

**MEETING AGENDA
SOUTH DAKOTA COSMETOLOGY COMMISSION**

RAMKOTA HOTEL, LAKE LEWIS & CLARK ROOM
920 W Sioux Ave, Pierre, SD

July 26, 2019

**To join the meeting via conference call:
Dial: (866) 410-8397 • Conference Code: 5816742095**

Individuals needing assistance, pursuant to the Americans with Disabilities Act or to join the meeting via teleconference, should contact the Cosmetology Commission (605-773-6193) by Wednesday, July 24, 2019 to make any necessary arrangements.

- A. 8:30 am – Call Meeting to Order Tami Stokes
- B. Roll Call Crystal Carlson
- C. Approval of Agenda
- D. April 12, 2019 Meeting Minutes Crystal Carlson
- E. Treasurer’s Report Crystal Carlson
- F. Executive Director’s Report Kate Boyd
- G. Disciplinary Actions Violations Committee
 - 1. Case A-2019
 - 2. Case B-2019
 - 3. Case D-2019
 - 4. Case E-2019
 - 5. Lapsed Case 8-2019
 - 6. Lapsed Case 11-2019
 - 7. Lapsed Case 12-2019
 - 8. Lapsed Case 13-2019
 - 9. Lapsed Case 14-2019
 - 10. Lapsed Case 15-2019
 - 11. Lapsed Case 16-2019
 - 12. Lapsed Case 17-2019
- H. Open for Public Comment

I. Election of Officers

J. School & Applicant Requests

1. Headlines Academy - School License Renewal Application
2. Perpetua Marilyn Coronel Nunez – Apprentice Application at Revive Day Spa
3. Applicant #1 – Instructor License Application – Felony Conviction
4. Applicant #2 – Student License Application – Felony Conviction
5. Applicant #3 – Student License Application – Felony Conviction

K. Esthetics Licensing – Where Does the Commission Want to Go?

L. Proof of High School Graduation Requirement – Consider discontinuing AEQUO verification

M. Pedicure Tools – Kelsey Skoglund

N. Upcoming Meetings & Events

- July 27-28, 2019 - NIC Examiner Training - Pierre (All Day July 27 & am July 28)
– Mandatory to become certified or recertified to be a Practical Examiner)
- Sept 7-9, 2019 - NIC Conference - Milwaukee, WI
- Sept 20, 2019 - Commission Meeting & Rapid City School Visits
- Oct 28-29, 2019 - State Board Exams - Pierre
- Dec 2, 2019 - State Board Exams - Pierre
- Dec 3, 2019 - State Board Exams--am & Commission Meeting--pm – Pierre

Consider rescheduling December 3 Commission meeting to another day and hold the meeting via conference call.

O. Other Business

P. 10:30 am - ADJOURN

Meeting Minutes
SOUTH DAKOTA COSMETOLOGY COMMISSION
Pierre, South Dakota
April 12, 2019 (CDT)

Secretary-Treasurer Crystal Carlson called the meeting to order at 8:30 am on Friday, April 12, 2019. The meeting was held via conference call.

Secretary-Treasurer Crystal Carlson read the roll and a quorum was established.

Members Present: Crystal Carlson
Lori Little
Debbie Pageler

Members Absent: Tami Stokes
Tammy Ugofsky

Others Present: Graham Oey, Staff Attorney, Department of Labor & Regulation
Kate Boyd, Executive Director
Angela Taylor, Stewart School

Debbie Pageler made a motion to approve the agenda. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lori Little made a motion to approve the February 12, 2019 meeting minutes as presented. Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Treasurer Crystal Carlson stated that as of March 31, 2019, the available funds balance was \$52,468.85 and the cash center balance was \$155,597.84.

The Executive Director's Report was included in the meeting handouts and included the following information: (1) reminder that the NIC 2019 Conference will be held in Milwaukee, Wisconsin September 7-9, preceded by the Executive Directors Meeting September 5-6, 2019; (2) HB 1111 passed the Legislature and was signed into law by the Governor to waive professional and occupational licensure fees for active duty military members and their spouses, with the new law going into effect July 1, 2019; the two-tier esthetics task force did not meet the previous day and it will be rescheduled to early summer and held in Pierre; (4) the staff has begun preliminary work on updates to the administrative rules.

Lapsed Case 1-2019- Lori Little made a motion to approve the Consent Agreement for with the following terms:

- a. Ms. Rice's license will be suspended for 15 days beginning April 22, 2019.
- b. The 15 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of her license pursuant to SDCL 36-15-38.5.

Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 2-2019- Debbie Pageler made a motion to approve the Consent Agreement for with the following terms:

- a. Ms. Josephsen Booth's license will be suspended for 5 days beginning April 22, 2019.
- b. The 5 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of her booth license pursuant to SDCL 36-15-38.5.

Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 4-2019- Crystal Carlson made a motion to approve the Consent Agreement for with the following terms:

- a. Ms. Ageton Booth's license will be suspended for 5 days beginning April 22, 2019.
- b. The 5 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of her booth license pursuant to SDCL 36-15-38.5.

Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 5-2019- Lori Little made a motion to approve the Consent Agreement for with the following terms:

- a. Ms. Huber Booth's license will be suspended for 15 days beginning April 22, 2019.
- b. The 15 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of her booth license pursuant to SDCL 36-15-38.5.

Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 6-2019- Debbie Pageler made a motion to approve the Consent Agreement for with the following terms:

- a. Cut Rite Salon's license will be suspended for 10 days beginning April 22, 2019.
- b. The 10 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of the salon license pursuant to SDCL 36-15-38.5.

Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 7-2019- Lori Little made a motion to approve the Consent Agreement for with the following terms:

- a. Ms. Hopkins license will be suspended for 10 days beginning April 22, 2019.
- b. The 10 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of her license pursuant to SDCL 36-15-38.5.

Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 9-2019- Debbie Pageler made a motion to approve the Consent Agreement for with the following terms:

- a. A Cut Above Salon's license will be suspended for 10 days beginning April 22, 2019.
- b. The 10 days will be held in abeyance if following conditions are observed:
 - 1) Comply with all laws and regulations of the Commission.
 - 2) Payment for the immediate reinstatement of the salon license pursuant to SDCL 36-15-38.5.

Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

Lapsed Case 10-2019- Crystal Carlson made a motion to approve the Consent Agreement for with the following terms:

- c. The Hairline Salon's license will be suspended for 15 days beginning April 22, 2019.
- d. The 15 days will be held in abeyance if following conditions are observed:
 - 3) Comply with all laws and regulations of the Commission.
 - 4) Payment for the immediate reinstatement of the salon license pursuant to SDCL 36-15-38.5.

Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes absent/not voting; Ugofsky absent/not voting).

The meeting was open for public comment, with no comments received.

Crystal Carlson made a motion to approve the electric file pre-approved provider application submitted by Revive Day Spa. Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

Debbie Pageler made a motion to approve the electric file pre-approved provider application submitted by Headlines Academy. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

Debbie Pageler made a motion to approve the microdermabrasion pre-approved provider application submitted by Headlines Academy. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

Debbie Pageler made a motion to approve the Stewart School license renewal application. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

Debbie Pageler made a motion to accept Jamie Adame Marino's 600 Esthetics Education hours from Ridgewater College, Willmar, Minnesota. Lori Little seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

The Commission reviewed the current policy on State Board Examination testing requirements for reciprocity applicants. Several different options were presented for the Commission's consideration.

Crystal Carlson made a motion to only require taking/passage of the South Dakota Cosmetology Laws/Rules exam, provided the applicant has taken a theory and practical examination in another state. The exception is that if an applicant is seeking reciprocity from a state that does not administer a hands-on practical examination, the practical exam will be waived if the applicant has a year or more of experience. This policy will apply to all reciprocity applicants, including cosmetology, esthetics and nail technology. Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea).

The Commission was asked to review the upcoming meetings and events for the remainder of 2019. Executive Director Boyd commented that we will likely need to add in two additional cosmetology State Board exam dates in late July or early August, due to the large number of students completing their education this summer.

The school visits originally scheduled for Stewart School in Sioux Falls and Lake Area Technical Institute Cosmetology Program in Watertown were cancelled due to the weather.

Crystal Carlson made a motion to adjourn. Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Little yea; Pageler yea; Stokes yea; Ugofsky yea). Secretary-Treasurer Carlson adjourned the meeting at 9:10 am.

Respectfully submitted,

Kate Boyd, Executive Director

Crystal Carlson, Secretary-Treasurer

**SOUTH DAKOTA COSMETOLOGY COMMISSION
EXECUTIVE DIRECTOR'S REPORT**

April 12, 2019

1. 2019 NIC Conference – Milwaukee, WI

September 5-6, 2019 – Executive Directors Meeting

September 7-9, 2019 – NIC Conference

Several weeks ago, I sent a mailing to Commission members with Out-of-State Travel Request forms to sign and return if you are interested in submitting an out-of-state travel request to attend this year's NIC Conference. If you are interested in submitting a travel request, please send your signed travel request back to the office or let me know if you need new forms.

- 2. Military Spouses** – HB 1111, pertaining to professional and occupational licensure for active duty military members and their spouses has been signed into law. It will go into effect on July 1, 2019. At that time state agencies administering licensing programs under Title 36 will license active duty military members or their spouses during the term of their assignment to the state of South Dakota as long as certain conditions are met. Those conditions are that the applicant is already licensed by another state, in good standing in that state, and their military services requires them to live in South Dakota. All fees for licensure are waived under this bill.

- 3. Two-Tier Esthetics** – The two Commission members that volunteered for the two-tier esthetics task force agreed to delay the meeting that was originally planned for April 11, 2019. The task force meeting will be planned for later in the Spring or in the Summer. The meeting will be held in Pierre to facilitate attendees from various locations around the state.

- 4. Administrative Rules Updates** – The staff has begun preliminary work on updates to the administrative rules. We will be scheduling a meeting to include Commission members Tammy Ugofsky and Tammy Stokes, as well as Commission staff, including the inspectors.

FY 19 ANNUAL REPORT
SOUTH DAKOTA COSMETOLOGY COMMISSION

	JULY '18	AUG '18	SEP '18	OCT '18	NOV '18	DEC '18	JAN '19	FEB '19	MAR '19	APR '19	MAY '19	JUNE '19	TOTAL
Exam Fees	1,120.00	2,320.00	3,520.00	640.00	560.00	1,360.00	1,840.00	840.00	3,440.00	1,570.00	3,120.00	480.00	\$ 20,810.00
Reexam Fees	40.00	290.00	-	160.00	400.00	160.00	210.00	-	250.00	120.00	250.00	40.00	\$ 1,920.00
New Licenses													
Salon Permits	900.00	2,520.00	1,740.00	1,980.00	1,260.00	2,400.00	2,460.00	600.00	2,280.00	1,920.00	2,400.00	1,500.00	21,960.00
Personal Temp	60.00	90.00	60.00	60.00	66.00	90.00	66.00	18.00	96.00	60.00	84.00	78.00	828.00
Instructor New	-	50.00	-	-	50.00	150.00	25.00	75.00	25.00	-	100.00	25.00	500.00
Students	216.00	60.00	336.00	330.00	24.00	150.00	120.00	42.00	126.00	-	198.00	12.00	1,614.00
Apprentice	-	-	-	-	-	-	-	25.00	-	-	-	-	25.00
Total New	1,176.00	2,720.00	2,136.00	2,370.00	1,400.00	2,790.00	2,671.00	760.00	2,527.00	1,980.00	2,782.00	1,615.00	\$ 24,927.00
Renewal Fees													
Personal	7,835.00	11,870.00	7,725.00	9,745.00	7,840.00	12,535.00	14,410.00	6,570.00	16,340.00	8,440.00	12,870.00	9,495.00	125,675.00
Reinstatement	160.00	295.00	60.00	310.00	140.00	430.00	60.00	80.00	60.00	40.00	160.00	100.00	1,895.00
Salon	3,815.00	6,305.00	4,270.00	4,665.00	2,975.00	6,915.00	8,335.00	4,725.00	8,405.00	4,450.00	5,635.00	5,080.00	65,575.00
Instructor Renewal	25.00	75.00	100.00	50.00	25.00	25.00	75.00	25.00	50.00	-	125.00	25.00	600.00
Schools	-	300.00	300.00	-	-	-	-	300.00	-	-	300.00	-	1,200.00
Total Renewal	11,835.00	18,845.00	12,455.00	14,770.00	10,980.00	19,905.00	22,880.00	11,700.00	24,855.00	12,930.00	19,090.00	14,700.00	\$ 194,945.00
Reciprocity	500.00	1,400.00	800.00	800.00	700.00	540.00	700.00	400.00	1,600.00	800.00	1,000.00	240.00	\$ 9,480.00
Certification	80.00	360.00	120.00	220.00	120.00	320.00	220.00	100.00	340.00	20.00	260.00	120.00	\$ 2,280.00
Total Rec & Cert	580.00	1,760.00	920.00	1,020.00	820.00	860.00	920.00	500.00	1,940.00	820.00	1,260.00	360.00	\$ 11,760.00
Interest Income	-	2,365.75	-	-	-	-	-	-	-	-	-	-	\$ 2,365.75
Duplicates	35.00	60.00	50.00	45.00	40.00	70.00	75.00	25.00	65.00	70.00	90.00	15.00	\$ 640.00
Educ Courses	-	-	570.00	50.00	250.00	100.00	-	435.00	50.00	35.00	405.00	-	\$ 1,895.00
Penalties	2,490.00	5,000.00	9,945.00	4,190.00	3,190.00	6,290.00	4,485.00	1,740.00	5,475.00	3,080.00	5,615.00	3,590.00	\$ 55,090.00
Miscellaneous	-	-	-	0.02	-	50.00	300.00	-	100.00	-	-	-	\$ 450.02
TOTAL	\$ 17,276.00	\$ 33,360.75	\$ 29,596.00	\$ 23,245.02	\$ 17,640.00	\$ 31,585.00	\$ 33,381.00	\$ 16,000.00	\$ 38,702.00	\$ 20,605.00	\$ 32,612.00	\$ 20,800.00	\$ 314,802.77
													\$ 314,802.77

June 2019

BA20JB60

FINAL MONTHLY
 AVAILABLE FUNDS AS OF: 06/30/2019
 FY YEAR REMAINING: 0.0%
 PAY DAYS REMAINING: 0
 PAGE 1,575
 DATE 07/14/2019

BUDGET UNIT	1033	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
BUDGET UNIT NAME	COSMETOLOGY COMMISSION							
COMP								
6503-I	332,274.00	388.00		0.00	0.00	331,190.91	1,471.09	150,208.06
BUDGETED TOT	332,274.00	388.00		0.00	0.00	331,190.91	1,471.09	
ALL COMP TOT	332,274.00	388.00		0.00	0.00	331,190.91	1,471.09	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	EXPENDITURES MONTHLY	EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	160,340.00	0.00	0.00	6,780.06	166,216.17	5,876.17-	0.0
5102 EMPLOYEE BENEFITS	47,772.00	0.00	0.00	1,874.16	44,976.42	2,795.58	5.9
5203 TRAVEL	40,189.00	0.00	0.00	1,259.96	36,887.49	3,301.51	8.2
5204 CONTRACTUAL SVCS	73,880.00	0.00	0.00	4,102.03	65,218.87	8,661.13	11.7
5205 SUPPLIES & MATRLS	10,481.00	0.00	0.00	1,231.20	14,119.23	3,638.23-	0.0
5207 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	3,772.73	3,772.73-	0.0
TOTALS	332,662.00	0.00	0.00	15,247.41	331,190.91	1,471.09	0.4

