

**Board of Trustees**  
Anna Scholes, Chair  
Jan Mittleider  
Scott McClure

**I. CALL TO ORDER**

**Chair Scholes**  
3:00PM/President's Board Room

**II. RECESS TO EXECUTIVE SESSION**

**Chair Scholes**

**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

**III. RECONVENE REGULAR MEETING**

**Chair Scholes**  
4:00PM/Taylor Bldg Room 276

**IV. APPROVAL OF MEETING AGENDA**

**Chair Scholes**

**V. STUDENT/FACULTY/STAFF ACHIEVEMENTS**

**President Fisher**

**VI. MINUTES & BUSINESS REPORTS**

**Approval of Minutes**

**Jeff Harmon**

April 15, 2024

**Approval of Treasurer's Report**

**Jeff Harmon**

**VII. OPEN FORUM**

**Chair Scholes**

**VIII. UNFINISHED BUSINESS**

**IX. NEW BUSINESS**

**CALL TO ORDER:** 3:04 p.m.

**EXECUTIVE SESSION:** 3:05 p.m.

**EXECUTIVE SESSION ATTENDEES:**

Trustees:

Anna Scholes, Chair  
Jan Mittleider, Vice-Chair  
Scott McClure, Clerk  
Joshua Kern, Trustee  
Laird Stone, Trustee

College Administration

Dr. Dean Fisher, President  
Jeff Harmon, 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 674-206(1)(a) & (b))

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

The Board returned to public session at 4:06 p.m.

**BOARD MEETING ATTENDEES:**

Trustees:

Anna Scholes, Chair

**APPROVAL OF AGENDA:** The agenda was approved on MOTION by Vice Chair Mitchell  
[REDACTED]

Affirmative vote was unanimous.

**BOARD MINUTES:** The following Board of Trustee meeting minutes were accepted as written on MOTION by Trustee McClure.

April 15, 2024 – Executive and Regular Sessions

**TREASURER'S REPORT:** The Treasurer's report was accepted on MOTION by Trustee Kern  
[REDACTED]

Affirmative vote was unanimous.

**STUDENT FACULTY STAFF ACHIEVEMENTS:** President Fisher recognized Digital Initiatives and Open Educational Resources Librarian Reed Hepler for authoring a chapter on Artificial Intelligence in a book recently published by Utah State University. Vice President of Instruction Tiffany Seeley-Case was recognized for her acceptance into an instructional leadership academy.  
[REDACTED]

[REDACTED]

3. The Board approved President Fisher's 2024-2025 contract on MOTION by Trustee Stone. ~~Affirmative vote was unanimous.~~
4. President Fisher presented the revised CSI Endorsements Policy to the Board for final approval. The Board approved the revised CSI Endorsements Policy on MOTION by Vice-Chair Mittleider. Affirmative vote was unanimous.

**Information Items**

1. Physical Plant Director Spencer Cutler presented the Board with an update on CSI facilities. The report included information on the Hepworth Building asbestos abatement project, the Eagle Hall Sewer Line project, and multiple projects that are underway.
2. ~~Vice President Seelye Case presented the Board with an update on CSI's use of C...~~

[REDACTED]

Educational Resources, efforts that have brought average textbooks prices down by

