

AGENDA

Board of Trustees
Laird Stone, Chair
Jan Mittleider
Jack Nelsen
Anna Scholes
Scott McClure

I. CALL TO ORDER

Chairman Stone

3:00PM/Jerome School District Office Board Room

II. RECESS TO EXECUTIVE SESSION

Chairman Stone

Motion to convene in Executive Session

III. RECONVENE REGULAR MEETING

Chairman Stone

4:00PM/Jerome School District Office Board Room

IV. APPROVAL OF MEETING AGENDA

Chairman Stone

CSI Mission Statement:

AGENDA

Board of Trustees

Laird Stone, Chair
Jack Nelsen
Anna Scholes

I. CALL TO ORDER

Chairman Stone

3:00 p.m./Jerome School District Office 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

Chairman Stone

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:



AMENDED MINUTES

CALL TO ORDER: 3:14 p.m.

EXECUTIVE SESSION: 3:21 p.m.

EXECUTIVE SESSION ATTENDEES:

Trustees:

Erin Stone, Chairman

Jack Nelson, Vice-Chairman

Anna Scholes, Clerk (Remote)

Scott McClure, Trustee

College Administration:

Dr. Todd Schwarz, Provost

Jeff Lawson, Vice-President of Finance and Administration

Pursuant to Idaho Code § 77-206 the Board agreed to convene in Executive Session to Consider:

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

APPROVAL OF AGENDA: The Board approved the agenda on MOTION by Chairman Stone. Affirmative vote was unanimous.

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

OPEN FORUM: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Action Items

1. **HEAD START/EARLY HEAD START REPORT:** The Board approved the Head Start/Early Head Start monthly fiscal and operational reports on MOTION by Trustee Nelsen

Affirmative vote was unanimous.

2. President Fisher presented the proposal to enter into formal negotiations with the City of Jerome regarding the construction of a new building to support College operations. The

4. President Fisher briefed the board on a policy change to the employment of staff at CSI.

Chairman Stone made the MOTION: To adopt policy changes to afford all non-faculty employees with at-will employment to be employed at the discretion of the president.

and the president is authorized to task administration to amend all policies and procedures consistent with this employment status. full-time faculty are not affected by this policy. Affirmative vote was unanimous.

Chairman Stone then made the MOTION: Consistent with the at-will employment status of non-faculty, that the provisions and amendments of the current policies set forth in the document entitled "AMENDMENTS TO CSI PERSONNEL POLICIES APPROVED MAY


Jeffrey M. Harmon, Secretary Treasurer

Approved: August 17, 2022

Laird Stone, Chairman



COLLEGE OF
SOUTHERN IDAHO

General Fund Board Report

As of April 30, 2022

	Prior Year	Current Year	Budget	Remaining	Remaining %
Revenue					
Tuition & Fees	(\$11,742,290)	(\$12,260,470)	(\$10,944,000)	\$4,407,570	40.95%
State Funds					
County Property Tax					
Grant Management Fees					
Other					
Unallocated Tuition					
Depreciation Revenue					
County Tuition	(\$1,811,375)	(\$2,152,950)	(\$1,826,500)	\$326,450	(17.87)%
State Funds	(\$20,809,200)	(\$22,717,900)	(\$22,817,900)	(\$100,000)	0.44%
County Property Tax	(\$6,053,598)	(\$6,433,553)	(\$9,866,000)	(\$3,432,447)	34.79%
Grant Management Fees	(\$480,931)	(\$544,975)	(\$550,000)	(\$5,025)	0.91%
Other	(\$257,860)	(\$189,049)	(\$260,000)	(\$70,951)	27.29%
Unallocated Tuition	(\$131,363)	(\$132,889)	\$0	\$132,889	-
Depreciation Revenue	(\$570,070)	(\$270,044)	(\$400,000)	\$100,044	40.45%

