends receipts to the email address you used at any Square seller. Learn more

Skogen Kitchen

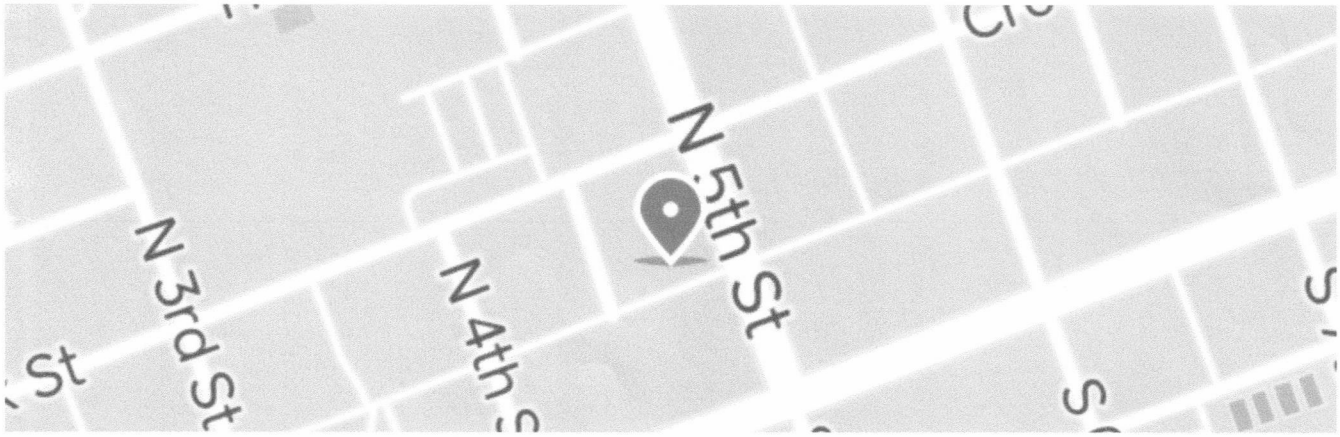
How was your experience?



275.41
− 9.00 wine
− 10.50 wine
255.91

$275.41

Custom Amount	$229.51
Purchase Subtotal	$229.51
Tip	$45.90
Total	**$275.41**



Skogen Kitchen
29 N 5th street
Custer, SD 57730-7218
605-673-2241

AMEX 1004 (Swipe)

JAMES D HAGEN

Sep 24 2020 at 8:26 PM

#zPre

Auth code: 572295

Receipt Settings

Not your receipt?
Turn off automatic receipts
Manage preferences

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1455 Market Street, Suite 600
San Francisco, CA 94103

© Mapbox © OpenStreetMap Improve this map

TARGET
EXPECT MORE. PAY LESS.

RAPID CITY - 605-341-8620
09/24/2020 02:12 PM EXPIRES 12/23/20

GROCERY
203600001 ARROWHE PIPO FT $3.00 ↓

SUBTOTAL $3.00
T = SD TAX 6.5000% on $3.00 $0.20
TOTAL $3.20
CASH PAYMENT $10.00
CHANGE DUE $6.80

↓ INDICATES SAVINGS

TOTAL SAVINGS THIS TRIP
$0.49

REC#2-0268-2457-0079-1667-2 VCD#750-289-958

Help make your Target Run better.
Take a 2 minute survey about today's trip:
informtarget.com
User ID: 7973 1754 3992
Password: 083 328

CUÉNTENOS EN ESPAÑOL

Please take this survey within 7 days.

Skogen Kitchen

29 N 5th street
Custer, SD 57730-7218
(605) 673-2241
skogenkitchen.com

Sep 24, 2020
8:26 PM

Authorization 572295 AmEx 1004
Receipt zPre

Custom Amount $229.51

Total $229.51
AmEx 1004 (Swipe) $229.51

ADD A TIP

- ☐ 15% (Tip $34.43, Total $263.94)
- ☑ 20% (Tip $45.90, Total $275.41)
- ☐ 25% (Tip $57.38, Total $286.89)
- ☐ CUSTOM TIP TOTAL

275.41
− 9.00
− 10.50

× James D Hagen

I agree to pay the above total amount according to my card issuer agreement.

