

I. CALL TO ORDER

Chairman Stone  
3:00PM/ZOOM

II. RECESS TO EXECUTIVE SESSION

*Motion to convene in Executive Session*

III. RECONVENE REGULAR MEETING

Chairman Stone  
4:00PM/Virtual

IV. APPROVAL OF MEETING AGENDA

Chairman Stone

V. JAN MITTLEIDER RECOGNITION

Chairman Stone

VI. STUDENT/FACULTY/STAFF ACHIEVEMENTS

President Fisher

Board Mission  
Statement:  
The Mission Statement of the Board of Trustees is to provide quality education to all students, to ensure the highest academic standards, and to ensure the constant development of the institution.

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**AGENDA****Board of Trustees**

Laird Stone, Chairman  
Jack Nelsen  
Jan Mittleider  
Anna Scholes  
Scott McClure

**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.

**I. CALL TO ORDER**

**Chairman Stone**  
3:00 p.m./ZOOM

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

- ◆ Consider personnel matters  
[Idaho Code §74-206(1)(a) & (b)]

**II. ADJOURNMENT**

**Chairman Stone**

**CALL TO ORDER:** 3:00p.m.

**EXECUTIVE SESSION:** 3:01p.m.

**EXECUTIVE SESSION ATTENDEES:**

Trustees:

Laird Stone, Chairman  
Jack Nelsen, Vice Chairman  
Anna Scholes, Clerk  
Jan Mittleider, Trustee  
Scott McClure, Trustee

College Administration:

Dr. Dean Fisher, President

- Laird Stone           Aye
- Jack Nelsen           Aye
- Anna Scholes        Aye
- Jan Mittleider       Aye
- Scott McClure       Aye

The Board returned to public session at 4:10 p.m.

[REDACTED]

December 21 2020

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College Administration:

Dr. Dean Fisher, President

Dr. Todd Schwarz, Provost

Jeff Harmon, Vice President of Finance and Administration

[REDACTED]

Dr. Michelle Schutt, Vice President of Student Services

Eric Nielson, Human Resources Director

Employees, visitors and media:

Ginger Nukaya, Executive Administrative Assistant

Bruce Nukaya, Director, Systems & Network

Brandi Turnipseed, Executive Director Foundation

Chris Bragg, Dean of Institutional Effectiveness/ALO

Kimberlee LaPray, Public Information Officer



Information Items

1. President Fisher gave an update on the progress of Project Polaris. The two prospective vendors are Anthology and Workday. A recommendation will be brought back for the Board's approval at a future meeting.

2. Brandi Turpin, Executive Director of the Foundation, presented the Board of Trustees with the Foundations annual report. She noted the annual audit went very well again this year. She stated the Foundation awarded to date a total of \$963,426 in scholarships. The Foundation is currently reviewing proposals for the next year.

