

**MEETING AGENDA**  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
December 6, 2019

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

- A. 9:00 a.m. (CST) – Convene ..... Crystal Carlson
- B. Roll Call ..... Kate Boyd
- C. Approval of Agenda
- D. July 26, 2019, Meeting Minutes ..... Kate Boyd
- E. Treasurer’s Report..... Kate Boyd
- F. Executive Director Report..... Kate Boyd
- G. Disciplinary Actions..... Violations Committee
  - 1. Lapsed License Case 2019-2
- H. Open for Public Comment
- I. Application Review
  - 1. Cosmetology Apprentice Application for Revive Day Spa – Halley Cranford
  - 2. Cosmetology Apprentice Application for Revive Day Spa – Mu Chay Chax
  - 3. Microdermabrasion Education Provider Application – Harmony Salon/Jamie Larson
  - 4. Eyelash Extension Education Provider Application – Ayla Archer
  - 5. Eyelash Extension Education Provider Application – Headlines Academy
  - 6. Field Trip Request – Headlines Academy
  - 7. Consider Student License Application of an Individual with Felony Convictions
- J. Tentative date set for January 24, 2019 meeting
- K. Other Business
- L. 10:00 a.m. -- Adjourn

<i>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 Tuesday, December 3, 2019 to make any necessary arrangements.</i>
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**Meeting Minutes**  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
Rapid City, South Dakota  
September 20, 2019 (MDT)

President Crystal Carlson called the meeting to order at 9:30 am on Friday, September 20, 2019 at the Department of Labor and Regulation Office, Rapid City, South Dakota.

Secretary-Treasurer Tami Stokes read the roll and a quorum was established.

**Members Present:** Crystal Carlson  
Tami Stokes  
Renee Graf  
Annette Petersen  
Debbie Pageler (via conference call)

**Members Absent:** N/A

**Others Present:** Graham Oey, Staff Attorney, Department of Labor & Regulation  
Kate Boyd, Executive Director  
Joy Poloncic, Black Hills Beauty College  
Peggy Sproat, Headlines Academy  
Desaree Dargitz, Headlines Academy  
Angela Taylor, Stewart School (via conference call)

With the recent appointment of two new Commission members, self-introductions were done.

One addition was presented to be added to the meeting agenda, consideration of Tami Stokes Eyelash Extension Provider Application. Debbie Pageler made a motion to approve the agenda with the added item. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Annette Petersen made a motion to approve the July 26, 2019 minutes. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Treasurer Tami Stokes stated that as of August 31, 2019, the available funds balance was \$282,933.36 and the cash center balance was \$135,225.07. At the prior meeting Executive Director Boyd indicated she would give an update on proposed revenue for the upcoming year and possible ways to reduce expenses. The fee increased approved through administrative rule in late 2018 will go into effect January 1, 2020 and the estimated increased revenue for FY 2020 is \$23,000 and in future years \$46,000. The reason for fewer funds in FY 2020 is because the fiscal year runs from July 1 – June 30 each year. Possible ways to reduce expenses would be to send fewer individuals to the NIC out-of-state conference each year and eliminate the Commission-administered practical examination. The Commission requested that the Violations Committee adjust the lapsed license fee structure and that there be a report at future meetings of the number of open disciplinary action cases.

The Executive Director's Report was included in the meeting handouts and included the following information: (1) Teresa Diederich was promoted to the Program Assistant 1 position previously held by Kelsey Skoglund. We were able to get the Secretary position reclassified to a

Senior Secretary, increasing the starting wage. This should help attract qualified candidates. (2) Esthetics Task Force needs to be appointed. (3) Administrative Rules were approved at the September 9, 2019 Legislative Interim Rules Review Committee and will become effective October 2, 2019. (4) the salon and school inspection forms need to be updated now that the new rules will be going into effect. (5) The subject of mobile salons keeps coming up and the commission may want to reconsider this subject to possibly initiate an administrative rule change to allow mobile salons in the future.

Following the Executive Director's report, Tami Stokes and Renee Graf volunteered to serve on the Esthetics Task Force, along with staff, school representatives and 2-3 estheticians interested in advanced esthetics practices.

The Commission also directed the staff, including inspectors, to draft new school and salon/booth inspection forms for consideration by the Commission at the next meeting.

The question was raised about the Commission's Facebook page. It has been disabled during the past year after Bradi Stampe left the staff. The Commission asked to have it become active again, even if the public is not able to make comments.

Public Comments – N/A

Executive Director Boyd asked the Commission to reconsider the current policy of the posting of failed inspections on the website. Currently the policy is that failed inspections related to infection control are placed on the website and remain there indefinitely. Failed inspections that do not require a re-inspection by an inspector are placed on the website for a period of one year. She recommended that the Commission change its policy so that the failed inspections related to lapsed licenses, no first-aid kit, and no fire extinguisher not be placed on the website. These three items get resolved when the licenses are renewed or the licensee sends a receipt that they have purchased a first-aid kit or fire extinguisher.

Tami Stokes made a motion to not place failed inspections related to lapsed licenses, lack of a first-aid kit or no fire extinguisher on the website and to have the staff group those three items in a different category on the inspection form that the staff and inspectors will be drafting. Debbie Pageler seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Executive Director Boyd recommended that the Commission only require a certification of an active license from the most recent state that a reciprocity applicant worked in instead of all states where currently or previously licensed. We would still require that all states of previous licensure be required on the reciprocity application, but only one certification. This will speed up the process of reciprocity applicants being issued a license and reduce the fees that some applicants must pay to more than one state.

Annette Petersen made a motion to only require a certification of an active license for reciprocity applicants from their most recent state and continue to require that the applicant list all states currently or previously licensed in. Tami Stokes seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

There was a discussion about the practical examination currently administered by the Commission. Angela Taylor from Stewart School had submitted a written statement

encouraging the Commission to initiate a discussion to discontinue the current practical examination. Angela reiterated her comments during the meeting and she was joined by representatives from Black Hills Beauty College and Headlines Academy. Crystal Carlson and Renee Graf agreed to serve on a task force, together with a representative from each school, and Commission staff to research other options for the practical examination.

Crystal Carlson made a motion to approve the school license renewal application from Lake Area Technical Institute Cosmetology Program. Renee Graf seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Tami Stokes made a motion to approve the field trip request submitted by Lake Area Technical Institute Cosmetology Program. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Annette Petersen made a motion to accept Anna Thvedt's Iowa Esthetician education hours directly from her Iowa school. Tami Stokes seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Debbie Pageler made a motion to approve the eyelash extension education provider application for Amazing Lash Studio. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

Crystal Carlson made a motion to approve the eyelash extension education provider application of Tami Stokes. Renee Graf seconded the motion. (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes abstain.)

Tami Stokes gave a report on her recent attendance at the NIC Annual Conference held in Milwaukee, Wisconsin earlier in the month. She stated that she had been re-elected as the Region 3 representative on the NIC Executive Board. She felt that it was an excellent conference with great participation from the attendees.

The Commission was reminded of the State Board exams scheduled for October 28-29 and December 2-3, 2019 in Pierre, as well as the Commission meeting conference call on December 3, in the afternoon. The meeting and exam schedule for 2020 has not yet been set.

Annette Petersen made a motion to recess for lunch. Crystal Carlson seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes yea.)

The meeting was called back to order at 1:15 pm by Secretary-Treasurer Tami Stokes. Roll call was taken with Renee Graf, Annette Petersen and Tami Stokes present, together with Executive Director Kate Boyd. Crystal Carlson and Debbie Pageler were not present in the afternoon.

The Commission toured Black Hills Beauty College classrooms, observed student and met with school representatives.

Annette Petersen made a motion to recess and reconvene at Headlines Academy. Renee Graf seconded the motion. **MOTION PASSED.**

The meeting recessed at 2:10 pm and reconvened at Headlines Academy at 2:25 pm. Roll call was taken with Renee Graf, Annette Petersen and Tami Stokes present, together with Executive Director Kate Boyd. Crystal Carlson and Debbie Pageler were not present in the afternoon.

The Commission toured Headlines Academy classrooms, observed student and met with school representatives.

Renee Graf made a motion to adjourn. Annette Petersen seconded the motion. MOTION PASSED.