College of Southern Idaho

Head Start/Early Head Start

Program Summary for April 2022

COLLEGE OF SOUTHERN IDAHO

Programs for Special Services and Assessment

Enrollment		Modified Enrollment
Head Start ACF Federal Funded	457	245
Head Start TANF	12	12
Early Head Start ACF Federal Funded	92	92
Total	561	350

Program Options

Center Based (PD/PY; FD/PY), Early Head Start -Home Based, Early Head Start Toddler Combo.	
Head Start Overall Attendance	83%
EHS Toddler Combo Attendance	77%
IEP/IFSP Enrollment	6%
Over Income Enrollment	1%
100-130% Poverty Level	10%
Meals and Snacks	
Total meals served	6094

[REDACTED]

HEAD START T/TA

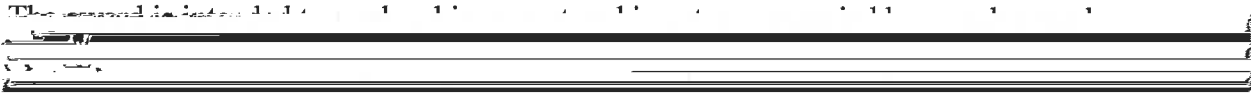
CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 32 200.00	\$ 2 732.52	\$ 6 410.17	\$ 25 720.22	90.1%

Education Advocate Award

It is proposed to the College of Southern Idaho Board of Trustees that an annual Education Advocate Award be established with the following criteria:

- Evidence that contributions are significant as an advocate for education within the public sector; and
- Evidence that contributions are sustainable over time; and
- Evidence that the contributions have markedly improved education within Idaho, and specifically the region served by the College of Southern Idaho

The President will solicit nominations on an annual basis and a committee established by the College representing education partners and College stakeholders will recommend no more than three recipients to the President. The President will evaluate the three recommended recipients and advance one or more to the Board for its review and possible ratification.

