



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

February 28, 2011

BOARD TOUR/EXECUTIVE SESSION

5:00p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

6:00p.m.

Taylor Building – SUB 248

AGENDA

APPROVAL OF MEETING AGENDA: (A) *Dr. Thad Scholes*

MINUTES – SPECIAL MEETING OF JANUARY 28, 2011: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF JANUARY 28, 2011: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF JANUARY 31, 2011: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF JANUARY 31, 2011: (A) *Mike Mason*

MINUTES – SPECIAL MEETING OF FEBRUARY 4, 2011: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM

HEAD START/EARLY HEAD START MONTHLY REPORT: (A) *Mike Mason*

HEAD START/EARLY HEAD START POLICY COUNCIL BY-LAWS: (A) *Mike Mason*

HEAD START/EARLY HEAD START POLICIES AND PROCEDURES: (A) *Mike Mason*

2011-12 DORMITORY ROOM AND BOARD CHARGES: (A) *Mike Mason*

TUITION & FEES DISCUSSION: (I) *President Beck*

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

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
FEBRUARY BOARD OF TRUSTEES MEETING
FEBRUARY 28, 2011

CALL TO ORDER: 6:12 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Dr. Allan Frost,
Donna Brizee 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,
Planning and Development
Dr. Mark Sugden, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. Todd Schwarz, Instructional Dean
Dr. Ken Campbell, Dean of Technology
Graydon Stanley, Dean of Students
Randy Dill, Physical Plant Director
Monty Arrossa, Director of Human Resources
Curtis Eaton, Advisor to the President
Doug Maughan, Public Relations Director
Teri Fattig, Director of the Library and Herrett
Center
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Deb Wilson

Visitors: Mary Coakley and Ryan Roberts

Faculty Representative: Beth Hewes, Kim Madsen and Ron
Cresswell

PACE Representative: Jacque Deahl and Brandi Turnipseed

Times News: Amy Huddleston

The agenda was amended to include the addition of the presentation of the College of Southern Idaho 2010 Annual Report. The amended agenda was approved on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf

voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.

MINUTES OF THE SPECIAL MEETING OF JANUARY 28, 2011, EXECUTIVE SESSION OF JANUARY 28, 2011, EXECUTIVE SESSION OF JANUARY 31, 2011, REGULAR SESSION OF JANUARY 31, 2011 AND SPECIAL SESSION OF FEBRUARY 4, 2011 were approved on MOTION by Donna Brizee. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.

There were no speakers for Open Forum.

The Board toured the Madrona Street site of Trans IV and the Wind Energy and Industrial Technology program. The Board did not enter into Executive Session.

Board Agenda Items:

1. The Board accepted the monthly Head Start/Early Head Start operational and fiscal reports on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.
2. The Board approved the Head Start/Early Head Start Policy Council By-Laws on MOTION by Donna Brizee. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.
3. The Board approved the Head Start/Early Head Start Policy and Procedures on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.

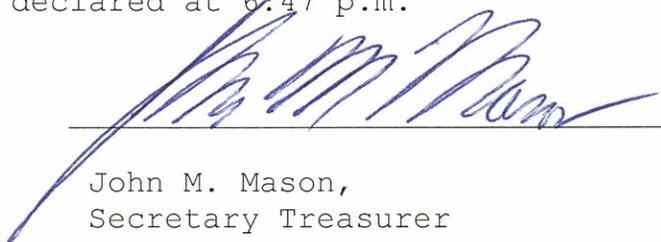
4. Mike Mason and Graydon Stanley presented the proposed rates for room and board for the dormitory for fiscal year 2011. The proposal recommended an eight percent increase in meal plan charges and no increase in room rates. The Board approved the proposed room and board rates on MOTION by Donna Brizee. Dr. Allan Frost, Donna Brizee and Karl Kleinkopf voted in favor of the MOTION. Chairman Scholes does not vote unless there is a tie vote.

5. President Beck presented three options to the Board for tuition and fee changes for fiscal year 2012. The Board approved the administration beginning the process of working with students and developing the budget so a tuition and fee amount could be set for fiscal year 2012.

6. Dr. Edit Szanto presented the College of Southern Idaho 2010 Annual Report. She reviewed highlights of the report with the Board.

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

ADJOURNMENT was declared at 6:47 p.m.



John M. Mason,
Secretary Treasurer

Approved: March 28, 2011



Chairman

February 23, 2011

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

From: Mike Mason 

Re: Aramark Meal Plan Prices for Fy 2012

Graydon Stanley and I met with our Aramark Food Service Director, Tom Koerner, concerning food service operations last Wednesday. In reviewing both the client and Aramark internal financial reports it became apparent that Aramark is losing money at CSI. The loss for this year will be around \$20,000.