Acting Chair Tami Stokes adjourned the meeting at 3:30 pm.

Respectfully submitted,

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Kate Boyd, Executive Director

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Tami Stokes, Secretary-Treasurer

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

**September 20, 2019**

1. **Staff Update** – Teresa was promoted to the Program Assistant 1 position previously held by Kelsey Skoglund. The duties of this position include handling disciplinary actions, issuing student licenses, registering students for exams, and other office duties.  
  
We were able to successfully get the Secretary position reclassified to a Senior Secretary. This position has been advertised and the closing date was September 6, 2019. We will begin the interview process next week and hope to have this position filled as soon as possible.
2. **Esthetics Task Force** – The Commission has talked about the ever-changing face of esthetics and the need to become more informed about new equipment and procedures and possible move towards two-tier esthetics licensure like other states have done. I would like to recommend that the President appoint a task force comprised of two Commission members, a representative from each cosmetology school, staff, and a 2-3 estheticians who are interested in advanced practice esthetics. I do have some esthetician names on file who have expressed an interest in assisting the Commission on this subject.
3. **Administrative Rules Update** – I testified at the September 9, 2019 Legislature's Interim Rules Committee regarding the Commission's administrative rules changes. The Committee voted to approve the rules as presented. I delivered the rules changes to the Secretary of State's office on September 12. The rules become effective 20 days following receipt in the rules in the Secretary of State's office. That means the rules will become effective October 2, 2019.
4. **Salon and School Inspection Forms** – Now that we have completed the administrative rules revision, we need to update the inspection forms used for salon/booth and school inspections. Would the Commission like the staff and inspectors to develop new draft inspection forms or would you like to have one or two Commission members participate in the drafting of the forms for final approval of the Commission at the next meeting?
5. **Mobile Salons** – The Commission may want to give some consideration to changing our rules to allow mobile salons. Some licensees are only interested in performing services at special events such as weddings, photo shoots, or other Commission-approved special events. The law requires that they be attached to a salon or booth in order to perform services off-site. That means that they obtain a booth license in a salon where they never perform services. They have the added expense of paying rent for the booth space. With mobile salons, we could require that the mobile salon owner informs the Commission office where they are going to be located so that inspections can occur.

BA20JRB60

BUDGET UNIT 1033

AVAILABLE FUNDS AS OF: 10/31/2019  
FY YEAR REMAINING: 66.6%  
PAY DAYS REMAINING: 16

MONTHLY

PAGE 1,514

DATE 11/02/2019

October 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	368,642.00	0.00	0.00	24,602.00	110,860.30	233,179.70	130,772.39
BUDGETED TOT	368,642.00	0.00	0.00	24,602.00	110,860.30	233,179.70	
ALL COMP TOT	368,642.00	0.00	0.00	24,602.00	110,860.30	233,179.70	
TOTAL BUDGETED:							

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	MONTHLY EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCY AVL
5101 EMPLOYEE SALARIES	183,174.00	0.00	0.00	12,111.17	56,048.46	127,125.54
5102 EMPLOYEE BENEFITS	58,314.00	0.00	0.00	3,008.18	14,471.20	43,842.80
5203 TRAVEL	42,268.00	0.00	0.00	3,382.58	13,571.65	28,696.35
5204 CONTRACTUAL SVCS	74,405.00	0.00	24,602.00	5,610.98	23,680.01	26,122.99
5205 SUPPLIES & MATRLS	10,481.00	0.00	0.00	497.53	3,088.98	7,392.02
TOTALS	368,642.00	0.00	24,602.00	24,610.44	110,860.30	233,179.70

BREAKOUT BY COMPANY:

COMPANY	PROFESSIONAL & LICENSING BOARDS	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	MONTHLY EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCY AVL
COMPANY 6503-I	183,174.00	0.00	0.00	0.00	12,111.17	56,048.46	127,125.54
5102000 EMPLOYEE SALARIES	58,314.00	0.00	0.00	0.00	3,008.18	14,471.20	43,842.80
5203000 TRAVEL	42,268.00	0.00	0.00	0.00	3,382.58	13,571.65	28,696.35
5204000 CONTRACTUAL SVCS	74,405.00	0.00	24,602.00	0.00	5,610.98	23,680.01	26,122.99
5205000 SUPPLIES & MATRLS	10,481.00	0.00	0.00	0.00	497.53	3,088.98	7,392.02
PS SUBTOTALS	241,488.00	0.00	0.00	0.00	15,119.35	70,519.66	170,968.34
OE SUBTOTALS	127,154.00	0.00	24,602.00	24,602.00	9,491.09	40,340.64	62,211.36
COMPANY 6503-I TOT	368,642.00	0.00	24,602.00	24,610.44	110,860.30	233,179.70	63.3

BAL1409R1

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 10/31/2019

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	103300061806	1140000	130,772.39	DR	
COMPANY/SOURCE TOTAL 6503 618			130,772.39	DR *	COSMETOLOGY COMMISSION
COMP/BUDG UNIT TOTAL 6503 1033			130,772.39	DR **	
BUDGET UNIT TOTAL 1033			130,772.39	DR ***	



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STATE OF SOUTH DAKOTA  
 REVENUE SUMMARY BY BUDGET UNIT  
 FOR PERIOD ENDING: 10/31/2019

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AGENCY BUDGET UNIT	10 1033	LABOR & REGULATION COSMETOLOGY COMMISSION						
CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE			
COMPANY NO	6503		PROFESSIONAL & LICENSING BOARDS					
COMPANY NAME								
103300061806	6503	4293901	COS-OPERATOR/MANAGER	7,965.00	36,365.00	*		
103300061806	6503	4293969	COS-SALONS LICENSE	4,450.00	18,805.00	**		
103300061806	6503	4293970	COS-INSTRUCTORS LIC	175.00	375.00	*		
103300061806	6503	4293971	COS-STUDENTS/APPRENTICES	192.00	666.00	*		
103300061806	6503	4293972	COS-PERMITTS	2,232.00	7,750.00	*		
103300061806	6503	4293973	COS-SCHOOL LICENSE	.00	300.00	**		
103300061806	6503	4293984	COS-RECIPROCIITY/CERTIF	600.00	3,860.00	*		
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	15,614.00	68,121.00	*		
ACCT: 42			LICENSES, PERMITTS & FEES	15,614.00	68,121.00	**		
103300061806	6503	4393903	COS-PENALTIES	2,490.00	16,605.00	*		
ACCT: 4393			PENALTIES (NON-GOVERNMENTAL)	2,490.00	16,605.00	*		
ACCT: 43			FINES, FORFEITS & PENALTIES	2,490.00	16,605.00	**		
103300061806	6503	4896004	COS-EDUCATION COURSE COST	305.00	340.00	*		
103300061806	6503	4896007	COS-NATL EXAM TEST COST	2,840.00	5,680.00	*		
103300061806	6503	4896020	MISCELLANEOUS INCOME	.00	5.00	**		
ACCT: 4896				3,145.00	6,025.00	*		
ACCT: 48			OTHER REVENUE	3,145.00	6,025.00	**		
103300061806	6503	4920045	NONOPERATING REVENUES	.00	3,415.95	*		
ACCT: 4920			NONOPERATING REVENUE	.00	3,415.95	*		
ACCT: 49			OTHER REVENUE	.00	3,415.95	**		
CNTR: 103300061806				21,249.00	94,166.95	***		
COMP: 6503				21,249.00	94,166.95	****		
B UNIT: 1033				21,249.00	94,166.95	*****		

BALE02MJ 11/02/2019

STATE OF SOUTH DAKOTA  
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT  
FOR PERIOD ENDING: 10/31/2019