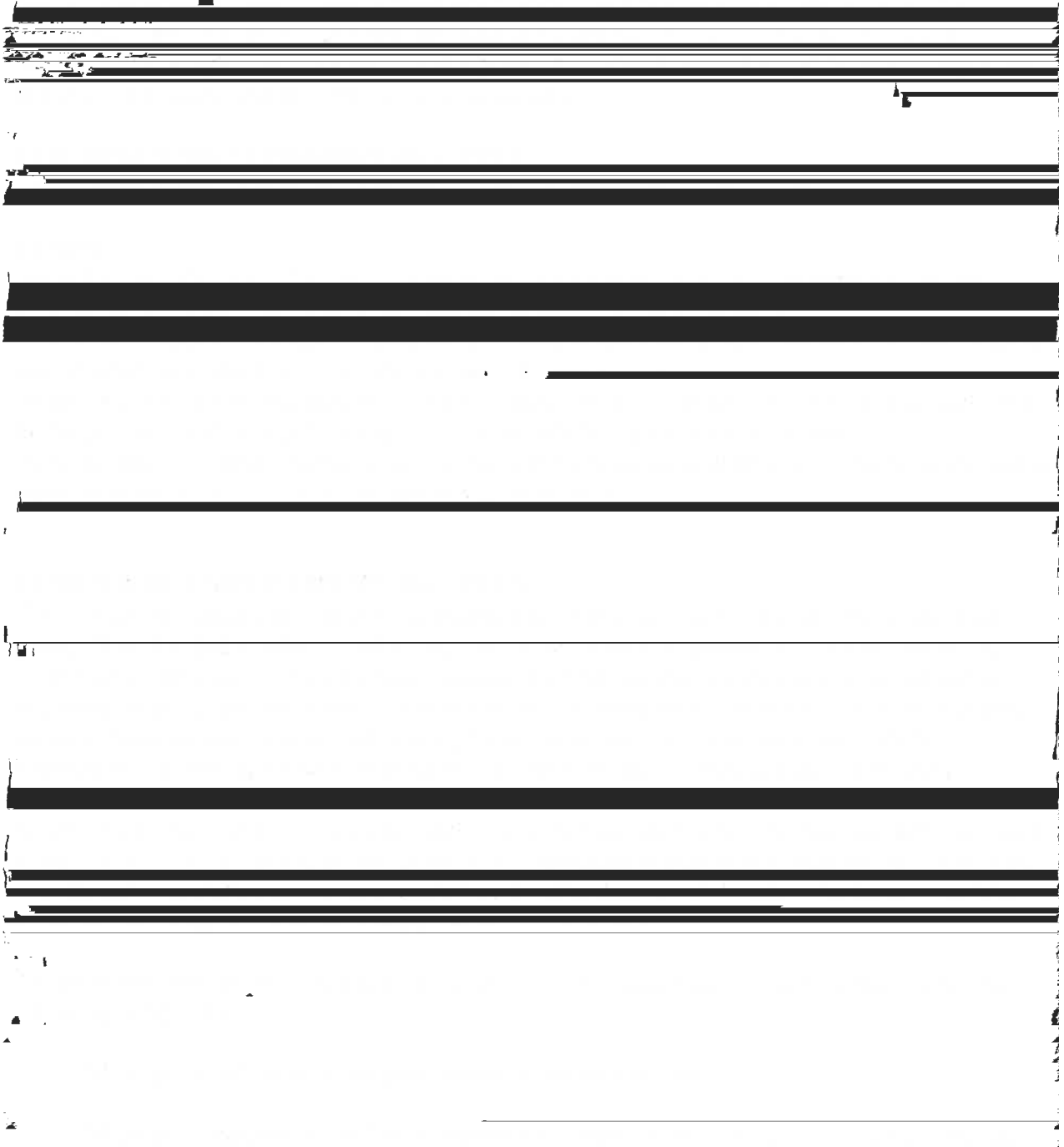


MOTIONS REGARDING AT-WILL EMPLOYMENT

[REDACTED]

2.07 CONTRACTS (Rev: 05/22)

Most regular full-time faculty at CSI receive an annual contract. All contracted faculty will



following contract year. Faculty who are funded by grants/soft money will not be issued a contract. The contract outlines the title and position to which the individual faculty is appointed and gives the salary and the term of the appointment.

2.13 EMPLOYMENT PERIODS (Rev: 05/22)

[REDACTED]

institution as an official representative of the institution in connection with the outside professional employment or continuing business activity:

5. Must have prior institutional approval and provide for compensating the College at the rates established by the College if involving the use of College equipment, facilities, or services.

