

ARTICLE 24:10

CAREER AND TECHNICAL EDUCATION

Chapter

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24:10:30	General provisions, Transferred.
24:10:31	Approval of new programs and program expansions, Transferred.
24:10:32	Renewal of continuing programs, Transferred.
24:10:33	Multidistrict center operation, Transferred.
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24:10:48 Definitions.
24:10:49 Postsecondary technical institute instructor salary support.

24:10:42:27. Set-asides. The Office of Career and Technical Education shall set aside facility funds; ~~a minimum of \$1,650,000 before distributing funds through the formula prescribed in § 24:10:42:28.~~ Beginning on July 1, 2014, the set aside shall be an amount that is equal to ~~or greater than fifty~~ twenty-seven percent of the projected state fees charged to students pledged for the payment of lease purchase agreements.

Source: 23 SDR 139, effective March 10, 1997; 32 SDR 117, effective January 5, 2006; 35 SDR 306, effective July 1, 2009; 40 SDR 40, effective September 11, 2013.

General Authority: SDCL 1-16A-94, 13-39-13, 13-39-19, 13-39-37(3).

Law Implemented: SDCL 1-16A-43, 1-16A-96, 13-39-19, 13-39-37 to 13-39-39.

24:10:42:28. Formula for funding. The postsecondary technical institutes shall receive state funding, from the amount appropriated by the Legislature less funds reserved in § 24:10:42:27, under a formula that distributes these funds based on full-time equivalent students as follows:

- (1) Subtract the total set-asides reserved in § 24:10:42:27 from the total amount appropriated by the Legislature within the general appropriations act;
- (2) Determine the number of full-time equivalent students at each institution for the preceding fiscal year using the following calculation:

(a) One "full-time equivalent student" equals 30 credit hours of instruction;

(b) The number of full-time equivalent students for an institution is calculated by dividing tuition collected for the preceding fiscal year by program as per chart of accounts prescribed within the South Dakota School District Accounting Manual by the tuition fee per credit and the quotient is divided by 30 credit hours;

(3) Multiply the number of full-time equivalent students at each institution by the per student allocation to determine the total allocation for the distribution formula. The distribution formula is as follows:

(a) "Per student allocation," for school fiscal year ~~2016~~ 2017 is ~~\$3,395.71~~ \$3,487.39;

(b) Twenty-five percent (25%) of the total allocation will be distributed equally among the four institutions as a baseline for common operations at each technical institute. The funds shall be divided by four (4);

(c) Seventy-five percent (75%) of the total allocation will be distributed within three program categories: high cost-low density programs, high cost programs, and standard cost programs. The funds shall be distributed by determining each program's full-time equivalent students, multiplied by the weighted program factor multiplied by the weighted per student value;

(d) The Director will identify the weighted program factor of each program documented on the South Dakota School District Accounting Manual;

(e) The weighted per student value is determined by the allocation divided by adding the total high cost-low density program's full-time equivalent students multiplied by a weighted program factor, plus the total high cost program's full-time equivalent students multiplied by a

weighted program factor, plus the total standard cost program's full-time equivalent students by a weighted program factor.

Source: 23 SDR 139, effective March 10, 1997; 25 SDR 150, effective June 6, 1999; 28 SDR 169, effective June 17, 2002; 32 SDR 117, effective January 5, 2006; 35 SDR 306, effective July 1, 2009; 36 SDR 169, adopted April 21, 2010, effective July 1, 2010; 40 SDR 229, effective July 1, 2014; 42 SDR 35, effective September 14, 2015.

General Authority: SDCL 13-39-37.

Law Implemented: SDCL 13-39-37 to 13-39-39.