AGENCY 10 LABOR & REGULATION  
BUD UNIT 1033 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT ID	POST DATE	APPROVAL, VENDOR, OR PO #	EFFECT DATE	AMOUNT	DR
COMPANY NO 6503 PROFESSIONAL & LICENSING BOARDS								
COMPANY NAME								
6503	103300061806	4293901	CI100C022	10/11/2019		10/09/2019	3,490.00	DR
6503	103300061806	4293901	CI100C022	10/11/2019		10/09/2019	3,490.00	CR
6503	103300061806	4293969	CI100C022	10/11/2019		10/09/2019	1,575.00	DR
6503	103300061806	4293969	CI100C022	10/11/2019		10/09/2019	1,575.00	CR
6503	103300061806	4293970	CI100C022	10/11/2019		10/09/2019	75.00	DR
6503	103300061806	4293970	CI100C022	10/11/2019		10/09/2019	75.00	CR
6503	103300061806	4293972	CI100C022	10/11/2019		10/09/2019	1,320.00	DR
6503	103300061806	4293984	CI100C022	10/11/2019		10/09/2019	1,320.00	CR
6503	103300061806	4293984	CI100C022	10/11/2019		10/09/2019	20.00	DR
6503	103300061806	4293901	CI100C021	10/11/2019	229134	10/09/2019	20.00	CR
6503	103300061806	4293901	CI100C021	10/11/2019	229134	10/09/2019	1,990.00	DR
6503	103300061806	4293901	CI100C021	10/11/2019	229134	10/09/2019	1,990.00	CR
6503	103300061806	4293969	CI100C021	10/11/2019	229134	10/09/2019	1,435.00	CR
6503	103300061806	4293970	CI100C021	10/11/2019	229134	10/09/2019	75.00	CR
6503	103300061806	4293971	CI100C021	10/11/2019	229134	10/09/2019	192.00	CR
6503	103300061806	4293972	CI100C021	10/11/2019	229134	10/09/2019	330.00	CR
6503	103300061806	4293984	CI100C021	10/11/2019	229134	10/09/2019	20.00	DR
6503	103300061806	4293901	CI100C022	10/16/2019	229488	10/09/2019	3,490.00	DR
6503	103300061806	4293901	CI100C022	10/16/2019	229488	10/09/2019	3,490.00	CR
6503	103300061806	4293969	CI100C022	10/16/2019	229488	10/09/2019	1,575.00	CR
6503	103300061806	4293969	CI100C022	10/16/2019	229488	10/09/2019	1,575.00	CR
6503	103300061806	4293970	CI100C022	10/16/2019	229488	10/09/2019	75.00	CR
6503	103300061806	4293972	CI100C022	10/16/2019	229488	10/09/2019	1,320.00	CR
6503	103300061806	4293984	CI100C022	10/16/2019	229488	10/09/2019	100.00	CR
6503	103300061806	4293901	CI100C024	11/01/2019	231160	10/16/2019	1,025.00	DR
6503	103300061806	4293901	CI100C024	11/01/2019	231160	10/16/2019	1,025.00	CR
6503	103300061806	4293969	CI100C024	11/01/2019	231160	10/16/2019	1,025.00	CR
6503	103300061806	4293969	CI100C024	11/01/2019	231160	10/16/2019	25.00	CR
6503	103300061806	4293970	CI100C024	11/01/2019	231160	10/16/2019	635.00	CR
6503	103300061806	4293972	CI100C024	11/01/2019	231160	10/16/2019	25.00	CR
6503	103300061806	4293984	CI100C024	11/01/2019	231160	10/16/2019	180.00	CR
6503	103300061806	4293901	CI100C023	10/23/2019	230071	10/17/2019	80.00	CR
6503	103300061806	4293901	CI100C023	10/23/2019	230071	10/17/2019	1,480.00	DR
6503	103300061806	4293901	CI100C023	10/23/2019	230071	10/17/2019	1,460.00	DR
6503	103300061806	4293901	CI100C023	10/23/2019	230071	10/17/2019	1,480.00	CR
6503	103300061806	4293901	CI100C023	10/23/2019	230071	10/17/2019	1,460.00	CR
6503	103300061806	4293969	CI100C023	10/23/2019	230071	10/17/2019	1,460.00	CR
6503	103300061806	4293972	CI100C023	10/23/2019	230071	10/17/2019	805.00	CR
6503	103300061806	4293984	CI100C023	10/23/2019	230071	10/17/2019	402.00	CR
6503	103300061806	4293984	CI100C023	10/23/2019	230071	10/17/2019	400.00	CR
TOTAL ACCOUNT GROUP NET CHANGE							15,614.00	CR
6503	103300061806	4393903	CI100C022	10/11/2019		10/09/2019	1,380.00	DR
6503	103300061806	4393903	CI100C022	10/11/2019	229134	10/09/2019	1,380.00	CR
6503	103300061806	4393903	CI100C021	10/11/2019		10/09/2019	510.00	CR
6503	103300061806	4393903	CI100C022	10/16/2019	229488	10/09/2019	1,380.00	CR

15,614.00 CR \*

BAIE02MJ 11/02/2019

STATE OF SOUTH DAKOTA  
MONTHLY REVENUE AND JOURNAL VOUCHER REPORT  
FOR PERIOD ENDING: 10/31/2019

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
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6503	103300061806	4393903	C100C024	11/01/2019	231160	10/16/2019	500.00	CR
6503	103300061806	4393903	C100C023	10/23/2019	230071	10/17/2019	100.00	CR

TOTAL ACCOUNT GROUP NET CHANGE

6503	103300061806	4896004	C100C021	10/11/2019	229134	10/09/2019	305.00	CR
6503	103300061806	4896007	C100C021	10/11/2019	229134	10/09/2019	1,560.00	CR
6503	103300061806	4896007	C100C023	10/23/2019	230071	10/17/2019	1,280.00	CR

TOTAL ACCOUNT GROUP NET CHANGE

6503	103300061806	52041800	DP009092	10/29/2019		10/09/2019	459.75	DR
6503	103300061806	52041800	DP009097	10/18/2019		10/09/2019	459.75	DR
6503	103300061806	52049600	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	DR
6503	103300061806	52049600	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	DR
6503	103300061806	52049600	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	DR
6503	103300061806	52049600	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	DR
6503	103300061806	52049600	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	DR
6503	103300061806	52053500	D100CC004	10/23/2019	MC20175	10/02/2019	244.98	CR
6503	103300061806	52042000	MS009047	11/01/2019		10/18/2019	439.15	DR
6503	103300061806	52042000	PL009057	11/01/2019		10/18/2019	439.15	DR
6503	103300061806	52042000	RM009050	11/01/2019		10/10/2019	146.97	DR
6503	103300061806	52045300	TL009052	10/18/2019		10/18/2019	35.20	DR
6503	103300061806	5228000	TL00-046	10/04/2019		10/02/2019	124.98	DR
							369.76	DR

TOTAL ACCOUNT GROUP NET CHANGE

6503	103300061806	82044900	REALTES/COSMETNT20	10/23/2019	120812	10/23/2019	2,280.54	DR *
6503	103300061806	82049600	ZERODOLLAR	10/02/2019	20SCI00024	10/02/2019	1,041.75	CR
6503	103300061806	82049600	ZERODOLLAR CR	10/02/2019	20SCI10020A	10/02/2019	2,235.00	CR
6503	103300061806	82049600	20--1000-024 1180	10/02/2019	20SCI100024	10/02/2019	2,235.00	CR
6503	103300061806	82049600	20SCI100024	10/02/2019	20SCI100024	10/02/2019	1,005.00	CR
6503	103300061806	82049600	20SCI100024	10/02/2019	12358629	10/01/2019	7,000.00	DR
6503	103300061806	82049600	20SCI100024	10/02/2019	12358629	10/01/2019	6,000.00	DR
6503	103300061806	82049600	20SCI100024	10/02/2019	12358629	10/01/2019	6,000.00	DR
6503	103300061806	82040500	201000004 329	10/02/2019	20SCI100004	10/02/2019	75.00	CR

