



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

March 26, 2012

TOUR FINE ARTS ADDITION

4:30 p.m.

Fine Arts Building - Lobby

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

6:00 p.m.

Taylor Building – SUB 248

AGENDA

APPROVAL OF MEETING AGENDA: (A) *Chairman Scholes*

MINUTES – EXECUTIVE SESSION OF FEBRUARY 27, 2012: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF FEBRUARY 27, 2012: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM

FIBER OPTIC CABLE BID: (A) *Mike Mason*

HEAD START REPORT: (A) *Mike Mason*

BOARD MEETING SCHEDULE FOR FY13: (A) *Mike Mason*

APRIL BOARD MEETING TIME CHANGE: (A) *President Beck*

FY13 TUITION & FEES : (A) *President Beck*

**FORMAT FOR BOARD OF TRUSTEES SELF-EVALUATION
AND PRESIDENT’S EVALUATION: (I) *Chairman Scholes***

CSI STRATEGIC PLAN 2012-2017 REPORT: (A) *Dr. Edit Szanto*

FY13 EMPLOYEE CONTRACTS: (I) *President Beck*

PRESIDENT'S REPORT / LEGISLATIVE REPORT: (I) *President Beck*

(Break to Taylor 277 to resume meeting)

CSI 2011 ANNUAL REPORT: (I) *Dr. Edit Szanto*

INTERNATIONAL STUDENT VIDEO: (I) *Doug Maughan and Samra Culum*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
MARCH BOARD OF TRUSTEES MEETING
MARCH 26, 2012

CALL TO ORDER: 6:18 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Dr. Allan Frost,
Donna Brizee, Bob Keegan and Karl Kleinkopf

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. Mark Sugden, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. John Miller, Instructional Dean
Monty Arrossa, Human Resources Director
Debra Wilson, Executive Director of the College of
Southern Idaho Foundation
Doug Maughan, Public Relations Director
Curtis Eaton, Advisor to the President
Teri Fattig, Library and Museum Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: None

Visitors: Samra Culum, Ryan Roberts, Kayla Griffin and Andre
Leonard

Faculty Representatives: Ron Cresswell and Jim Woods

PACE Representatives: Merry Olson and C.R. Call

Times News: Julie Wootton

KMVT: None

The agenda was amended to remove a discussion of the
College of Southern Idaho Annual Report from the agenda. The
amended agenda was approved on MOTION by Dr. Allan Frost.
Affirmative vote was unanimous.

MINUTES OF THE REGULAR MEETING AND THE EXECUTIVE SESSION OF FEBRUARY 27, 2012 WERE APPROVED AS WRITTEN on MOTION by Donna Brizee. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Bob Keegan. Affirmative vote was unanimous.

There were no speakers for Open Forum.

Board Agenda Items:

1. The Board approved the low bid of Project Mutual Telephone in the amount of \$205,567.00 for the specified fiber optic cable on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

Funding for this purchase is through a grant from the Idaho Bureau of Homeland Security.

2. The Board approved the Child Assessment Mid-Year Summary and monthly Head Start/Early Head Start fiscal and operational reports on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

3. The Board approved the fiscal year 2013 Board meeting schedule on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

4. The Board agreed to meet in a Special Session on Wednesday, April 4, 2012 at 4:30 pm to discuss the setting of tuition and fees and budget issues for fiscal year 2013.

The Board also agreed to meet with the accreditation team on Monday, April 16, 2012 at 1:30 pm and to move the time for regular monthly Board meeting on April 16th up to 3:00 pm.

5. Chairman Scholes advised the Board that he had been in contact with the Association of Community College Trustees concerning assistance for the Board self evaluation and the President's evaluation.

6. Dr. Edit Szanto reviewed the process for the development of the College of Southern Idaho strategic plan for 2012-2017.

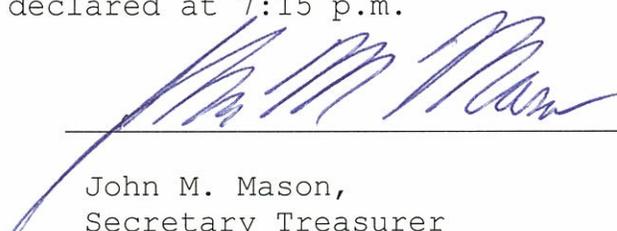
6. (continued) The strategic plan was approved as written on MOTION by Bob Keegan. Affirmative vote was unanimous. Dr. Scholes and Dr. Beck thanked Dr. Szanto for her work on the plan and recognized the efforts of the campus in its development.