BREAKOUT BY COMPANY:

COMPANY	6503-I	PROFESSIONAL & LICENSING BOARDS	TOT	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101000 EMPLOYEE SALARIES	160,340.00			0.00	0.00	166,216.17	5,876.17-	0.0
5102000 EMPLOYEE BENEFITS	47,772.00			0.00	0.00	44,976.42	2,795.58	5.9
5203000 TRAVEL	40,189.00			0.00	0.00	36,887.49	3,301.51	8.2
5204000 CONTRACTUAL SVCS	73,880.00			0.00	0.00	65,218.87	8,661.13	11.7
5205000 SUPPLIES & MATRLS	10,481.00			0.00	0.00	14,119.23	3,638.23-	0.0
5207000 CAPITAL OUTLAY	0.00			0.00	0.00	3,772.73	3,772.73-	0.0
PS SUBTOTALS	208,112.00			0.00	0.00	211,192.59	3,080.59-	0.0
OE SUBTOTALS	124,550.00			0.00	0.00	119,998.32	4,551.68	3.7
COMPANY 6503-I	332,662.00			0.00	0.00	331,190.91	1,471.09	0.4

AVAILABLE FUNDS
AS OF: 06/30/2019
FY YEAR REMAINING: 0.0%
PAY DAYS REMAINING: 0

FINAL MONTHLY

DATE 07/14/2019

CENTER 103300

CENTER NAME COSMETOLOGY COMMISSION

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	0.00	0.00	0.00	0.00	331,190.91	331,190.91-	150,208.06
BUDGETED TOT	0.00	0.00	0.00	0.00	331,190.91	331,190.91-	
ALL COMP TOT	0.00	0.00	0.00	0.00	331,190.91	331,190.91-	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	EXPENDITURES MONTHLY	YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	0.00	0.00	0.00	6,780.06	166,216.17	166,216.17-	0.0
5102 EMPLOYEE BENEFITS	0.00	0.00	0.00	1,874.16	44,976.42	44,976.42-	0.0
5203 TRAVEL	0.00	0.00	0.00	1,259.96	36,887.49	36,887.49-	0.0
5204 CONTRACTUAL SVCS	0.00	0.00	0.00	4,102.03	65,218.87	65,218.87-	0.0
5205 SUPPLIES & MATRLS	0.00	0.00	0.00	1,231.20	14,119.23	14,119.23-	0.0
5207 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	3,772.73	3,772.73-	0.0
TOTALS	0.00	0.00	0.00	15,247.41	331,190.91	331,190.91-	0.0

BREAKOUT BY COMPANY:

COMPANY	EMPLOYEE SALARIES	EMPLOYEE BENEFITS	TRAVEL	CONTRACTUAL SVCS	SUPPLIES & MATRLS	CAPITAL OUTLAY	PS SUBTOTALS	OE SUBTOTALS	COMPANY 6503-I TOT
5101000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5102000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5203000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5204000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5205000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5207000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PS SUBTOTALS	0.00	0.00	0.00	0.00	0.00	0.00	8,654.22	211,192.59	211,192.59-
OE SUBTOTALS	0.00	0.00	0.00	0.00	0.00	0.00	6,593.19	119,998.32	119,998.32-
COMPANY 6503-I TOT	0.00	0.00	0.00	0.00	0.00	0.00	15,247.41	331,190.91	331,190.91-

BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 06/30/2019

AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1033 COSMETOLOGY COMMISSION

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	103300061806	1140000	150,208.06	DR	COSMETOLOGY COMMISSION
COMPANY/SOURCE TOTAL 6503 618			150,208.06	DR *	
COMP/BUDG UNIT TOTAL 6503 1033			150,208.06	DR **	
BUDGET UNIT TOTAL 1033			150,208.06	DR ***	

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 06/30/2019

AGENCY 10 LABOR & REGULATION
 BUDGET UNIT 1033 COSMETOLOGY COMMISSION

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
103300061806	6503	4293901	COS-OPERATOR/MANAGER	9,610.00	128,210.00
103300061806	6503	4293969	COS-SALONS LICENSE	5,080.00	65,540.00
103300061806	6503	42939690	LICENSE RENEWAL	.00	35.00
103300061806	6503	4293970	COS-INSTRUCTORS LIC	50.00	1,100.00
103300061806	6503	4293971	COS-STUDENTS/APPRENTICES	12.00	1,639.00
103300061806	6503	4293972	COS-PERMITS	1,578.00	22,788.00
103300061806	6503	4293973	COS-SCHOOL LICENSE	.00	1,200.00
103300061806	6503	4293984	COS-RECIPROCIITY/CERTIF	360.00	11,740.00
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	16,690.00	232,252.00 *
ACCT: 42			LICENSES, PERMITS & FEES	16,690.00	232,252.00 **
103300061806	6503	4393903	COS-PENALTY'S	3,590.00	55,040.00 *
ACCT: 4393			PENALTIES (NON-GOVERNMENTAL)	3,590.00	55,040.00 **
ACCT: 43			FINES, FORFEITS & PENALTIES	3,590.00	55,040.00 *
103300061806	6503	4896004	COS-EDUCATION COURSE COST	.00	1,945.00
103300061806	6503	4896007	COSM-NATL EXAM TEST COST	520.00	22,730.00
103300061806	6503	4896020	MISCELLANEOUS INCOME	.00	470.02
ACCT: 4896				520.00	25,145.02 *
ACCT: 48			OTHER REVENUE	520.00	25,145.02 **
103300061806	6503	4920045	NONOPERATING REVENUES	.00	2,365.75
ACCT: 4920			NONOPERATING REVENUE	.00	2,365.75 *
ACCT: 49			OTHER REVENUE	.00	2,365.75 **
CNTR: 103300061806				20,800.00	314,802.77 ***
COMP: 6503				20,800.00	314,802.77 ****
B UNIT: 1033				20,800.00	314,802.77 *****

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 06/30/2019

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR	
COMPANY NO 6503								
COMPANY NAME	PROFESSIONAL & LICENSING BOARDS							
6503 1033	71020100	BOA9011179	06/28/2019	JE2019179	06/28/2019	273.00	CR	
6503 1033	71020100	BOA9011356	06/28/2019		06/28/2019	273.00	DR	
TOTAL ACCOUNT GROUP NET CHANGE							.00	*
6503 1033	72030100	BOA9011179	06/28/2019	JE2019179	06/28/2019	115.00	CR	
6503 1033	72030100	BOA9011356	06/28/2019		06/28/2019	115.00	DR	
TOTAL ACCOUNT GROUP NET CHANGE							.00	*
TOTAL COMPANY--NET CHANGE							.00	**

COMPANY NO 6503
COMPANY NAME PROFESSIONAL & LICENSING BOARDS

6503 103300061806	4293901	C10ZCC002	07/04/2019	221063	06/28/2019	580.00	DR
6503 103300061806	4293901	C10ZCC002	07/04/2019	221063	06/28/2019	580.00	CR
6503 103300061806	4293901	C10ZCC002	07/04/2019	221063	06/28/2019	580.00	CR
6503 103300061806	4293969	C10ZCC002	07/04/2019	221063	06/28/2019	280.00	CR
6503 103300061806	4293972	C10ZCC002	07/04/2019	221063	06/28/2019	240.00	CR
6503 103300061806	4293984	C10ZCC002	07/04/2019	221063	06/28/2019	40.00	CR
6503 103300061806	4293901	C109CC082	06/07/2019	218413	06/06/2019	1,285.00	DR
6503 103300061806	4293901	C109CC082	06/07/2019	218413	06/06/2019	1,285.00	CR
6503 103300061806	4293901	C109CC082	06/07/2019	218413	06/06/2019	1,285.00	CR
6503 103300061806	4293969	C109CC082	06/07/2019	218413	06/06/2019	805.00	CR
6503 103300061806	4293970	C109CC082	06/07/2019	218413	06/06/2019	25.00	CR
6503 103300061806	4293971	C109CC082	06/07/2019	218413	06/06/2019	6.00	CR
6503 103300061806	4293972	C109CC082	06/07/2019	218413	06/06/2019	18.00	CR
6503 103300061806	4293984	C109CC082	06/07/2019	218413	06/06/2019	140.00	CR
6503 103300061806	4293901	C109CC083	06/12/2019	218685	06/05/2019	1,190.00	DR
6503 103300061806	4293901	C109CC083	06/12/2019	218685	06/05/2019	1,190.00	CR
6503 103300061806	4293969	C109CC083	06/12/2019	218685	06/05/2019	630.00	CR
6503 103300061806	4293972	C109CC083	06/12/2019	218685	06/05/2019	420.00	CR
6503 103300061806	4293984	C109CC083	06/12/2019	218685	06/05/2019	40.00	CR
6503 103300061806	4293901	C109CC084	06/19/2019	219472	06/18/2019	1,630.00	DR
6503 103300061806	4293901	C109CC084	06/19/2019	219472	06/18/2019	1,630.00	CR
6503 103300061806	4293969	C109CC084	06/19/2019	219472	06/18/2019	1,630.00	CR
6503 103300061806	4293970	C109CC084	06/19/2019	219472	06/18/2019	25.00	CR
6503 103300061806	4293972	C109CC084	06/19/2019	219472	06/18/2019	168.00	CR
6503 103300061806	4293984	C109CC084	06/19/2019	219472	06/18/2019	100.00	CR
6503 103300061806	4293901	C109CC085	06/26/2019	220307	06/17/2019	1,840.00	DR
6503 103300061806	4293901	C109CC085	06/26/2019	220307	06/17/2019	1,840.00	CR
6503 103300061806	4293969	C109CC085	06/26/2019	220307	06/17/2019	1,840.00	CR
6503 103300061806	4293969	C109CC085	06/26/2019	220307	06/17/2019	1,085.00	CR

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR
6503	103300061806	4293972	C109CC085	06/26/2019	220307	06/17/2019	120.00	CR
6503	103300061806	4293984	C109CC085	06/26/2019	220307	06/17/2019	20.00	CR
6503	103300061806	4293901	C109CC086	06/28/2019	220530	06/25/2019	1,445.00	DR
6503	103300061806	4293901	C109CC086	06/28/2019	220530	06/25/2019	1,445.00	DR
6503	103300061806	4293969	C109CC086	06/28/2019	220530	06/25/2019	1,445.00	CR
6503	103300061806	4293972	C109CC086	06/28/2019	220530	06/25/2019	460.00	CR
6503	103300061806	4293984	C109CC086	06/28/2019	220530	06/25/2019	360.00	CR
6503	103300061806	4293901	C109CC087	06/28/2019	220634	06/25/2019	1,445.00	DR
6503	103300061806	4293901	C109CC087	06/28/2019	220634	06/25/2019	1,445.00	DR
6503	103300061806	4293901	C109CC087	06/28/2019	220634	06/28/2019	1,680.00	DR
6503	103300061806	4293969	C109CC087	06/28/2019	220634	06/28/2019	1,680.00	CR
6503	103300061806	4293969	C109CC087	06/28/2019	220634	06/25/2019	460.00	DR
6503	103300061806	4293971	C109CC087	06/28/2019	220634	06/28/2019	805.00	CR
6503	103300061806	4293972	C109CC087	06/28/2019	220634	06/28/2019	6.00	CR
6503	103300061806	4293972	C109CC087	06/28/2019	220634	06/25/2019	360.00	DR
6503	103300061806	4293984	C109CC087	06/28/2019	220634	06/25/2019	360.00	CR
6503	103300061806	4293972	C109CC087	06/28/2019	220634	06/28/2019	252.00	CR
6503	103300061806	4293984	C109CC087	06/28/2019	220634	06/28/2019	20.00	DR
6503	103300061806	4293901	R322RC2420	06/19/2019	R192420	06/25/2019	20.00	CR
6503	103300061806	4293901	R322RC2420	06/19/2019	R192420	06/19/2019	40.00	DR
6503	103300061806	4293901	R322RC2420	06/19/2019	R192420	06/19/2019	40.00	CR
TOTAL ACCOUNT GROUP NET CHANGE							16,690.00	CR *
6503	103300061806	4393903	C10ZCC002	07/04/2019	221063	06/28/2019	240.00	CR
6503	103300061806	4393903	C109CC082	06/07/2019	218413	06/06/2019	300.00	CR
6503	103300061806	4393903	C109CC083	06/12/2019	218685	06/05/2019	580.00	CR
6503	103300061806	4393903	C109CC084	06/19/2019	219472	06/18/2019	480.00	CR
6503	103300061806	4393903	C109CC085	06/26/2019	220307	06/17/2019	720.00	CR
6503	103300061806	4393903	C109CC086	06/28/2019	220530	06/25/2019	720.00	CR
6503	103300061806	4393903	C109CC087	06/28/2019	220634	06/25/2019	720.00	DR
6503	103300061806	4393903	C109CC087	06/28/2019	220634	06/25/2019	720.00	CR
6503	103300061806	4393903	C109CC087	06/28/2019	220634	06/28/2019	550.00	CR
TOTAL ACCOUNT GROUP NET CHANGE							3,590.00	CR *
6503	103300061806	4896007	C109CC082	06/07/2019	218413	06/06/2019	160.00	CR
6503	103300061806	4896007	C109CC084	06/19/2019	219472	06/18/2019	320.00	CR
6503	103300061806	4896007	C109CC087	06/28/2019	220634	06/28/2019	40.00	CR
TOTAL ACCOUNT GROUP NET CHANGE							520.00	CR *
6503	103300061806	52053100	CD904044	06/12/2019		06/12/2019	116.87	DR
6503	103300061806	52053100	CD905039	06/19/2019		06/03/2019	209.69	DR
6503	103300061806	52041800	DP905100	06/21/2019		06/06/2019	446.25	DR

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 06/30/2019

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR	
6503	103300061806	52049600	D109-CC007	07/04/2019	MC19457	06/30/2019	57.50	DR	
6503	103300061806	52049600	D109-CC007	07/04/2019	MC19457	06/30/2019	57.50	DR	
6503	103300061806	52049600	D109-CC007	07/04/2019	MC19457	06/30/2019	57.50	CR	
6503	103300061806	52049600	D109CC006	06/14/2019	MC19429	06/04/2019	233.78	DR	
6503	103300061806	52049600	D109CC006	06/14/2019	MC19429	06/04/2019	233.78	DR	
6503	103300061806	52049600	D109CC006	06/14/2019	MC19429	06/04/2019	233.78	DR	
6503	103300061806	52030100	MP905056	06/14/2019		06/13/2019	254.16	DR	
6503	103300061806	52053500	MS905047	06/21/2019		06/13/2019	525.93	DR	
6503	103300061806	52059800	FCEX012040	06/26/2019		06/24/2019	113.98	DR	
6503	103300061806	52042000	PL905060	06/12/2019		06/05/2019	438.63	DR	
6503	103300061806	52045300	TL905052	06/12/2019		06/12/2019	180.22	DR	
6503	103300061806	5228000	T109-141	06/07/2019		06/07/2019	1,366.37	DR	
6503	103300061806	5228000	T109-155	06/28/2019		06/28/2019	445.69	DR	
TOTAL ACCOUNT GROUP NET CHANGE								4,389.07	DR *
6503	103300061806	82044900	REALE/COSMRNT18	06/24/2019	622559	06/23/2019	1,041.75	CR	
6503	103300061806	82049600	19-1000-020MAY19	06/12/2019	19SC100020	06/11/2019	165.00	CR	
6503	103300061806	82049600	19SC100020	06/21/2019	12358629	06/21/2019	4,322.74	CR	
6503	103300061806	82040500	19SC100028	06/21/2019	12221150	06/21/2019	3,628.80	CR	
TOTAL ACCOUNT GROUP NET CHANGE								9,158.29	CR *
TOTAL COMPANY--NET CHANGE								25,569.22	CR **