TOTAL ACCOUNT GROUP NET CHANGE

TOTAL COMPANY--NET CHANGE 14,090.21 CR \*\*

AGENCY BUDGET CENTER	UNIT	LABOR & REGULATION COSMETOLOGY COMMISSION	COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/CR
10	1033	10330	6503	6503	PROFESSIONAL & LICENSING BOARDS								
COMPANY NO 6503													
COMPANY NAME PROFESSIONAL & LICENSING BOARDS													
6503	103300061806	51010100			F-T EMP SAL & WAGES	CGEX190926	10/02/2019					3,509.91	DR
6503	103300061806	51010100				CGEX191011	10/16/2019					3,903.80	DR
OBJSUB: 5101010 F-T EMP SAL & WAGES													
6503	103300061806	51010200				CGEX190926	10/02/2019					1,995.06	DR
6503	103300061806	51010200				CGEX191011	10/16/2019					2,162.40	DR
OBJSUB: 5101020 P-T/TEMP EMP SAL & WAGES													
6503	103300061806	51010300				CGEX190926	10/02/2019					4,157.46	DR
6503	103300061806	51010300				CGEX191011	10/16/2019					420.00	DR
OBJSUB: 5101030 BOARD & COMM MBRS FEES													
OBJECT: 5101 EMPLOYEE SALARIES													
6503	103300061806	51020100				CGEX190926	10/02/2019					12,111.17	DR
6503	103300061806	51020100				CGEX191011	10/16/2019					449.75	DR
6503	103300061806	51020100				CGEX191015	10/16/2019					469.73	DR
6503	103300061806	51020100				CGEX191015	10/16/2019					6.42	DR
6503	103300061806	51020100				CGEX191015	10/16/2019					5.36	DR
6503	103300061806	51020100				CGEX191015	10/16/2019					4.28	DR
OBJSUB: 5102010 OAST-EMPLOYER'S SHARE													
6503	103300061806	51020200				CGEX190926	10/02/2019					935.54	DR
6503	103300061806	51020200				CGEX191011	10/16/2019					210.56	DR
OBJSUB: 5102020 RETIREMENT-ER SHARE													
6503	103300061806	51020600				CGEX190926	10/02/2019					444.77	DR
6503	103300061806	51020600				CGEX191011	10/16/2019					766.58	DR
OBJSUB: 5102060 HEALTH/LIFE INS.-ER SHARE													
6503	103300061806	51020800				CGEX190926	10/02/2019					1,607.80	DR
6503	103300061806	51020800				CGEX191011	10/16/2019					7.12	DR
OBJSUB: 5102080 WORKER'S COMPENSATION													
6503	103300061806	51020900				CGEX190926	10/02/2019					15.00	DR
6503	103300061806	51020900				CGEX191011	10/16/2019					2.43	DR
OBJSUB: 5102090 UNEMPLOYMENT COMPENSATION													
OBJECT: 5102 EMPLOYEE BENEFITS													
GROUP: 51 PERSONAL SERVICES													
6503	103300061806	52030300				CGEX191015	10/16/2019					3,008.18	DR
6503	103300061806	52030300				CGEX191015	10/16/2019					15,119.35	DR
6503	103300061806	52030300				CGEX191015	10/16/2019					474.18	DR
6503	103300061806	52030300				CGEX191015	10/16/2019					423.36	DR
6503	103300061806	52030300				CGEX191015	10/16/2019					304.92	DR
6503	103300061806	52030300				CGEX191015	10/16/2019					50.40	DR
6503	103300061806	52030300				CGEX191029	10/29/2019					147.84	DR
OBJSUB: 5203030 AUTO-PRIV (IN-ST.) H/RTE													
												1,705.62	DR

STATE OF SOUTH DAKOTA  
MONTHLY EXPENDITURE REPORT  
FOR PERIOD ENDING: 10/31/2019

AGENCY BUDGET CENTER	UNIT	LABOR & REGULATION	COSMETOLOGY COMMISSION	COSMETOLOGY COMMISSION	DOCUMENT NUMBER	POSTING DATE	JV OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/CR
10	10330	10330	10330	10330								
6503	103300061806	52031000	CGEX191007		10/09/2019	170269					43.75	DR
6503	103300061806	52031000	CGEX191015		10/16/2019	176575					83.75	DR
6503	103300061806	52031000	CGEX191029		10/29/2019	186288					79.50	DR
6503	103300061806	52031400	CGEX191015		10/16/2019	176574					207.00	DR
6503	103300061806	52031400	CGEX191015		10/16/2019	176577					84.00	DR
6503	103300061806	52031400	CGEX191015		10/16/2019	176578					70.00	DR
6503	103300061806	52031400	CGEX191015		10/16/2019	176578					56.00	DR
6503	103300061806	52031500	CGEX191029		10/09/2019	176269					210.00	DR
6503	103300061806	52031500	CGEX191015		10/16/2019	176575					80.00	DR
6503	103300061806	52031500	CGEX191029		10/29/2019	186288					60.00	DR
6503	103300061806	52032300	CGEX191029		10/29/2019	186283					200.00	DR
6503	103300061806	52032300	CGEX191029		10/29/2019	186283					47.04	DR
6503	103300061806	52032800	CGEX191029		10/29/2019	186283					34.84	DR
6503	103300061806	52033000	CGEX191029		10/29/2019	186283					34.84	DR
6503	103300061806	52033200	CGEX191029		10/29/2019	186283					778.08	DR
6503	103300061806	52033320	CGEX191029		10/29/2019	186283					60.00	DR
6503	103300061806	52033500	CGEX191029		10/29/2019	186283					60.00	DR
6503	103300061806	52040500	CGEX191029		10/11/2019	02312431					140.00	DR
6503	103300061806	52040500	CGEX191029		10/11/2019	02312431					3,382.58	DR
6503	103300061806	52040500	CGEX191029		10/11/2019	02312431					75.00	DR
6503	103300061806	52041600	CGEX191029		10/29/2019	185254					75.00	DR
6503	103300061806	52041600	CGEX191029		10/29/2019	185254					226.44	DR
6503	103300061806	52041800	CGEX191029		10/29/2019	185254					226.44	DR
6503	103300061806	52041800	CGEX191029		10/18/2019	185254					459.75	DR
6503	103300061806	52042000	CGEX191029		11/01/2019	185254					459.75	DR
6503	103300061806	52042000	CGEX191029		11/01/2019	185254					919.50	DR
6503	103300061806	52042000	CGEX191029		11/01/2019	185254					146.97	DR
6503	103300061806	52042000	CGEX191029		11/01/2019	185254					35.20	DR
6503	103300061806	52042300	CGEX191029		10/02/2019	02310809					182.17	DR
6503	103300061806	52042300	CGEX191029		10/02/2019	02310809					4.25	DR
6503	103300061806	52044900	CGEX191029		10/23/2019	02313483					4.25	DR
6503	103300061806	52044900	CGEX191029		10/23/2019	02313483					1,041.75	DR

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

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPL #	OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/CR
6503	103300061806	5204490	RENTS-PRIVATE OWNED PROP.	10/18/2019	00610986		WESTUNITE	12142271	02	1,041.75	DR *
6503	103300061806	5204530	TELECOMMUNICATIONS SRVCS	10/18/2019	00021790		ATTMORBILLIT	12279233		23.90	DR
6503	103300061806	5204530	ELECTRICITY	10/18/2019	02313145		MONICTPALU		01	67.48	DR
6503	103300061806	5204550	GARBAGE & SEWER	10/18/2019	00610812		ENVIROTECH	12037175	08	216.36	DR *
6503	103300061806	5204960	D100CC004	10/23/2019						97.91	DR *
6503	103300061806	5204960	D100CC004	10/23/2019						9.62	DR *
6503	103300061806	5204960	D100CC004	10/23/2019						244.98	DR
6503	103300061806	5204960	D100CC004	10/23/2019						244.98	DR
6503	103300061806	5204960	D100CC004	10/23/2019						244.98	DR
6503	103300061806	5204960	ZERODOLLAR	10/09/2019						244.98	CR
6503	103300061806	5204960	ZERODOLLAR	10/09/2019						2,235.00	DR
6503	103300061806	5204960	ZERODOLLAR	10/23/2019						2,235.00	CR
6503	103300061806	5204960	ZERODOLLAR	10/23/2019						2,235.00	DR
6503	103300061806	5204960	ZERODOLLAR	10/09/2019						2,235.00	CR
6503	103300061806	5204960	ZERODOLLAR	10/09/2019						1,005.00	DR
6503	103300061806	5204960	ZERODOLLAR	10/09/2019						1,426.00	DR
6503	103300061806	5204960	ZERODOLLAR	10/29/2019						162.00	DR
6503	103300061806	5205028	OTHER CONTRACTUAL SERVICE	10/02/2019	00607327		HPINC	12125515	11	2,837.98	DR *
6503	103300061806	5205028	CONTRACTUAL SERVICES	10/18/2019	00610865		INMANSWATE	12044712		5,610.98	DR **
6503	103300061806	5205350	OFFICE SUPPLIES	10/16/2019	176577					36.46	DR
6503	103300061806	5205350	CGEX191015	10/16/2019	176578					10.37	DR
6503	103300061806	5205350	CGEX191015	11/01/2019						46.83	DR *
6503	103300061806	5205350	MS009047	11/01/2019						7.90	DR
6503	103300061806	5228000	POSTAGE	10/04/2019						3.65	DR
6503	103300061806	5228000	SUPPLIES & MATERIALS	10/04/2019						439.15	DR
6503	103300061806	5228000	T100-046	10/04/2019						450.70	DR *
6503	103300061806	5228000	OPER TRANS OUT -NON BUDGT	10/04/2019						497.53	DR **
6503	103300061806	5228000	NONOP EXP/NONBGTD OP TR	10/04/2019						369.76	DR *
6503	103300061806	5228000	OPERATING EXPENSES	10/04/2019						9,860.85	DR **
6503	103300061806	5228000	OPERATING EXPENSES	10/04/2019						24,980.20	DR **
6503	103300061806	5228000	OPERATING EXPENSES	10/04/2019						24,980.20	DR **
6503	103300061806	5228000	OPERATING EXPENSES	10/04/2019						24,980.20	DR **

