

COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

October 19, 2009

**Board of Trustees Executive Session
5:00 p.m.
TAYLOR BUILDING – PRESIDENT’S BOARD ROOM**

**Board of Trustees Meeting
5:45 p.m.
TAYLOR BUILDING SUB – ROOM 248**

AGENDA

APPROVAL OF MEETING AGENDA: (A) *LeRoy Craig*

MINUTES – EXECUTIVE SESSION – SEPTEMBER 21, 2009: (A) *Mike Mason*

MINUTES – REGULAR MEETING – SEPTEMBER 21, 2009: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM

HEAD START REPORT: (I) *Mike Mason*

TRANS IV REPORT: (I) *Mike Mason*

SABBATICAL REPORT: (I) *Bill Eberlein, Associate Professor*

PRESIDENT’S REPORT: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
OCTOBER BOARD OF TRUSTEES MEETING
OCTOBER 19, 2009

CALL TO ORDER: 6:20 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Charles Lehrman,
Donna Brizee, Dr. Allan Frost and Dr. Thad Scholes

College Administration: Gerald L. Beck President
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Dr. Edit Szanto, Vice President of Student Services
and Planning and Development
Dr. Ken Campbell, Dean of Technology
Dr. Mark Sugden, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. John Miller, Instructional Dean
Jeffrey M. Harmon, Dean of Finance
Graydon Stanley, Dean of Students
Gail Schull, Registrar
Monty Arrossa, Human Resources Director
Randy Dill, Physical Plant Director
Doug Maughan, Public Information Director
Curtis Eaton, Advisor to the President and Executive
Director of the College of Southern Idaho
Foundation
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Bill Eberlein and Lynn Baird

Visitors: Student Body Vice President Sheree Haggan

Faculty Representative: John Boling and Alex Doetsch

PACE Representative: Revis Turner and Dannette Starr

Times News: Nate Poppino

The meeting agenda was approved as written on MOTION by Dr
Thad Scholes. Affirmative vote was unanimous.

MINUTES OF THE EXECUTIVE AND REGULAR SESSION OF SEPTEMBER 21, 2009 were approved on MOTION by Donna Brizee. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was approved on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

There were no speakers for the Open Forum.

PRESIDENT'S REPORT:

1. Mike Mason reviewed the operational and fiscal report from Head Start with the Board. The operational report discussed options for students and noted that the program is at full capacity serving 576 children.
2. Lynn Baird, Trans IV Director, reviewed Trans IV operations with the Board. Trans IV has five full time drivers, two part time drivers, two office staff, a part time mechanic and a director. Trans IV is funded from federal funds passed through the Idaho Department of Transportation.
3. Bill Eberlein gave a report on his sabbatical activities to the Board. Mr. Eberlein, who teaches engineering, spent his sabbatical preparing for the Professional Engineering exam. Mr. Eberlein passed the exam and now is a designated professional engineer. By having this recognized credential, Mr. Eberlein brings professionalism and credibility to our engineering program. Bill Eberlein thanked President Beck and the Board for supporting him in achieving this designation.
4. Dr. Jeff Fox advised the Board that Dr. Jenny Emery-Davidson had received a Fulbright Scholarship and would be on sabbatical the spring of 2010.

9. President Beck reported the following:
- a. The President addressed the Professional and Classified Employees concerning the state of the college.
 - b. Dr. Ron Baker from the Northwest Association of Schools and Colleges was on campus.
 - c. The President worked with the Blaine County School District concerning the upcoming bond and its possible impact on college operations.
 - d. The college will receive approximately \$100,000 per year over the next four years from a grant developed in partnership with the University of Idaho.
 - e. The President met with the music faculty concerning improvements to the Fine Arts Auditorium. There is a possibility of funding from the College of Southern Idaho Foundation.
 - f. The President met with Mike Ferguson, the new manager of the Twin Falls, Idaho Dell operation.
 - g. The college has been working with DOT Foods in Burley concerning the company's training needs for the next eighteen months.
 - h. There was considerable interest in dual credit Idaho State Board of Education meeting in Lewiston last week. The focus of the strategic planning reporting portion of the meeting turned to higher education's response to K-12 math requirements and dual credit.
 - i. Chairman Craig noted that Governor Otter commended President Beck and the college on their efforts to maintain and enhance economic development during this difficult time.
 - j. The President attended a meeting concerning the current dairy issues.