CUSTOMER COPY

255.91
+ 3.20 water
259.11

Skogen Kitchen
29 N 5th St
Custer, SD
United States, 57730
Tel: 6056732241
Printed September 24, 2020 at 8:22 PM

September 24, 2020 at 8:22 PM — Order #: 26011
Table: 6, , 4 guests
Party Name: 23 — Waiter: Cami
Sales Tax 7.5 #: R0123456789

Gewürztraminer, Baldacci, Frederick	$9.00
Prisma, Sauvignon Blanc, Chile, 6oz Glass	$10.50
4 x Seasonal Soup	$32.00
Halibut	$38.00
2 x Carrot Raviolis	$50.00
3 x Pistachio Gelato	$27.00
Double Chocolate Tart	$9.00
Halibut	$38.00
Food Total	$194.00
Alcohol Total	$19.50
Sub Total	$213.50
Sales Tax 7.5	$16.01
Total	**$229.51**

Thank You
Please Come Again!

Tip Guide:
10%=$21.35 15%=$32.02 20%=$42.70

Printed from iPad using TouchBistro Pro

State Hosting Reimbursement Request – SDCL 3-9-2.1

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance - Office of Secretary of State
Capitol Building - 500 E Capitol Ave - Pierre, SD 57501
Phone: 605-773-3537

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Date: 9/25/20 Agency: Dept. of Tourism

Agency Address: 711 East Wells Ave

Agency Phone Number: Pierre, SD 57501 – 605.773.3301

~~Employee~~ Requesting Reimbursement: Custer State Park Resorts

Total Amount of Reimbursement: $144.00

Date(s) of Hosting Expense: 9/25/20

Receipts Attached: (Y) / N

Explanation of official business performed: lunch for staff & hosted journalists at Buffalo Roundup

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while hosting a prospect for business development, trade, or a tourism promotional activity. I certify that the expenses were incurred through necessary duties of my employment with the State of South Dakota and in the furtherance of state's interests, concerns, and activities and are supported by the attached receipts. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Marla Jessop — Signature of Employee

10.1.20 — Date

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's claims were in the furtherance of state interests relating to hosting a prospect for business development, trade, or a tourism promotional activity.

Dept. of Tourism – Jim Hagen — Name of Department/Office Head

Secretary — Position/Title of Agency Official

Signature of Department/Office Head

10.1.20 — Date

State Board of Finance Approval

Approval Date: _____

Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

Custer State Park Resorts Invoice

Date: 09/30/2020

Contact: Katlyn Richter
Group Name: SD Tourism
Address: 711 East Wells Ave
Phone Number: Pierre, SD 57501

Team/Department Code: 18
Project Number:
Approval #1: KK #2: CR
Date: 9/30/20

Date & Description	Meals	Gratuity	3%	Total
Friday, September 25, 2020				
8 Lunches @ $18.00	$ 144.00	$ 0.00	$ 0.00	$ 144.00
· Katlyn Richter				
· Stephanie Palmer				
· Ciara Rounds				
· Ted Stedman				
· Gabriella Hoffman				
· Nathaniel Billings				
· Joey Jones				
· Jim Hagen				
	$ 144.00	$ 0.00	$ 0.00	$ 144.00

Journalist meals at the Buffalo Roundup meals

12016653 01

When approval for meals was sought for the meeting last Sept. it only included Sped employees and should have also included

Bernie Grimme

Laura Johnson Frame

who are also state employees with a Pierre home station.

Drifters just sent the invoice so it was identified by the finance office at this time.

Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance - Office of Secretary of State
Capitol Building - 500 E Capitol Ave - Pierre, SD 57501
Phone: 605-773-3537

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Date: 9/11/20 Agency: DOE - SPED

Agency Address: 800 GOVERNORS DRIVE

Agency Phone Number: (605) 773-3678

Employee Requesting Reimbursement: LINDA TURNER, WENDY TRUJILLO, KRISTIN JEROME, LAURA JOHNSON-FRAME, ~~Bernie Grimme~~

Total Amount of Reimbursement:

Date(s) of Expense: 9/19/19

Event Leave Time: 8:00A Event Return Time: 4:00P

Explanation of official business performed: SD ADVISORY PANEL FOR CHILDREN WITH DISABILITIES MTG -- DRIFTERS IN FT. PIERRE, SD WORKING LUNCH

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while conducting state business at my headquarters station or place of residence. I certify that the event extended entirely through a meal time without interruption and included a meal provision for which I was billed. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Linda Turner 9-14-2020

Signature of Employee Date

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses at their headquarters station or place of residence while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's participation in the event was in the furtherance of state interests.

Name of Department/Office Head Position/Title of Agency Official

Beryl D. Jones 9/15/2020

Signature of Department/Office Head Date

State Board of Finance Approval

Approval Date:

Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

Home Station Per Diem Reimbursement Request – SDCL 3-9-2.2

When Application and Authorization sections are completed, please submit the original to:
State Board of Finance - Office of Secretary of State
Capitol Building - 500 E Capitol Ave - Pierre, SD 57501
Phone: 605-773-3537

PLEASE NOTE: The request and all supporting **documentation must be received in the Office of the Secretary of State no later than 5:00 p.m. CT eight days prior to the Board of Finance meeting on the third Tuesday of the month.** Documentation received after that time will be processed at the next Board of Finance meeting. All documentation MUST comply with Bureau of Human Resources policies regarding protection of personally identifiable information.

Application

Date: 9/20/19 Agency: DOE - SPED

Agency Address: 800 Governors Drive

Agency Phone Number: 773-3678

Employee Requesting Reimbursement: Linda Turner, Wendy Trujillo, Kristin Jerome

Total Amount of Reimbursement:

Date(s) of Expense: 9/19/~~20~~19

Event Leave Time: 8:00 am Event Return Time: 4:00pm

Explanation of official business performed:

SD Advising Panel for Children with disabilities mtg - Drifters in Ft Pierre, SD
Working lunch

I hereby request authorization and approval for reimbursement of expenses, set forth in the voucher attached hereto, that were incurred while conducting state business at my headquarters station or place of residence. I certify that the event extended entirely through a meal time without interruption and included a meal provision for which I was billed. I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Kristen Jerome — Signature of Employee

9/20/19 — Date

Authorization

I hereby certify that the above employee was authorized to incur the claimed expenses at their headquarters station or place of residence while performing necessary duties of their employment on behalf of the State of South Dakota. I attest that the employee's participation in the event was in the furtherance of state interests.

Linda Turner / Benjamin F. Jones — Name of Department/Office Head

Secretary — Position/Title of Agency Official

Linda Turner / Benjamin Jones 11/11/19 — Signature of Department/Office Head

11/20/19 — Date

State Board of Finance Approval

Approval Date: 12-17-19

Signature of Secretary, State Board of Finance

Note: When completed, attach the original form and receipts to voucher to be sent to the State Auditor's Office.

Statement

Drifters Bar & Grille, Inc.
325 Hustan Avenue
Fort Pierre, SD 57532

Date
8/31/2020

To:
Department of Education Attn : Accts Payable 800 Governors Drive Pierre, SD 57501