STATE OF SOUTH DAKOTA  
 MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
 FOR PERIOD ENDING: 10/31/2019

AGENCY BUDGET UNIT CENTER	10 10330 10330	LABOR & REGULATION COSMETOLOGY COMMISSION	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO	6503	PROFESSIONAL & LICENSING BOARDS					
COMPANY NAME							
103300061806	6503	51010100		F-T EMP SAL & WAGES	7,413.71	35,304.05	
103300061806	6503	51010200		P-T/TEMP EMP SAL & WAGES	4,157.46	18,824.41	
103300061806	6503	51010300		BOARD & COMM MBRS FEES	540.00	1,920.00	
ACCT: 5101				EMPLOYEE SALARIES	12,111.17	56,048.46	
103300061806	6503	51020100		OASI-EMPLOYER'S SHARE	935.54	4,339.87	
103300061806	6503	51020200		RETIREMENT-ER SHARE	444.77	2,026.20	
103300061806	6503	51020600		HEALTH/LIFE INS.-ER SHARE	1,607.80	8,011.61	
103300061806	6503	51020800		WORKER'S COMPENSATION	15.00	69.81	
103300061806	6503	51020900		UNEMPLOYMENT COMPENSATION	5.07	23.71	
ACCT: 5102				EMPLOYEE BENEFITS	3,008.18	14,471.20	
ACCT: 51				PERSONAL SERVICES	15,119.35	70,519.66	
103300061806	6503	52030100		AUTO-STATE OWNED-IN STATE	.00	351.72	
103300061806	6503	52030300		AUTO-PRIV (IN-ST.) H/RTE	1,705.62	7,952.70	
103300061806	6503	52031000		LODGING/IN-STATE	207.00	1,428.27	
103300061806	6503	52031400		TAXABLE MEALS/IN-STATE	210.00	1,170.00	
103300061806	6503	52031500		NON-TAXABLE MEALS/IN-ST	200.00	920.00	
103300061806	6503	52032300		AUTO-PRIV. (OUT-STATE) H/R	47.04	47.04	
103300061806	6503	52032600		AIR-COMM-OUT-OF-STATE	.00	689.00	
103300061806	6503	52032800		OTHER-PUBLIC-OUT-OF-STATE	34.84	34.84	
103300061806	6503	52033000		LODGING/OUT-OF-STATE	778.08	778.08	
103300061806	6503	52033200		INCIDENTALS-OUT-OF-STATE	60.00	60.00	
103300061806	6503	52033500		NON-TAXABLE MEALS/OUT-ST	140.00	140.00	
ACCT: 5203				TRAVEL	3,382.58	13,571.65	
103300061806	6503	52040200		DUES & MEMBERSHIP FEES	.00	310.00	
103300061806	6503	52040500		COMPUTER CONSULTANT	75.00	255.00	
103300061806	6503	52041600		WORKSHOP REGISTRATION FEE	226.44	781.44	
103300061806	6503	52041800		COMPUTER SERVICES-STATE	919.50	2,298.75	
103300061806	6503	52041810		BIT DEVELOPMENT COSTS	.00	137.25	
103300061806	6503	52042000		CENTRAL SERVICES	182.17	2,913.16	
103300061806	6503	52042300		JANITORIAL & MAINT SERV	4.25	17.01	
103300061806	6503	52043600		ADVERTISING-NEWSPAPER	.00	73.44	
103300061806	6503	52044900		RENTE-PRIVATE OWNED PROP.	1,041.75	4,167.00	
103300061806	6503	52045300		TELECOMMUNICATIONS SRVCS	216.36	918.02	
103300061806	6503	52045400		ELECTRICITY	97.91	423.28	
103300061806	6503	52045500		GARBAGE & SEWER	9.62	38.49	
103300061806	6503	52049600		OTHER CONTRACTUAL SERVICE	2,837.98	11,347.17	
ACCT: 5204				CONTRACTUAL SERVICES	5,610.98	23,680.01	
103300061806	6503	52050280		OFFICE SUPPLIES	46.83	424.10	
103300061806	6503	52053100		PRINTING-STATE	.00	596.86	
103300061806	6503	52053500		POSTAGE	450.70	2,045.37	
103300061806	6503	52055180		HEATING & COOKING FUELS	.00	22.65	

\*

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BA0215V1 11/02/2019

STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 10/31/2019

AGENCY BUDGET CENTER	UNIT	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
103300061806	1033	6503	5228000	SUPPLIES & MATERIALS	497.53	3,088.98	*
				OPER TRANS OUT -NON BUDGT	369.76	2,742.32	
5228				NONOP EXP/NONBGTD OP TR	369.76	2,742.32	*
52				OPERATING EXPENSES	9,860.85	43,082.96	**
COMP: 6503 PROFESSIONAL & LICENSING BOARDS					24,980.20	113,602.62	***
CENTER: 103300061806					24,980.20	113,602.62	*****
B UNIT: 1033					24,980.20	113,602.62	*****



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

**December 6, 2019**

1. **Staff Update** – Debbie Jensen started in our office as a Senior Secretary on November 12, 2019. Debbie's two most recent positions with other State agencies. Debbie is a fast learner and has already started picking up the slack in the office.
  
2. **State Board Exam Schedule** – We recently learned that we will no longer be able to administer State Board exams in the Becker-Hansen building in Pierre. Without an exam location, we have been unable to develop an exam schedule for 2020. This will be discussed in more detail at the January, 2020 Commission meeting, with options for future exam testing locations.
  
3. **2020 Fee Increases & New Administrative Rules** – As a reminder, several of our fees will increase beginning January 1, 2020. Those fees are:
  - (a) Examination fee which includes the initial license, from \$80 to **\$100**;
  - (b) Examination retake fee, one test, from \$40 to **\$60**; two tests, from \$50 to **\$70**; three tests, from \$60 to **\$80**;
  - (c) Cosmetologist, nail technician, or esthetician license renewal fee, from \$20 to **\$25**;
  - (d) Instructor initial license fee and renewal fee, from \$25 to **\$35**;
  - (e) Salon or booth license renewal fee, from \$35 to **\$40**;

The Commission staff is preparing a letter that will be mailed shortly to all salons reminding them about the fee increases and pertinent changes in the administrative rules. The fee increases were included in the 2019 annual Newsletter and the new license fees are printed at the bottom of the 2019 licenses. This will be an additional reminder of the fees and administrative rules changes.