CHAPTER 24:10:45

POSTSECONDARY TECHNICAL INSTITUTE CREDENTIAL

Section

- 24:10:45:01 Repealed.
- 24:10:45:02 ~~Credential~~ Repealed.
- 24:10:45:03 ~~Level of academic preparation~~ Repealed.
- 24:10:45:04 ~~Technical specialty endorsement~~ Repealed.
- 24:10:45:05 ~~Validity of credential~~ Repealed.
- 24:10:45:06 ~~Application process—Postsecondary credential~~ Repealed.
- 24:10:45:07 ~~Two-year postsecondary credential to instruct technical programs~~ Repealed.
- 24:10:45:08 ~~Two-year postsecondary credential to instruct general education~~ Repealed.
- 24:10:45:09 ~~Initial five-year postsecondary credential to instruct technical programs~~
Repealed.
- 24:10:45:10 ~~Initial five-year postsecondary credential to instruct general education~~ Repealed.
- 24:10:45:11 ~~Renewal process~~ Repealed.
- 24:10:45:12 ~~Subjects or areas qualified to instruct~~ Repealed.
- 24:10:45:13 Valid dates of credential.
- 24:10:45:14 ~~Revocation, suspension, or voiding of credential~~ Repealed.
- 24:10:45:15 ~~Fee for postsecondary credential~~ Repealed.
- 24:10:45:16 ~~Updating lapsed credential~~ Repealed.
- 24:10:45:17 ~~One-year credential~~ Repealed.

24:10:45:02. Credential. The type of postsecondary credential issued to a qualified individual employed as an instructor in an approved postsecondary career and technical education program is indicated by endorsements on the credential under each of the following categories:

~~(1) Level of academic preparation and academic or technical majors;~~

~~(2) Validity of credential; and~~

~~(3) Subject or technical area qualified to instruct Repealed.~~

Source: 24 SDR 16, effective August 10, 1997; 34 SDR 278, effective May 8, 2008; 41 SDR 97, effective December 8, 2014.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-3.~~

24:10:45:03. Level of academic preparation. ~~The postsecondary credential indicates the holder's level of academic preparation and academic majors as documented through official transcripts provided to the department Repealed.~~

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-4.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:04. Technical specialty endorsement. ~~The postsecondary credential indicates the holder's technical specialty as documented on official work experience verification forms provided by the department Repealed.~~

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-4.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-3.~~

24:10:45:05. Validity of credential. ~~The postsecondary credential indicates its validity as a five-year credential or a two-year credential Repealed.~~

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

~~Law Implemented:~~ ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:06. Application process -- Postsecondary credential. ~~An applicant for a postsecondary credential shall submit to the department in one mailing the following:~~

~~(1) A completed application form supplied by the department;~~
~~(2) Official transcripts from each accredited college, university, or technical institute attended and/or verification of work experience or proficiencies in the area for which credential is sought;~~

~~(3) The applicable fee as set in § 24:10:45:15 Repealed.~~

Source: 24 SDR 16, effective August 10, 1997; 34 SDR 278, effective May 8, 2008.

~~General Authority:~~ ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

~~Law Implemented:~~ ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:07. Two-year postsecondary credential to instruct technical programs. ~~The department may issue a two-year nonrenewable postsecondary credential to instruct technical programs to an applicant who has completed one of the following:~~

~~(1) An approved teacher education program, pursuant to subdivision 24:02:03:01(2) through August 31, 2000, and beginning September 1, 2000, pursuant to subdivision 24:15:01:01(5), from an accredited four-year institution; or~~

~~(2) A baccalaureate degree from an accredited four-year institution in the area of instruction; or~~

~~(3) Less than a baccalaureate degree with 6,000 hours of verified work experience in the related field of instruction Repealed.~~

Source: 24 SDR 16, effective August 10, 1997; 26 SDR 37, effective September 22, 1999; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:08. Two-year postsecondary credential to instruct general education. The department may issue a two-year nonrenewable postsecondary credential to instruct general education to an applicant who has completed one of the following:

(1) ~~An approved teacher education program, pursuant to subdivision 24:02:03:01(2) through August 31, 2000, and beginning September 1, 2000, pursuant to subdivision 24:15:01:01(5), from an accredited four-year institution; or~~

(2) ~~A baccalaureate degree from an accredited four-year institution in the area of instruction~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997; 26 SDR 37, effective September 22, 1999; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:09. Initial five-year postsecondary credential to instruct technical programs. The department may issue an initial five-year postsecondary credential to instruct technical programs to an applicant who has completed one of the following:

(1) ~~An approved teacher education program from an accredited four-year institution in the area of instruction; or~~

(2) ~~An applicant who meets the provisions of § 24:10:45:07 and has completed a year long local mentoring program, and four credits in methodology from an accredited institution or qualifies for an initial five-year credential to instruct based on the recommendation of the Career~~

~~and Technical Education director and Accreditation and Teacher Quality director and is enrolled in the local mentoring program~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997; 26 SDR 37, effective September 22, 1999; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:10. Initial five-year postsecondary credential to instruct general education.