ADJOURNMENT was declared at 7:00 p.m.



John M. Mason,
Secretary Treasurer

CSI Trustees
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Approved: November 16, 2009



Chairman

PROUD TO BE PART OF THE CSI FAMILY



SOUTH CENTRAL HEAD START



Options and Enrollment

South Central Head Start is currently fully enrolled; serving 576 children and families. The program offers several options to meet the needs of families in our communities.

Combination Option: 69 class days, 4 hours a day, 2 days a week, 15 home visits. Offered at ten centers.

Double Session Option: 138 class days, 3 ½ hours a day., 4 days a week, 12 home visits. Offered at two centers.

School District Collaboration: number of class days determined by school district 3-5 program with a minimum of 69 days, 15 home visits.

Pre-K Option: at least 169 class days, 3 ½ hours a day, 4 days a week, 12 home visits.

CENTER # of Units	Part Year - Part Day				Total Funded Slots
	Combination	Double Session	School District	Pre-K Option	
Cassia - 3	33	60	14		107
East End - 1	34				34
Hailey - 1	33				33
Little Wood - 1	33				33
Minidoka - 2	65				65
North Side - 2	67		14		81
Orchard Valley -1	32				32
Power - 1	33				33
Twin falls -3	34	60	10		104
West End - 1	34		4		38
Hagerman - 1				16	16
TOTAL	398	120	42	16	576

549 - ACYF Federal Funded Slots

27 - TANF Slots

South Central Head Start Monthly Program Summary For September 2009

Enrollment

ACYF Federal Funded	549
TANF	27
Total	576

Program Options

Part-day/ Part-year, Double Sessions, School District, Pre- K

Attendance

August Attendance	89%
September Attendance	88%

Education

Classroom staff have completed anecdotal information for the first 10 weeks of the program year on the COR (Child Observation Record). This establishes a baseline of the children's learning when they enter the program. The information will be compiled two more times over the course of the program year (Feb, June). Children are evaluated in 32 items that cover six categories: initiative; social relations; creative representation; music and movement; language and literacy; and mathematics and science.

Meals and Snacks

Total meals served for September	7,909
Total snacks served for September	2,375

Parent Involvement

Policy Council Retreat will be held October 23rd and 24th in Albion, Idaho. At Retreat, Policy Council Members will be trained on their roles and responsibilities and participate in several interactive literacy activities.

October is National Head Start month. Each center will be holding an open house and inviting the community to attend. Parents will have the opportunity to attend and help host these events.

Documents for Board Review/ Approval in October:

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,492,332.00	\$ 195,415.49	\$ 1,766,608.18	\$ 725,723.82		\$ 725,723.82	73.9%	70.9%
BENEFITS	\$ 1,480,514.00	\$ 100,239.93	\$ 924,955.64	\$ 555,558.36		\$ 555,558.36	73.9%	62.5%
OUT OF AREA TRAVEL	\$ 7,380.00	\$ (70.92)	\$ 2,498.05	\$ 4,881.95		\$ 4,881.95	94.5%	33.8%
EQUIPMENT	\$ 29,445.00	\$ (1,383.86)	\$ 27,750.14	\$ 1,694.86		\$ 1,694.86	100.0%	94.2%
SUPPLIES								
OFFICE CONSUMABLES	\$ 13,700.00	\$ 3,055.98	\$ 11,159.21	\$ 2,540.79		\$ 2,540.79	74.8%	81.5%
CENTER SUPPLIES	\$ 71,348.00	\$ 10,591.01	\$ 69,467.19	\$ 1,880.81	\$ 40.00	\$ 1,920.81	74.5%	97.4%
TRAINING SUPPLIES	\$ 14,425.00	\$ 3,718.27	\$ 13,358.24	\$ 1,066.76	\$ 419.59	\$ 1,486.35	77.6%	95.5%
FOOD	\$ 10,200.00	\$ (23.10)	\$ 302.67	\$ 9,897.33	\$ 4,369.70	\$ 14,267.03	74.1%	45.8%
CONTRACTUAL								
OTHER								
CONTRACTS	\$ 30,000.00	\$ -	\$ 23,853.24	\$ 6,146.76		\$ 6,146.76	70.0%	79.5%
MEDICAL	\$ 19,653.00	\$ 2,645.46	\$ 9,932.29	\$ 9,720.71		\$ 9,720.71	70.9%	50.5%
DENTAL	\$ 19,000.00	\$ 993.00	\$ 5,531.02	\$ 13,468.98		\$ 13,468.98	72.4%	29.1%
CHILD TRAVEL	\$ 91,185.00	\$ 10,508.17	\$ 87,236.98	\$ 3,948.02		\$ 3,948.02	78.4%	95.7%
EMPLOYEE TRAVEL	\$ 51,505.00	\$ 4,264.26	\$ 27,383.30	\$ 24,121.70		\$ 24,121.70	71.7%	53.2%
CAREER DEVELOP	\$ 21,526.00	\$ 5,153.75	\$ 11,198.87	\$ 10,327.13		\$ 10,327.13	78.2%	52.0%
PARENT TRAINING	\$ 10,291.00	\$ 1,189.85	\$ 4,332.84	\$ 5,958.16		\$ 5,958.16	76.6%	42.1%
SPACE	\$ 117,251.00	\$ 4,573.55	\$ 111,842.74	\$ 5,408.26		\$ 5,408.26	78.3%	95.4%
UTILITIES	\$ 72,030.00	\$ 3,418.42	\$ 37,798.99	\$ 34,231.01		\$ 34,231.01	63.4%	52.5%
TELEPHONE	\$ 41,415.00	\$ 2,450.40	\$ 22,613.96	\$ 18,801.04		\$ 18,801.04	69.3%	54.6%
OTHER	\$ 59,272.00	\$ 1,461.93	\$ 47,525.54	\$ 11,746.46		\$ 11,746.46	82.1%	80.2%
TOTAL DIRECT COSTS	\$ 4,652,472.00	\$ 348,201.59	\$ 3,205,349.09	\$ 1,447,122.91	\$ 4,829.29	\$ 1,451,952.20	73.9%	69.0%
		(1)						
ADMIN COSTS	\$ 296,966.00	\$ (1,020.10)	\$ 148,408.19	\$ 148,557.81		\$ 148,557.81	74.9%	50.0%
GRAND TOTAL	\$ 4,949,438.00	\$ 347,181.49	\$ 3,353,757.28	\$ 1,595,680.72	\$ 4,829.29	\$ 1,600,510.01	74.0%	67.9%
			(3)		(2)			
IN KIND NEEDED	\$ 844,413.75							
IN KIND GENERATED	\$ 449,135.14							
IN KIND (SHORT)/LONG	\$ (395,278.61)							
(1) credit reflects Aug. TANF allocation, Sept Admin not allocated until October								
(2) Reflected revenues include USDA reimbursement, book returns and Xerox rebate								
(3) included is \$34,438.18 in ARRA expenditures								

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	COMMITMENTS	BALANCE OF BUDGET	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 25,220.00	\$ (77.66)	\$ 17,292.97	\$ 7,927.03		\$ 7,927.03	86.5%	68.6%
6e. SUPPLIES								
Training Supplies	\$ 4,254.00	\$ 3,277.48	\$ 4,242.39	\$ 11.61		\$ 11.61	100.0%	99.7%
6g. OTHER								
Contracts	\$ 1,800.00	\$ 712.50	\$ 712.50	\$ 1,087.50		\$ 1,087.50	100.0%	39.6%
Career Development	\$ 13,071.00	\$ 2,980.68	\$ 12,918.99	\$ 152.01		\$ 152.01	65.7%	98.8%
TOTAL DIRECT COSTS	\$ 44,345.00	\$ 6,893.00	\$ 35,166.85	\$ 9,178.15	\$ -	\$ 9,178.15	82.9%	79.3%
ADMIN COSTS	\$ 2,830.00	\$ -	\$ 1,409.11	\$ 1,420.89		\$ 10,429.27	72.4%	49.8%
GRAND TOTAL	\$ 47,175.00	\$ 6,893.00	\$ 36,575.96	\$ 10,599.04	\$ -	\$ 19,607.42	84.6%	77.5%
IN KIND NEEDED	\$ 5,089.54							
IN KIND GENERATED	\$ 11,794.00							
IN KIND (SHORT)/LONG	\$ 6,704.46							