*Chris G. Bragg*  
Jeffrey M. Harmon, Secretary Treasurer  
**CHRIS G. BRAGG**

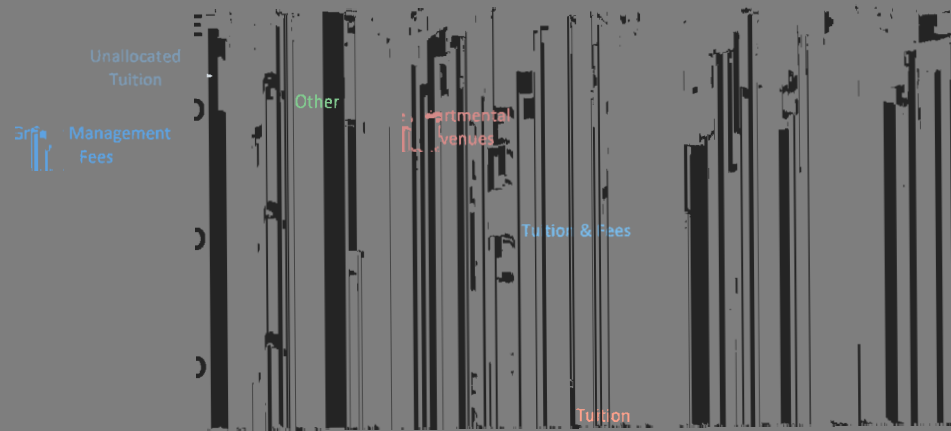
Approved: June 17, 2024

anna Scholes, Secretary



% Revenue Received

92%

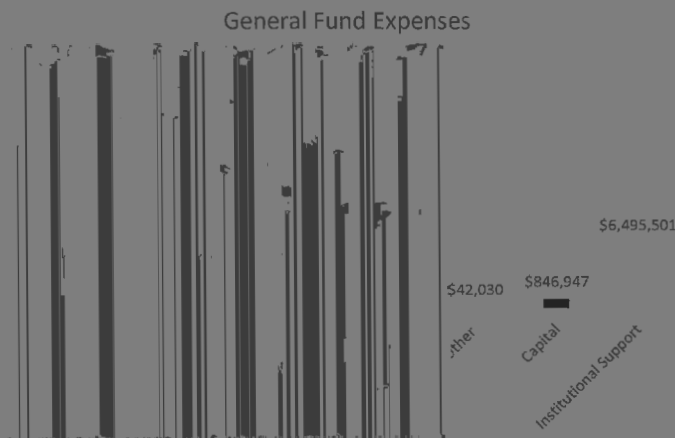


### REVENUE SUMMARY



% Budget Spent

80%



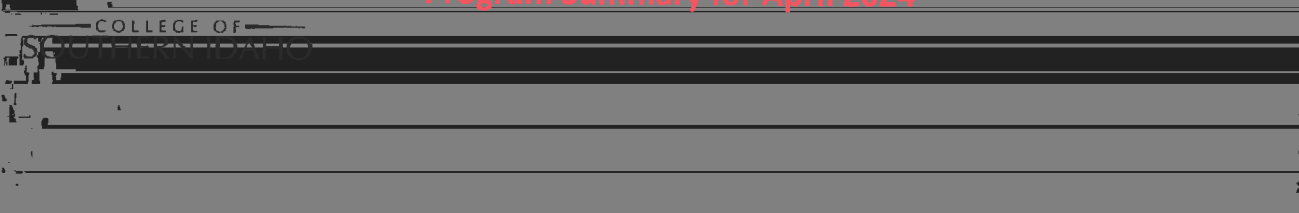
### GENERAL FUND EXPENSE SUMMARY

<b>TOTAL YEARLY BUDGET</b>	\$ 55,610,000
<b>TOTAL YTD EXPENSES</b>	\$ 44,554,643
<b>TOTAL AVAILABLE</b>	\$ 11,055,357



# College of Southern Idaho

## Program Summary for April 2024



Reported at May Board Meeting

	Funded Enrollment	Current Enrollment
Head Start ACF Federal Funded	399	314
Head Start TANF	12	12
Early Head Start ACF Federal Funded	92	75
<b>Total</b>	<b>503</b>	<b>401</b>

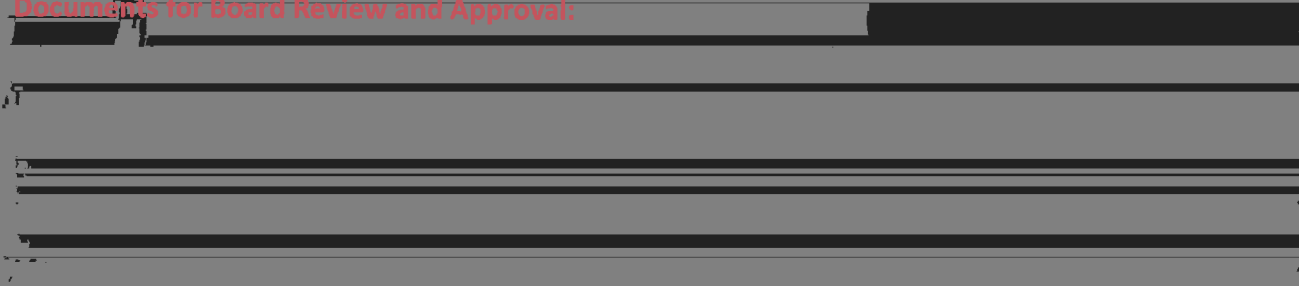
### Program Options

Center Based - Part Day, Full Day Early Head Start -Home Based, Toddler Combo Full Day.