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

Please print or type

Name: Hallen Cranford

Address, City, State, Zip: 1524 S Lawson #301 Aberdeen SD, 57401

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Education: Graduated Groton high Date: May, 2017  
(Name and City of High School or GED) 2017 (graduation or completion date)

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

Suggested Start Date of apprenticeship (tentative): 10/31/19 → 12-7-2019

Name of Senior Instructor(s): Courtney Joseph

Name and address of Salon: Revive day spa 301 S main st.  
City: Aberdeen telephone: 605 725 4242  
SD 57401

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 7<sup>th</sup> day of November 2019

(SEAL)



\_\_\_\_\_  
Notary Public Signature

\*\*\*\*\*

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: Apprenticeship License Number: \_\_\_\_\_  
Start date: \_\_\_\_\_

NOV 07 2019  
\$ 25.00 10112



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

Please print or type

Name: Mu Chay Chay

Address, City, State, Zip: 1519 3rd ave SE, Aberdeen SD 57401

Date of Birth: \_\_\_\_\_ Social Security Number \_\_\_\_\_

Education: Boxelder Job Corps Center Date: 12/8/2017  
(Name and City of High School or GED) (graduation or completion date)

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

Suggested Start Date of apprenticeship (tentative): 12-6-2019

Name of Senior Instructor(s): \_\_\_\_\_

Name and address of Salon: 301 S. Main St  
City: Aberdeen telephone: 605-725-4242



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 28th day of October 20 19

(SEAL)

My commission expires 05-16-2024

\_\_\_\_\_  
Notary Public Signature

\*\*\*\*\*

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: Apprenticeship License Number: \_\_\_\_\_  
Start date: \_\_\_\_\_

NOV 07 2019  
25.00 MO

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

I, TARA MORTLAND, a licensed Manager-Operator and licensed Active Senior  
(print)

Instructor in the State of South Dakota, agree to instruct MU CHAY CHAY as an  
(print apprentice name)

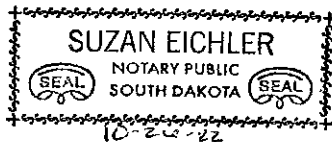
apprentice in both the theory and practical work in the art of **cosmetology** or **nail technology**. I further agree to  
(circle one)

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

\_\_\_\_\_  
(Signature of Instructor)

Subscribed and sworn to before me this 7<sup>th</sup> day of November 2019

(SEAL)



\_\_\_\_\_  
Notary Public

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

\*\* each instructor must sign this statement.

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**

500 E Capitol Ave, Pierre, SD 57501  
Tel: 605.773.6193 Fax: 605.773.7175 cosmetology.sd.gov

**EDUCATION CERTIFICATION COURSE PROVIDER APPLICATION**

**APPLICATION FEE: \$100 (Non-refundable)**  
Check or money order payable to: Cosmetology Commission

**GENERAL PROVIDER INFORMATION**

Provider's Name: Harmony Salon dba Harmony Esthetics Academy

Provider's Address: 4109 S Harmony Drive  
STREET  
Sioux Falls CITY SD 57110 STATE ZIP

Contact Name: Jamie Larson Tel: (605) 215-3990

Fax ( ) - Email: harmonyestheticsacademy@gmail.com or Corgan1976@gmail.com  
Check one:  Individual Provider  Company Provider

**COURSE INFORMATION**

ATTACH a detailed outline or agenda of the course must be attached to application

Subject (Check ONLY ONE):  Microdermabrasion  Electric Nail File  Eyelash Extensions

Name of Course: microdermabrasion Certification Clock Hours: 16  
*All continuing education in South Dakota must emphasize safety and sanitation Do not include breaks and meals*

Location of Course: Harmony Salon dba Harmony Esthetics Academy 4109 S. Harmony Drive  
BUSINESS NAME STREET CITY STATE ZIP  
Sioux Falls SD 57110

Initial Course Offering Date: November 14th + 15th 2019 Time: 8:00-5:00pm Both days

**ADDITIONAL OFFERINGS**

If this course will be offered more than the initial date listed above, attach a list of dates, times, and locations. To identify the location, include business name, address, city, state, and zip code.

The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above. All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours.

Instructor Name: Jamie Larson 

**QUALIFICATIONS AND LICENSURE**

ATTACH instructor's resume  
 List state(s) of licensure and current license number – An instructor does not have to be licensed in South Dakota, but must be licensed from another state.

List any relevant information you feel is necessary to assist the Commission in determining approval of this course.

I have been doing microdermabrasion on clients for 7 1/2 years, I have over 485 regular clients, & performed thousands of treatments. I love seeing the change in their skin!! I feel it would be great if I could train & certify students. We do not have many local places that students can be taught  
ATTENDANCE VERIFICATION this, and there is definitely a need for this training,

Briefly explain the method of monitoring for course attendance. Paper Sign in sheet

ATTACH a sample of the sign-in sheet. After the course, submit a copy to the Commission.

ATTACH a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

**AGREEMENT**

I certify all information on this application is correct to the best of my knowledge.

Person completing this application (Please print): Jamie Larson

Signature: \_\_\_\_\_

Date: 9, 29, 19

**SUBMISSION**

Submit your application within sixty (60) days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. **This fee is good for one year only no matter how many courses are taught and is not pro-rated.**

**Attachments:**

1. Course agenda or outline
2. Additional offerings
3. Instructor resume
4. Sample of sign-in sheet
5. Sample of certificate of attendance

I am including pictures of my salon/studio & an area where I could do my classroom training. Thanks! 😊

**NOTES**

- When South Dakota licensees attend an approved provider course, the licensee does not have to pay the \$35 verification fee to the Commission.
- As of January 1, 2005, the Commission only requires a one-time continuing education course for electric nail files and microdermabrasion.
- As of July 3, 2017, the Commission requires a one-time continuing education course for eyelash extensions."
- After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_ (number) South Dakota Education Certification Hours."

**COMMISSION USE ONLY**

**Approved** Hours: \_\_\_\_\_ Course Approval Number: \_\_\_\_\_

**Denied** Reason: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# **Harmony Esthetics Academy**

## **Microdermabrasion Certification (16 hours)**

### **South Dakota State Approved Certification**

This course includes theory and hands on training, giving students the confidence they need to perform safe and successful treatments.

Microdermabrasion is a mechanical form of exfoliation that uses a powerful vacuum to spray microcrystals of aluminum oxide across the skin's surface. This procedure removes the outermost layer of skin cells (part of the stratum corneum) and stimulates cell growth in the underlying dermis. Microdermabrasion helps give a smoother, fresher appearance to the skin. It is also used to diminish the appearance of sun damage (hyperpigmentation), fine lines, wrinkles, enlarged pores, scars, acne, and coarse-textured skin.

In this course students will cover histology and physiology of the skin, skin conditions and contradictions, cleaning, disinfection, sterilization, safety and treatment procedures.

**Cost \$600, Required Deposit of \$100 (includes \$50 Administration fee that is non-refundable)**

**To register or for more information:**

**605-215-3990 or [Harmonyestheticsacademy@gmail.com](mailto:Harmonyestheticsacademy@gmail.com)**

**Jamie Larson, Licensed Cosmetologist/Esthetician, Sioux Falls, SD**





# JAMIE LARSON

4109 S Harmony Drive · 605-212-2513  
Corgan1976@gmail.com · linkedin.com/in/Jamie-larson-66010175

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Objective: Become an Educator/Instructor for Microdermabrasion Treatment Certification

## EXPERIENCE

**NOVEMBER 2012 – PRESENT**

**COSMETOLOGIST/ESTHETICIAN/OWNER, HARMONY SALON/THE ULTIMATE STYLE SALON**

Skincare, Microdermabrasion treatments, Facials, Chemical Peel's, Color hair, Haircuts, Manicures, Pedicures, Permanent Makeup, Eyelash Extensions, and Waxing Services. Operate and manage Salon, Customer Service, and Bookkeeping.

**MAY 2005 – PRESENT**

**CO-OWNER, W/SPOUSE, CUTTING EDGE BLINDS AND SHUTTERS**

Give bids on custom blinds, order, install blinds, phone calls, and bookkeeping.

## EDUCATION

**OCTOBER 2012**

**COSMETOLOGIST/ESTHETICIAN DIPLOMA, STEWART SCHOOL OF COSMETOLOGY**

Certified in Microdermabrasion, eyelash extensions, shellac manicures, and spray tans.