7. Dr. Beck advised the Board that we were putting together the fiscal year operating budget for fiscal year 2013 based upon providing employees a two percent increase over fiscal year 2012 compensation.

8. President Beck reported his activities for the month to the Board.

9. During dinner the Board reviewed an international student recruiting video and listened to a presentation by Samra Culum and Doug Maughan concerning the College of Southern Idaho International program.

ADJOURNMENT was declared at 7:15 p.m.



John M. Mason,
Secretary Treasurer

Approved: April 16, 2012



Chairman



March 16, 2012

To: President Beck and the College of Southern Idaho Board of Trustees

From: Mike Mason

Re: Fiber Optic Cable Bid

We received the following three bids for the specified fiber optic cable bid:

Project Mutual Telephone	\$205,567.00
IID Consulting Solutions	\$211,349.40
Wheeler Electric	\$302,100.00

Based upon a review of the bids by Dr. Ken Campbell, I recommend that we accept the low bid of Project Mutual Telephone of Rupert, Idaho in the amount of \$205,567.00.

The fiber optic cable will be utilized in a cooperative project with the City of Jerome. The cable will be installed in existing conduit that was laid as part of an Economic Development Grant. The cable will provide both emergency and commercial service connections between Twin Falls and Jerome.

Funding for this purchase is through a grant from the Idaho Bureau of Homeland Security.

