

## AGENDA

### Board of Trustees

Bob Keegan, Chair  
Jan Mittleider  
Laird Stone  
Jack Nelsen  
Karl Kleinkopf

### CSI Mission Statement:

To provide quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities we serve.

### Board Mission Statement:

The mission of the Board of Trustees of the College of Southern Idaho is to lead in the constant definition, interpretation, articulation, implementation and evaluation of the College mission.

- |   |  |
|---|--|
| <b>I. CALL TO ORDER</b>                                     | <b>Vice Chairman Mittleider</b><br>3:00PM/Taylor Building - Room #112        |
| <b>II. RECESS TO EXECUTIVE SESSION</b>                      | <b>Vice Chairman Mittleider</b><br>Taylor Building - Room #112               |
| <b>III. RECONVENE REGULAR MEETING</b>                       | <b>Vice Chairman Mittleider</b><br>3:45PM/Taylor Building - Room #112        |
| <b>IV. PRESENTATION OF CSI POLICE CAR</b>                   | <b>Vice Chairman Mittleider</b><br>Plaza between Fine Arts & Taylor Building |
| <b>V. APPROVAL OF MEETING AGENDA</b>                        | <b>Vice Chairman Mittleider</b><br>Taylor Building – Room #276               |
| <b>VI. MINUTES &amp; BUSINESS REPORTS</b>                   |  |
| <b>Approval of Minutes</b>                                  | <b>Jeff Harmon</b>   |
| June 18, 2018   |  |
| <b>Approval of Treasurer’s Report</b>                       | <b>Jeff Harmon</b>   |
| <b>Approval of Head Start/Early Head Start Report</b>       | <b>Mancole Fedder</b>  |
| <b>VII. OPEN FORUM</b>                                      | <b>Vice Chairman Mittleider</b>  |
| <b>VIII. UNFINISHED BUSINESS</b>                            |  |
| <b>IX. NEW BUSINESS</b>                                     |  |
| <b>Action Items</b>   |  |
| 1. FY19 Budget Hearing                                      | <b>Jeff Harmon</b>   |
| <b>Information Items</b>                                    |  |
| 1. 2018 Trustee Election Schedule                           | <b>Jeff Harmon</b>   |
| 2. Student Services Summer Internships                      | <b>Jason Ostrowski</b>   |
| 3. 2018 Summer i-STEM Institute & Department Reorganization | <b>John Hughes</b>   |
| 4. BAS of Food Service & BAT of Education Update            | <b>Dr. Todd Schwarz</b>  |
| <b>X. REMARKS FOR THE GOOD OF THE ORDER</b>                 | <b>Vice Chairman Mittleider</b>  |
| <b>XI. ADJOURNMENT</b>                                      | <b>Vice Chairman Mittleider</b>  |

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### I. CALL TO ORDER

**Vice Chairman Mittleider**  
3:00PM/President’s Board Room

#### A. Pursuant to Idaho Code 74-206, the Board will convene to:

- ◆ Consider personnel matters  
[Idaho Code §74-206(1)(a) & (b)]
  
- ◆ Deliberate regarding an acquisition of interest in real property  
[Idaho Code § 74-206(1)(c)]