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER--5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
	COMPANY NO 6503									
	COMPANY NAME	PROFESSIONAL & LICENSING BOARDS								
6503	1033000061806	51010100	CGEX190612	06/14/2019					4,627.26	DR
	OBJSUB:	5101010	F-T EMP SAL & WAGES						4,627.26	DR *
6503	1033000061806	51010200	CGEX190612	06/14/2019					1,972.80	DR
	OBJSUB:	5101020	P-T/TEMP EMP SAL & WAGES						1,972.80	DR *
6503	1033000061806	51010300	CGEX190612	06/14/2019					180.00	DR
	OBJSUB:	5101030	BOARD & COMM MERS FEES						180.00	DR *
	OBJECT:	5101	EMPLOYEE SALARIES						6,780.06	DR **
6503	1033000061806	51020100	CGEX190612	06/14/2019					513.56	DR
6503	1033000061806	51020100	CGEX190613	06/14/2019	870595				.84	DR
6503	1033000061806	51020100	CGEX190618	06/19/2019	866273				1.69	DR
6503	1033000061806	51020100	CGEX190627	06/27/2019	877013				3.37	DR
	OBJSUB:	5102010	OASI-EMPLOYER'S SHARE						519.46	DR *
6503	1033000061806	51020200	CGEX190612	06/14/2019					277.61	DR
	OBJSUB:	5102020	RETIREMENT-ER SHARE						277.61	DR *
6503	1033000061806	51020600	CGEX190612	06/14/2019					1,061.76	DR
	OBJSUB:	5102060	HEALTH/LIFE INS.-ER SHARE						1,061.76	DR *
6503	1033000061806	51020800	CGEX190612	06/14/2019					13.86	DR
	OBJSUB:	5102080	WORKER'S COMPENSATION						13.86	DR *
6503	1033000061806	51020900	CGEX190612	06/14/2019					1.47	DR
	OBJSUB:	5102090	UNEMPLOYMENT COMPENSATION						1.47	DR **
	OBJECT:	5102	EMPLOYEE BENEFITS						1,874.16	DR **
	GROUP:	51	PERSONAL SERVICES						8,654.22	DR ***
6503	1033000061806	52030100	MP905056	06/14/2019					254.16	DR
	OBJSUB:	5203010	AUTO-STATE OWNED-IN STATE						254.16	DR *
6503	1033000061806	52030300	CGEX190613	06/14/2019	867666				316.68	DR
6503	1033000061806	52030300	CGEX190613	06/14/2019	870595				21.00	DR
6503	1033000061806	52030300	CGEX190618	06/19/2019	866273				151.62	DR
6503	1033000061806	52030300	CGEX190627	06/27/2019	877013				330.54	DR
	OBJSUB:	5203030	AUTO-PRIV (IN-ST.) H/R/TE						819.84	DR *
6503	1033000061806	52031000	CGEX190613	06/14/2019	867666				61.96	DR
	OBJSUB:	5203100	LODGING/IN-STATE						61.96	DR *
6503	1033000061806	52031400	CGEX190613	06/14/2019	870595				11.00	DR
6503	1033000061806	52031400	CGEX190618	06/19/2019	866273				22.00	DR
6503	1033000061806	52031400	CGEX190627	06/27/2019	877013				44.00	DR

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
5503	103300061806	52031500 TAXABLE MEALS/IN-STATE	CGEX190613	06/14/2019	867666				77.00	DR *
									47.00	DR
5503	103300061806	52041800 NON-TAXABLE MEALS/IN-ST	DP905100	06/21/2019					47.00	DR *
									1,259.96	DR **
									446.25	DR
5503	103300061806	52042000 COMPUTER SERVICES-STATE	PL905060	06/12/2019					446.25	DR *
									438.63	DR
5503	103300061806	52044900 CENTRAL SERVICES	REALE5/COSMPT18	06/24/2019	622559	HYDEHOLDIN	12028880		438.63	DR *
									1,041.75	DR
5503	103300061806	52045300 RENTS-PRIVATE OWNED PROP.	TL905052	06/12/2019					1,041.75	DR *
									180.22	DR
									65.99	DR
5503	103300061806	52045400 TELECOMMUNICATIONS SRVCS	415031401 0519	06/21/2019	02298608	MUNICIPALU	12054968	01	246.21	DR *
									65.53	DR
5503	103300061806	52045500 ELECTRICITY	112180-1229517	06/19/2019	00586009	ENVIROTECH	12037175	08	65.53	DR *
									9.38	DR
5503	103300061806	52049600 GARBAGE & SEWER	D109-CC007	07/04/2019	MC19457				9.38	DR *
									57.50	DR
5503	103300061806	52049600 D109-CC007	D109-CC007	07/04/2019	MC19457				57.50	DR
									57.50	CR
5503	103300061806	52049600 D109-CC006	D109CC006	06/14/2019	MC19429				233.78	DR
									233.78	DR
5503	103300061806	52049600 D109CC006	D109CC006	06/14/2019	MC19429				233.78	CR
									165.00	DR
5503	103300061806	52049600 19-1000-020MAY19	6802	06/14/2019	00585456	ISOQUALITY	12358629		165.00	DR
									1,398.00	DR
5503	103300061806	52049600 OTHER CONTRACTUAL SERVICE	CONTRACTUAL SERVICES	06/12/2019	00584381	NATLINTERS	12114840	02	1,398.00	DR
									1,854.28	DR *
									4,102.03	DR **
5503	103300061806	52050280 IN2516114	IN2516114	06/07/2019	02296523	INNOVATIVE	12550348		156.67	DR
									43.20	DR
5503	103300061806	52050280 IN2530749	IN2530749	06/12/2019	02296984	INNOVATIVE	12550348		43.20	DR
									29.68	DR
5503	103300061806	52050280 0440363	0440363	06/05/2019	00582922	HPINC	12125515	11	29.68	DR
									13.75	DR
5503	103300061806	52050280 18382 0619	18382 0619	06/21/2019	00587211	INMANSWATE	12037639		13.75	DR
5503	103300061806	52050280 OFFICE SUPPLIES	CD904044	06/12/2019					243.30	DR *
									116.87	DR
									209.69	DR
5503	103300061806	52053100 PRINTING-STATE	CGEX190613	06/14/2019	867666				326.56	DR *
									4.05	DR
									7.90	DR
									525.93	DR

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
6503	103300061806	52055180 POSTAGE	68870010003MAY19	06/21/2019	00586925	MONTANADAK	12020954	12	537.88	DR *
									9.48	DR
6503	103300061806	52059800 HEATING & COOKING FUELS	PCEX012040	06/26/2019					9.48	DR *
									113.98	DR
6503	103300061806	5228000 PROC CARD PURCH-APPROVED							113.98	DR *
		5205 SUPPLIES & MATERIALS							1,231.20	DR **
		5228000 T109-141		06/07/2019					1,366.37	DR
		5228000 T109-155		06/28/2019					445.69	DR
6503	103300061806	5228000 OPER TRANS OUT --NON BUDGT							1,812.06	DR *
		5228 NONOP EXP/NONBGTD OP TR							1,812.06	DR **
		52 GROUP: 52 OPERATING EXPENSES							8,405.25	DR ***
		6503							17,059.47	DR ****
		CNTR: 103300061806							17,059.47	DR *****
		B. UNIT: 1033							17,059.47	DR *****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 06/30/2019

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
103300061806	6503	51010100	F-T EMP SAL & WAGES	4,627.26	100,881.43
103300061806	6503	51010200	P-T/TEMP EMP SAL & WAGES	1,972.80	59,094.74
103300061806	6503	51010300	BOARD & COMM MBR FEES	180.00	6,240.00
ACCT: 5101 EMPLOYEE SALARIES					
103300061806	6503	51020100	OASI-EMPLOYER'S SHARE	6,780.06	166,216.17
103300061806	6503	51020200	RETIREMENT-ER SHARE	519.46	12,727.53
103300061806	6503	51020600	HEALTH/LIFE INS.-ER SHARE	277.61	6,732.59
103300061806	6503	51020800	WORKER'S COMPENSATION	1,061.76	25,163.07
103300061806	6503	51020900	UNEMPLOYMENT COMPENSATION	13.86	312.12
				1.47	41.11
ACCT: 5102 EMPLOYEE BENEFITS					
103300061806	6503	52030100	AUTO-STATE OWNED-IN STATE	254.16	828.79
103300061806	6503	52030200	AUTO PRIV (IN-ST.) L/RTE	.00	379.50
103300061806	6503	52030300	AUTO-PRIV (IN-ST.) H/RTE	819.84	19,389.72
103300061806	6503	52031000	LODGING/IN-STATE	61.96	4,071.06
103300061806	6503	52031400	TAXABLE MEALS/IN-STATE	77.00	2,223.00
103300061806	6503	52031500	NON-TAXABLE MEALS/IN-ST	47.00	2,557.00
103300061806	6503	52032300	AUTO-PRIV. (OUT-STATE) H/R	.00	177.24
103300061806	6503	52032600	AIR-COMM-OUT-OF-STATE	.00	2,361.40
103300061806	6503	52032800	OTHER-PUBLIC-OUT-OF-STATE	.00	175.58
103300061806	6503	52033000	LODGING/OUT-OF-STATE	.00	3,734.08
103300061806	6503	52033200	INCIDENTALS-OUT-OF-STATE	.00	420.12
103300061806	6503	52033500	NON-TAXABLE MEALS/OUT-ST	.00	570.00
ACCT: 5203 TRAVEL					
103300061806	6503	52040200	DUES & MEMBERSHIP FEES	1,259.96	36,887.49
103300061806	6503	52040500	COMPUTER CONSULTANT	.00	310.00
103300061806	6503	52040600	ED & TRAINING CONSULTANT	.00	2,371.20
103300061806	6503	52041600	WORKSHOP REGISTRATION FEE	.00	2,500.00
103300061806	6503	52041800	COMPUTER SERVICES-STATE	446.25	1,880.00
103300061806	6503	52041810	BIT DEVELOPMENT COSTS	.00	5,295.00
103300061806	6503	52041900	COMPUTER SERVICES-PRIVATE	.00	170.40
103300061806	6503	52042000	CENTRAL SERVICES	438.63	1,340.40
103300061806	6503	52042300	JANITORIAL & MAINT SERV	.00	10,684.55
103300061806	6503	52043600	ADVERTISING-NEWSPAPER	.00	35.64
103300061806	6503	52044900	RENTS-PRIVATE OWNED PROP.	1,041.75	89.27
103300061806	6503	52045100	RENTS-OTHER	.00	12,501.00
103300061806	6503	52045300	TELECOMMUNICATIONS SRVCS	246.21	442.96
103300061806	6503	52045400	ELECTRICITY	65.53	2,909.18
103300061806	6503	52045500	GARBAGE & SEWER	9.38	1,142.65
103300061806	6503	52045900	INS PREMIUMS & SURETY BDS	.00	109.51
103300061806	6503	52049600	OTHER CONTRACTUAL SERVICE	1,854.28	1,697.11
ACCT: 5204 CONTRACTUAL SERVICES					
				4,102.03	21,740.00
					65,218.87

AGENCY	BUDGET UNIT	CENTER-5	10	1033	10330	LABOR & REGULATION	COMETOTOLOGY COMMISSION	COSMETOTOLOGY COMMISSION	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	*
103300061806	6503	52050200	OFFICE SUPPLIES	.00								453.02		
103300061806	6503	52050280	OFFICE SUPPLIES	243.30								1,504.06		
103300061806	6503	52053100	PRINTING-STATE	326.56								4,869.25		
103300061806	6503	52053500	POSTAGE	537.88								6,979.94		
103300061806	6503	52055180	HEATING & COOKING FUELS	9.48								198.98		
103300061806	6503	52059800	PROC CARD PURCH-APPROVED	113.98								113.98		
ACCT: 5205		SUPPLIES & MATERIALS		1,231.20								14,119.23		*
103300061806	6503	52074510	OFFICE FURN & FIXTURES	.00								221.00		
103300061806	6503	52074910	TELEPHONE EQUIPMENT	.00								1,001.00		
103300061806	6503	52079010	COMPUTER HARDWARE	.00								2,550.73		
ACCT: 5207		CAPITAL OUTLAY		.00								3,772.73		*
103300061806	6503	5228000	OPER TRANS OUT --NON BUDGT	1,812.06								11,730.45		
ACCT: 5228		NONOP EXP/NONBCTD OP TR		1,812.06								11,730.45		*
ACCT: 52		OPERATING EXPENSES		8,405.25								131,728.77		**
COMP: 6503		PROFESSIONAL & LICENSING BOARDS		17,059.47								342,921.36		***
CENTER: 103300061806				17,059.47								342,921.36		****
B UNIT: 1033				17,059.47								342,921.36		*****

May, 2019

BA20JB60

AVAILABLE FUNDS
AS OF: 05/31/2019
FY YEAR REMAINING: 8.5%
PAY DAYS REMAINING: 1

MONTHLY

PAGE 1,566

BUDGET UNIT 1033

DATE 06/01/2019

BUDGET UNIT NAME COSMETOLOGY COMMISSION

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	332,274.00	388.00	0.00	9,158.29	315,943.50	7,560.21	146,467.53
BUDGETED TOT	332,274.00	388.00	0.00	9,158.29	315,943.50	7,560.21	
ALL COMP TOT	332,274.00	388.00	0.00	9,158.29	315,943.50	7,560.21	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	160,340.00	0.00	0.00	20,738.08	159,436.11	903.89	0.6
5102 EMPLOYEE BENEFITS	47,772.00	0.00	0.00	5,793.34	43,102.26	4,669.74	9.8
5203 TRAVEL	40,189.00	0.00	0.00	3,423.51	35,627.53	4,561.47	11.4
5204 CONTRACTUAL SVCS	73,880.00	0.00	9,158.29	7,800.55	61,116.84	3,604.87	4.9
5205 SUPPLIES & MATRLS	10,481.00	0.00	0.00	628.65	12,888.03	2,407.03-	0.0
5207 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	3,772.73	3,772.73-	0.0
TOTALS	332,662.00	0.00	9,158.29	38,384.13	315,943.50	7,560.21	2.3