~~The department may issue a five-year postsecondary credential to instruct general education to an applicant who has completed one of the following:~~

~~(1) An approved teacher education program from an accredited four-year institution in the area of instruction; or~~

~~(2) An applicant who meets the provisions § 24:10:45:08 and has completed a year-long local mentoring program, and four credits in methodology from an accredited institution~~

Repealed.

Source: 24 SDR 16, effective August 10, 1997; 26 SDR 37, effective September 22, 1999; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:11. Renewal process. ~~The department may renew a South Dakota postsecondary credential for a five-year period upon receipt of a completed renewal application form provided by the department, the required fee, and official documentation verifying completion of 150 hours of in-service approved by a local credentialing committee. These hours must be earned during the preceding five years~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:12. Subjects or areas qualified to instruct. ~~A postsecondary credential must indicate the subjects or areas for which the applicant is qualified to instruct based on an official transcript and documentation of work experience, and verification from a teacher education program. The department shall determine subject or area endorsements for which out-of-state applicants are qualified to instruct through analysis of a transcript of coursework.~~

~~The department shall determine subject or area endorsements for which graduates from institutions outside the United States are qualified to instruct from analysis of an official interpretation of an applicant's transcript by a credential evaluation service selected by the department or an interpretation from one of the teacher education programs within the state~~
Repealed.

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:13. Valid dates of credential. Effective July 1, 2016, all postsecondary credentials shall be issued and renewed by the postsecondary technical institutes pursuant to policies and processes adopted by the local credentialing committee. A postsecondary credential issued or renewed between the dates of January 1 and December 31 of any year is valid from the date of issue to July 1 of the expiration year indicated on the individual's credential by the department pursuant to an application submitted prior to July 1, 2016, shall be recognized by the postsecondary technical institute for the period of validity and the subject or areas qualified to

instruct, as noted on the certificate. Nothing in this section is intended to limit the ability of the postsecondary technical institute to terminate the employment of an instructor or to revoke, suspend, or refuse to issue a credential to an instructor based on an independent review of the character and fitness of the instructor.

Source: 24 SDR 16, effective August 10, 1997.

General Authority: SDCL 13-1-12.1, 13-39-37, 13-42-3.

Law Implemented: SDCL 13-39-37, 13-42-1 to 13-42-4.

24:10:45:14. Revocation, suspension, or voiding of credential. ~~The department may not credential an applicant whose authorization to instruct has been revoked or suspended by another state or a commonwealth, territory, or possession of the United States until the revocation or suspension has been vacated. The department may revoke or suspend an existing credential pursuant to SDCL chapter 13-42 and article 24:08. The department may void a credential if a review of documentation indicates an error was made in the original issuance. The department shall give notice of the action to the holder and the employer~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:15. Fee for postsecondary credential. ~~The following are nonrefundable fees for issuance and renewal of a postsecondary credential:~~

- ~~(1) Two-year validity — \$20;~~
- ~~(2) Five-year validity — \$30; and~~
- ~~(3) Any action requested by the holder which warrants the review of credential records or issuance of a new credential — \$20~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997; 26 SDR 37, adopted September 22, 1999, effective September 1, 2000.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-17.1, 13-42-1 to 13-42-4.~~

24:10:45:16. Updating lapsed credential. ~~The department may issue a postsecondary credential to an applicant who has allowed a credential to lapse upon receipt of a completed renewal application form provided by the department, the required fee, and official documentation verifying completion of 150 hours of in-service approved by a local credentialing committee. These hours must be earned during the preceding five years~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:45:17. One-year credential. ~~At the request of the director of a postsecondary institute, the department may issue a one-year credential which is valid for one year to a person who cannot meet the requirements necessary for issuance of the two-year or five-year credential~~ Repealed.