Jeffrey M. Harmon, Secretary Treasurer

Approved: January 25, 2021

Laird Stone, Chairman

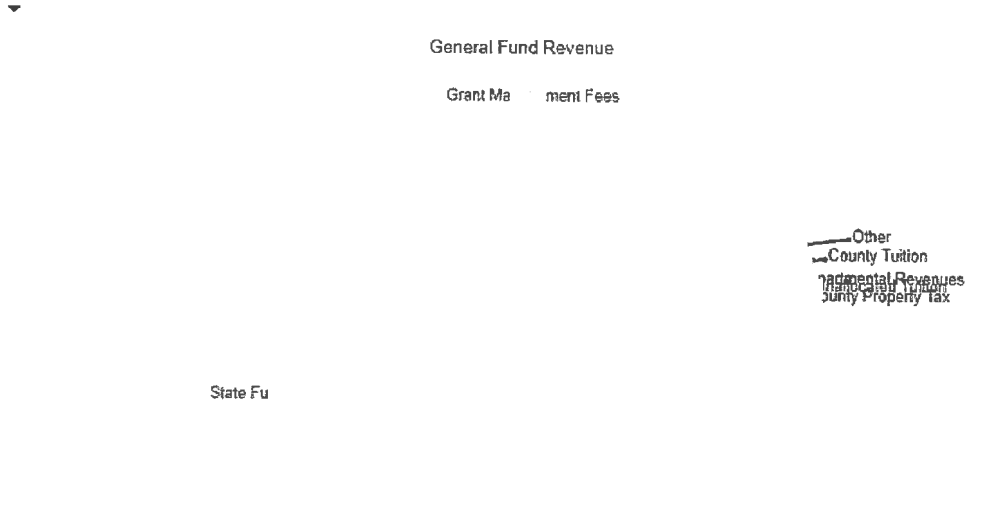
## General Fund Board Report

As of November 30, 2020

	Prior Year	Current Year	Budget	Remaining	Remaining %
<b>Revenue</b>					
Tuition & Fees	(\$5,924,723)	(\$5,616,934)	(\$11,280,000)	(\$5,663,066)	50.20%
County Tuition	(\$856,450)	(\$810,650)	(\$1,883,000)	(\$1,072,350)	56.95%
State Funds	(\$21,340,267)	(\$20,368,100)	(\$20,859,200)	(\$491,100)	2.35%
County Property Tax	(\$537,242)	(\$433,293)	(\$9,383,300)	(\$8,950,007)	95.38%
Grant Management Fees	(\$183,734)	(\$233,337)	(\$520,000)	(\$286,663)	55.13%
Other	(\$336,580)	(\$161,254)	(\$350,000)	(\$188,746)	53.93%
<hr/>					
Unallocated Tuition	(\$103,464)	(\$73,178)	\$0	\$73,178	
Departmental Revenues	\$473,381	\$277,280	\$630,000	\$352,720	55.99%
<b>Total Revenue</b>	<b>(\$29,755,842)</b>	<b>(\$27,974,026)</b>	<b>(\$44,905,500)</b>	<b>(\$16,931,474)</b>	<b>37.70%</b>
<b>Expenses</b>					
Personnel Expense					
Salaries	\$9,449,516	\$8,880,844	\$22,568,800	\$13,687,956	60.65%
Variable Fringe	\$1,979,508	\$1,903,245	\$4,899,100	\$2,995,855	61.15%
Health Insurance	\$1,920,424	\$1,830,544	\$4,716,200	\$2,885,656	61.19%
<b>Total Personnel Expense</b>	<b>\$13,349,447</b>	<b>\$12,614,633</b>	<b>\$32,184,100</b>	<b>\$19,569,467</b>	<b>60.80%</b>

% Revenue Received

%



GENERAL FUND REVENUE SUMMARY

TOTAL ANNUAL BUDGET  
**\$44,905,500**

TOTAL ANNUAL REVENUE  
**\$27,974,026**

TOTAL REMAINING  
**\$16,931,474**

% Budget Spent

%



GENERAL FUND EXPENSE SUMMARY

TOTAL YEARLY BUDGET  
**\$44,905,500**

TOTAL YTD EXPENSES  
**\$19,921,337**

TOTAL AVAILABLE  
**\$24,984,163**





**College of Southern Idaho  
Head Start/Early Head Start**



**Program Summary for November 2020**  
Reported at December Board Meeting

**Enrollment**

**Modified Enrollment Number**

Head Start ACF Federal Funded	457	298
Head Start TANF	12	6

**Total** **469** **304**

**Program Options**

Center Based /DD /DV, ED /DV, Early Head Start, Home Based, Early Head Start Toddler Center

Head Start Attendance (Based on Modified Enrollment)

Classroom staff gather anecdotal information for the first nine weeks of the program year on the COR

(Child Observation Record). This record is a book of the child's behavior and development.

[REDACTED]

p [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

program. This information is compiled 3 times during the program year for Head Start and 4 times for Early Head Start. The anecdotes are scored from a level 0 to a level 7, with 0 being a lower skill level and increasing to more advanced skill levels.

**Baseline COR Advantage Outcomes Report 2020-2021**

**Item Level Report**

There are 26 items on the Preschool Child Observation Record divided into 9 categories (Approaches to

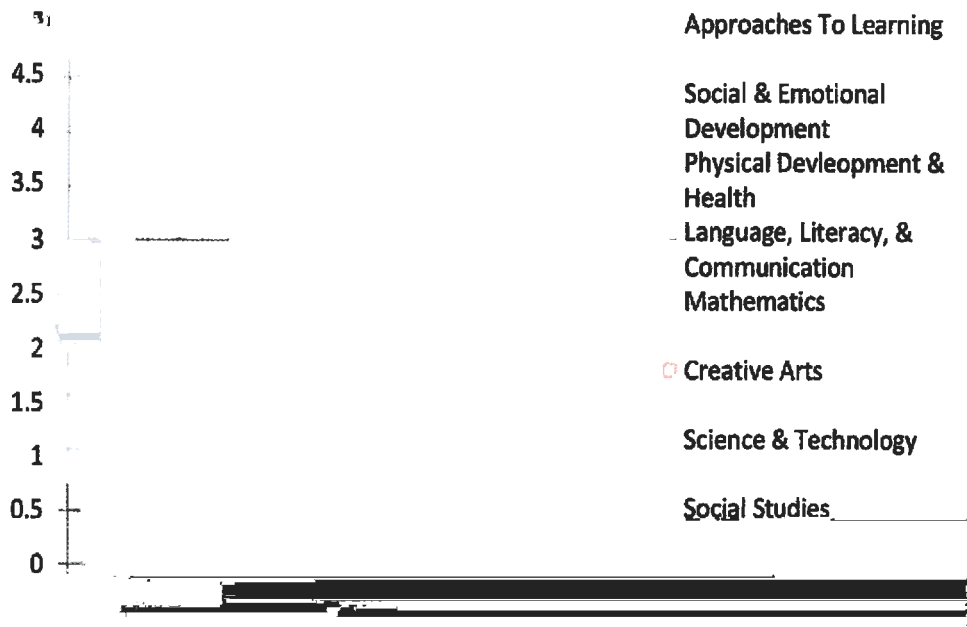
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**Area o Need – Mathematics, Language, Literacy, & Communication**