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL & LICENSING BOARDS

COMPANY 6503-I	EMPLOYEE SALARIES	EMPLOYEE BENEFITS	TRAVEL	CONTRACTUAL SVCS	SUPPLIES & MATRLS	CAPITAL OUTLAY	PS SUBTOTALS	OE SUBTOTALS	COMPANY 6503-I TOT
5101000	160,340.00	0.00	0.00	0.00	0.00	0.00	208,112.00	124,550.00	332,662.00
5102000	47,772.00	0.00	0.00	0.00	0.00	0.00	47,772.00	47,772.00	47,772.00
5203000	40,189.00	0.00	0.00	0.00	0.00	0.00	40,189.00	40,189.00	40,189.00
5204000	73,880.00	0.00	9,158.29	7,800.55	0.00	0.00	81,038.84	81,038.84	81,038.84
5205000	10,481.00	0.00	0.00	628.65	0.00	0.00	11,109.65	11,109.65	11,109.65
5207000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PS SUBTOTALS	208,112.00	0.00	0.00	26,531.42	202,538.37	5,573.63	5,573.63	1,986.58	7,560.21
OE SUBTOTALS	124,550.00	0.00	9,158.29	11,852.71	113,405.13	1,986.58	1,986.58	1,986.58	1,986.58
COMPANY 6503-I TOT	332,662.00	0.00	9,158.29	38,384.13	315,943.50	7,560.21	7,560.21	1,986.58	2.3

AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1033 COSMETOLOGY COMMISSION

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	103300061806	1140000	146,467.53	DR	COSMETOLOGY COMMISSION
COMPANY/SOURCE TOTAL 6503 618			146,467.53	DR *	
COMP/BUDG UNIT TOTAL 6503 1033			146,467.53	DR **	
BUDGET UNIT TOTAL 1033			146,467.53	DR ***	

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
 BUDGET UNIT 1033 COSMETOLOGY COMMISSION

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
	COMPANY NO	6503			
	COMPANY NAME	PROFESSIONAL & LICENSING BOARDS			
103300061806	6503	4293901	COS-OPERATOR/MANAGER	13,120.00	118,600.00
103300061806	6503	4293969	COS-SALONS LICENSE	5,635.00	60,460.00
103300061806	6503	42939690	LICENSE RENEWAL	.00	35.00
103300061806	6503	4293970	COS-INSTRUCTORS LIC	225.00	1,050.00
103300061806	6503	4293971	COS-STUDENTS/APPRENTICES	198.00	1,627.00
103300061806	6503	4293972	COS-PERMITS	2,484.00	21,210.00
103300061806	6503	4293973	COS-SCHOOL LICENSE	300.00	1,200.00
103300061806	6503	4293984	COS-RECIPROCIITY/CERTIF	1,260.00	11,380.00
ACCT: 4293		BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)		23,222.00	215,562.00 *
ACCT: 42		LICENSES, PERMITS & FEES		23,222.00	215,562.00 **
103300061806	6503	4393903	COS-PENALTY'S	5,615.00	51,450.00
ACCT: 4393		PENALTIES (NON-GOVERNMENTAL)		5,615.00	51,450.00 *
ACCT: 43		FINES, FORFEITS & PENALTIES		5,615.00	51,450.00 **
103300061806	6503	4896004	COS-EDUCATION COURSE COST	405.00	1,945.00
103300061806	6503	4896007	COSM-NATL EXAM TEST COST	3,370.00	22,210.00
103300061806	6503	4896020	MISCELLANEOUS INCOME	.00	470.02
ACCT: 4896				3,775.00	24,625.02 *
ACCT: 48		OTHER REVENUE		3,775.00	24,625.02 **
103300061806	6503	4920045	NONOPERATING REVENUES	.00	2,365.75
ACCT: 4920		NONOPERATING REVENUE		.00	2,365.75 *
ACCT: 49		OTHER REVENUE		.00	2,365.75 **
CNTR: 103300061806				32,612.00	294,002.77 ***
COMP: 6503				32,612.00	294,002.77 ****
B UNIT: 1033				32,612.00	294,002.77 *****

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR
COMPANY NO 6503 COMPANY NAME PROFESSIONAL & LICENSING BOARDS								
6503	103300061806	4293901	C109CC073	05/02/2019	215371	05/01/2019	2,140.00	DR
6503	103300061806	4293901	C109CC073	05/02/2019	215371	05/01/2019	2,140.00	CR
6503	103300061806	4293901	C109CC073	05/02/2019	215371	05/01/2019	2,140.00	CR
6503	103300061806	4293969	C109CC073	05/02/2019	215371	05/01/2019	1,155.00	CR
6503	103300061806	4293970	C109CC073	05/02/2019	215371	05/01/2019	25.00	CR
6503	103300061806	4293971	C109CC073	05/02/2019	215371	05/01/2019	78.00	CR
6503	103300061806	4293972	C109CC073	05/02/2019	215371	05/01/2019	192.00	CR
6503	103300061806	4293973	C109CC073	05/02/2019	215371	05/01/2019	300.00	CR
6503	103300061806	4293984	C109CC073	05/02/2019	215371	05/01/2019	300.00	CR
6503	103300061806	4293901	C109CC074	05/15/2019	216368	05/07/2019	3,170.00	DR
6503	103300061806	4293901	C109CC074	05/15/2019	216368	05/07/2019	3,170.00	CR
6503	103300061806	4293901	C109CC074	05/15/2019	216368	05/07/2019	3,170.00	CR
6503	103300061806	4293969	C109CC074	05/15/2019	216368	05/07/2019	1,330.00	CR
6503	103300061806	4293970	C109CC074	05/15/2019	216368	05/07/2019	25.00	CR
6503	103300061806	4293972	C109CC074	05/15/2019	216368	05/07/2019	960.00	CR
6503	103300061806	4293984	C109CC074	05/15/2019	216368	05/07/2019	140.00	CR
6503	103300061806	4293901	C109CC075	05/15/2019	215980	05/09/2019	1,590.00	DR
6503	103300061806	4293901	C109CC075	05/15/2019	215980	05/09/2019	1,590.00	CR
6503	103300061806	4293901	C109CC075	05/15/2019	215980	05/09/2019	1,590.00	CR
6503	103300061806	4293969	C109CC075	05/15/2019	215980	05/09/2019	735.00	CR
6503	103300061806	4293970	C109CC075	05/15/2019	215980	05/09/2019	125.00	CR
6503	103300061806	4293971	C109CC075	05/15/2019	215980	05/09/2019	114.00	CR
6503	103300061806	4293972	C109CC075	05/15/2019	215980	05/09/2019	198.00	CR
6503	103300061806	4293984	C109CC075	05/15/2019	215980	05/09/2019	140.00	CR
6503	103300061806	4293901	C109CC076	05/17/2019	216687	05/16/2019	1,000.00	DR
6503	103300061806	4293901	C109CC076	05/17/2019	216687	05/16/2019	1,000.00	CR
6503	103300061806	4293901	C109CC076	05/17/2019	216687	05/16/2019	1,000.00	CR
6503	103300061806	4293969	C109CC076	05/17/2019	216687	05/16/2019	560.00	CR
6503	103300061806	4293970	C109CC076	05/17/2019	216687	05/16/2019	25.00	CR
6503	103300061806	4293972	C109CC076	05/17/2019	216687	05/16/2019	264.00	CR
6503	103300061806	4293984	C109CC076	05/17/2019	216687	05/16/2019	500.00	CR
6503	103300061806	4293901	C109CC077	05/17/2019	216766	05/15/2019	1,595.00	DR
6503	103300061806	4293901	C109CC077	05/17/2019	216766	05/15/2019	1,595.00	CR
6503	103300061806	4293901	C109CC077	05/17/2019	216766	05/15/2019	1,595.00	CR
6503	103300061806	4293969	C109CC077	05/17/2019	216766	05/15/2019	700.00	CR
6503	103300061806	4293972	C109CC077	05/17/2019	216766	05/15/2019	300.00	CR
6503	103300061806	4293901	C109CC078	05/24/2019	217341	05/23/2019	1,130.00	DR
6503	103300061806	4293901	C109CC078	05/24/2019	217341	05/23/2019	1,130.00	CR
6503	103300061806	4293901	C109CC078	05/24/2019	217341	05/23/2019	1,130.00	CR
6503	103300061806	4293969	C109CC078	05/24/2019	217341	05/23/2019	560.00	CR
6503	103300061806	4293971	C109CC078	05/24/2019	217341	05/23/2019	6.00	CR
6503	103300061806	4293972	C109CC078	05/24/2019	217341	05/23/2019	12.00	CR
6503	103300061806	4293984	C109CC078	05/24/2019	217341	05/23/2019	140.00	CR
6503	103300061806	4293901	C109CC079	05/31/2019	217861	05/21/2019	760.00	DR
6503	103300061806	4293901	C109CC079	05/31/2019	217861	05/21/2019	760.00	CR
6503	103300061806	4293901	C109CC079	05/31/2019	217861	05/21/2019	760.00	CR
6503	103300061806	4293969	C109CC079	05/31/2019	217861	05/21/2019	140.00	CR

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR	
6503 103300061806	4293972	C109CC079	05/31/2019	217861	05/21/2019	240.00	CR	
6503 103300061806	4293984	C109CC079	05/31/2019	217861	05/21/2019	20.00	CR	
6503 103300061806	4293901	C109CC080	05/31/2019	217796	05/30/2019	790.00	DR	
6503 103300061806	4293901	C109CC080	05/31/2019	217796	05/30/2019	790.00	CR	
6503 103300061806	4293969	C109CC080	05/31/2019	217796	05/30/2019	790.00	CR	
6503 103300061806	4293972	C109CC080	05/31/2019	217796	05/30/2019	78.00	CR	
6503 103300061806	4293901	C109CC081	05/31/2019	217983	05/28/2019	945.00	DR	
6503 103300061806	4293901	C109CC081	05/31/2019	217983	05/28/2019	945.00	CR	
6503 103300061806	4293969	C109CC081	05/31/2019	217983	05/28/2019	945.00	CR	
6503 103300061806	4293970	C109CC081	05/31/2019	217983	05/28/2019	245.00	CR	
6503 103300061806	4293972	C109CC081	05/31/2019	217983	05/28/2019	25.00	CR	
6503 103300061806	4293984	C109CC081	05/31/2019	217983	05/28/2019	240.00	CR	
6503 103300061806	4293984	C109CC081	05/31/2019	217983	05/28/2019	20.00	CR	
TOTAL ACCOUNT GROUP NET CHANGE							23,222.00	CR *
6503 103300061806	4393903	C109CC073	05/02/2019	215371	05/01/2019	1,755.00	CR	
6503 103300061806	4393903	C109CC074	05/15/2019	216368	05/07/2019	1,480.00	CR	
6503 103300061806	4393903	C109CC075	05/15/2019	215980	05/09/2019	250.00	CR	
6503 103300061806	4393903	C109CC076	05/17/2019	216687	05/16/2019	160.00	CR	
6503 103300061806	4393903	C109CC077	05/17/2019	216766	05/15/2019	660.00	CR	
6503 103300061806	4393903	C109CC078	05/24/2019	217341	05/23/2019	320.00	CR	
6503 103300061806	4393903	C109CC079	05/31/2019	217861	05/21/2019	340.00	CR	
6503 103300061806	4393903	C109CC080	05/31/2019	217796	05/30/2019	190.00	CR	
6503 103300061806	4393903	C109CC081	05/31/2019	217983	05/28/2019	460.00	CR	
TOTAL ACCOUNT GROUP NET CHANGE							5,615.00	CR *
6503 103300061806	4896004	C109CC073	05/02/2019	215371	05/01/2019	370.00	CR	
6503 103300061806	4896007	C109CC073	05/02/2019	215371	05/01/2019	730.00	CR	
6503 103300061806	4896007	C109CC075	05/15/2019	215980	05/09/2019	1,320.00	CR	
6503 103300061806	4896004	C109CC076	05/17/2019	216687	05/16/2019	35.00	CR	
6503 103300061806	4896007	C109CC076	05/17/2019	216687	05/16/2019	320.00	CR	
6503 103300061806	4896007	C109CC078	05/24/2019	217341	05/23/2019	920.00	CR	
6503 103300061806	4896007	C109CC080	05/31/2019	217796	05/30/2019	160.00	CR	
6503 103300061806	4896007	R322RC2408	05/29/2019	RC192408	05/06/2019	80.00	DR	
6503 103300061806	4896007	R322RC2408	05/29/2019	RC192408	05/06/2019	80.00	DR	
6503 103300061806	4896007	R322RC2408	05/29/2019	RC192408	05/06/2019	80.00	DR	
TOTAL ACCOUNT GROUP NET CHANGE							3,775.00	CR *
6503 103300061806	52045900	CS903035	05/08/2019		05/08/2019	131.11	DR	
6503 103300061806	52041800	DF904097	05/22/2019		05/14/2019	446.25	DR	
6503 103300061806	52049600	D109CC005	05/15/2019	MC19384	05/02/2019	997.53	DR	
6503 103300061806	52049600	D109CC005	05/15/2019	MC19384	05/02/2019	997.53	DR	
6503 103300061806	52049600	D109CC005	05/15/2019	MC19384	05/02/2019	997.53	DR	
6503 103300061806	52030300	E109-195	05/22/2019		05/02/2019	56.28	CR	
6503 103300061806	52042000	FM903072	05/22/2019		05/15/2019	1,639.83	DR	

STATE OF SOUTH DAKOTA
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT
FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR CR	
6503	103300061806	52053500	MS904049	05/22/2019		05/15/2019	577.84	DR	
6503	103300061806	52053500	MS904049	05/22/2019		05/15/2019	577.84	DR	
6503	103300061806	52053500	MS904049	05/22/2019		05/15/2019	577.84	DR	
6503	103300061806	52045900	PE903035	05/10/2019		05/10/2019	1,566.00	DR	
6503	103300061806	52042000	PL904061	05/22/2019		05/08/2019	234.25	DR	
6503	103300061806	52042000	PM903045	05/08/2019		05/08/2019	13.35	DR	
6503	103300061806	52042000	PP903049	05/08/2019		05/08/2019	13.06	DR	
6503	103300061806	52045300	TL904052	05/15/2019		05/15/2019	166.66	DR	
6503	103300061806	5228000	T109-132	05/17/2019		05/16/2019	802.31	DR	
TOTAL ACCOUNT GROUP NET CHANGE								6,531.91	DR *
6503	103300061806	82044900	REALE/COSMRNT18	05/24/2019	622559	05/23/2019	1,041.75	CR	
6503	103300061806	82049600	19-1000-020 0419	05/08/2019	19SC100020	05/07/2019	1,230.00	CR	
6503	103300061806	82040500	19-1000-028 317	05/08/2019	19SC100028	05/08/2019	705.00	CR	
6503	103300061806	82040500	19-1000-028 317	05/10/2019	19SC100028	05/08/2019	705.00	DR	
6503	103300061806	82040500	19-1000-028 317	05/10/2019	19SC100028	05/09/2019	75.00	CR	
6503	103300061806	82049600	19SC10002A	05/17/2019	12358629	05/17/2019	3,645.00	CR	
6503	103300061806	82041900	19SC10003A	05/17/2019	12221150	05/17/2019	6,932.40	CR	
TOTAL ACCOUNT GROUP NET CHANGE								12,924.15	CR *
TOTAL COMPANY--NET CHANGE								39,004.24	CR **