Source: 24 SDR 16, effective August 10, 1997; 34 SDR 278, effective May 8, 2008.

General Authority: ~~SDCL 13-1-12.1, 13-39-37, 13-42-3.~~

Law Implemented: ~~SDCL 13-39-37, 13-42-1 to 13-42-4.~~

24:10:48:01. Definitions. Unless otherwise defined in this section, terms defined in SDCL 13-39-1.2 have the same meaning when used in this article. Other terms used in this article mean:

(1) "Actual average daily rate," the average rate paid per contract day for all instructors in a program;

~~(4)~~(2) "Approved postsecondary career and technical education program," a program approved pursuant to § 24:10:42:25;

~~(2)~~(3) "Approved secondary career and technical education program," "secondary CTE program," an approved career cluster program of study in a secondary school approved by the department and taught by a certified teacher or instructor;

~~(3)~~(4) "Approved teacher education program," a program approved pursuant to subdivision 24:02:03:01(2) through August 31, 2000, and beginning on September 1, 2000, pursuant to subdivision 24:15:01:01(5);

~~(4)~~(5) "Capstone experience," a culminating high school experience designed to integrate knowledge, skills, and concepts gained from a student's program of study. Capstone experiences include:

(a) Senior experience that requires students to complete a research project, design and develop a product, assemble a portfolio, and complete an oral presentation before a panel;

(b) Entrepreneurship experience that requires students to research a new business opportunity, develop a business plan, assemble a portfolio, and complete an oral presentation before a panel; and

(c) Youth internship that allows students to gain hands-on experience at a business, develop employability skills, learn technical skills, and complete a portfolio.

~~(5)~~(6) "Career and technical student organization," "CTSO," a youth organization tied to career or technical education courses and operated in conjunction with an approved secondary CTE program, focusing on extending a student's learning experiences from the classroom to develop the student's leadership and work-readiness skills, assist the student to serve the student's community, and deepen the student's understanding of careers;

~~(6)~~(7) "Career, high demand," occupations in South Dakota for which occupational employment projections by DLR demonstrate an average annual demand for workers which is higher than the average annual demand across all occupations included in the projections data;

~~(7)~~(8) "Career, high skill," occupations in South Dakota which:

- (a) Prefer a minimum education of a postsecondary non-degree award;
- (b) Prefer an apprenticeship, internship, or long term on the job training; or
- (c) Prefer work experience of more than five years;

~~(8)~~(9) "Career, high wage," occupations in South Dakota in which statewide occupational wage estimates by DLR demonstrate an average wage which is greater than the average wage across all occupations included in the wage estimates data;

~~(9)~~(10) "Career pathway," a coherent, articulated sequence of rigorous academic, career and technical education courses developed, implemented, and maintained in partnership among secondary and postsecondary education, business, and employers. A career pathway commences in the ninth grade and leads to an associate, baccalaureate, or other degree, an industry recognized certificate, or a license;

(11) "Contract days," the number of working days in an academic year for an instructor position;

~~(10)~~(12) "Credential," the certificate giving authority or license to instruct at the postsecondary technical institute level;

~~(11)~~(13) "Credit, concurrent," postsecondary education courses for which a student receives both secondary and postsecondary credit, taught at a high school by a teacher who has been approved by a public postsecondary technical institute or university;

~~(12)~~(14) "Credit, dual," postsecondary education courses for which a student receives both secondary and postsecondary credit, taught through a public postsecondary technical institute or university, either online or in-person;

~~(13)~~(15) "CTE," career and technical education as defined by SDCL 13-39-1.2;

~~(14)~~(16) "DLR," the Department of Labor and Regulation;

~~(15)~~(17) "General education," the courses in communications, computer applications, math/science, social studies, and behavioral science taught at postsecondary technical institutes;

~~(16)~~(18) "Health occupation," a program that prepares individuals to enter, advance, or retrain for employment consistent with industry and labor market needs in the health field;

(19) "Instructor," an instructor at a postsecondary technical institute;

~~(17)~~(20) "Local credentialing committee," a committee of instructors and administrators appointed by the director of the local postsecondary technical institute to monitor the credentialing process;