**JUNE 2009**

**DENTAL ASSISTANT, SOUTHEAST TECHNICAL INSTITUTE**

Graduated from the Dental Assistant Apprenticeship Program

## SKILLS

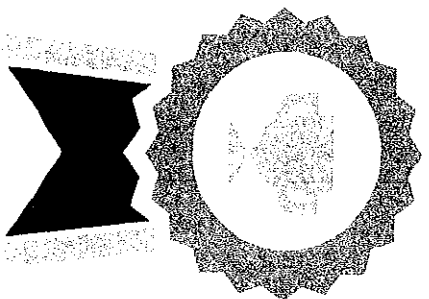
- Certified for Microdermabrasion Treatments, I have over 485 Microdermabrasion clients, and performed thousands of microdermabrasion treatments on my clients. I also perform many of Chemical Peels also. I am completely qualified to be training Microdermabrasion treatments, this is my most busy service I offer. I love helping clients improve their skin!
- Certified Permanent Makeup/Microbladding
- Certified Eyelash Extension Technician
- Certified Shellac manicures and spray tans
- Certified CPR
- Salon Owner for 7 years
- Talented Color Artist
- Waxing Specialist
- Skilled in Sign Language

## **ACTIVITIES**

I LOVE to learn new things, I would say one of my hobbies would be taking continuing classes and learning new techniques. Read books, yoga, taking care of my children, Madisen, 13 years old and Corgan, 18 years old.



# Harmony Esthetics Academy



## MICRODERMABRASION

*This document certifies that*

# Name of Recipient

*has successfully completed training in the usage, techniques, protocols, and maintenance to  
perform Microdermabrasion on clients.  
16 Credit Hours*

Name/Title of Presenter

Date

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**

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**EDUCATION CERTIFICATION COURSE PROVIDER APPLICATION**

**APPLICATION FEE: \$100 (Non-refundable)**  
Check or money order payable to: Cosmetology Commission

**GENERAL PROVIDER INFORMATION**

Provider's Name: Ayla Archer  
Provider's Address: 3301 E 26<sup>th</sup> St Suite 113  
STREET  
Sioux Falls SD 57103  
CITY STATE ZIP  
Contact Name: Ayla Archer Tel: (605) 336-8910  
Fax ( ) Email: ayla.archer@hotmail.com  
Check one:  Individual Provider  Company Provider

**COURSE INFORMATION**

ATTACH a detailed outline or agenda of the course must be attached to application

Subject (Check ONLY ONE):  Microdermabrasion  Electric Nail File  Eyelash Extensions  
Name of Course: Bella Lash Classic &/or Volume Clock Hours: 16  
All continuing education in South Dakota must emphasize safety and sanitation Do not include breaks and meals  
Location of Course: Hollywood Style Sioux Falls 3301 E 26<sup>th</sup> St Suite 113  
BUSINESS NAME STREET  
Sioux Falls SD 57103  
CITY STATE ZIP  
Initial Course Offering Date: Dec 15/16 Time: \_\_\_\_\_

**ADDITIONAL OFFERINGS**

If this course will be offered more than the initial date listed above, attach a list of dates, times, and locations. To identify the location, include business name, address, city, state, and zip code.

The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above. All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours.

Instructor Name: Ayla Archer

**QUALIFICATIONS AND LICENSURE**

- ATTACH instructor's resume  
 List state(s) of licensure and current license number – An instructor does not have to be licensed in South Dakota, but must be licensed from another state.

List any relevant information you feel is necessary to assist the Commission in determining approval of this course.

It's a nationwide established 16 hour course. I have been lashing since 2013 & educating since 2014.

**ATTENDANCE VERIFICATION**

Briefly explain the method of monitoring for course attendance. Sign in sheet, registrations kept on file.

**ATTACH** a sample of the sign-in sheet. After the course, submit a copy to the Commission.

**ATTACH** a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

**AGREEMENT**

I certify all information on this application is correct to the best of my knowledge.

Person completing this application (Please print): Ayla Archer

Signature

[Signature]

Date: 11/19/19

**SUBMISSION**

Submit your application within sixty (60) days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. This fee is good for one year only no matter how many courses are taught and is not pro-rated.

**Attachments:**

1. Course agenda or outline
2. Additional offerings
3. Instructor resume
4. Sample of sign-in sheet
5. Sample of certificate of attendance

**NOTES**

- When South Dakota licensees attend an approved provider course, the licensee does not have to pay the \$35 verification fee to the Commission.
- As of January 1, 2005, the Commission only requires a one-time continuing education course for electric nail files and microdermabrasion.
- As of July 3, 2017, the Commission requires a one-time continuing education course for eyelash extensions."
- After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_\_ (number) South Dakota Education Certification Hours."

**COMMISSION USE ONLY**

**Approved** Hours: \_\_\_\_\_ Course Approval Number: \_\_\_\_\_

**Denied** Reason: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# BELLA LASH

## CLASSIC LASH TRAINING COURSE SCHEDULE

### DAY 1

Check In and Go Over Kits and Materials

Theory of Eyelashes - The Bella Difference

- Safety
- Contra-indications
- San. Effects
- Sanitation
- Curl Techniques - Types and styles
- Pre-lash Preparation
- Consultation
- Application
- Lash Care
- Eyelash Browing
- Fill Procedures
- Adhesive Care
- Post Alg
- Mapping On Gel Patches
- Warm Bella Lash Vectors Application Technique and Removal Process

Students Demonstrate Gel Patches and Application on the Model. Student Practice on the Model

Students Practice Gel Patches on the Model. Student Practice on the Model

Practice Picking up the Gel Adhesive and Patches Lashes on Modeling sponge

Break

Models Arrive and Check In/Fit Out forms

- The Client Consultation
- Model Consent Form

Students Prep Clients

- Make San. Model is Properly Cleaned properly
- Put Gel Patches on Model
- Mapping on Gel Patch
- Applying Lashes



Practice Hands On With Models

- Checking Lashes
  - Not Stuck Together
  - Bottom Lashes Free and Clear
  - Cross Checking
- Sealing
- Removing Gel Patches

Educator Review or Removal Exercise and Demo

- Students remove lashes from models
- Cleanse with Lash Cleanser

Finish with Models and Set up for

Review and Q&A Assign Homework

- Practice with tweezers at home
- Study Manual

## DAY 2

Welcome

Questions from Day 1

Write Theory Test

Correct and give out written test

Watch Beta Videos, Fill Pre-Set up

Review Set Up Procedure and Application Process

Break for Lunch

Forward for model

Begin introduction and practice application on models with the instructor with the models

Handing out certificates and for 10 min

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# CERTIFICATE OF COMPLETION

— BELLA LASH  
CERTIFIES THAT

ALLISON STEMPER

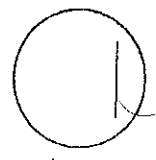
HAS COMPLETED ALL REQUIREMENTS TO BE CERTIFIED IN

CLASSIC LASHING

BY BELLA LASH EXTENSIONS, LLC  
OF VINEYARD, UT

JUNE 5, 2017

DATE



SIGNATURE

# AYELVA ARCHER

1000 17th Street, Suite 1000, Omaha, NE 68102 | 402.491.1111 | [www.ayelvaarcher.com](http://www.ayelvaarcher.com)

## SUMMARY

Cosmetologist of 13 years with an emphasis on Eyelash Extensions for the past 4 years. I have been an Eyelash Extension Educator for the past 3 years.

## EXPERIENCE

### **COSMETOLOGIST**

2006-2013

Cosmetologist at Hair by Stewarts (Aberdeen) April 06 - Sept 06

Barber at Eglin Air Force Base (Eglin AFB, FL) Oct 06 - Jul 08

Cosmetologist at JC Penney (Pierre and Sioux Falls) Jul 05 - Mar 06

### **COSMETOLOGIST, HOLLYWOOD STYLE: SIOUX FALLS, SD**

2011-2012, 2013

Performs services in a full service salon and spa, specializing in eyelash extension application.

### **LASH EXTENSION EDUCATOR, SHAVASANA LASH, CA**

2014-2017

Educated students on the theory and practice of eyelash extensions through an 8 hour curriculum. Taught classes either at Hollywood Style in Sioux Falls, or traveled to students, as far as California. Taught quarterly classes at Capital School of Hairstyling and Esthetics in Omaha, NE. Shavasana also sponsored me to compete in Lash Wars at IBS in Las Vegas June of 2016.