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
COMPANY NO 6503										
COMPANY NAME PROFESSIONAL & LICENSING BOARDS										
6503	103300061806	51010100	CGEX190426	05/01/2019					3,336.36	DR
6503	103300061806	51010100	CGEX190513	05/17/2019					3,151.09	DR
6503	103300061806	51010100	CGEX190529	05/31/2019					4,016.71	DR
OBJSUB: 5101010 F-T EMP SAL & WAGES										
6503	103300061806	51010200	CGEX190426	05/01/2019					10,504.16	DR *
6503	103300061806	51010200	CGEX190513	05/17/2019					3,014.48	DR
6503	103300061806	51010200	CGEX190529	05/31/2019					3,692.82	DR
OBJSUB: 5101020 P-T/TEMP EMP SAL & WAGES										
6503	103300061806	51010300	CGEX190426	05/01/2019					9,933.92	DR *
6503	103300061806	51010300	CGEX190529	05/31/2019					180.00	DR
OBJSUB: 5101030 BOARD & COMM MBRS FEES										
OBJECT: 5101 EMPLOYEE SALARIES										
6503	103300061806	51020100	CGEX190426	05/01/2019					300.00	DR *
6503	103300061806	51020100	CGEX190506	05/08/2019	819488				20,738.08	DR **
6503	103300061806	51020100	CGEX190506	05/08/2019	819481				4.21	DR
6503	103300061806	51020100	CGEX190513	05/17/2019					1.68	DR
6503	103300061806	51020100	CGEX190514	05/15/2019	842807				518.26	DR
6503	103300061806	51020100	CGEX190523	05/24/2019	849866				1.69	DR
6503	103300061806	51020100	CGEX190529	05/31/2019					2.52	DR
6503	103300061806	51020100	CGEX190530	05/31/2019	857903				555.97	DR
6503	103300061806	51020100	CGEX190530	05/31/2019	854683				1.69	DR
OBJSUB: 5102010 OASI-EMPLOYER'S SHARE										
6503	103300061806	51020200	CGEX190426	05/01/2019					1,581.72	DR *
6503	103300061806	51020200	CGEX190513	05/17/2019					270.08	DR
6503	103300061806	51020200	CGEX190529	05/31/2019					258.77	DR
OBJSUB: 5102020 RETIREMENT-ER SHARE										
6503	103300061806	51020600	CGEX190426	05/01/2019					839.54	DR *
6503	103300061806	51020600	CGEX190513	05/17/2019					1,101.20	DR
6503	103300061806	51020600	CGEX190529	05/31/2019					1,040.29	DR
OBJSUB: 5102060 HEALTH/LIFE INS.-ER SHARE										
6503	103300061806	51020800	CGEX190426	05/01/2019					3,324.61	DR *
6503	103300061806	51020800	CGEX190513	05/17/2019					13.34	DR
6503	103300061806	51020800	CGEX190529	05/31/2019					14.41	DR
OBJSUB: 5102080 WORKER'S COMPENSATION										
6503	103300061806	51020900	CGEX190426	05/01/2019					42.98	DR *
6503	103300061806	51020900	CGEX190513	05/17/2019					1.41	DR
6503	103300061806	51020900	CGEX190529	05/31/2019					1.48	DR
OBJSUB: 5102090 UNEMPLOYMENT COMPENSATION										
6503	103300061806	51020900	CGEX190529	05/31/2019					1.60	DR
6503	103300061806	51020900	CGEX190529	05/31/2019					4.49	DR *

STATE OF SOUTH DAKOTA
MONTHLY EXPENDITURE REPORT
FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL # OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/CR
	OBJECT: 5102	EMPLOYEE BENEFITS								
	GROUP: 51	PERSONAL SERVICES								
6503	103300061806	52030300	CGEX190506	05/08/2019	819488				5,793.34	DR **
6503	103300061806	52030300	CGEX190506	05/08/2019	819481				26,531.42	DR ***
6503	103300061806	52030300	CGEX190514	05/15/2019	842807				307.86	DR
6503	103300061806	52030300	CGEX190514	05/15/2019	842806				123.06	DR
6503	103300061806	52030300	CGEX190521	05/22/2019	841394				267.54	DR
6503	103300061806	52030300	CGEX190521	05/22/2019	841391				57.96	DR
6503	103300061806	52030300	CGEX190521	05/22/2019	841392				259.14	DR
6503	103300061806	52030300	CGEX190521	05/22/2019	841393				180.60	DR
6503	103300061806	52030300	CGEX190521	05/22/2019	847455				180.60	DR
6503	103300061806	52030300	CGEX190523	05/24/2019	849866				56.28	DR
6503	103300061806	52030300	CGEX190530	05/31/2019	857903				401.52	DR
6503	103300061806	52030300	CGEX190530	05/31/2019	854683				356.16	DR
6503	103300061806	52030300	E109-195	05/22/2019					318.36	DR
									56.28	CR
	OBJSUB: 5203030	AUTO-PRIV (IN-ST.) H/RTE								
6503	103300061806	52031000	CGEX190521	05/22/2019	841392				2,509.50	DR *
6503	103300061806	52031000	CGEX190521	05/22/2019	841391				123.90	DR
6503	103300061806	52031000	CGEX190530	05/31/2019	857903				123.90	DR
6503	103300061806	52031000	CGEX190530	05/31/2019	854683				123.90	DR
									58.31	DR
	OBJSUB: 5203100	LODGING/IN-STATE								
6503	103300061806	52031400	CGEX190506	05/08/2019	819488				430.01	DR *
6503	103300061806	52031400	CGEX190506	05/08/2019	819481				55.00	DR
6503	103300061806	52031400	CGEX190514	05/15/2019	842807				22.00	DR
6503	103300061806	52031400	CGEX190523	05/24/2019	849866				22.00	DR
6503	103300061806	52031400	CGEX190530	05/31/2019	854683				33.00	DR
6503	103300061806	52031400	CGEX190530	05/31/2019	857903				22.00	DR
									22.00	DR
	OBJSUB: 5203140	TAXABLE MEALS/IN-STATE								
6503	103300061806	52031500	CGEX190514	05/15/2019	842806				176.00	DR *
6503	103300061806	52031500	CGEX190521	05/22/2019	841392				11.00	DR
6503	103300061806	52031500	CGEX190521	05/22/2019	841391				75.00	DR
6503	103300061806	52031500	CGEX190521	05/22/2019	841394				75.00	DR
6503	103300061806	52031500	CGEX190530	05/31/2019	857903				55.00	DR
6503	103300061806	52031500	CGEX190530	05/31/2019	854683				49.00	DR
									43.00	DR
	OBJSUB: 5203150	NON-TAXABLE MEALS/IN-ST								
	OBJECT: 5203	TRAVEL								
6503	103300061806	52040500	19-1000-028 317	05/17/2019	02293865	SMARTSOFTW	12221150		308.00	DR *
									3,423.51	DR **
									75.00	DR
6503	103300061806	52041800	COMPUTER CONSULTANT	05/22/2019					75.00	DR *
			DP904097						446.25	DR
	OBJSUB: 5204180	COMPUTER SERVICES-STATE								
6503	103300061806	52042000	FM903072	05/22/2019					446.25	DR *
6503	103300061806	52042000	PL904061	05/08/2019					1,639.83	DR
6503	103300061806	52042000	PM903045						234.25	DR
									13.35	DR

STATE OF SOUTH DAKOTA
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FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL # OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/CR
6503	103300061806	52042000	PP903049	05/08/2019					13.06	DR
6503	103300061806	52044900	CENTRAL SERVICES				12028880		1,900.49	DR *
			REALES/COSMFRNT18	05/24/2019	02294605	HYDEHOLDIN			1,041.75	DR
6503	103300061806	52045300	RENTS-PRIVATE OWNED PROP.						1,041.75	DR *
			TL904052	05/15/2019					166.66	DR
6503	103300061806	52045300	1744470162	05/22/2019	00580156	WESTUNIFIE	12142271		12.40	DR
6503	103300061806	52045300	8381416X04242019	05/08/2019	00016660	ATTMOBILIT	12279233		65.99	DR
6503	103300061806	52045400	TELECOMMUNICATIONS SRVCS						245.05	DR *
			415031401 0419	05/22/2019	02294244	MUNICIPALU	12054968		68.00	DR
6503	103300061806	52045500	ELECTRICITY						68.00	DR *
			112180-1223268	05/22/2019	00579799	ENVIROTECH	12037175		9.37	DR
6503	103300061806	52045900	GARBAGE & SEWER						9.37	DR *
			CS903035	05/08/2019					131.11	DR
6503	103300061806	52045900	PE903035	05/10/2019					1,566.00	DR
6503	103300061806	52045900	INS PREMIUMS & SURETY BDS						1,697.11	DR *
			D109CC005	05/15/2019	MC19384				997.53	DR
6503	103300061806	52049600	D109CC005	05/15/2019	MC19384				997.53	DR
6503	103300061806	52049600	D109CC005	05/15/2019	MC19384				997.53	DR
6503	103300061806	52049600	19-1000-020 0419	05/10/2019	00577989	ISOQUALITY	12358629		1,230.00	CR
6503	103300061806	52049600	6756	05/08/2019	00577094	NATLINTERS	12114840		90.00	DR
6503	103300061806	52050280	OTHER CONTRACTUAL SERVICE						2,317.53	DR *
			CONTRACTUAL SERVICES						7,800.55	DR **
			18382 0519	05/15/2019	00578383	INMANSWATE	12037639		20.50	DR
6503	103300061806	5205028	OFFICE SUPPLIES						20.50	DR *
			CGEX190506	05/08/2019	819481				1.60	DR
6503	103300061806	52053500	CGEX190506	05/08/2019	819488				1.60	DR
6503	103300061806	52053500	CGEX190514	05/15/2019	842807				5.10	DR
6503	103300061806	52053500	CGEX190521	05/22/2019	841394				2.50	DR
6503	103300061806	52053500	CGEX190523	05/24/2019	849866				1.75	DR
6503	103300061806	52053500	CGEX190530	05/31/2019	857903				4.55	DR
6503	103300061806	52053500	MS904049	05/22/2019					577.84	DR
6503	103300061806	52053500	MS904049	05/22/2019					577.84	DR
6503	103300061806	52055180	POSTAGE						594.94	DR *
			68870010003APR19	05/29/2019	00581276	MONTANADAK	12020954		13.21	DR
6503	103300061806	5205518	HEATING & COOKING FUELS						13.21	DR *
			SUPPLIES & MATERIALS						628.65	DR **
			T109-132	05/17/2019					802.31	DR

STATE OF SOUTH DAKOTA
MONTHLY EXPENDITURE REPORT
FOR PERIOD ENDING: 05/31/2019

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1033 COSMETOLOGY COMMISSION
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
		5228000				OPER TRANS OUT -NON BUDGT			802.31	DR *
		5228				NONOP EXP/NONBGTD OF TR			802.31	DR **
		52				OPERATING EXPENSES			12,655.02	DR ***
		6503							39,186.44	DR ****
		103300061806							39,186.44	DR *****
		B. UNIT: 1033							39,186.44	DR *****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 05/31/2019

AGENCY	BUDGET UNIT	CENTER-5	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
10	LABOR & REGULATION						
1033	COSMETOLOGY COMMISSION						
10330	COSMETOLOGY COMMISSION						
COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE			
6503	PROFESSIONAL & LICENSING BOARDS						
51010100	F-T EMP SAL & WAGES	10,504.16	96,254.17				
51010200	P-T/TEMP EMP SAL & WAGES	9,933.92	57,121.94				
51010300	BOARD & COMM MBR FEES	300.00	6,060.00				
5101	EMPLOYEE SALARIES	20,738.08	159,436.11			*	
51020100	OASI-EMPLOYER'S SHARE	1,581.72	12,208.07				
51020200	RETIREMENT-ER SHARE	839.54	6,454.98				
51020600	HEALTH/LIFE INS -ER SHARE	3,324.61	24,101.31				
51020800	WORKER'S COMPENSATION	42.98	298.26				
51020900	UNEMPLOYMENT COMPENSATION	4.49	39.64				
5102	EMPLOYEE BENEFITS	5,793.34	43,102.26			*	
51	PERSONAL SERVICES	26,531.42	202,538.37			**	
52030100	AUTO-STATE OWNED-IN STATE	.00	574.63				
52030200	AUTO PRIV (IN-ST.) L/RTE	.00	379.50				
52030300	AUTO-PRIV (IN-ST.) H/RTE	2,509.50	18,569.88				
52031000	LODGING/IN-STATE	430.01	4,009.10				
52031400	TAXABLE MEALS/IN-STATE	176.00	2,146.00				
52031500	NON-TAXABLE MEALS/IN-ST	308.00	2,510.00				
52032300	AUTO-PRIV.(OUT-STATE) H/R	.00	177.24				
52032600	AIR-COMM-OUT-OF-STATE	.00	2,361.40				
52032800	OTHER-PUBLIC-OUT-OF-STATE	.00	175.58				
52033000	LODGING/OUT-OF-STATE	.00	3,734.08				
52033200	INCIDENTALS-OUT-OF-STATE	.00	420.12				
52033500	NON-TAXABLE MEALS/OUT-ST	.00	570.00				
5203	TRAVEL	3,423.51	35,627.53			*	
52040200	DUES & MEMBERSHIP FEES	.00	310.00				
52040500	COMPUTER CONSULTANT	75.00	2,371.20				
52040600	ED & TRAINING CONSULTANT	.00	2,500.00				
52041600	WORKSHOP REGISTRATION FEE	.00	1,880.00				
52041800	COMPUTER SERVICES-STATE	446.25	4,848.75				
52041810	BIT DEVELOPMENT COSTS	.00	170.40				
52041900	COMPUTER SERVICES-PRIVATE	.00	1,340.40				
52042000	CENTRAL SERVICES	1,900.49	10,245.92				
52042300	JANITORIAL & MAINT SERV	.00	35.64				
52043600	ADVERTISING-NEWSPAPER	.00	89.27				
52044900	RENTS-PRIVATE OWNED PROP.	1,041.75	11,459.25				
52045100	RENTS-OTHER	.00	442.96				
52045300	TELECOMMUNICATIONS SRVCS	245.05	2,662.97				
52045400	ELECTRICITY	68.00	1,077.12				
52045500	GARBAGE & SEWER	9.37	100.13				
52045900	INS PREMIUMS & SURETY BDS	1,697.11	1,697.11				
52049600	OTHER CONTRACTUAL SERVICE	2,317.53	19,885.72				
5204	CONTRACTUAL SERVICES	7,800.55	61,116.84			*	

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 05/31/2019

AGENCY BUDGET UNIT CENTER-5	10 1033 10330	LABOR & REGULATION COSMETOLOGY COMMISSION COSMETOLOGY COMMISSION	COMP ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
103300061806	6503	52050200	OFFICE SUPPLIES	.00	453.02		
103300061806	6503	52050280	OFFICE SUPPLIES	20.50	1,260.76		
103300061806	6503	52053100	PRINTING-STATE	.00	4,542.69		
103300061806	6503	52053500	POSTAGE	594.94	6,442.06		
103300061806	6503	52055180	HEATING & COOKING FUELS	13.21	189.50		
ACCT: 5205		SUPPLIES & MATERIALS		628.65	12,888.03		*
103300061806	6503	52074510	OFFICE FURN & FIXTURES	.00	221.00		
103300061806	6503	52074910	TELEPHONE EQUIPMENT	.00	1,001.00		
103300061806	6503	52079010	COMPUTER HARDWARE	.00	2,550.73		
ACCT: 5207		CAPITAL OUTLAY		.00	3,772.73		*
103300061806	6503	5228000	OPER TRANS OUT -NON BUDGT	802.31	9,918.39		
ACCT: 5228		NONOP EXP/NONBGTD OP TR		802.31	9,918.39		*
ACCT: 52		OPERATING EXPENSES		12,655.02	123,323.52		**
COMP: 6503		PROFESSIONAL & LICENSING BOARDS		39,186.44	325,861.89		***
CENTER: 103300061806				39,186.44	325,861.89		*****
B UNIT: 1033				39,186.44	325,861.89		*****

**SOUTH DAKOTA COSMETOLOGY COMMISSION
EXECUTIVE DIRECTOR'S REPORT**

July 26, 2019

1. **Administrative Rules** -- The proposed administrative rules have been sent to the DLR Secretary for review and authorization to proceed. After we receive the go-ahead, we will schedule a conference call public hearing. We are required to give 20 days notice to the public prior to the hearing. Our rules will be presented to the Legislative Interim Rules Review Committee on September 9, 2019. If the Rules Review Committee okays everything, the final step is to file the rules with the Secretary of State's office and the rules become effective 20 days later.