(21) "Market value," the point within the wage range for each instructor position which reflects full qualification to hold the position and supervisor-level professional compensation in a comparable industry;

~~(18)~~(22) "Postsecondary education," training after secondary school with the goal of a credential, license, diploma, or degree;

~~(19)~~(23) "Program of study," a comprehensive, structured approach for delivering academic and career and technical education to prepare students for postsecondary education and career success;

~~(20)~~(24) "Secondary," a public secondary school as defined by § 24:43:01:01(41) and (42);

~~(21)~~(25) "Service learning," meaningful and relevant activity that addresses needs important to the community being served, in which students explore the context of societal issues relevant to the service;

(26) "Salary support funds," funding appropriated each year for instructor salary support to increase instructor salaries to market value;

(27) "Target average daily rate," the market value for each instructor position divided by the number of working days for that position;

~~(22)~~(28) "Technical specialty," an area of expertise determined by the occupational work experience of the individual;

(29) "Wage range," the range of pay established for each instructor position which includes an entry rate, market value, and maximum rate;

~~(23)~~(30) "Work-based learning," credit and noncredit bearing experiences focused on career exploration and development which help a student build employment-related competencies in the workplace, including capstone experiences, service learning projects, work placements, job shadow experiences, and workplace mentoring;

~~(24)~~(31) "Work experience," full-time employment in a career and technical area;

~~(25)~~(32) "Workforce education grants," grants from the workforce education fund established by SDCL 13-13-88;

~~(26)~~(33) "Work-readiness skills," skills that indicate an individual possesses at least minimal qualifications, including intellectual and behavioral skills for a specific occupation.

Source: 41 SDR 97, effective December 8, 2014.

General Authority: SDCL 13-1-12.1, 13-13-90, 13-39-13, 13-39-37, 13-39-75, 13-42-3.

Law Implemented: SDCL 13-1-12.1, 13-1-65, 13-13-88 to 13-13-90, 13-39-1.2, 13-39-8, 13-39-9, 13-39-17.1, 13-39-37, 13-39-75, 13-42-3.

CHAPTER 24:10:49

POSTSECONDARY TECHNICAL INSTITUTE INSTRUCTOR SALARY SUPPORT

Section

24:10:49:01	Purpose of salary support funds.
24:10:49:02	Market value determination.
24:10:49:03	Information to be provided.
24:10:49:04	Calculation of need.
24:10:49:05	Distribution of funds.
24:10:49:06	Instructor salary adjustments.
24:10:49:07	Reporting.

24:10:49:01. Purpose of salary support funds. Salary support funds shall be used to increase instructor salaries to market value. Funds will be distributed to achieve equitable market values amongst the postsecondary technical institutes based on market analysis.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:02. Market value determination. The department shall set a wage range and market value for each instructor position every three years. The department may consult the DLR or the Bureau of Human Resources to set the market value.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:03. Information to be provided. By November 30 of each year, each postsecondary technical institute shall provide the following information for each program in that academic year:

- (1) Average salary per instructor;
- (2) Average contract days;
- (3) Number of instructors; and
- (4) Justification for increase of contract days for the next academic year of instructors, with detail regarding how the increased contract days will be sustained.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:04. Calculation of need. Based upon the information referenced in § 24:10:49:03, the department shall calculate, for each postsecondary technical institute, the actual average daily rate per program. Need shall then be calculated as follows:

- (1) Subtract the actual average daily rate per program from the target average daily rate per program;

(2) If the calculation in subsection (1) results in a positive number, then add 14.06 percent to account for increased benefits to arrive at the total need; and

(3) If the calculation in subsection (1) results in a negative number, no dollars shall be allocated because instructors are at or above market value.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:05. Distribution of funds. The funds identified for each postsecondary technical institute shall be distributed quarterly in equal payments for the year in which they were appropriated. If the total need exceeds available funds, the funds will be pro-rated for distribution amongst all the postsecondary technical institutes.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:06. Instructor salary adjustments. From the funds distributed to each postsecondary technical institute, the president shall determine compensation for individual instructors based on factors including industry experience, teaching experience, academic degrees, and industry credentials.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

24:10:49:07. Reporting. Each postsecondary technical institute shall provide a report to the department by July 15 of each year detailing how the salary support funds were invested and

the resulting instructor compensation. The department shall annually provide a report to the Board of Education and the Legislature.