Amount Due	Amount Enc.
$551.56	

Date	Transaction	Amount	Balance
09/19/2019	INV #2019.09.18. Due 10/19/2019. Orig. Amount $252.00. --- EC Food Sales, 18 @ $11.61111 = 209.00 --- Gratuity $43.00 --- --- --- --- Tax Exempt $0.00	252.00	252.00
09/19/2019	INV #2019.09.35. Due 10/19/2019. Orig. Amount $225.00. --- Projector w/ Screen $50.00 --- Room Fee $175.00 --- --- Tax Exempt $0.00	225.00	477.00
08/31/2020	INV #FC 14. Due 08/31/2020. Orig. Amount $74.56. Finance Charge --- Fin Chg $74.56 --- Invoice #2019.09.18 for 252.00 on 09/19/2019 --- Invoice #2019.09.35 for 225.00 on 09/19/2019	74.56	551.56

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
74.56	0.00	0.00	0.00	477.00	$551.56

SEP 18 2019

INVOICE

Drifters BAR & GRILLE

19 September 2019

Terms: Net 30

477

Drifters Bar and Grille
325 Hustan Ave
Fort Pierre, SD
605.220.5014

SD Department of Education
800 Governors Drive
Pierre, SD
605.773.3134

QUANTITY	DETAILS	UNIT PRICE	LINE TOTAL
18	Lunch	14.00	252.00
1	Projector and Screen	50.00	50.00
1	Room Charge	175.00	175.00
	Food and Beverage Tax	7.50%	exempt
	Other Tax	6.50%	exempt
		Final Balance	$477.00

MEETING DETAILS

OTHER INFORMATION

Event Date: 9/19/19

Event Time: 8:00AM-5:00PM

Event Room: Starboard

Guest Count: 20

An interest fee of 1.5% per month (18% per annum) is assessed on past due accounts.

INVOICE

Drifters
BAR & GRILLE

19 September 2019

Terms: Net 30

252

Drifters Bar and Grille
325 Hustan Ave
Fort Pierre, SD
605.220.5014

SD Department of Education
800 Governors Drive
Pierre, SD
605.773.3134

QUANTITY	DETAILS	UNIT PRICE	LINE TOTAL
18	Lunch	14.00	252.00
	Food and Beverage Tax	7.50%	exempt
	Other Tax	6.50%	exempt
		Final Balance	$252.00

MEETING DETAILS

OTHER INFORMATION

Event Date: 9/19/19

Event Time: 8:00AM-5:00PM

Event Room: Starboard

Guest Count: 20

An interest fee of 1.5% per month (18% per annum) is assessed on past due accounts.

INVOICE

Drifters
BAR & GRILLE

19 September 2019

225

Terms: Net 30

Drifters Bar and Grille
325 Hustan Ave
Fort Pierre, SD
605.220.5014

SD Department of Education
800 Governors Drive
Pierre, SD
605.773.3134

QUANTITY	DETAILS	UNIT PRICE	LINE TOTAL
1	Projector and Screen	50.00	50.00
1	Room Charge	175.00	175.00
	Food and Beverage Tax	7.50%	exempt
	Other Tax	6.50%	exempt

Final Balance $225.00

MEETING DETAILS

OTHER INFORMATION

Event Date: 9/19/19

Event Time: 8:00AM-5:00PM

Event Room: Starboard

Guest Count: 20

An interest fee of 1.5% per month (18% per annum) is assessed on past due accounts.

Minutes

SD Advisory Panel for Children with Disabilities

Drifter – Ft Pierre, SD
September 19th, 2019 from 8:30 to 4:00

Members Present

Erin Schons

MArie Ivers

Bernie Grimme

Stephanie Caron

Steve Helgeland

Heather Trefz

Brad Otten

Peggy Waltner

Jennifer Carda

Laura Johnson Frame

Kim Wadsworth

Larry Puthoff

Absent

Larry Ayres

Nicole Bacan

Kristi Eisenbraun

Dr Laura Johnson

DOE Staff

Wendy Trujillo

Linda Turner

Kristin Jerome

TAESE

Mark Gabrylczyk

Call to order 8:39 am

Approval of Agenda
Motion Marie Ivers
2nd Steve Helgeland

Approval of Minutes
Motion Peggy Waltner
2nd Brad Otten

Election of Officers
Chairperson – nominated – Erin Schons
Vice Chairperson – nomintated – Larry Ayres
Motion to close nominations Linda Turner
2nd Bernie Grimmes
Motion for nomination carried

DOE Updates

Linda Turner discussed the Report Card and what is indicated on it. Laura Johnson Frame contributed some information as well. Report Card posted online.