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START

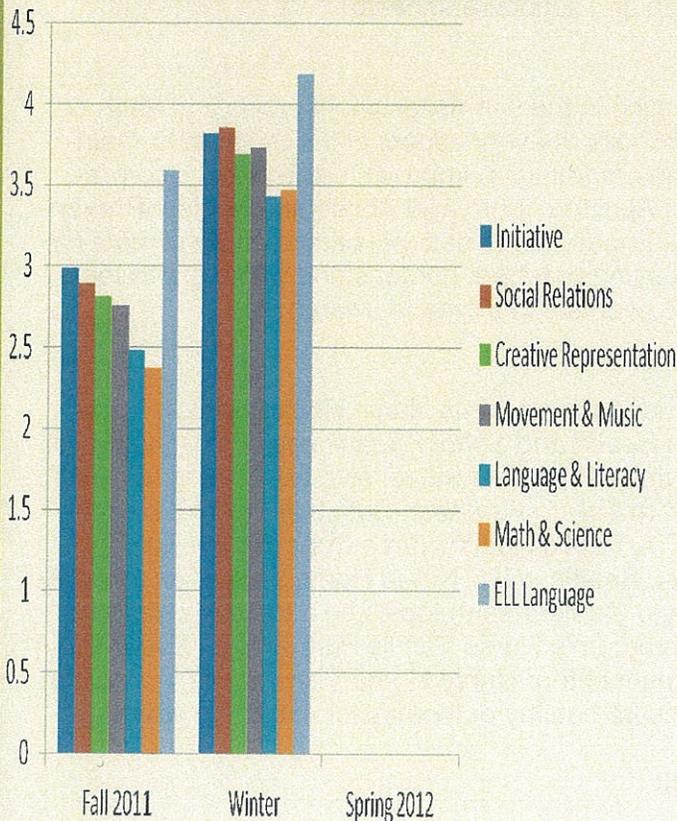


Ongoing Child Assessment Program Mid-Year Summary

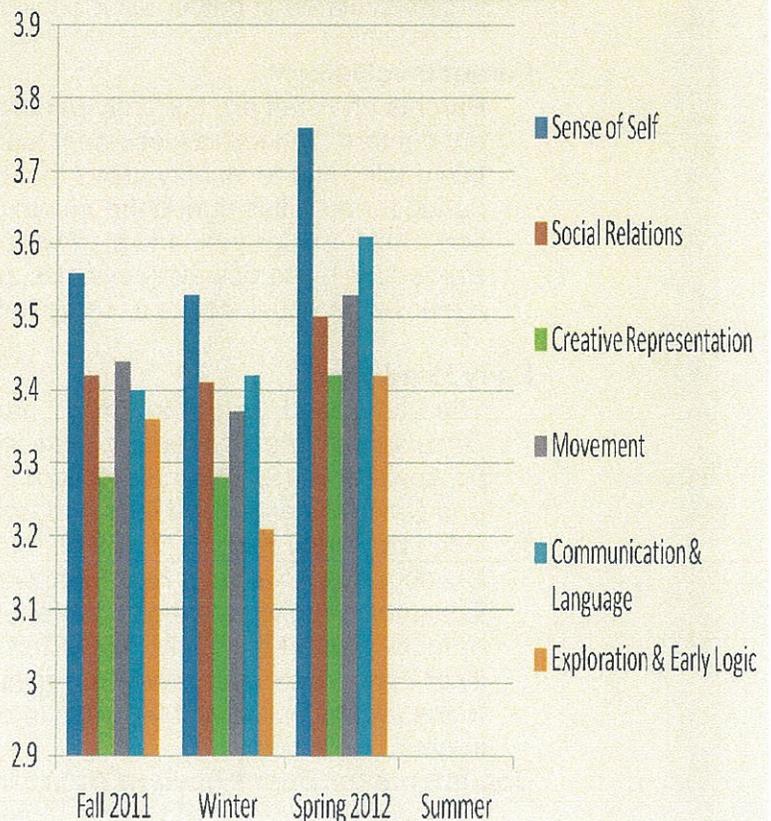
- The Child Observation Record (COR) is our program's ongoing assessment developed from the High/Scope Curriculum, completed three times per year for Head Start and four times a year for Early Head Start.
- Staff and parents take and score anecdotes on the children. The anecdotes are scored from a level 0 to a level 5, with 0 being a lower skill level and increasing to more advanced skill levels.
- For Head Start, the COR is made up of 32 items in 7 categories. For Early Head Start there are 28 items divided into 6 categories.
- Head Start outcomes are tracked three times a year and Early Head Start outcomes four times a year as it is a year-round program.
- Child goals are developed with parents at the beginning of enrollment and are supported both at home and in class or socializations. The progress of goals are tracked and refined using the COR.
- Overall Head Start (below right) had a 1.5 level increase among children from the beginning to the end of the school year. Early Head Start had a 1 level increase from the beginning to the end of its program year.

Comparison Summary for Head Start /Early Head Start Data

Head Start Preschool Children



Early Head Start Children



**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For February 2012**

Enrollment

Head Start ACYF Federal Funded	566
Head Start TANF	27
Early Head Start	80
Total	673

Program Options

Part-day/ Part-year, Double Sessions, School District, Pre- K, Early Head Start - Home Based.

Head Start Attendance

Head Start February Attendance	87%
Early Head Start Home Visit Participation	80%

Meals and Snacks

Total meals served for February	6,134
Total snacks served for February	3,423

Education

An Education Advisory Board meeting is scheduled for March 19. Board members will discuss the results of the mid-year COR (Child Observation Record) along with reviewing curriculums for Head Start and Early Head Start. The Education Advisory Board is also reviewing the school readiness goals for Head Start and Early Head Start. Education Advisory Board meets at least twice a year to review policies/procedures and curriculum for Head Start and Early Head Start. The board is comprised of parents, staff, community members, and early childhood education professionals. Classroom staff will also be having training on March 19. They will receive training on child abuse/neglect, CLASS, COR & High/Scope. We will also go over the new performance standard 1307 which is related to outcomes for children and school readiness.

Parent Involvement

Parents and staff are currently participating in the self-assessment process at each of our centers. The self-assessment team looks at every aspect of the program to maintain quality and to identify areas that the program can improve. Centers are also preparing for activities during the month of April to honor Child Abuse and Neglect Prevention. Children, parents, and staff will participate in the national campaign *Pinwheels for Prevention* by participating in walks, planting pinwheel gardens and working with local agencies and businesses to coordinate events and increase awareness.