### **LASH EXTENSION EDUCATOR, BELLA LASH, UT**

2017-2019, 2020

Teaches the theory and practice of Eyelash Extensions through a 16 hour curriculum. Hollywood Style is an affiliated Bella Lash training center.

## EDUCATION AND TRAINING

LASH ARTS AND ESTHETICS - NEW YORK STATE ESTHETICIAN SCHOOL

2006

Cosmetology

Honor Roll

IK SKINCARE - OMAHA, NE

2013

Classic Lash Extension training (NE Con Ed)



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**EDUCATION CERTIFICATION COURSE PROVIDER APPLICATION**

**APPLICATION FEE: \$100 (Non-refundable)**  
Check or money order payable to: Cosmetology Commission

**GENERAL PROVIDER INFORMATION**

Provider's Name: Headlines Academy  
Provider's Address: 333 Omaha Street Suite 647  
STREET  
Rapid City SD 57701  
CITY STATE ZIP  
Contact Name: Peggy Sproot Tel: (605) 718 - 8723  
Fax (605) 348 - 5462 Email: psproot@headlinesacademy.com  
Check one:  Individual Provider  Company Provider

**COURSE INFORMATION**

**ATTACH** a detailed outline or agenda of the course must be attached to application

Subject (Check *ONLY ONE*):  Microdermabrasion  Electric Nail File  Eyelash Extensions  
Name of Course: Eye Lash Extensions class Clock Hours: 16  
*All continuing education in South Dakota must emphasize safety and sanitation* *Do not include breaks and meals*  
Location of Course: Headlines Academy 333 Omaha Street  
BUSINESS NAME STREET  
Rapid City SD 57701  
CITY STATE ZIP  
Initial Course Offering Date: via continuous Time: all year

**ADDITIONAL OFFERINGS**

If this course will be offered more than the initial date listed above, attach a list of dates, times, and locations. To identify the location, include business name, address, city, state, and zip code.

The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above. **All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours.**

Instructor Name: Caroline Vettorazzi

**QUALIFICATIONS AND LICENSURE**

- ATTACH** instructor's resume
- List state(s) of licensure and current license number – An instructor does not have to be licensed in South Dakota, but must be licensed from another state.

List any relevant information you feel is necessary to assist the Commission in determining approval of this course. We have offered this course for many years, and each year it is reviewed and improved if needed. Each instructor teaching is well qualified and also certified.

**ATTENDANCE VERIFICATION**

Briefly explain the method of monitoring for course attendance. We use an attendance sign-in & out sheet. Students are strictly registered to attend all required hours

- ATTACH** a sample of the sign-in sheet. After the course, submit a copy to the Commission.
- ATTACH** a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

**AGREEMENT**

I certify all information on this application is correct to the best of my knowledge.

Person completing this application (Please print): Peggy Sprout  
Signature: \_\_\_\_\_ Date: 11/12/2019

**SUBMISSION**

Submit your application within sixty (60) days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. **This fee is good for one year only no matter how many courses are taught and is not pro-rated.**

**Attachments:**

1. Course agenda or outline
2. Additional offerings
3. Instructor resume
4. Sample of sign-in sheet
5. Sample of certificate of attendance

**NOTES**

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- As of January 1, 2005, the Commission only requires a one-time continuing education course for electric nail files and microdermabrasion.
- As of July 3, 2017, the Commission requires a one-time continuing education course for eyelash extensions."
- After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_ (number) South Dakota Education Certification Hours."

<b>COMMISSION USE ONLY</b>	
<input type="checkbox"/> <b>Approved</b>	Hours: _____ Course Approval Number: _____
<input type="checkbox"/> <b>Denied</b>	Reason: _____
Reviewed by: _____	Date: ___/___/___

Caroline Vettorazzi

South Dakota License # EO-12767-2020

South Dakota Instructor License # IB-13702-2020

I obtained my esthetics license from Headlines Academy in 2015. While enrolled, I completed advanced classes such as Xtreme eyelash extensions, micro-dermabrasion, and other specialty facials and skincare services. I performed more than the required amount of services to graduate.

While attending Headlines Academy, I received my micro-dermabrasion certification by completing a 16-hour class, an extensive book report, and exam. Since then I have built a generous following by performing this service on clients.

I began my career at Ulta Beauty as a Skin Therapist and makeup artist. I received a Dermalogica certification and conducted facials, micro-dermabrasion, and chemical peels. I also did services like facial waxing and eyelash extensions. There, I helped put the store on the map by becoming the store's only esthetician to complete all promotions and listed on the company's top 100. This led to exceptions to have me Lash Be Long certified and an acceptance to Dermalogica's advance training. Working there I had a plethora of skincare and makeup brands at my fingertips. I continued my education by attending many additional skin care product knowledge and seasonal trend classes.

Aside from Esthetics I am a certified substitute teacher and have a degree in Biology. With my background in Biology I know how important the science of the skin is to keep it healthy and beautiful. I feel like this is what set me apart from other Estheticians. I ended up falling in love with what I was doing and wanted to help others find their passion and share my knowledge.

In September 2017, I became an instructor at Headlines Academy, taking over the Esthetics program in January 2018. I worked with the former Esthetics instructor, Maryann Sharp, to learn how to teach the SD 16 hour micro dermabrasion certification class & to insure all safety and sanitation requirements are instilled in the students.

I was recently sent by Headlines Academy to Utah for Bella Lash eyelash extension certification. This was a 24 contact hour course where I was able to learn advanced techniques, troubleshooting, product knowledge, and teaching techniques that I am excited to bring to the Academy. This course certified me as a Bella Lash Instructor.

I watch new professionals grow theoretically, practically, and personally. Nothing could give me more satisfaction. I believe this industry offers an on going learning experience and keeping up with available knowledge is key to being the best possible instructor. My passion makes my job an enjoyable experience each day.

Sincerely

Caroline Vettorazzi





**Eyelash Extension Certification Class**

Dates: \_\_\_\_\_

Instructor: \_\_\_\_\_

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						

<b>Student Name:</b>						
<b>License Number</b>	<b>Date</b>	<b>In</b>	<b>Out</b>	<b>In</b>	<b>Out</b>	<b>Instructor Initials</b>
<b>Student Signature:</b>						
<b>Instructor Signature:</b>						



**Headlines Academy**  
Rapid City, South Dakota

This Certificate Presented to:

*Maryann Sharp*

In recognition for successful completion of a **16 hour Eye Lash Extensions Course** at Headlines Academy, Inc. meeting all course requirements and demonstrating fundamental knowledge and required competency and is hereby awarded this certificate.

*In testimony whereof we hereunto affix our signatures this 21<sup>st</sup> day of May, 2015*

\_\_\_\_\_  
Director of Student Services



\_\_\_\_\_  
President

# Headlines Academy Field Trip Request

Boyd, Kate

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**From:** psproat@headlinesacademy.com  
**Sent:** Wednesday, November 20, 2019 5:30 PM  
**To:** Boyd, Kate  
**Subject:** [EXT] Field Trip Request  
**Attachments:** IMG-3089.pdf

We have been requested to attend the LNI College Fair Dec 19th in Rapid City.

We would like to put in a request that we can use these couple hours as a field trip for 5-6 selected students so that they can do braids on any students interested in the Cosmetology Field. Peggy Sproat, myself, will be the instructor that will be supervising the students.

This will be a great opportunity for the students to share their skills and passion for our industry as well as get experience with braiding hair.

We have quite a few unused field trip hours for these students to use.

Thank you for your consideration

Peggy Sproat  
President  
Headlines Academy  
333 Omaha Street  
Rapid City, SD 5770

- Over -

*Lakota Nation Invitational*

# COLLEGE FAIR 2019

THURSDAY, DECEMBER 19TH  
11AM TO 1PM @ RUSHMORE CIVIC CENTER ROOM C-D

Table for students/parents to ask questions  
Financial Aid information available

**ALL STUDENTS WELCOME TO COME**

**ALL PARENTS WELCOME**

**CONTINUE YOUR EDUCATION**

CONTACT INFO  
NAKINA MILLS  
nakinamills3@gmail.com

CCQ