Linda explained that we had a data retreat to help decide what we need to do each year going forward. PD days and other areas to assist with improved outcomes.

The title committee also assists with this.

Sped Ed interim committee met last month, financial costs and out of district placements and they will draft some recommendations. If they recommend legislation they will report to the next committee to move forward. In the next months we will know what they are recommending. Bills are starting to come together for 2020 legislature. Next time we will have those updaters.

Week of work for 10th grade students to do internships is now happening. New inniative.

Monitoring cycle, 5 year monitoring review going on right now. RDA is being incorporated. not just compliance.

State wide assessment, new this year, the science review panel in october. New platform they will be testing on.

Interagency agreement review

Linda Turner presenting

Agreement with BOR School for the Deaf and outreach services Due in 2020. DOC agreements 2017 last review next May 2020. DSS 2020 review. . . . DHS, DOL In January will have some more info. Early Childhood and Birth to 3, being worked on right now.

South Dakota Advisory Panel on Children with Disabilities AGENDA

Drifters Conference Center: 325 Hustan Ave, Fort Pierre, SD 57532
September 19, 2019 8:30am – 4pm CT

present
Linda
Wendy
Kristin
Erin
Marie
Bernie
Stephanie -
Steve
Heather
Brad -
Peggy
Jennifer C.
Laura JF
Kim
Larry P.

TAESE
Mark

Panel Functions:

- Advise the SEA of unmet needs within the State in the education of children with disabilities
- Comment publicly on any rules or regulations proposed by the state regarding the education of children with disabilities
- Advise the SEA in developing evaluations and reporting on data to the Secretary under section 618 of the Act
- Advise the SEA in developing corrective action plans to address findings identified in Federal monitoring reports under Part B of the Act
- Advise the SEA in developing and implementing policies relating to the coordination of services for children with disabilities
- Review and comment on final due process hearing findings and decisions
- Advise on eligible students with disabilities in adult prisons- The advisory panel also shall advise on the education of eligible students with disabilities who have been convicted as adults and incarcerated in adult prisons

Panel Priorities:

- Parental Awareness of Rights and Procedural Safeguards

Agenda:

Agenda Item	Presenter	Documents
Call meeting to order and Introductions	Chairperson – Erin Schons	Call to order 8:39
Approval of the agenda	Advisory Panel	Agenda motion Marie 2nd Steve
Approval of the minutes	Advisory Panel	motion ~~[illegible]~~ Peggy 2nd Brad
Public Comment	If you are interested in providing public comment, please send notification to Wendy.Trujillo@state.sd.us or call (605)773.3678	none
Election of Officers	Advisory Panel	Chair Erin motion Marie 2nd Bernie Vice " Larry motion Marie 2nd Bernie

Linda to close
Bernie 2nd
all aye

Proposed

Agenda Items Cont...	Presenter	Documents
Department of Education Updates	Linda Turner Wendy Trujillo	
Interagency Agreement Reviews	Linda Turner	Interagency Agreements
Dispute Resolution Report 18-19	Wendy Trujillo	Handout
Annual Report	Wendy Trujillo	
Break 9:22 9:39 **Advisory Panel Orientation**	TAESE	1-1.5 hours
Lunch (11:45) 12:15		Drifters Conference Center
Personal Assistant Rate Approval	Wendy Trujillo	Motion Marie 2nd Erica
Priority Area: Setting new priority	TAESE Advisory Panel	2.5-3 hours
Meeting Take Away for Annual Report	Advisory Panel	
Next Meeting and Agenda Items	Advisory Panel	
Adjournment	Advisory Panel	

If you require a reasonable accommodation to participate in the meeting (e.g. sign language interpreter, materials in an alternative format), please submit your request in writing no later than 10 days prior to the meeting to ensure accommodations are available. Address requests to Kristin.Jerome@state.sd.us or call 605-773-3678.