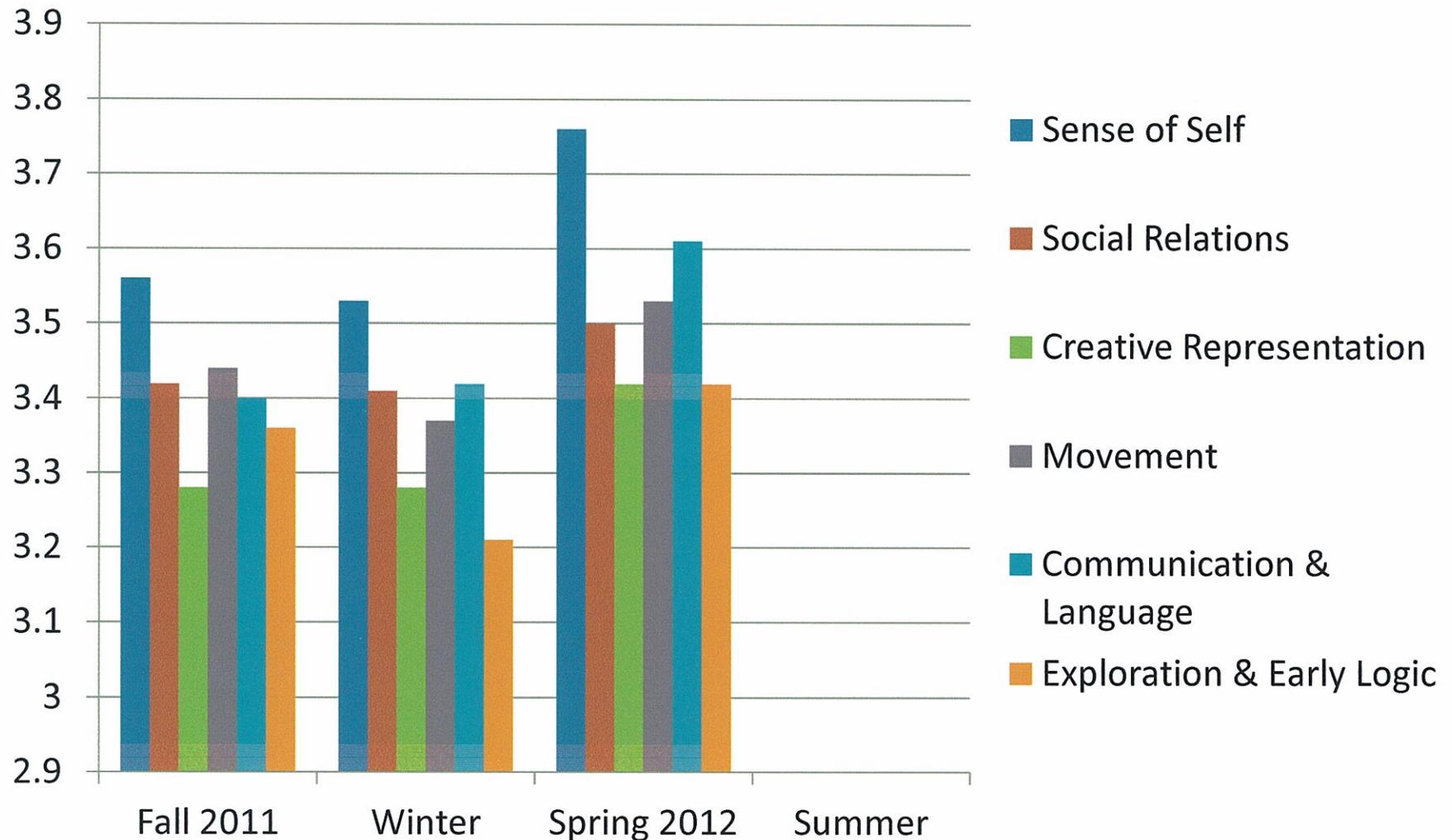
Early Head Start

The Early Head Start program will provide training for its Nurse Home Visitors, *Brain Development the Connection Between Health and School Readiness*. This training will be April 23, 2012. Early Head Start Family Educators will receive the training, *Growth and Development: Red Flags and How to Talk to Families*. Both trainings will be provided by Peggy King, R.N. B.S.N., M.F.A. Public Health Nurse Consultant & Early Childhood Specialist, of Kids Northwest, Seattle, WA. Nurse Home Visitors and Family Educators receive trainings on infant and toddler health topics on a quarterly basis in order to support the Early Head Start program's Nurse Family Partnership. Every family in Early Head Start receives a minimum of four Nurse Home Visits a year in addition to the regular home visit program to ensure healthy outcomes for expectant women, infants, and toddlers.