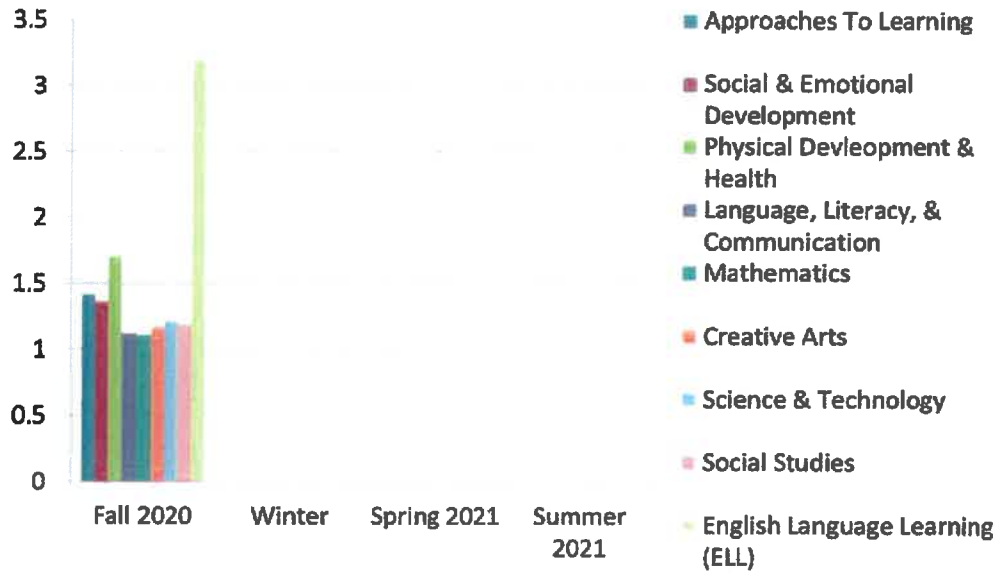
The 5 domains for Early Head Start are: Approaches to Learning, Social/Emotional Development,

**Area o Need – Cognition**

Continuing Improvement Plan for Best of Program Year 2020-2024



### Program Baseline Summary for Early Head Start Children



Documents for Board Review and Approval: Board Report, In-Kind Waiver and Financial Reports



[REDACTED]

January 1, 2020-Decem ber 31, 2020

COLLEGE OF SOUTHERN IDAHO

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 896,018.00	\$ 55,133.48	\$ 549,768.66	\$ 346,249.34	38.6%
BENEFITS	\$ 502,354.00	\$ 27,521.96	\$ 278,900.68	\$ 223,453.32	44.5%
EQUIPMENT		\$ -	\$ -	\$ -	
CONTRACTUAL	\$ 58,400.00	\$ 3,701.35	\$ 20,909.94	\$ 37,490.06	64.2%

[REDACTED]

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 16,176.00	\$	\$ 1,767.37	\$ 14,408.63	89.1%
SUPPLIES	\$ 1,428.00	\$	\$ 563.47	\$ 864.53	60.5%
OTHER	\$ 11,323.00	\$ 1,757.30	\$ 9,575.30	\$ 1,747.70	15.4%
GRAND TOTAL	\$ 28,927.00	\$ 1,757.30	\$ 11,906.14	\$ 17,020.86	58.8%

IN KIND NEEDED	\$ 7,232.00
IN KIND GENERATED	
IN KIND (SHORT)/LONG	\$ (7,232.00)



COLLEGE OF SOUTHERN IDAHO  
HEAD START/ EARLY HEAD START

998 Washington St N

December 21, 2020


Grants Management Officer  
Administration for Children and Families  
Office of Grants Management  
701 Fifth Avenue, Suite 1600, MS 72

Seattle, WA 98104

**RE: Grant No. 10CH010422-05-09**

To whom it may concern.

The College of Southern Idaho Head Start/Early Head Start Board of Trustees reviewed and approved at the

  
regularly scheduled Board Meeting on December 21, 2020, the request to submit a waiver for non-federal match. Covid-19 has impacted us tremendously this fiscal year beginning in March 2020 and especially



December 21, 2020

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

From: Dr. Michelle Schutt

Re: CampusLogic Subscription Agreement

When evaluating verification software, the Director of Financial Aid reported in

[REDACTED]