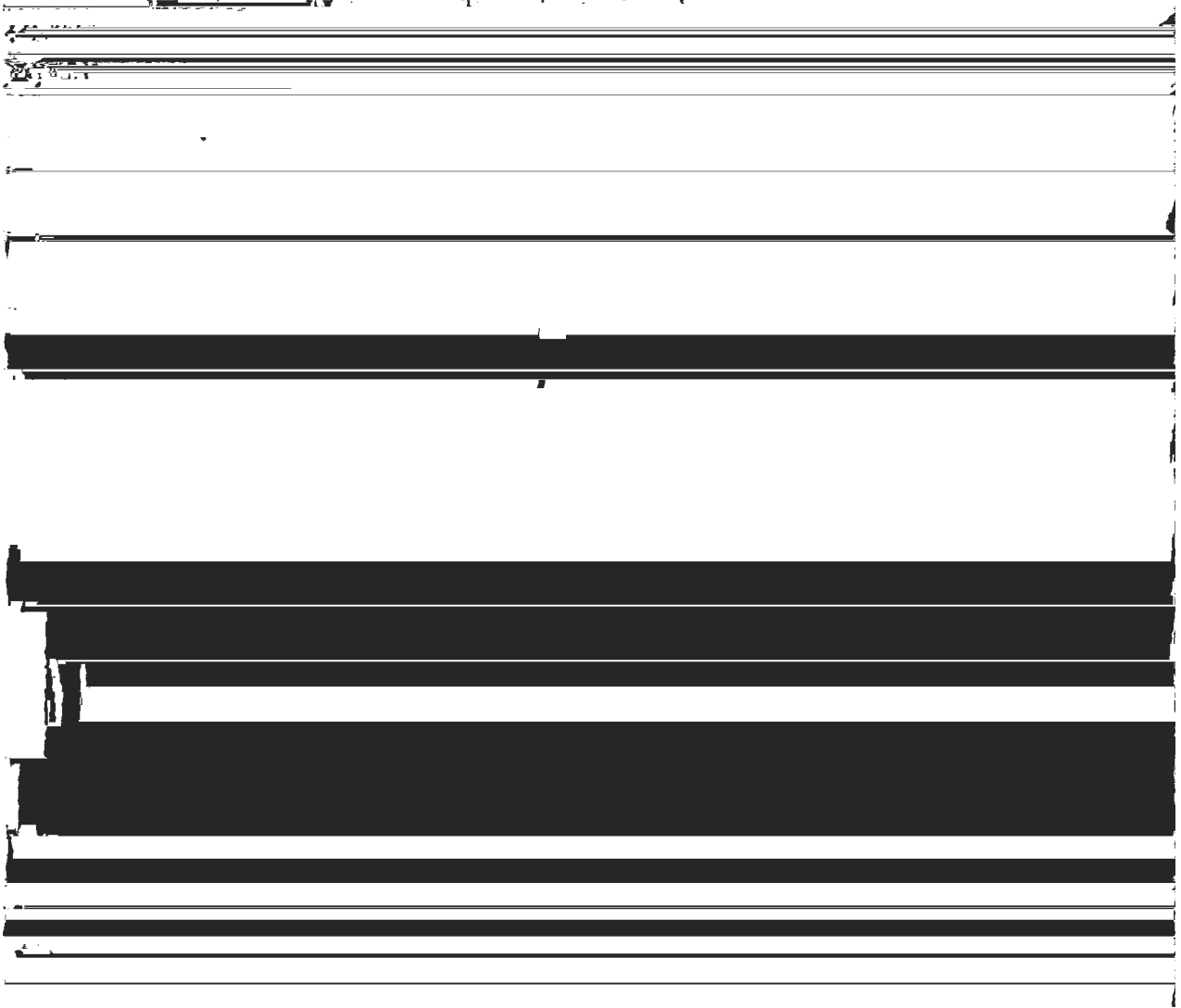
2.21 EMPLOYEE PERFORMANCE EVALUATION POLICY (Rev: 05/22)

The CSI Performance Management System (PMS) provides ways to bring out the best in

standards, establishing new performance expectations, summarizing individual job performance, assigning an overall rating, and coaching on the steps to conduct the evaluation meeting along with establishing employee Individual Development Plans (IDPs). In addition, this training helps the College and supervisors meet the provision of Idaho Code Section 12.67-5309.7 that states, "All supervisors who evaluate state employees shall receive training in the evaluation format and process to assure fairness and consistency in the evaluation process."

6.04 DUE PROCESS PROCEDURE (Rev: 05/22)

Faculty are entitled to due process before the College makes any decision to impose any disciplinary involuntary transfer, dismissal, suspension, or demotion. Due Process requires the College to provide the faculty member with a notice of the contemplated action, the basis or reason for contemplated action, and explanation of the evidence supporting the contemplated action, and an opportunity to be heard before a decision is made. Any College department considering disciplinary action involving faculty must contact Human Resources to review the



AMENDMENTS TO CSI PERSONNEL POLICIES APPROVED MAY 2022

Right to Representation: The faculty member has the right to be represented by a person of his or her choosing during the opportunity to respond at his/her next if any:

[REDACTED]