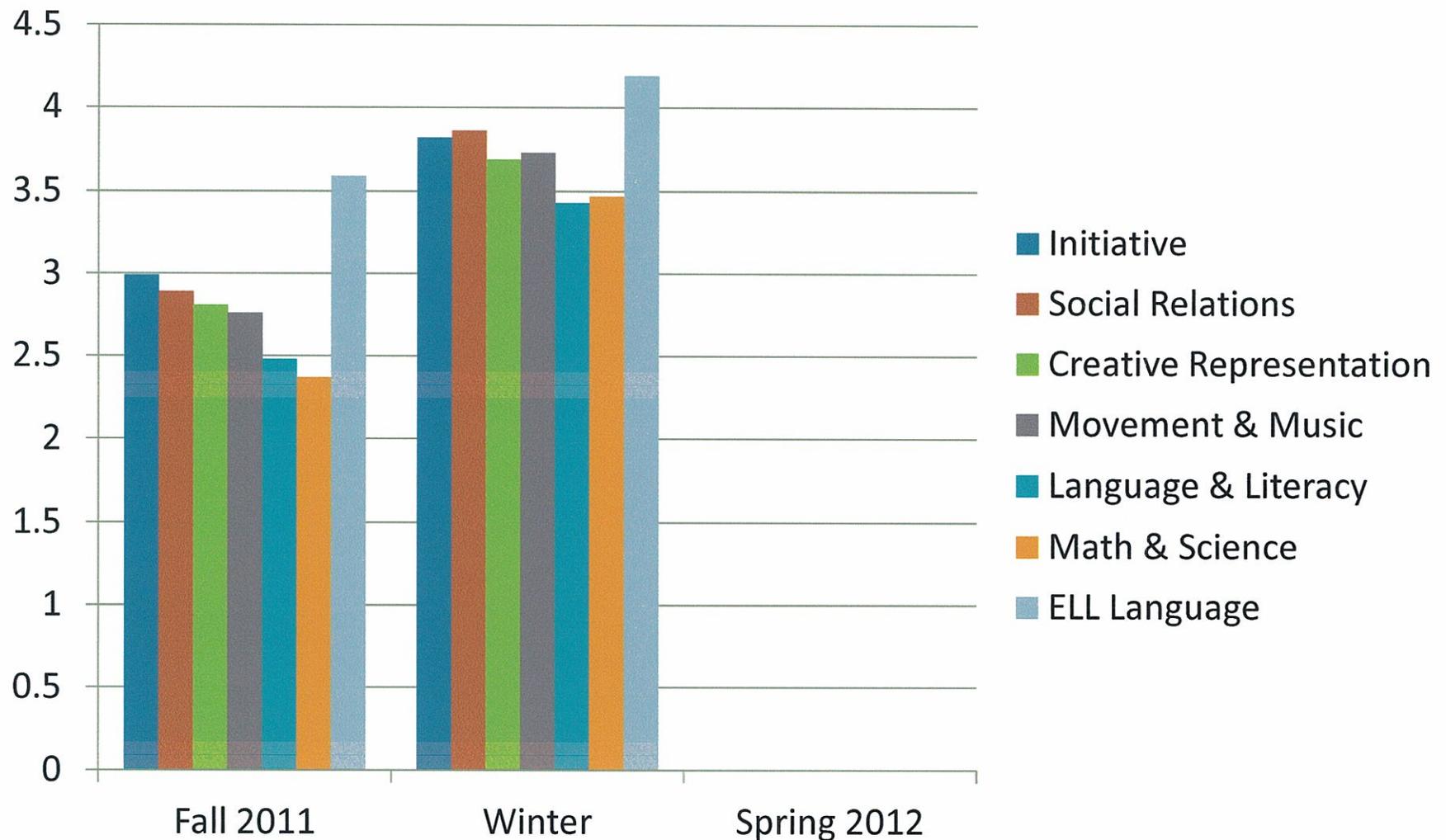
Documents for Board Review/ Approval:

Financial Reports, COR Report

Program Mid-Year Summary for Early Head Start Children



Program Mid-Year Summary for Head Start Preschool Children



CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 264,156.00	\$ 37,250.53	\$ 200,843.39	\$ 63,312.61	\$ 63,312.61	83.0%	76.0%
BENEFITS	\$ 117,917.00	\$ 19,632.95	\$ 103,345.17	\$ 14,571.83	\$ 14,571.83	83.0%	87.6%
OUT OF AREA TRAVEL							
EQUIPMENT							
SUPPLIES							
OFFICE CONSUMABLES	\$ 2,000.00	\$ 188.31	\$ 1,257.62	\$ 742.38	\$ 742.38	80.0%	62.9%
CENTER SUPPLIES	\$ 2,019.00	\$ 642.55	\$ 1,888.85	\$ 130.15	\$ 130.15	80.0%	93.6%
CLASSROOM SUPPLIES	\$ 13,000.00	\$ 725.96	\$ 899.43	\$ 12,100.57	\$ 12,100.57	80.0%	6.9%
TRAINING SUPPLIES	\$ 2,050.00	\$ -	\$ -	\$ 2,050.00	\$ 2,050.00	67.0%	0.0%
FOOD	\$ 2,000.00	\$ 45.60	\$ 91.84	\$ 1,908.16	\$ 1,908.16	45.0%	4.6%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 27,240.00	\$ 259.42	\$ 8,959.47	\$ 18,280.53	\$ 18,280.53	80.0%	32.9%
MEDICAL	\$ 10,200.00	\$ 45.00	\$ 738.50	\$ 9,461.50	\$ 9,461.50	80.0%	7.2%
DENTAL	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	80.0%	0.0%
CHILD TRAVEL	\$ -	\$ -	\$ -				
EMPLOYEE TRAVEL	\$ 6,000.00	\$ 742.95	\$ 2,693.60	\$ 3,306.40	\$ 3,306.40	80.0%	44.9%
CAREER DEVELOP		\$ (38.00)	\$ 12.00				
PARENT TRAINING	\$ 2,225.00	\$ -	\$ -	\$ 2,225.00	\$ 2,225.00	80.0%	0.0%
FACILITIES/CONST.	\$ 15,041.00	\$ 6,901.53	\$ 8,996.48	\$ 6,044.52	\$ 6,044.52	80.0%	59.8%
UTILITIES	\$ 4,400.00	\$ 687.48	\$ 2,042.13	\$ 2,357.87	\$ 2,357.87	63.0%	46.4%
TELEPHONE	\$ 2,000.00	\$ 213.25	\$ 1,746.96	\$ 253.04	\$ 253.04	63.0%	87.3%
OTHER	\$ 12,000.00	\$ 415.00	\$ 2,088.16	\$ 9,911.84	\$ 9,911.84	80.0%	17.4%
TOTAL DIRECT COSTS	\$ 488,248.00	\$ 67,712.53	\$ 335,603.60	\$ 152,656.40	\$ 152,656.40	75.3%	68.7%
ADMIN COSTS	\$ 31,165.00	\$ 4,257.90	\$ 16,829.24	\$ 14,335.76	\$ 14,335.76	63.0%	54.0%
GRAND TOTAL	\$ 519,413.00	\$ 71,970.43	\$ 352,432.84	\$ 166,980.16	\$ 166,980.16	74.5%	67.9%
IN KIND NEEDED	\$ 133,100.00						
IN KIND GENERATED	\$ 138,487.98						
IN KIND (SHORT)/LONG	\$ 5,387.98						