Head Start Overall Attendance 81%

Early Head Start Overall Attendance 78%

Documents for Board Review and Approval:



IEP/IFSP Enrollment	9%
Over Income Enrollment	3%
100-130% Poverty Level	13%
<b>Meals and Snacks</b>	
Total meals served	5243

### Board and Financial Reports / Apply for One-Time Funds





**COLLEGE OF SOUTHERN IDAHO  
 HEAD START/ EARLY HEAD START**  
 390 Falls Avenue  
 Twin Falls, Idaho 83303-1238  
 (208) 736-0741



Grants Management Office

Phone: [Redacted]

Fax: [Redacted]

Administration for Children and Families  
 Office of Grants Management

To whom it may concern:

This letter is to inform you that the College of Southern Idaho Head Start/Early Head Start Board of Trustees and Policy Council reviewed and approved the request to apply for a One-Time Funding which includes a waiver of non-federal match.

May 20, 2024

May 16, 2024

Jeffrey Harmon CPA  
 Vice President of Finance & Administration

Rilee Giles  
 Policy Council Chair



CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 4,224,456.00	\$ 304,676.11	\$ 1,069,206.17	\$ 3,155,249.83	74.7%
BENEFITS	\$ 2,086,292.00	\$ 149,291.90	\$ 521,991.56	\$ 1,564,300.44	75.0%
EQUIPMENT		\$ -	\$ -	\$ -	
CONTRACTUAL	\$ 20,000.00	\$ 49.62	\$ 1,122.26	\$ 18,877.74	94.4%
SUPPLIES	\$ 208,332.00	\$ 6,433.13	\$ 33,548.33	\$ 174,783.67	83.9%
FACILITIES/CONSTRUCTION					
OTHER	\$ 578,895.00	\$ 45,722.64	\$ 171,912.64	\$ 406,982.36	70.3%
TOTAL DIRECT COSTS	\$ 7,117,975.00	\$ 506,173.40	\$ 1,797,780.96	\$ 5,320,194.04	74.7%
ADMIN COSTS (9.0%)	\$ 567,967.00	\$ 40,857.11	\$ 143,358.83	\$ 424,608.17	74.8%
GRAND TOTAL	\$ 7,685,942.00	\$ 547,030.51	\$ 1,941,139.79	\$ 5,744,802.21	74.7%

HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
TRAINING/TRAVEL	\$ 50,000.00	\$ 2,119.46	\$ 7,752.46	\$ 42,247.54	84.5%
SUPPLIES	\$ 5,224.00	\$ -	\$ 443.01	\$ 4,780.99	91.5%
OTHER	\$ 11,350.00	\$ 724.43	\$ 18,043.60	\$ (6,693.60)	-59.0%
GRAND TOTAL	\$ 66,574.00	\$ 2,843.89	\$ 18,239.07	\$ 48,334.93	72.6%



COLLEGE OF  
SOUTHERN  
IDAHO

May 20, 2024

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

From: Jeffrey M. Harmon *Jeffrey M*

Re: American Falls Head Start/Early Head Start Building

We received four bids for the specified American Falls Head Start/Early Head Start Building project. The bids are as follows:

Gary Jones Construction	\$ 3,318,849
ESI Construction	\$ 3,366,588
CM Company	\$ 3,369,400
EKC, Inc.	\$ 3,473,339

The bid range among bidders is close indicating that they were interpreting the plans and project costs in the same manner. This gives us confidence in the validity of the low bid.

All proposals have been reviewed by Ruby Behm, Perry Vance, Spencer Cutler, and Wayne  
~~They are all architects on the project. I respectfully request that the Board continue to~~



[Redacted]

The concept of advertising budget

[Redacted]

[Redacted]

[Redacted]

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