The latest version of the draft rules was emailed to all Commission members and schools for your review. If you see any further changes, please contact me with your questions or proposed changes. Any further changes would need to be dealt with after public testimony at the Commission public hearing.

2. **Personnel Change** – Kelsey Skoglund submitted her resignation, effective July 30, 2019 to have more time to devote to her family. We will miss her, but also want to wish her well. The position has been announced and a verbal update will be given at the July 26 meeting.
3. **Pierre Capital Journal News Article** – Enclosed as part of the Executive Director report for your information is an article that ran in the Pierre Capital Journal in the Spring about salons that received disciplinary action from the Commission.
4. **NIC School Overview and Practical Examiner Training** – The NIC School Overview of the practical examination will be held later in the afternoon beginning at 2:00 pm in the same room as the Commission meeting. The practical examiner training & certification will be held July 27 & 28 at the Ramkota in Pierre. Nine individuals are scheduled to attend the annual examiner training. Training and certification is required to qualify to score the practical examination.

Cosmetology Commission conditionally suspends eight cases

BY DEL BARTELS
Capitol Bureau

The state Cosmetology Commission, on April 12, reviewed a new law giving military spouses a way to get professional licenses without having to pay a fee.

The Commission oversees inspections of beauty shops, nail shops, beauty schools, nail technicians, and cosmetologists. It also issues cosmetology licenses and conducts examinations for those licenses. The Commission also investigates violations and enforces provisions. Under the state's Department of Labor and Regulation, it consists of five governor-appointed members holding three-year terms. Three must be licensed cosmetologists, though none may be affiliated with any beauty school.

Current members of the Cosmetology Commission are Crystal Carlson, Lori Little, Debbie Pageler, Tami Stokes, and Tammy Ugofsky.

Their latest meeting, held April 12, addressed the recently passed South Dakota House Bill 1111, which waives fees for professional and occupational licensure for active duty military members and their spouses.

Eight lapsed cases face suspensions, varying from five to 15 days depending on the case. The suspensions can be held in abeyance if the license holders, booth license holders, or salons comply with all laws and regulations of the commission, and pay for the immediate reinstatement of her license.

Several license renewal applications were approved.

The commission reviewed the current policy on State Board Examination testing requirements for reciprocity applicants. The commission decided to require taking only the South Dakota Cosmetology Laws/Rules exam, provided the applicant has taken a theory and practical examination in another state. The exception is that if an applicant is seeking reciprocity from a state that does not administer a hands-on practical examination, the practical exam will be waived if the applicant has a year or more of experience.

The commission will likely need to add in two additional cosmetology State Board examination dates in late July or early August, because a large number of students will be completing their education this summer.

For office use only: License number: _____ Date processed: _____ Date expires: _____

Cosmetology Commission
500 E Capitol Ave
Pierre SD 57501
605/773-6193

**SOUTH DAKOTA COSMETOLOGY COMMISSION
SCHOOL LICENSE RENEWAL FORM**

Instructions
Please print or type. All areas should be completed. If not applicable, print NA. Information may be listed on a separate sheet and attached. Attach a non-refundable School License fee of \$300.00 for one (1) school license renewal. The expiration date is on the license. **The renewal form and fee should be submitted at least two months before the expiration date.**

1. TYPE OF LICENSE RENEWING
Cosmetology School Nail School Esthetics School Branch School

2. SCHOOL INFORMATION

School Name: Headlines Academy, INC
Current On-site Director: Peggy Sproat --- Desaree Dargartz
School Address: 333 Omaha Street Suite 6 & 7
City/State/Zip: Rapid City, SD 57701
Telephone: 605-348-4247 Fax: 605-348-5462 Email: psproat@headlinesacademy.com
Programs Offered:
Cosmetology **YES** NO Number of clock hours: 1500
Nail Technology **YES** NO Number of clock hours: 400
Esthetics **YES** NO Number of clock hours: 600

Are the courses in clock or credit hours? **CLOCK** CREDIT If in credit hours, attach the conversion.
Days/Times Open: Attach a separate sheet with this information
Days and Times of Theory Classes: Attach a separate sheet with this information
Days and Times of Clinic: Attach a separate sheet with this information
What months are programs started? Cosmo: April, June, Sept, Nov, & Jan
Nails: Or as enrollment justifies: Sept, June & Dec Esth: April, July, & October
Current Enrollment in - - - Cosmetology Program: 39 Nails Program: 0 Esthetics Program: 4
Approximate Square Footage of school physical premises: 13,637

3. SCHOOL OWNER INFORMATION

Ownership (check one): Sole Proprietorship Partnership Corporation
List the name and address of each individual owner, partner, or corporate officer. If more space is needed, attach a separate sheet.

Owner Name	Owner Residence Address/City/State/Zip	Telephone Number
Peggy Sproat	412 Fieldview Dr, Rapid City, SD 57701	605-431-2553

If a corporation or partnership, list the name and address of the principal place of business of the partnership or corporation. 333 Omaha Str, Suites 6&7 Rapid City, SD 57701

If the corporation has a registered agent in South Dakota authorized to accept legal service, list the name and address of the agent. _____

4. INSTRUCTOR(S) AND QUALIFICATIONS – ATTACH a list of all instructors. Include their names, license numbers (both instructor license and personal license), and license expiration dates. All instructors must have a current South Dakota instructor license and a current cosmetologist, nail technician, or esthetician license, as applicable. There must be one (1) instructor for every 15 students or a fraction thereof. **IF THIS LIST CHANGES, THE SCHOOL NEEDS TO SUBMIT THE NEW INSTRUCTOR NAME TO THE COMMISSION OFFICE TO ADD TO THIS FORM. Exhibit 4**

5. REQUIRED ATTACHMENTS – the following need to be attached.

List of required and non-required equipment (ARSD 20:42) **We have all required equipment, we have not added any additional equipment since our last inspection**

School's current catalog: **Included 5b**

List of textbook(s) and workbook(s) used: **Attached 5c**

School advertising brochures and **website address: www.headlinesacademy.com**

School rules and regulations: **Student Handbook Pages 17-20 5b**

Student policies and procedures: **Student Handbook Pages 17-20 5b**

Explanation of procedure to track student hours: **Attached 5d**

Explanation of how student records are kept and stored: **Attached 5e**

Schedule of days and times open, showing theory and practical times, holidays closed : **Attached 5f**

Listing of proposed field trips on Commission form **Attached 5g**

Listing of substitute instructors and guest demonstrators **Attached 5h**

List any changes made since the last renewal application; NA

6. AGREEMENT AND SIGNATURE

It is understood and agreed that any license granted is not transferable to another person, partnership, or corporation, or another location. Whenever the owner of the school or the location or school is changed, a new application must be submitted for approval by the Cosmetology Commission at least two months before the change.

It is further understood that the school license is renewed annually on the start date of the license. A renewal application must be submitted at least two months prior to the expiration date with all required attachments and the required fee. If a license is expired, the school shall pay the added penalty fee.

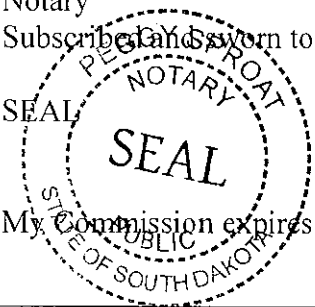
It is further understood that the Commission will be notified in writing of any changes from this application such as new instructors, change of days/times, etc.

It is further understood and acknowledged that the Commission may revoke or suspend the license of such school for any violation of the law or rules relating to cosmetology, esthetics, or nail technology, or if any of the above noted requirements or if further investigation reveals misrepresentation or false information being given in any manner or form as to any application or request for information made by the Commission, by any individual, partnership or corporation acting for or associated with said school.

I declare and affirm under the penalties of perjury that this information has been examined by me, and the best of my knowledge and belief, is in all things true and correct.

Owner or School Director Signed: [Signature] Dated: 7-16-19
Owner or School Director Signed: [Signature] Dated: _____

Notary
Subscribed and sworn to before me this 16 day of July, 2019.

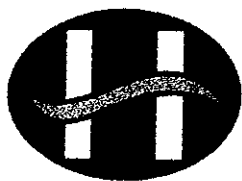


[Signature]
Notary Public - South Dakota

My Commission expires: 8-2-2023

List of Textbooks Used

			Edition
Milady Standard	Cosmetology	Text Book	2016
Milady Standard	Cosmetology	Workbook	2016
Milady Standard	Cosmetology	Exam Book	2016
Milady Standard	Esthetics	Text Book	2013
Milady Standard	Esthetics	Workbook	11th
Milady Standard	Esthetics	Exam Book	11th
Milady	Esthetics	Cosm Dictionary	
Milady	Esthetics	Peels & Chemical esthetics	
Milady	Esthetics	Microdermabrasion	
Milady Standard	Nails	Text Book	
Milady Standard	Nails	Workbook	
Milady Standard	Nails	Exam Book	



HEADLINES
ACADEMY

COSMETOLOGY • ESTHETICS • NAIL TECHNOLOGY • MASSAGE THERAPY

50

Explanation of procedure to track student hours:

They scan in with their finger print on our time clock out on our clinic floor, we also take attendance in theory at the beginning of each day and then the students go to their classes or clinic. We also can use the appointment book, the call in log, or the cameras to check if they were here or not if they did not punch in or out.

5d

The student has an OJT sheet (On Job Training) that they have to have signed by an instructor at the beginning of the day and when they leave.

At the end of the month we print a list of all they days they were in school and the number of hours they had each day. The student matches this to the SDCC Student Monthly Hours sheet. When that sheet is turned into the office, the hours are then put into a spreadsheet to keep track of what categories their hours should go into based on what they did for the day.

Explanation of how student records are kept and stored

In our Academy there is a file room where we keep all students' files that are no longer enrolled - Both Dropped & Graduated.

The current student permanent files and hour sheets are kept in attendance office, along with test files. Financial aid files are kept in Peggy Sproat's office.

5e

Schedule of Days & Times Open

			Theory
Monday	8:00 AM	4:30 PM	8:00 am - 10:00 am
Tuesday	11:30 AM	8:00 PM	No Theory
Wednesday	8:00 AM	1:00 PM	Possible Theory
Thursday			
- Open until 8pm if we have 8 or more students sign up	8:00 AM	4:30 PM	8:00 am - 9:00 am
Friday	8:00 AM	4:30 PM	8:00 am - 9:00 am
Saturday			
- Only if we have 8 or more students sign up	9:00 AM	2:00 PM	No Theory

5f

Closed Holidays

New Years Day
Easter Monday
Memorial Day
Independence Day
Labor Day
Thanksgiving & Day after
Christmas Eve
Christmas
Day after Christmas

5f

SCHOOL FIELD TRIP PLANS for school license year September, 2019 through August 2020.

1. School Name: Headlines Academy~Cosmetology, Nails, and Esthetics

We are requesting approval for the following field trips. We know this list must be submitted each year with our school license renewal and will be added to our school application for the year indicated above.

Name and location of field trip(s)	Approx. Date	Credit Hours	Educational objectives and approximate number of students.
1. Yearly Shows, Supply House Classes - Cosmetology	Whenever scheduled	Up to 12	All Cosmo student that purchase tickets or have an opportunity to go to additional classes and learn about new products, styles and trends Instructor goes with them
2. Class in the Park- Cosmetology, Nails, and Esthetics	July 2020	5	Motivational, teamwork, and front desk skills All students and staff are present
3. Salon Visits- Cosmetology, Nails and Esthetics	October 2019/May 2020	4	To visit area salons and ask about pay scale hourly/commission and to see how salons differ from full service to limited services 15 students per instructor-all staff participates
4. Additional field trip for community work will be submitted by email at least 3 weeks ahead of date proposed to give commission which event will be attended with students. - Cosmetology	September 2019 to September 2020	4	To help our community by volunteering at public events with instructors attending with the students, these are usually held on weekends.

If more space is required, please use the reverse side.

I realize that if these field trips need to be changed or dropped, I must write to the Commission for prior approval. All those involved shall follow all the requirements as required by the Commission. (see reverse side).

School representative's signature: _____
Date: 7/10/2019

.....
Date received by Commission: _____

To be attached to the school license application or renewal fee.

509

The Commission recognizes and approves off-premise field trips under a present school license as long as the beauty school meets the following requirements:

1. completes a School Field Trip plan which lists:
 - a. name and location of field trip;
 - b. approximate date(s);
 - c. number of hours;
 - d. educational objectives (important);
 - e. number of students involved.
2. submit appropriate lesson plans;
3. submits this plan with the renewal of the school license;
4. 32 hours allowed for cosmetology students and 16 hours for esthetics and nail technician students;
5. instructor(s) directly supervise the students at all times on the field trip;
6. students and instructors wear identification nametags while on field trip.

(hair show trips may be requested, but they must be well-organized and have specific educational objectives.)

Name and location of field trip(s)	Approx. Date	Credit Hours	Educational objectives and approximate number of students.
5. Constitution of the United States will be submitted at least 3 weeks ahead of date proposed. – Cosmetology, Nails and Esthetics	September 2020	2	Wax figure exhibit, with a presentation about the signing of the Constitution called Founding Fathers. This is located on Hwy 16 next to Reptile Gardens. (A requirement of creditation)
6. Supply House visits – Cosmetology, Nails and Esthetics	September 2019 to September 2020	4	To visit our local supply houses and introduce our students to professional products.

LESSON PLAN

SUBJECT UNIT Salon Visits

SESSION NUMBER 1 OF 2 LESSIONS

LENGTH OF SESSION 4 hours

BEHAVIORAL OBJECTIVE: To visit area salons and ask questions about benefits, pay, retail contests, continuing education, vacations, location ect

THEORY 2

DEMO _____

PARTICIPATION 2

EXPERIENCES 2

CLASSROOM Area Salons

TOOLS AND EQUIPMENT: Paper and pen

RESOURCE MATERIAL: The students are put into groups with an instructor and they decide as a group which salons they would like to visit.

MOTIVATION FOR LEARNING THE APPLICATION (1st 2-5 minute classroom attention getter: What are you going to do to get there interest to want to learn what you have to share?)
To find out what the salons pay, their benefits an if they are full service, limited or booth rental and the student can evaluate the best situation for them.