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,464,703.00	\$ 209,924.63	\$ 403,404.98	\$ 2,061,298.02	\$ 2,061,298.02	17.0%	16.4%
BENEFITS	\$ 1,386,175.00	\$ 115,108.71	\$ 226,878.25	\$ 1,159,296.75	\$ 1,159,296.75	17.0%	16.4%
OUT OF AREA TRAVEL	\$ -			\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -			\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 21,700.00	\$ 2,012.94	\$ 2,354.63	\$ 19,345.37	\$ 19,345.37	17.0%	10.9%
CLASSROOM SUPPLIES	\$ 8,800.00	\$ 4,644.19	\$ 5,740.32	\$ 3,059.68	\$ 3,059.68	17.0%	65.2%
CENTER SUPPLIES	\$ 36,600.00	\$ 947.25	\$ 1,067.25	\$ 35,532.75	\$ 35,532.75	17.0%	2.9%
TRAINING SUPPLIES	\$ 11,200.00	\$ 204.56	\$ 204.56	\$ 10,995.44	\$ 10,995.44	17.0%	1.8%
FOOD	\$ 3,200.00	\$ 239.40	\$ 239.40	\$ 2,960.60	\$ 2,960.60	8.0%	7.5%
CONTRACTUAL				\$ -	\$ -		
OTHER							
CONTRACTS	\$ 15,590.00	\$ 240.00	\$ 470.40	\$ 15,119.60	\$ 15,119.60	17.0%	3.0%
MEDICAL	\$ 10,200.00	\$ 755.00	\$ 755.00	\$ 9,445.00	\$ 9,445.00	10.0%	7.4%
DENTAL	\$ 13,600.00	\$ 121.00	\$ 121.00	\$ 13,479.00	\$ 13,479.00	10.0%	0.9%
CHILD TRAVEL	\$ 116,300.00	\$ 11,209.57	\$ 15,232.67	\$ 101,067.33	\$ 101,067.33	17.0%	13.1%
EMPLOYEE TRAVEL	\$ 37,000.00	2,525.79	\$ 2,891.62	\$ 34,108.38	\$ 34,108.38	17.0%	7.8%
CAREER DEVELOP	\$ 2,000.00	\$ 108.00	\$ 108.00	\$ 1,892.00	\$ 1,892.00	10.0%	0.0%
PARENT TRAINING	\$ 20,490.00	\$ 806.47	\$ 1,079.68	\$ 19,410.32	\$ 19,410.32	17.0%	5.3%
SPACE	\$ 77,224.00	10,068.33	\$ 17,740.98	\$ 59,483.02	\$ 59,483.02	17.0%	23.0%
UTILITIES	\$ 54,600.00	\$ 6,634.35	\$ 7,247.52	\$ 47,352.48	\$ 47,352.48	17.0%	13.3%
TELEPHONE	\$ 31,450.00	\$ 3,847.78	\$ 5,944.71	\$ 25,505.29	\$ 25,505.29	17.0%	18.9%
OTHER	\$ 48,887.00	\$ 8,251.73	\$ 27,331.92	\$ 21,555.08	\$ 21,555.08	55.0%	55.9%
TOTAL DIRECT COSTS	\$ 4,359,719.00	\$ 377,649.70	\$ 718,812.89	\$ 3,640,906.11	\$ 3,640,906.11	18.5%	13.5%
ADMIN COSTS	\$ 278,280.00	\$ 20,469.79	\$ 20,469.79	\$ 257,810.21	\$ 257,810.21	8.0%	7.4%
GRAND TOTAL	\$ 4,637,999.00	\$ 398,119.49	\$ 739,282.68	\$ 3,898,716.32	\$ 3,898,716.32	17.4%	15.9%
IN KIND NEEDED	\$ 1,159,500.00						
IN KIND GENERATED	\$ 294,187.48	100% of Total Needed					
IN KIND (SHORT)/LONG	\$ (865,312.52)						
PROCUREMENT CARD EXPENSE	\$ 10,811.31	3% of Total Expense					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 31,290.00	\$ 3,401.39	\$ 3,648.61	\$ 27,641.39	5.0%	11.7%
6e. SUPPLIES						
Training Supplies	\$ 8,525.00	\$ 227.77	\$ 227.77	\$ 8,297.23	0.0%	2.7%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,220.00	\$ 2,167.65	\$ 2,556.45	\$ 7,663.55	8.0%	25.0%
TOTAL DIRECT COSTS	\$ 50,035.00	\$ 5,796.81	\$ 6,432.83	\$ 43,602.17	4.3%	12.9%
ADMIN COSTS	\$ 3,021.00	\$ 38.16	\$ 38.16	\$ 2,982.84	0.0%	1.3%
GRAND TOTAL	\$ 53,056.00	\$ 5,834.97	\$ 6,470.99	\$ 46,585.01	3.3%	12.2%
IN KIND NEEDED	\$ 11,275.00					
IN KIND GENERATED	\$ 11,275.00					
IN KIND (SHORT)/LONG	\$ -					



College of Southern Idaho
Board of Trustees
Notice of Regular Meetings

The Board of Trustees for the College of Southern Idaho has established the third Monday of each month as their regular meeting date. In the event that the third Monday is a holiday or conflicting with other events, the regularly scheduled meeting will be held the following Monday. The 2012-2013 regular meeting schedule is as follows:

July 16, 2012	January 28, 2013
August 20, 2012	February 25, 2013
September 17, 2012	March 18, 2013
October 15, 2012	April 15, 2013
November 19, 2012	May 20, 2013
December 17, 2012	June 17, 2013

The Fy 2013 budget hearing date is set for August 20, 2012.

Information concerning specific meeting times and places may be obtained by contacting Mike Mason at 208-732-6203.

Mike Mason
Vice President of Administration

Please publish the above ad in the legal section on the following dates:

Times News: July 4th and 11th
Buhl Herald: July 4th and 11th