Some of the reasons for the unprojected losses are as follows:

1. We switched our policy last year concerning who can purchase meals on a meal card. Prior to last year, only the student could charge meals on their card. This year students can charge meals for anyone on their card. This has reduced the missed meal factor (meals left on the card) to zero. Additionally, we are not selling the upgrades to existing cards like we used to because students share cards rather than lose meals. On the positive side, students are no longer sharing an all you can eat meal by having one person buy one meal on their card. This has resulted in an estimated additional \$8,000 in meal costs and \$4,000 in lost revenue for a net negative \$12,000 change. Students love the new system and it will be difficult to roll it back.
2. Health insurance costs are up by \$8,000. Tom has reduced as many of his staff as possible to 30 hours or less to avoid health insurance but premiums increased dramatically. Aramark pays for 50% of the premium and the employee pays 50%.
3. Unemployment insurance premiums have doubled over the last two years. This was a cost increase of about \$4,000 spread over two years.

4. As a part of the contract, we require Aramark to have a chef as a part of the kitchen staff. This has resulted in better food quality overall and is especially noticeable in special catering events. Turnover in this position has required some overlap and additional training costs.

We try to hold student meal plan costs as low as possible and depend upon cash customers and catering to cover a significant amount of fixed overhead. This practice results in CSI having some of the lowest meal plan pricing in the state.

We are extremely pleased with our food service. We receive almost no complaints from students and are provided high quality meals with a diverse menu. Graydon also works closely with Tom Koerner on various issues in support of students and student functions.

In reviewing the financial statements and, given the staffing, quality and service we require, Graydon and I are recommending that we increase student meal plan prices by 8%. This is based not only on the basis for the losses this year but in projected inflationary food prices and fuel surcharges for delivery.

Over the past several years we have been able to use the CPI index for "Food Costs - Away from Home" in urban areas. This year the CPI index in this area is 1.6% which is fairly low but individual food categories in the index are high. Fruits and Vegetables - up 12.1%, Meats- up 4.1%, Cereals & Bakery - up 6.1%. The average CPI increase for January of 2011 for all items was 3.9%.

Attached is the proposed pricing for the meal plans and the impact of the increases when combined with the room plan.

If you have questions prior to the meeting, please give me a call at 732-6203 or email me at mmason@csi.edu.

COLLEGE OF SOUTHERN IDAHO
 FY 2012 DORM MEAL INCREASES
 FEBRUARY 16, 2011

MEAL PLAN - 8.0% INCREASE	100	125	150	200	250	
ANNUAL DAYS	224	224	224	224	224	
SEMESTER CHARGE	765.83	852.70	978.36	1,120.47	1,270.07	ARAMARK
TAX @ 6.0%	45.95	51.16	58.70	67.23	76.20	PYMTS
MINIMUM CHARGE WITH TAX	811.78	903.87	1,037.06	1,187.70	1,346.27	
STUDENT MEAL CHARGE	773.60	865.10	987.73	1,130.19	1,283.02	
TAX @ 6.0%	46.41	51.90	59.26	67.81	76.98	
ACTUAL STUDENT CHARGE	820.00	917.00	1,047.00	1,198.00	1,360.00	
COLLEGE MARK UP PER PLAN BAD DEBT RESERVE	7.77	12.40	9.37	9.72	12.95	
COLLEGE MARK UP %	1.01%	1.45%	0.96%	0.87%	1.02%	
PER MEAL COST TO STUDENT	8.20	7.34	6.98	5.99	5.44	
MEAL PLANS	100	125	150	200	250	
SCRIPT MONEY	0	25	50	75	100	

NOTE 1: FY 06 (YEAR OF BID) ARAMARK FROZE PRICES AT THE FY 05 AMOUNT
 IN FY 07 PRICES INCREASED BY 7%
 IN FY 08 PRICE INCREASED BY 3.5%
 IN FY 09 PRICE INCREASED BY 4.5%
 IN FY 10 PRICE INCREASED BY 5.0%
 IN FY (YEAR OF BID)11 PRICE INCREASED BY 3.0%
 IN FY 12 PRICE INCREASE REQUEST IS 8%

NOTE 2: MINIMUM WAGE INCREASED FROM \$6.55 TO \$7.25 ON JULY 1, 2009

NOTE 3: UNEMPLOYMENT RATES TRIPLED IN FY 11

NOTE 4: HEALTH INSURANCE COSTS DOUBLED IN FY 11

NOTE 5: CSI WENT TO SHARED STUDENT MEAL CARDS IN FY 11.