PRESENTATION OUTLINE:

SUMMARY:

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH:

ASSIGNMENT:(should be a completion of outcome and criteria) Write a paper on the summery of the salons and what they thought of the differences in the salons and which one they chose to pursue a job at and why or why not.

METHOD OF MEASURING: The students paper being handed in the next day in attendance.

507

LESSON PLAN

SUBJECT UNIT _____ Constitution of the United States

SESSION NUMBER _____ 1 _____ OF _____ 1 _____ LESSIONS

LENGTH OF SESSION _____ 2 hours _____

BEHAVIORAL OBJECTIVE: To visit area salons and ask questions about benefits, pay, retail contests, continuing education, vacations, location ect

THEORY _____ 2 _____

DEMO _____

PARTICIPATION _____ 1 _____

EXPERIENCES _____

CLASSROOM_ Wax figure exhibit, with a presentation about the signing of the Constitution called Founding Fathers. This is located on Hwy 16 next to Reptile Gardens.

TOOLS AND EQUIPMENT: Paper and pen

RESOURCE MATERIAL Tour wax figures and watch a presentation about the signing of the Constitution .

MOTIVATION FOR LEARNING THE APPLICATION Seeing the wax figures and watching the presentation by people to have great knowledge on the Constitution. A great way to learn our Constitution.

PRESENTATION OUTLINE:

SUMMARY:

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH:

ASSIGNMENT:(should be a completion of outcome and criteria) Write a paper on the Constitution.

METHOD OF MEASURING: The students paper being handed in the next day in attendance.

508

LESSON PLAN

SUBJECT UNIT Class in the Park

SESSION NUMBER 1 OF 1 LESSIONS

LENGTH OF SESSION 5 hours

BEHAVIORAL OBJECTIVE: have class at Canyon lake park, the students are exposed to a variety of classes to include, aroma therapy, self defense, nutrition, body mechanics, life skills, former students presenting on their experiences in the salon since graduation, salon managers on their salon, benefits and pay scale of the salon. The students are receiving information on a variety of classes, so they can evaluate the benefits of the businesses and if they would like to further their knowledge on these subjects, with the staff focusing on stress relief and motivation of the industry.

THEORY 1

DEMO 1

PARTICIPATION 2

EXPERIENCES 1

CLASSROOM Canyon Lake Park

TOOLS AND EQUIPMENT: Pen and Paper, demonstrators, tables, chairs

RESOURCE MATERIAL: Demonstrators from various salons

MOTIVATION FOR LEARNING THE APPLICATION (1st 2-5 minute classroom attention getter: What are you going to do to get there interest to want to learn what you have to share?)

To get an understanding of the various modalities that are out in the salon world to add to the students profession. Research how these can help the student in various salon settings whether it be limited salons or full service day spa settings or booth rental. We very much encourage health consciousness and networking with business's in town to help the student build their business after graduation.

PRESENTATION OUTLINE: N/A

SUMMARY: N/A

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH: what did you learn, like and dislike about the class? Do you feel you have more connections with businesses in the Hills area, and what can they do for you?

ASSIGNMENT:(should be a completion of outcome and criteria)

METHOD OF MEASURING:

59

LESSON PLAN

SUBJECT UNIT _____ Community Service

SESSION NUMBER 1 OF 1 LESSIONS

LENGTH OF SESSION 5 hours

BEHAVIORAL OBJECTIVE: To help out our community by volunteering for the free haircuts given at this event, it is held each year in July, the stylists educate the community members on personal hygiene and salons in the area.

THEORY _____

DEMO _____

PARTICIPATION _____

EXPERIENCES 1

CLASSROOM Where the event takes place

TOOLS AND EQUIPMENT: Shears, Combs, water bottle, and cape

RESOURCE MATERIAL: N/A

MOTIVATION FOR LEARNING THE APPLICATION (1st 2-5 minute classroom attention getter: What are you going to do to get there interest to want to learn what you have to share?)
To help our community by volunteering in school and networking with other salon owners and stylists in the Black Hills area, this will promote personal growth in school and as a stylist once they transition to a salon.

PRESENTATION OUTLINE:

SUMMARY:

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH:

ASSIGNMENT:(should be a completion of outcome and criteria)

METHOD OF MEASURING:

59

LESSON PLAN

SUBJECT UNIT: Cosmo Prof Hair show, Salon Centric, Life of Riley Supply House classes.

SESSION NUMBER 1 OF 1 SESSIONS

LENGTH OF SESSION up to 12 hours

BEHAVIORAL OBJECTIVE: They will participate in the hair show with instructors present. They will attend cutting, coloring, styling and product classes of their choice at the show. They will present a report on what they learned at the show. They will do this with a minimum of 75% participation.

THEORY _____

DEMO _____

PARTICIPATION _____

EXPERIENCES 1

CLASSROOM Hair show/Supply house classroom and supplies

TOOLS AND EQUIPMENT: pen and paper

RESOURCE MATERIAL: Area supply house

MOTIVATION: Different types of products and new color cut and styles services that have been presented by Matrix, Redken, Joico, Paul Mitchell, Young Nails, OPI, CND, Nioxin and many other companies.

PRESENTATION OUTLINE:

None

SUMMARY:

By participating in this project, students will gain insight into the salon world as an industry. Also learn new techniques and trends.

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH:

What did you learn? Positives? Negatives?

ASSIGNMENT:(should be a completion of outcome and criteria)

Group oral report at Wednesday announcements to the student body from the attending students on what they learned and participated in.

METHOD OF MEASURING:

Taking roll call when they arrive.

5g

LESSON PLAN

SUBJECT UNIT Supply House Visits

SESSION NUMBER 1 OF 2 LESSIONS

LENGTH OF SESSION 4 hours

BEHAVIORAL OBJECTIVE: To visit area supply houses and ask questions about products, prices, retail markup and sales

THEORY 2

DEMO _____

PARTICIPATION 2

EXPERIENCES 2

CLASSROOM Area Supply House

TOOLS AND EQUIPMENT: Paper and pen

RESOURCE MATERIAL: The students from every new class will go as a group to visit Supply Houses.

MOTIVATION FOR LEARNING THE APPLICATION (1st 2-5 minute classroom attention getter: What are you going to do to get there interest to want to learn what you have to share?)
To find out what role a supply house has in our industry and what products they have to offer.

PRESENTATION OUTLINE:

SUMMARY: By participating the students will gain a different insight to our industry regarding sales.

ORAL QUESTIONS TO BEGIN NEXT SEGMENT WITH:

ASSIGNMENT: Group oral report and discussion on professional products and retail

METHOD OF MEASURING: A one page report on how the supply house works in our industry.

59

Guest Instructors for 2017-18

Salon Centric	Product Knowledge/Client Retention
Bio Elements	Spa Services
Great Clips	Haircutting
John Niehaus	Fire Safety
Matt Sargent	Crime Prevention
Linda Pratt	Drug and Alcohol
Surface	Product Knowledge/Updo's
Lanza	Color techniques/product knowledge
CCCS	Financial info/smart use of \$\$\$
The Man Salon	Mens Haircutting
Robert Chico Cortez	Halloween and stage makeup



5h

**SOUTH DAKOTA STATE BOARD OF COSMETOLOGY
APPRENTICE APPLICATION**

Please print or type

Name: Perpetua Marilin Coronel Núñez

Address, City, State, Zip: 1007 15th Ave SW Aberdeen SD 57401

Date of Birth: 09/06/1986 Social Security Number: _____

Education: Aberdeen (Name and City of High School or GED) Date: 2013 (graduation or completion date)

Type of apprenticeship training (check one): COSMETOLOGY NAIL TECHNOLOGY

Suggested Start Date of apprenticeship (tentative): TBD -> As soon As Approved

Name of Senior Instructor(s): Tara Motland

Name and address of Salon: Reive Day Spa
Billings Mandeen City: Montevideo telephone: 605-228-4437

I realize that any beauty school training will not be credited toward an apprenticeship. If I am granted an apprentice license, I agree to take continuous training over a period of at least 18 months or 6 months as applicable. I also agree to abide by all of the provisions of the Cosmetology Law.

(Signature of Applicant)

Subscribed and sworn to before me this 07 day of April 2019



Notary Public Signature

my commission expires 10/26/22

- NOTE: The following must accompany this application:
- \$25.00 money order for license
 - Proof of High School education or GED equivalent
 - Copy of birth certificate
 - Photograph (current) of apprentice

No apprentice license will be issued until these requirements are met. Mail to Cosmetology Commission, 500 E. Capital, Pierre, SD 57501.

Office use only:	Apprentice License Number: _____ Start date: _____
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- Over -

APR 15 2019
#119 25.06

**SOUTH DAKOTA BOARD OF COSMETOLOGY
AFFIDAVIT FOR INSTRUCTOR OF APPRENTICE**

I, Tora Mortland
(print)

a licensed Manager-Operator and licensed Active Senior

Instructor in the State of South Dakota, agree to instruct Perpetua M. Coronel Nunez as an
(print apprentice name)

apprentice in both the theory and practical work in the art of cosmetology or nail technology. I further agree to
(circle one)

abide by the provisions of the Cosmetology Law as it relates to the training of an apprentice in a salon.

[Signature]
(Signature of Instructor)

Subscribed and sworn to before me this 7 day of April 2019



[Signature]
Notary Public

My commission expires 10/20/22

Return to: Cosmetology Commission, 500 E. Capitol, Pierre, South Dakota 57501

** each instructor must sign this statement.

[Handwritten marks]

- Over -

Agenda Item J (3) – Applicant #1 – Instructor License Application

We have received an application for an instructor license from an individual who has a Felony Drug Conviction and still under Court supervision. The timeframe is as follows:

March 5, 2018: Arrested for Felony Possession of a Controlled Substance Schedules I or II.

October 26, 2018: Pled Guilty

January 4, 2019: Sentenced to 12 months probation, with other conditions, including periodic drug testing.

The letter written by the application is shown below.

In 2007, before I got my Cosmetology license, I shared a place with my boyfriend (no longer with him) and he got caught with drugs at my place, but since I was the only person on the lease, I was held responsible.

15/
7-2-19

-over-

Agenda Item J (4) – Applicant #2 – Student License Application

We have received an application for a student license from an individual who has a Felony Drug Convictions and still under Court supervision. The timeframes are as follows:

March 15, 2012: Arrested for Manufacture, Distribution, Possession Schedule IV Drug

July 6, 2012: Pled Guilty

August 30, 2012: Sentenced to two years probation, with other conditions, including periodic drug testing.

September 25, 2015: Possession Controlled Substance Schedule I or II

November 30, 2015: Pled Guilty

April 25, 2016: Sentenced to five years probation, with other conditions.

February 7, 2016: Arrested for Possession Controlled Substance Schedules III or IV

March 28, 2016: Pled guilty.

April 25, 2016: Sentenced to two years probation.

The letter written by the application is shown on the next page.

To whom it may concern,

One of the things I value most is honesty, and that is why I want to write you this letter of explanation. Upon performing a background check, you will see a felony convictions for possession by ingestion of a controlled substance, and also possession of a controlled substance in 2015 and 2016. During that time in my life, I was gripped by the strong fists of addiction. I have never committed a violent crime, I have only been guilty of using illegal substances. I was not able to deal with the trauma and grief from my past, so I masked it by using. I wanted to take this opportunity to explain how I have amended my life since 2016. What I did was wrong and I was exercising very poor judgment, however I have made significant changes in my life.

Since that time I have participated in Parenting Classes, Treatment Classes such as CBISA and receive certificates upon completion of the classes. These classes included substance abuse issues which focused on ways to cope and tools needed for successful sobriety. I have also become very active in the community by volunteering my time at The Cornerstone Women and Childrens Mission remodeling another wing of the building so more families would have a place to stay. I am deeply connected with the Alano Society and with Alcoholics Anonymous. I have a sponsor, and she is guiding me through the 12 steps of the program. I attend several meetings a week and I try to get one in every day. I volunteer at the Alano Society, and I meet with the newcomers and make them feel welcome, it is my hope that I will be able to ensure the newcomers keep coming back. I deeply regret the decision that I made in my past, but I have been working every day to make the best of the opportunities I have in life. One of my biggest fans, and the most important person in my life is my daughter, Aria. I have been able to nurture and regrow my relationship with her, and she is finally able to experience some security in her life.

It is my hope that the information and explanation that I have provided has eased any reservations you may have. I have been given the opportunity to change my life and have become a better person who has learned from the mistakes I made in my past. I'm excited about the possibility of earning my Cosmetology License, I have wanted to accomplish cosmetology school since I was about 5 years old. I am finally living the life I was meant to live. If you give me this opportunity, I will be able to spend my waking hours making people feel wonderful about themselves. That is what Cosmetology is all about, right? This will give me the opportunity to continue to help individuals feel better about their lives as well as an opportunity for me to learn and challenge myself. If you have any further questions about the information above, please feel free to contact me at 605-858-2924 or my parole officer, Kaylee Grueb at (605) 394-2206. I want to thank you for taking the time to consider me as a potential employee and for taking the time to review this letter.

Sincerely, /s/

South Dakota Cosmetology Commission
STUDENT ENROLLMENT FORM

Applicant # 2 July 29 2019

Comm mtg

Personal Information. Please PRINT clearly

Student Name: _____

Address: _____

City: Rapid City State: SD Zip: 57701

Social Security Number (required): _____ Date of Birth: 4/19/85

High School name or GED location: Stevens High School

City: Rapid City State: SD

Date of high school graduation or GED: 2003 Gender: F M

(** must attach copies of 1) birth certificate, 2) high school diploma or GED, and 3) current photograph or copy of photo ID. **)

Application for Student License (signed by student) (SDCL 36-15-33)

I hereby request that I be granted a student license that will permit me to receive education in
(check one) cosmetology esthetics nail technology and to perform such services upon the public,

until I have completed the required course of education as set forth in Chapter 36-15 of the South Dakota Code. I further understand that the student license is only valid in the school.

Have you ever been convicted of, plead guilty or nolo contendere to a felony or any state or federal crime relating to narcotic drugs? Yes No. If answered "yes" explain on a separate sheet giving date, place and full particulars and attach as part of this application.

Student signature IS/ Date: 6/19/19

School Entrance Certification (completed by the school) (ARSD 20:42:03:06(1))

Name of school: Headlines Academy

Program enrolled in (check one): Cosmetology Esthetics Nail technology

Date enrolled in school: June 24, 2019

New Restart Reciprocity Transfer from (school) _____

(See checklist to determine which category the student falls under. Attach additional information if reciprocity or transfer)

I certify that this student is enrolled in this school and is enrolled in the above indicated program from this school.

School Official Signature: _____

This form must be filed with the South Dakota Cosmetology Commission office within 10 days of the above enrollment date. The student license fee of \$6 (non-refundable) must accompany this form.

Office only: Student license number: _____

Agenda Item J (5) – Applicant #3 – Student License Application

We have received an application for a student license from an individual who has Felony Drug Convictions and still under Court supervision. The timeframes are as follows:

June 1, 2018: Arrested for possession of Controlled Substance Schedule I or II

January 1, 2019: Pled Guilty

May 21, 2019: Sentenced to four years probation, with other conditions, including periodic testing.