Source:

General Authority: SDCL 13-39-37, 13-39-75.

Law Implemented: SDCL 13-1-65, 13-39-8, 13-39-9, 13-39-37, 13-39-75.

CHAPTER 24:17:03

STUDENT RECORDS

Section

- 24:17:03:01 Requirement to submit student record form.
- 24:17:03:02 Student data submission.
- 24:17:03:03 Extension of deadlines.
- 24:17:03:04 Department review of student records.
- 24:17:03:05 Exception to nonduplicative dates requirement.
- 24:17:03:06 Mandatory dropping of students.
- 24:17:03:07 Average daily membership weight of students attending short-term group care education program.
- 24:17:03:08 Requirement to submit calendar data.
- 24:17:03:09 Student enrollment dates.
- 24:17:03:10 Requirement to submit educational structure data.

24:17:03:10. Requirement to submit educational structure data. The finalized educational structure for each school district is due by March first for the next school year. The school district shall report the following information:

- (1) New schools;
- (2) Closed schools; and
- (3) Grade span changes.

Source:

General Authority: SDCL 13-3-51, 13-13-37.4.

Law Implemented: SDCL 13-3-51, 13-13-10.1, 13-13-37.4.

ARTICLE 24:56

COOPERATION IN EDUCATION

Chapter

24:56:01 School district consortium agreements.

24:56:02 Whole grade sharing agreements.

24:56:03 Shared services grants.

CHAPTER 24:56:03

SHARED SERVICES GRANTS

Section

24:56:03:01. Purpose. Shared services grants are designed to provide an incentive for school districts to share employees and shall be administered by the Department of Education.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, SDCL 13-15-1.4.

24:56:03:02. Criteria for grant funds. An applicant for a shared services grant must meet the following criteria:

- (1) Be an accredited public school district in South Dakota;
- (2) Demonstrate the need among participating school districts for the shared employee services; and
- (3) Demonstrate sustainability of the plan to provide the shared employee services.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:03:03. Application and award period. The department shall inform all school districts of the application and award period and the amount of grant funds available each year. The department shall also provide school districts with a scoring rubric. An applicant shall apply on a form provided by the department. The department may request additional information as necessary to determine eligibility and to make an award decision, and the application is not complete until all necessary information is submitted.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:03:04. Review process. Grant recipients and award amounts will be determined by the department, utilizing a competitive process and involving a group of reviewers designated by the Secretary. Applications addressing rural or sparsity needs, increased opportunities or services for students, or increased efficiency will be given priority.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:03:05. Grant Conditions. In addition to complying with all assurances required by the department in the application referenced in § 24:56:03:03, all grantees will be subject to the following conditions:

- (1) The amount of a grant may not exceed the actual cost as proposed in the application;
- (2) Grants may be used for purchased services, salary, benefits, and associated travel expenses;

(3) Grant funds shall not be used for costs associated with writing the grant proposal, contractual obligations which began before the award date, purchases or services beyond the project outcomes or activities, or capital expenditures;

(4) Grant funds may be awarded for up to a three year period with a fifty percent reduction in annual funding in year two and seventy-five percent reduction in year three; and

(5) No more than three different shared service employees will be included in any one award.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:03:06. Distribution of funds: A grant shall be paid on a reimbursement basis to the lead district following the procedures and requirements outlined by the department.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:06:07. Grant reporting and evaluation: Each district utilizing grant funds to share an employee shall report personnel data in the state staffing database. Each grantee shall also submit a mid-year and annual grant report. The deadlines and details required in the report shall be determined at the time of the grant approval.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.

24:56:03:08 Default: The submission of false or misleading statements, omissions, or information as part of the grant application or the failure to comply with any grant requirement

shall be considered a default upon the terms of a grant. In the event of a default, the department may require the grantee to repay the grant to the department within thirty days of a written demand from the department. The department may begin a civil action to recover any grant funds that a grantee is required to repay.

Source:

General Authority: SDCL 13-15-1.4.

Law Implemented: SDCL 13-6-97, 13-15-1.1, 13-15-1.4.