COLLEGE OF SOUTHERN IDAHO
2011-2012 DORMITORY ROOM AND BOARD CHARGES

February 16, 2011

	MEALS	DOUBLE	SINGLE
ROOM CHARGE		1,175.00	1,375.00
100 MEAL PLAN	773.59		
SALES TAX	46.41		
MEAL TOTAL	820.00		
ROOM & BOARD		1,995.00	2,195.00
\$ 0 SCRIPT MONEY			
ROOM CHARGE		1,175.00	1,375.00
125 MEAL PLAN	865.10		
SALES TAX	51.90		
MEAL TOTAL	917.00		
ROOM & BOARD		2,092.00	2,292.00
\$25 SCRIPT MONEY			
ROOM CHARGE		1,175.00	1,375.00
150 MEAL PLAN	987.74		
SALES TAX	59.26		
MEAL TOTAL	1,047.00		
ROOM & BOARD		2,222.00	2,422.00
\$50 SCRIPT MONEY			
ROOM CHARGE		1,175.00	1,375.00
200 MEAL PLAN	1,130.19		
SALES TAX	67.81		
MEAL TOTAL	1,198.00		
ROOM & BOARD		2,373.00	2,573.00
\$75 SCRIPT MONEY			
ROOM CHARGE		1,175.00	1,375.00
250 MEAL PLAN	1,283.02		
SALES TAX	76.98		
MEAL TOTAL	1,360.00		
ROOM & BOARD		2,535.00	2,735.00
\$100 SCRIPT MONEY			

ROOM & BOARD PLANS	PREVIOUS 2010-2011	CURRENT 2011-2012	DOLLAR INCREASE	PERCENT INCREASE
DOUBLE ROOM 100 MEALS	1,935.00	1,995.00	60.00	3.10%
DOUBLE ROOM 125 MEALS	2,025.00	2,092.00	66.99	3.31%
DOUBLE ROOM 150 MEALS	2,145.00	2,222.00	77.01	3.59%
DOUBLE ROOM 200 MEALS	2,285.00	2,373.00	88.00	3.85%
DOUBLE ROOM 250 MEALS	2,435.00	2,535.00	100.00	4.11%
SINGLE ROOM 100 MEALS	2,135.00	2,195.00	60.00	2.81%
SINGLE ROOM 125 MEALS	2,225.00	2,292.00	66.99	3.01%
SINGLE ROOM 150 MEALS	2,345.00	2,422.00	77.01	3.28%
SINGLE ROOM 200 MEALS	2,485.00	2,573.00	88.00	3.54%
SINGLE ROOM 250 MEALS	2,635.00	2,735.00	100.00	3.80%

NOTE 1: INCREASED REVENUE WILL ONLY COME FROM INCREASED OCCUPANCY

NOTE 2: DOUBLE ROOM RATES WERE KEPT AT \$1,175 PER SEMESTER

SINGLE ROOM RATES WERE KEPT AT \$1,375 PER SEMESTER

NOTE 3: ABOVE INCREASES REPRESENT AN 8.0% INCREASE IN FOOD COSTS AND ABOUT 1% IN COLLEGE MEAL PLAN MARK UPS AND NO INCREASE IN ROOM CHARGES

February 24, 2011

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

From: Mike Mason

Re: FY 2012 Tuition and Fees

We have been reviewing several options concerning tuition and fees for fiscal year 2012. The Joint Finance Appropriations Committee scheduled to recommend a budget for community colleges on Friday, March 4th. This will provide a very good indication of what we can expect in our state appropriation.

The options we are considering so far in setting tuition and fees for Fy 2012 are as follows:

1. Move from \$105 per credit to \$110 per credit with overload fees staying at the over 16 credit level. This is a 4.76% increase that we estimate would raise about \$535,000.
2. Move from \$105 per credit to \$100 per credit but charge for each credit taken. This is difficult to predict due to the possibility of significant changes in course taking behavior by students. This would be a 4.76% reduction for about 73% of our students but a double digit increase for any student taking over 13 credits. This would significantly impact about 14% of our students. This would raise between \$300,000 and \$400,000 depending upon student course taking behavior.
3. Keep tuition and fees at \$105 per credit and move the overload fee down to the over 15 credit level. Move approximately \$27 from fees that students control to tuition. This option would raise about \$320,000.

One of the first steps in setting tuition and fees is for Dean of Students Graydon Stanley to meet with student and get their input. I will provide him with my best estimate of revenues and expenditures for the student discussion.

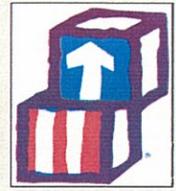
We respectfully request Board authorization to begin this process so that we can bring a recommendation to the Board at the March 28, 2011 meeting.

If you have questions or would like more information, please contact me at 732-6203 or email me at mmason@csi.edu.