### II. ADJOURNMENT

**Vice Chairman Mittleider**



## General Fund Board Report

As of June 30, 2018

	Prior Year	Current Year	Budget	Remaining	Remaining %
<b>Revenue</b>					
Tuition & Fees	(\$11,702,746)	(\$11,282,913)	(\$11,206,200)	\$76,713	(0.68)%
County Tuition	(\$1,967,030)	(\$1,761,700)	(\$1,698,700)	\$63,000	(3.71)%
State Funds	(\$20,596,286)	(\$21,837,379)	(\$21,472,200)	\$365,179	(1.70)%
County Property Tax	(\$7,129,614)	(\$5,030,625)	(\$7,179,900)	(\$2,149,275)	29.93%
Grant Management Fees	(\$541,548)	(\$553,889)	(\$540,000)	\$13,889	(2.57)%
Other	(\$507,359)	(\$813,672)	(\$411,000)	\$402,672	(97.97)%
Unallocated Tuition	\$0	(\$901,720)	\$0	\$901,720	-
Departmental Revenues	(\$2,012,314)	(\$863,394)	(\$715,000)	\$148,394	(20.75)%
<b>Total Revenue</b>	<b>(\$44,456,899)</b>	<b>(\$43,045,291)</b>	<b>(\$43,223,000)</b>	<b>(\$177,709)</b>	<b>0.41%</b>
<b>Expenses</b>					
Personnel Expense					
Salaries	\$21,794,316	\$21,904,531	\$22,387,600	\$483,069	2.16%
Variable Fringe	\$4,449,506	\$4,472,489	\$4,588,000	\$115,511	2.52%
Health Insurance	\$4,445,278	\$4,540,893	\$5,017,400	\$476,507	9.50%
<b>Total Personnel Expense</b>	<b>\$30,689,100</b>	<b>\$30,917,913</b>	<b>\$31,993,000</b>	<b>\$1,075,087</b>	<b>3.36%</b>
Operating Expense					
Services	\$3,634,353	\$3,708,812	\$3,446,750	(\$262,062)	(7.60)%
Supplies	\$1,344,755	\$1,887,172	\$1,641,450	(\$245,722)	(14.97)%
Other	\$632,674	\$33,136	\$0	(\$33,136)	-
Capital	\$743,643	\$527,109	\$1,020,400	\$493,291	48.34%
Institutional Support	\$4,532,199	\$4,654,213	\$5,121,400	\$467,188	9.12%
Transfers	\$28,454	\$33,300	\$0	(\$33,300)	-
<b>Total Operating Expense</b>	<b>\$10,916,078</b>	<b>\$10,843,741</b>	<b>\$11,230,000</b>	<b>\$386,259</b>	<b>3.44%</b>
<b>Total Expense</b>	<b>\$41,605,178</b>	<b>\$41,761,655</b>	<b>\$43,223,000</b>	<b>\$1,461,345</b>	<b>3.38%</b>
<b>Rev/Expense Total</b>	<b>(\$2,851,721)</b>	<b>(\$1,283,636)</b>	<b>\$0</b>	<b>\$1,283,636</b>	<b>-</b>



College of Southern Idaho  
Head Start/Early Head Start

### Program Summary for June 2018



**Enrollment**

Head Start ACF Federal Funded	457
Head Start TANF	12
Early Head Start	92
<b>Total</b>	<b>576</b>

**Program Options**

Center Based (PD/PY; FD/PY) Pre– K, Early Head Start -Home Based, Early Head Start Toddler Combo.

**Head Start Attendance**

June Head Start Overall Attendance	*Out for Summer
June Head Start Self Transport Attendance	*Out for Summer
June EHS Toddler Combo Attendance	81%
Number of IEP’s/IFSP’s	49

**Meals and Snacks**

Total meals served for June	295
Total snacks served for June	298

**Documents for Board Review and Approval:** Financial Reports, Approval for Beer fest donations from Buhl.



CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 2,618,170.00	\$ 211,653.10	\$ 1,142,622.80	\$ 1,475,547.20	56.4%
BENEFITS	\$ 1,791,666.00	\$ 120,175.28	\$ 652,040.30	\$ 1,139,625.70	63.6%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	
SUPPLIES	\$ 115,205.00	\$ 10,422.57	\$ 35,622.06	\$ 79,582.94	69.1%
CONTRACTUAL			\$ -		
FACILITIES/CONST.			\$ -		
OTHER	\$ 496,335.00	\$ 51,178.26	\$ 237,958.33	\$ 258,376.67	52.1%
<b>TOTAL DIRECT COSTS</b>	<b>\$ 5,021,376.00</b>	<b>\$ 393,429.21</b>	<b>\$ 2,068,243.49</b>	<b>\$ 2,953,132.51</b>	<b>58.8%</b>
ADMIN COSTS (9.0%)	\$ 402,084.00	\$ 29,587.84	\$ 161,814.75	\$ 240,269.25	59.8%
<b>GRAND TOTAL</b>	<b>\$ 5,423,460.00</b>	<b>\$ 423,017.05</b>	<b>\$ 2,230,058.24</b>	<b>\$ 3,193,401.76</b>	<b>58.9%</b>