~~Amy~~ wendy Amy & whitney preferred
email interpreter info for ~~provided~~ ones for Larry.
Give her the black box & folders.

Payment Request

Division DESS **Date** 11/07/2019

Vendor Name Drifters Bar and Grille

Vendor Address 325 Hustan Ave Ft. Pierre, SD 57532

Contract Number **Auditor Number**

Partial ☐ Final ☐

Service Dates of Contract Invoice

Description of invoiced goods and services:

~~Inv #: 252.~~ EXPENSES -- Working lunch for SD Advisory Panel for Children with Disabilities Meeting

2019

1099 Code	Company	Subobject / BY / GY	Center	Fund Source	Sub Fund	Expense Amount
	2024	5203130 09	1232 830	K03	A0	551.56 ~~252.00~~
					Total	551.56 ~~252.00~~

Person to Contact about Request Lindsey Bomesberger (SpEd)

Approval

Program Staff	Office Administrator	Division Director	Grants Management	Contract Manager
	11/11/19 Linda Turner	ACLarsen 11.12.19		

Accounting and Financial Reporting Use Only

Vendor ID 12546339 Invoice Number 20191109194447

D

SOUTH DAKOTA DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY
523 East Capitol Avenue
Pierre, SD 57501
Phone: 605.773.5425 Fax: 605.773.5926
sdda.sd.gov

October 8, 2020

SD State Auditor's Office
500 East Capitol Avenue
Pierre, SD 57501

To: Board of Finance

RE: Request to cover costs of unoccupied hotel rooms during the State Fair.

The South Dakota Department of Agriculture annually books hotel rooms one year in advance of the State Fair to ensure state government staff have local lodging while working.

In 2019 the Department of Agriculture's special projects coordinator, Tiffany Thompson, attempted to secure rooms at two locations the Crossroads and the Quality Inn of Huron. The Crossroads guaranteed rooms for state employees, but as usual the Quality Inn wouldn't commit.

In September 2020, due to all the uncertainties surrounding hosting the State Fair during COVID-19, the Quality Inn had more cancellations than usual. They informed SDDA on Monday of State Fair week that additional rooms would be available for state employees.

SDDA then had to decide whether to hold additional rooms at the Quality Inn or give them up. The Quality Inn still had requirements for cancellations and "no show" charges. On the Monday of State Fair week SDDA was still short approximately 40 workers for staffing all shift work needed at the Fair.

SDDA elected to secure several rooms at the Quality Inn for Wednesday night through Sunday night of the Fair. Later on Wednesday, the first night of the Fair, with a clearer picture of staffing needs, SDDA cancelled all the rooms at the Quality Inn. However, cancellation fees from the Quality billed all rooms for Wednesday night, but no charges for the remaining nights.

SDDA is asking approval from the Board of Finance to cover the Wednesday night charges billed by the Quality Inn. Thank you for your consideration.

Chris Petersen

Chris Petersen
Finance Officer GFP and SDDA

Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account: 672273456
Date: 9/21/20
Room: 208 BAR
Arrival Date: 9/2/20
Departure Date: 9/2/20
Check In Time: 9/2/20 5:39 PM
Check Out Time: 9/2/20 5:42 PM
Rewards Program ID:
You were checked out by: vchaud
You were checked in by: vchaud
Total Balance Due: 0.00