April 2, 2018: Arrested possession Controlled Substance Schedule I or II

January 13, 2019: Pled Guilty

May 23, 2019: Sentence to time served in Pennington Co Jail in amount of 132 days

Arrest date not shown, filed in Pennington County on January 28, 2014: Arrested for unauthorized ingestion of controlled drugs/substance in Schedules I or II

April 15, 2014: Pled guilty.

April 15, 2014: Sentenced to two years probation and other conditions.

July 25, 2013: Arrested unauthorized ingestion of controlled drug/substance in Schedules I or II

November 20, 2013: Pled guilty

May 13, 2014: Sentenced to two years probation and other conditions.

The letter written by the application is shown on the next page.

South Dakota Cosmetology Commission
STUDENT ENROLLMENT FORM

Applicant 3 - July 26, 2019
Comm Mtg

Personal Information. Please PRINT clearly

Student Name: _____

Address: _____

City: Rapid City State: SD Zip: 57702

Social Security Number (required): _____ Date of Birth: 08/05/1992

High School name or GED location: CLC

City: Pierre SD State: SD

Date of high school graduation or GED: OCT 3, 2015 Gender: F M

(***) must attach copies of 1) birth certificate, 2) high school diploma or GED, and 3) current photograph or copy of photo ID. (***)

Application for Student License (signed by student) (SDCL 36-15-33)

I hereby request that I be granted a student license that will permit me to receive education in
(check one) cosmetology Esthetics Nail technology and to perform such services upon the public,
until I have completed the required course of education as set forth in Chapter 36-15 of the South Dakota
Code. I further understand that the student license is only valid in the school.

Have you ever been convicted of, plead guilty or nolo contendere to a felony or any state or federal crime relating to narcotic
drugs? Yes No. If answered "yes" explain on a separate sheet giving date, place and full particulars and attach as part of this
application.

Student signature _____ Date: 6/5/19

School Entrance Certification (completed by the school) (ARSD 20:42:03:06(1))

Name of school: Headlines Academy

Program enrolled in (check one): Cosmetology Esthetics Nail technology

Date enrolled in school: June 24, 2019

New Restart Reciprocity Transfer from (school) _____

(See checklist to determine which category the student falls under. Attach additional information if reciprocity or transfer)

I certify that this student is enrolled in this school and is enrolled in the above indicated program from this school.
School Official Signature: _____

This form must be filed with the South Dakota Cosmetology Commission office within 10 days of the above enrollment date.
The student license fee of \$6 (non-refundable) must accompany this form.

Office only: Student license number: _____

Hello,

I am writing to you today to tell you why I deserve to get my cosmetology license. I got arrested for possession of a drug. I was in a very bad mindset in that time. I've been through the worst and seen the worst. I have 3 boys that I'm doing my best for to be a role model for. I have a lot to do still til I can make it up to them. I want them to see me as a strong and independent woman, a loving mother, and a hard worker. I have come along way in my recovery. I have been sober for 4 months and plan to keep it that way. I have fought so many battles against my addiction but I am going to win. I believe in myself. I know that me going to this school and accomplishing what I want to accomplish I will make it. This is going to be a great start to what is going to make me a successful woman, a successful mom and a successful worker. Every bad thing I have ever been through has made me the strong woman I am today to be so sure about what I want. And that's my license. Thank you for your time.

Agenda Item L – Proof of High School Graduation

For the past several years the Commission has had a policy to require all non-U.S. high school education to be translated by Credential Consultants and then verified by AEQUO International to ensure that it is equivalent to a U.S. high school diploma.

This process has proved to be very costly, \$300 - \$400 for the applicant and extremely time-consuming, sometimes taking anywhere from 2-6 months. This delays the applicant entering the work force in South Dakota. Further, many of our foreign applicants came to the U.S. without their high school diploma with them. In many other states, the requirement for education (prior to cosmetology, esthetics or nail technician school) is anywhere from 8th grade, 16 years, 10th grade, or no age requirement.

South Dakota law requires the following qualifications for licensure with the Commission:

36-15-15. Application for license or permit--Evidence of qualifications. An applicant for any license or permit shall first submit evidence, satisfactory to the commission that the applicant:

- (1) Is at least eighteen years of age or older, except as otherwise provided in this chapter;
- (2) Possesses a high school education or its equivalent as determined by the commission; and
- (3) Has complied with all the rules adopted by the commission as to the qualifications, standards, and requirements required for such license and application.

As your Executive Director, I am asking you to change the policy at this time to accept a translated diploma done by any translation service company in the U.S. This would benefit applicants prior to the formal adoption of the administrative rules in the Fall.



As we move forward into the administrative rules updates later in August, you have probably noticed from the draft rules you were sent that we are proposing to accept a diploma, GED, or signed/notarized personal statement that the individual does possess a high school diploma.


South Dakota Cosmetology Commission

Pedicure Tools

20:42:04:04.03. Prohibited equipment and procedures. The following equipment and procedures are prohibited:



- (1) Blades, knives, razor-type callus shavers, credo blades, rasps, graters, or any other implements used to remove corns or calluses capable of cutting below the stratum corneum layer of the skin, except for lancets used specifically for extraction of impurities;



Pedicure Tool	Description	Picture	Can Use?
<p>ProLific Pro Red Foot File</p> <p>Salon Centric</p>	<p>Red foot file files away calluses, corns and smooths rough spots.</p>		<ul style="list-style-type: none"> • Yes • No
<p>Footlogix Professional Stainless Steel File</p> <p>Salon Centric</p>	<p>A uniquely designed double-sided file with coarse and fine sides made with high quality stainless steel.</p> <p>Can be used multi-directionally. Lightweight, can be disinfected or sterilized. Best results achieved when used in conjunction with Callus Softener. Use wet or dry during pedicures.</p>		<ul style="list-style-type: none"> • Yes • No

<p>Ultra Ceramic Foot Smoother</p> <p>Salon Centric</p>	<p>Smooths tough calluses and exfoliates dry skin</p> <p>Long lasting, can be used wet or dry. Calluses protect your feet from damage and should not be completely removed. Do not use this file if you are diabetic or suffer from poor circulation.</p>		<ul style="list-style-type: none"> • Yes • No
<p>Ultra Coarse Nickel File</p> <p>Salon Centric</p>	<p>Coarse Grit Nickel File</p> <p>Quickly reduces thick calluses without damaging sensitive skin underneath.</p> <p>Very effective on both wet and dry feet</p> <p>Do not use if you are diabetic, have poor circulation or are experiencing redness or irritation in the affected area</p>		<ul style="list-style-type: none"> • Yes • No

<p>OPI Dual Sided Foot File</p>	<p>Dual sided, disinfectable foot file with single use disposable grit strips</p> <p>Ergonomic design makes services easier for professionals</p> <p>80 & 120 grit strips quickly buff and smooth tough calluses</p> <p>Safe, hygienic and fully disinfectable plastic file</p>	<ul style="list-style-type: none"> • Yes • No
<p>Salon Centric</p>	<p>Includes two different interchangeable stainless steel abrasive surface files:</p> <ul style="list-style-type: none"> • 1 - Micro-brainin • 1 - Rasp <p>Smooths and softens feet by removing callouses and dead skin.</p> <p>Micro-brainin surface is for gentler foot care.</p> <p>Rasp surface is for use on more calloused problem areas.</p>	<ul style="list-style-type: none"> • Yes • No



<p>Ultra Corn Plane & 10 Refill Blades</p> <p>Salon Centric</p>	<p>Corn Plane w/ Replacement Blades</p> <p>Easy, safe and effective tool for removing corns and calluses.</p>		<ul style="list-style-type: none"> • Yes • No
<p>Ultra Callus Reducer</p> <p>Salon Centric</p>	<p>Stainless Steel Callus Rasp</p> <p>Fine grade rasp for eliminating calluses and hardened skin.</p>		<ul style="list-style-type: none"> • Yes • No

<p>Ultra Pumice Stone</p> <p>Salon Centric</p>	<p>Smooths hands, elbows, and heels. Removes grease, ink and stains.</p>		<ul style="list-style-type: none"> • Yes • No
<p>Ultra Extreme Foot Smoother</p> <p>Salon Centric</p>	<p>Extreme Foot Smoother produces extreme results, saving valuable time and effort.</p> <p>Exclusive metal surface quickly and safely smooths even the thickest calluses</p> <p>Features both an extreme and coarse grit for convenience and efficiency</p> <p>Ergonomic handle makes it easy to use</p> <p>Can be sterilized by all conventional methods, including autoclaves</p> <p>Use wet or dry</p>		<ul style="list-style-type: none"> • Yes • No

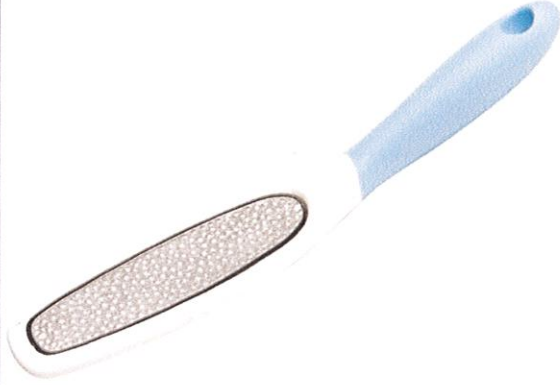
**Ultra
Easy Grip
Heavy Duty Foot
smoother**

Stainless Steel Foot
Smoother with
Ergonomic Handle

Reduces the thickest
calluses and smooths
the roughest heels with
ease.

Coarse grit on one side
and medium grit on the
other make this high-
performance tool ideal
for both home and
professional use.
Especially effective
when used dry. Long,
curved design allows
user to reach all areas of
the foot. Very gentle on
the skin.

Salon Centric



- Yes
- No

**Cuccio Cina Pro
Star Pro
Stainless Steel
Pedicure File**

Stainless Steel 100% Sanitizable Pedicure File. Comes with White 180 grit (15 pack) and Black 80 grit (15 pack) disposable paper.

This pedicure file provides a firm grip and great leverage for tackling the toughest callus!

Disposable, water-resistant pedicure abrasive paper

Ergonomic handle provides firm grip and leverage while filing

Unbreakable metal handle sanitizes easily and completely and can also be sterilized in an autoclave.

Superior sanitation ensures client safety


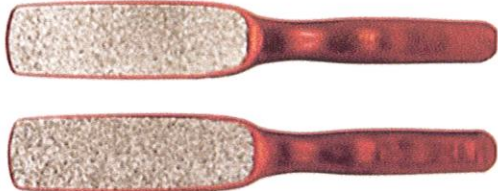





- Yes



- No


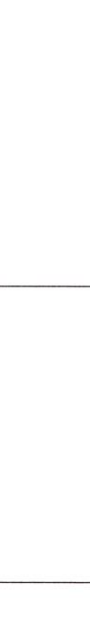
Cosmprof



<p>SPONGEABLES Pedi-Scrub Foot Buffer 5+</p> <p>Ulta Beauty</p>	<p>Spongeables Pedi-Scrub Foot Buffer is a hypoallergenic, antimicrobial sponge filled with fragrant, skin-rejuvenating shower gel that buffs away dead skin and calluses for smoother, softer skin. Formulated with the finest skin care ingredients, the soothing, luxurious blend of Olive Oil, Glycerin, Vitamins A and E, and Shea Butter softens and conditions the skin while slowing aging effects with anti-oxidants. Lasts over 20 washes.</p>		<ul style="list-style-type: none"> • Yes • No
<p>EARTH THERAPEUTICS BIG CERAMIC FOOT FILE</p> <p>Ulta Beauty</p>	<p>buff away the rough, dry skin and calluses. Leaves your feet smoother, softer and more refined. High quality foot tool that is a professional grade.</p>		<ul style="list-style-type: none"> • Yes • No



<p>Mehaz Professional Mehaz Ceramic Foot File</p>	<p>Mehaz Signature Ceramic Foot File has double-sided fine and medium grit ceramic stone with comfortable handle.</p> <p>Helps reduce calluses to swiftly rejuvenate feet. Features two grits to remove and smooth.</p> <p>Double-sided ceramic stone can be used on wet or dry feet to smooth corns, calluses and rough skin. The grooved handle design offers a comfortable, secure grip.</p>		<ul style="list-style-type: none"> • Yes • No
<p>Cosmprof</p>	<p>This dual-sided foot file combines the grits and benefits of both our Medium Foot File and Coarse Foot File, with a much larger abrasive area.</p>		<ul style="list-style-type: none"> • Yes • No

<p>EARTH THERAPEUTICS Pedi-Glass Stone-Green</p> <p>Ulta Beauty</p>	<p>Use the Earth Therapeutics Smoothing Stone's green coarse side to remove harder calluses on hands & feet. Use the white finer side to smooth & treat delicate areas (ankles, elbows, knees).</p>		<ul style="list-style-type: none"> • Yes • No
<p>SILK'N Online Only Pedi Callus Remover</p> <p>Ulta Beauty</p>	<p>The battery-operated Silk'n Pedi uses two rollers to remove dry calloused skin-1 rough grain for hard to treat areas; 1 fine grain for sensitive areas. The result is a hassle-free and sanitary solution for smooth, sexy feet in minutes.</p>		<ul style="list-style-type: none"> • Yes • No
<p>ULTA Dual Sided Foot File</p> <p>Ulta Beauty</p>	<p>Ulta's Dual Sided Foot File allows for both gentle and deep exfoliation.</p>		<ul style="list-style-type: none"> • Yes • No

<p>REVLON Pedi-EXPERT</p> <p>Ultra Beauty</p>	<p>angled micro-file quickly and gently removes calluses and dead skin.</p>		<ul style="list-style-type: none"> • Yes • No
<p>TWEEZERMAN Sole Smoother Antibacterial Callus Stone</p> <p>Ultra Beauty</p>	<p>Tweezerman's Sole Smoother Antibacterial Callus Stone is a bestselling foot exfoliator and smoothing tool infused with silver for protection from bacteria and germs.</p>		<ul style="list-style-type: none"> • Yes • No

<p>EARTH THERAPEUTICS Precisso Plus Pedicure File</p> <p>Ulta Beauty</p>	<p>smooths away calluses and hard dry skin leaving feet smoother and softer.</p>		<ul style="list-style-type: none"> • Yes • No
<p>CONAIR True Glow Pedicure Callus Remover</p> <p>Ulta Beauty</p>	<p>unique roller design that spins 360 degrees to smooth calluses and dry skin around the feet, for beautiful smooth skin in seconds!</p>		<ul style="list-style-type: none"> • Yes • No

<p>EARTH THERAPEUTICS Precisso Platinum Pedicure File</p> <p>Ulta Beauty</p>	<p>file smooths away calluses and hard dry skin.</p>		<ul style="list-style-type: none"> • Yes • No
<p>EARTH THERAPEUTICS Diamond File</p> <p>Ulta Beauty</p>	<p>Remove dry skin and calluses on your feet with Earth Therapeutics Diamond File. This will leave your feet feeling smooth and soft.</p>		<ul style="list-style-type: none"> • Yes • No

<p>TWEEZERMAN Callus Shaver & Rasp</p>	<p>Reduce stubborn calluses, then softly and evenly smooth skin with Tweezerman's pedicure duo's finely textured rasp.</p>		<ul style="list-style-type: none"> • Yes • No
<p>From Inspector</p>			<ul style="list-style-type: none"> • Yes • No