IN KIND NEEDED	\$ 1,368,752.00
IN KIND GENERATED	\$ 892,464.75
IN KIND (SHORT)/LONG	\$ (476,287.25)

PROCUREMENT CARD EXPENSE \$ 17,220.51 4% of Total Expense. Detailed report available upon request.

CACFP	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total All Centers	922.09	7,216.91	7,419.39	15,558.39	73,594.40

**HEAD START T/TA**

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 33,624.00	\$ 410.88	\$ 12,088.21	\$ 21,535.79	64.0%
SUPPLIES	\$ 2,609.00	\$ -	\$ 114.31	\$ 2,494.69	95.6%
OTHER	\$ 15,317.00	\$ 2,141.12	\$ 11,239.71	\$ 4,077.29	26.6%
<b>GRAND TOTAL</b>	<b>\$ 51,550.00</b>	<b>\$ 2,552.00</b>	<b>\$ 23,442.23</b>	<b>\$ 28,107.77</b>	<b>54.5%</b>

IN KIND NEEDED	\$ 12,888.00
IN KIND GENERATED	\$ 5,132.00
IN KIND (SHORT)/LONG	\$ (7,756.00)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 579,081.00	\$ 46,558.35	\$ 281,626.36	\$ 297,454.64	51.4%
BENEFITS	\$ 375,897.00	\$ 25,825.06	\$ 157,555.32	\$ 218,341.68	58.1%
OUT OF AREA TRAVEL		\$ -	\$ 225.00	\$ (225.00)	
EQUIPMENT		\$ -	\$ -	\$ -	
SUPPLIES	\$ 17,562.00	\$ 1,931.51	\$ 4,659.85	\$ 12,902.15	73.5%
CONTRACTUAL FACILITIES/CONST. OTHER	\$ 131,188.00	\$ 11,110.63	\$ 50,387.10	\$ 80,800.90	61.6%
<b>TOTAL DIRECT COSTS</b>	<b>\$ 1,103,728.00</b>	<b>\$ 85,425.55</b>	<b>\$ 494,453.63</b>	<b>\$ 609,274.37</b>	<b>55.2%</b>
ADMIN COSTS (9.0%)	\$ 85,948.00	\$ 6,514.51	\$ 39,526.35	\$ 46,421.65	54.0%
<b>GRAND TOTAL</b>	<b>\$ 1,189,676.00</b>	<b>\$ 91,940.06</b>	<b>\$ 533,979.98</b>	<b>\$ 655,696.02</b>	<b>55.1%</b>
IN KIND NEEDED	\$ 297,419.00				
IN KIND GENERATED	\$ 204,783.11				
IN KIND (SHORT)/LONG	\$ (92,635.89)				

USDA	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total for All Centers	\$ 160.35	\$ 513.08	\$ 314.25	\$ 987.68	\$ 4,729.57

**EARLY HEAD START T/TA**

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 13,694.00	\$ 1,475.05	\$ 4,864.54	\$ 8,829.46	64.5%
SUPPLIES	\$ 2,379.00	\$ -	\$ 1,440.23	\$ 938.77	39.5%
OTHER	\$ 12,854.00	\$ 2,312.99	\$ 4,832.99	\$ 8,021.01	62.4%
<b>GRAND TOTAL</b>	<b>\$ 28,927.00</b>	<b>\$ 3,788.04</b>	<b>\$ 11,137.76</b>	<b>\$ 17,789.24</b>	<b>61.5%</b>

IN KIND NEEDED	\$ 7,232.00
IN KIND GENERATED	\$ 8,985.00
IN KIND (SHORT)/LONG	\$ 1,753.00