SD DEPT OF AGRICULTURE A/R ACCT#
215

THOMPSIN, TIFFANY

2011 buffalo st

57501

Post Date	Description	Comment	Amount
9/2/20	Visa Payment	XXXXXXXXXXXX4903	(140.00)
9/2/20	Visa Payment	Adjustment XXXXXXXXXXXX4903	140.00
9/2/20	No Show Charge	NO SHOW CHARGES	140.00
9/2/20	State Tax		6.30
9/2/20	City / County Tax		2.80
9/2/20	Occupancy Tax		2.00
9/2/20	City / County Tax	Tax Exemption Refund	(2.80)
9/2/20	Occupancy Tax	Tax Exemption Refund	(2.00)
9/2/20	State Tax	Tax Exemption Refund	(6.30)
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
State Tax	0.00
City / County Tax	0.00
Occupancy Tax	0.00
Direct Bill	(140.00)
Visa Payment	0.00
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958

SD DEPT OF AGRICULTURE A/R ACCT# 215, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

CHOICE privileges. REWARDS

You could be earning free nights and other great rewards. Join Choice Privileges today, at www.choiceprivileges.com.

Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273466
Date:	9/21/20
Room:	204 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 5:44 PM
Check Out Time:	9/2/20 5:44 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273467
Date:	9/21/20
Room:	214 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 5:46 PM
Check Out Time:	9/2/20 5:47 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273468
Date:	9/21/20
Room:	224 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 5:48 PM
Check Out Time:	9/2/20 5:49 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

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CHOICE privileges. REWARDS

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account: 672273469
Date: 9/21/20
Room: 225 BAR
Arrival Date: 9/2/20
Departure Date: 9/2/20
Check In Time: 9/2/20 5:50 PM
Check Out Time: 9/2/20 5:51 PM
Rewards Program ID:
You were checked out by: vchaud
You were checked in by: vchaud
Total Balance Due: 0.00

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273471
Date:	9/21/20
Room:	214 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 5:52 PM
Check Out Time:	9/2/20 5:53 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273472
Date:	9/21/20
Room:	135 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 5:54 PM
Check Out Time:	9/2/20 5:55 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		155.00
9/2/20	Direct Bill		(155.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	155.00
Direct Bill	(155.00)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(155.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

CHOICE privileges. REWARDS

You could be earning free nights and other great rewards. Join Choice Privileges today, at www.choiceprivileges.com.

Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273860
Date:	9/21/20
Room:	208 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 6:03 PM
Check Out Time:	9/2/20 6:04 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

	No Show Charge	140.00
	Direct Bill	(140.00)
	Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	672273901
Date:	9/21/20
Room:	227 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 6:05 PM
Check Out Time:	9/2/20 6:05 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

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(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account: 672273902
Date: 9/21/20
Room: 225 BAR
Arrival Date: 9/2/20
Departure Date: 9/2/20
Check In Time: 9/2/20 6:06 PM
Check Out Time: 9/2/20 6:07 PM
Rewards Program ID:
You were checked out by: vchaud
You were checked in by: vchaud
Total Balance Due: 0.00

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Posting Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

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(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	722074337
Date:	9/21/20
Room:	204 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 6:12 PM
Check Out Time:	9/2/20 6:13 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		140.00
9/2/20	Direct Bill		(140.00)

Folio Summary 9/2/20 - 9/2/20

No Show Charge	140.00
Direct Bill	(140.00)
Balance Due:	**0.00**

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(140.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

x_____

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account:	722074701
Date:	9/21/20
Room:	135 BAR
Arrival Date:	9/2/20
Departure Date:	9/2/20
Check In Time:	9/2/20 6:15 PM
Check Out Time:	9/2/20 6:15 PM
Rewards Program ID:	
You were checked out by:	vchaud
You were checked in by:	vchaud
Total Balance Due:	**0.00**

PRO AG SUPPLY
THOMPSIN, TIFFANY
2011 buffalo st
57501

Post Date	Description	Comment	Amount
9/2/20	No Show Charge		155.00
9/2/20	Direct Bill		(155.00)

Folio Summary 9/2/20 - 9/2/20

	No Show Charge	155.00
	Direct Bill	(155.00)
	Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(155.00) will be billed to: Account 1043958
PRO AG SUPPLY, 523 EAST CAPITOL AVE , PIERRE, SD 57501