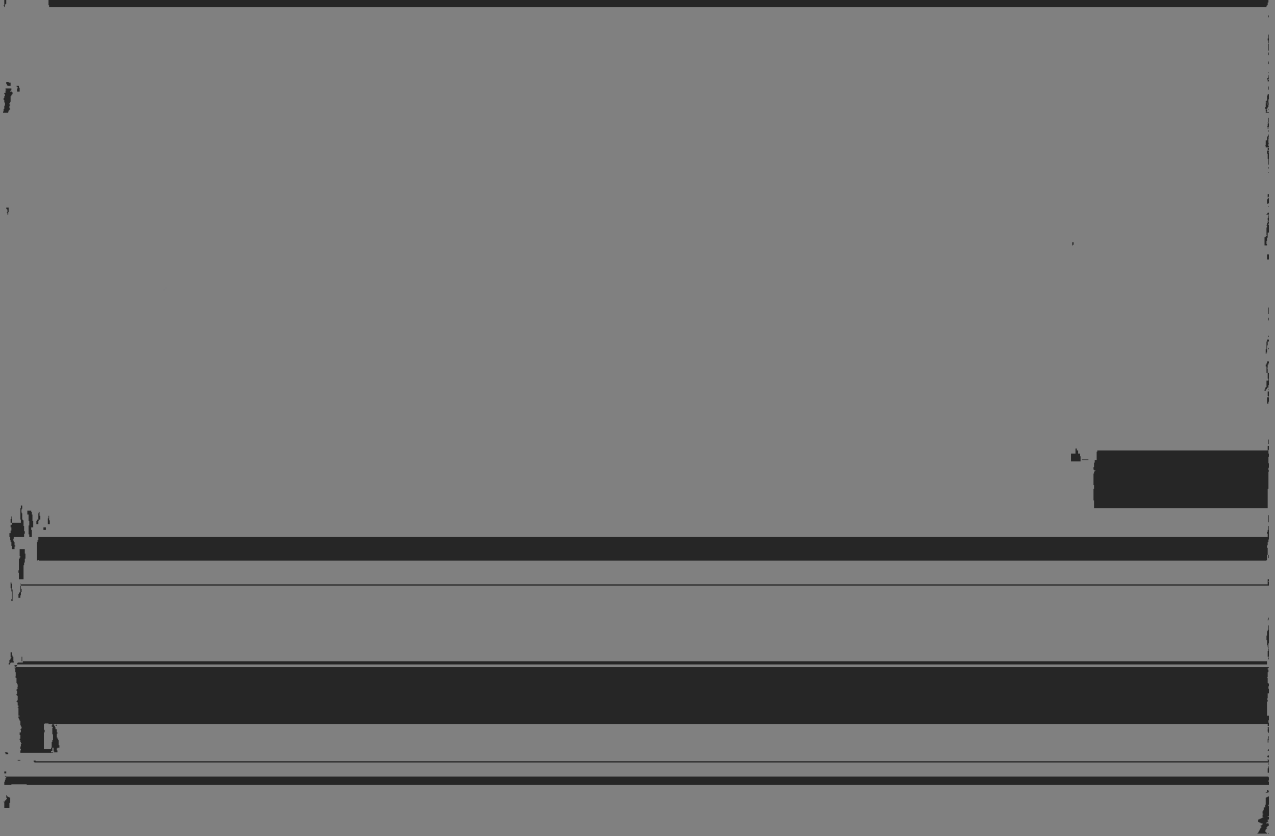
Step Three: College's Decision

The College Administration or their designee shall make and implement the final decision and

[REDACTED]

6.05 GRIEVANCE POLICY (Rev: 05/22)

The College of Southern Idaho is committed to supporting students, faculty and staff in and outside the classroom. Grievance Policies exist to ensure students, faculty and staff have avenues to voice concerns and address both academic and non-academic matters in safe, unbiased environments. CSI Faculty and staff strive to maintain a safe learning environment conducive to community and student success. A positive, productive learning environment is founded on mutual respect between CSI employees and the individuals they serve. These relationships can be achieved and maintained when parties engage in open discussion and active listening. CSI Faculty and staff are committed to providing an effective conflict resolution and grievance



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aird Stone, Chairman

Jack Nelsen

Scott McClure

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Anna Scholes witness M am

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RE O E , CLERK OF THE BOARD