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account: 686191147
Date: 9/21/20
Room: 118 BAR
Arrival Date: 9/2/20
Departure Date: 9/7/20
Check In Time:
Check Out Time:
Rewards Program ID:
You were checked out by:
You were checked in by:
Total Balance Due: 0.00

SD DEPT OF AGRICULTURE A/R ACCT#
215

robert, Shart

3615 Canyon Lake Drive Ste. 1

Rapid City, SD 57702

Post Date	Description	Comment	Amount
9/3/20	No Show Charge		169.99
9/3/20	State Tax		7.65
9/3/20	City / County Tax		3.40
9/3/20	Occupancy Tax		2.00
9/3/20	City / County Tax	Tax Exemption Refund	(3.40)
9/3/20	Occupancy Tax	Tax Exemption Refund	(2.00)
9/3/20	State Tax	Tax Exemption Refund	(7.65)
9/3/20	Direct Bill		(169.99)

Folio Summary 9/2/20 - 9/3/20

No Show Charge	169.99
State Tax	0.00
City / County Tax	0.00
Occupancy Tax	0.00
Direct Bill	(169.99)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(169.99) will be billed to: Account 1043958

SD DEPT OF AGRICULTURE A/R ACCT# 215, 523 EAST CAPITOL AVE , PIERRE, SD 57501

X_____

CHOICE privileges. REWARDS

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Quality Inn (SD070)

100 21st Street SW
Huron, SD 57350
(605) 352-6655
GM.SD070@choicehotels.com

Account: 686191157
Date: 9/21/20
Room: 218 BAR
Arrival Date: 9/2/20
Departure Date: 9/7/20
Check In Time:
Check Out Time:
Rewards Program ID:
You were checked out by:
You were checked in by:
Total Balance Due: 0.00

SD DEPT OF AGRICULTURE A/R ACCT#
215

robert, Shart

3615 Canyon Lake Drive Ste. 1

Rapid City, SD 57702

Post Date	Description	Comment	Amount
9/3/20	No Show Charge		169.99
9/3/20	State Tax		7.65
9/3/20	City / County Tax		3.40
9/3/20	Occupancy Tax		2.00
9/3/20	City / County Tax	Tax Exemption Refund	(3.40)
9/3/20	Occupancy Tax	Tax Exemption Refund	(2.00)
9/3/20	State Tax	Tax Exemption Refund	(7.65)
9/3/20	Direct Bill		(169.99)

Folio Summary 9/3/20 - 9/3/20	
No Show Charge	169.99
State Tax	0.00
City / County Tax	0.00
Occupancy Tax	0.00
Direct Bill	(169.99)
Balance Due:	**0.00**

This rate is eligible for partner rewards. If this rate is changed, you may no longer be entitled to partner rewards.

(169.99) will be billed to: Account 1043958

SD DEPT OF AGRICULTURE A/R ACCT# 215, 523 EAST CAPITOL AVE , PIERRE, SD 57501

X_____

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SOUTH DAKOTA
LEGISLATURE
LEGISLATIVE RESEARCH COUNCIL

DATE: October 13, 2020

TO: State Board of Finance

FROM: Tamara Darnall, Chief Fiscal and Program Analyst
Legislative Research Council

RE: 2021 Legislative Session Salary

In accordance with SDCL 2-4-2, each year the State Board of Finance is asked to ascertain and adjust the salary for the members of the Legislature for the upcoming regular session.

By statute, the session salary for each member of the Legislature is equal to one-fifth of the South Dakota median household income as reported by the United States Census Current Population Survey. The 2019 median household income data was released in September. For South Dakota, the reported amount is $64,255. In accordance with statute, the 2021 legislative salary is one-fifth of that amount, or $12,851. However, because the state payroll system requires a daily rate to be used, the salary rate should be adjusted to $12,850.50.

Therefore, it is requested that the State Board of Finance ascertain and adjust the 2021 legislative session salary to be set at a rate of $12,850.50 to take effect on the first day of January 2021.