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



Selection Criteria

The program has developed a systematic process to review all applicants for Head Start/ Early Head Start services and to identify those children and families that are to be enrolled in the program.

Age: Head Start accepts children who are three and four years old on or before September 1st of the school year for which they are enrolling. Priority is given to four year olds. Three year olds can be accepted when the slot can not be filled with an income eligible four year old. Early Head Start accepts pregnant women and children from newborn to age three.

Income: Head Start/ Early Head Start serves families living in poverty whose income is equal to or below the currently Federal Poverty Guideline. Families are prioritized using a weighted wait list system based on the resources per person in the household. Those with the highest score of 30 are given first priority on the wait list.

SCORE OF 30 IS 50% OF POVERTY OR LESS
SCORE OF 20 IS 51% TO 75% OF POVERTY
SCORE OF 10 IS 76% TO 100% OF POVERTY

Risk Factors: If two families have the exact same resources per person and only one slot is available, additional risk factors are considered. These risk factors may include: chemical dependency, jailed parent, child abuse or neglect, single or teen parent, parents education level, both parents unemployed, and language barriers.

Categorically Eligible: Families are considered automatically eligible for services in Head Start/ Early Head Start if they qualify under one of the following categories: the child is in foster care, the family receives TANF or cash assistance, the family is homeless, or if any member of the family receives Social Security Disability income.

Disabilities: At least 10% of the children enrolled in Head Start/ Early Head Start must have a diagnosed disability and have an IEP (3-5 year olds) or an IFSP (0-3 year olds). Programs may enroll more than 10% children with a disability when a slot is available.

**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For January 2011**

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

January Attendance	88%
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Meals and Snacks

Total meals served for January	6,505
Total snacks served for January	3,154

Education

Parents and staff continue to work on child goals and progress toward getting children ready for kindergarten. The second period for the Child Observation Record, the programs ongoing assessment for children, is over on February 20th. Progress reports will be available in March on mid-year outcomes. Parents are their child's first and most important teacher. They continue to collaborate with staff to help children achieve goals in initiative, social relations, creative representation, movement/music, language/literacy, and mathematics/science.

Parent Involvement

Leadership training in January was a big success. Parents and staff were greeted with presentations and a history of how the war on poverty began. Home visitor training was held and covered; Head Start/EHS applications, High Scope, and increasing self confidence by utilizing a strength based approach. Everyone is gearing up for the self-audit that will involve parents, staff, and community members. The self-audit increases opportunities for feedback on how program services can be improved.

Early Head Start

Of the 80 children enrolled in Early Head Start, 11 are currently on an IFSP (Individualized Family Service Plan). There are six teen parents and one prenatal mother. Three children have recently transferred from Early Head Start into Head Start; which provides a continuation of care. There are 17 additional Early Head Start children on the wait list for Head Start waiting for a slot to become available.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	ACCT 22	ARRA COLA/QI	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,400,293.00	\$ 145,218.00	\$ 209,416.26	\$ 2,455,880.01	\$ 89,630.99	100.0%	96.5%
BENEFITS	\$ 1,251,353.00	\$ 10,208.00	\$ 110,591.21	\$ 1,279,336.11	\$ (17,775.11)	100.0%	101.4%
OUT OF AREA TRAVEL	\$ 500.00			\$ 198.06	\$ 301.94	100.0%	39.6%
EQUIPMENT	\$ 16,000.00	\$ 17,771.00		\$ 73,908.67	\$ (40,137.67)	100.0%	218.9%
SUPPLIES							
OFFICE CONSUMABLES	\$ 13,000.00		\$ 9,572.79	\$ 24,622.32	\$ (11,622.32)	100.0%	189.4%
CENTER SUPPLIES	\$ 60,590.00	\$ 22,914.00	\$ 5,383.36	\$ 45,875.82	\$ 37,628.18	100.0%	54.9%
CLASSROOM SUPPLIES	\$ 10,000.00		\$ 1,633.16	\$ 14,718.52	\$ (4,718.52)	100.0%	147.2%
TRAINING SUPPLIES	\$ 10,200.00		\$ 33.20	\$ 15,070.04	\$ (4,870.04)	100.0%	147.7%
FOOD	\$ 11,200.00		\$ 330.95	\$ 33,420.41	\$ (22,220.41)	100.0%	298.4%
CONTRACTS	\$ 26,173.00		\$ 5,762.40	\$ 38,806.24	\$ (12,633.24)	100.0%	148.3%
MEDICAL	\$ 15,675.00		\$ 4,270.45	\$ 11,469.22	\$ 4,205.78	100.0%	73.2%
DENTAL	\$ 30,000.00		\$ 1,772.23	\$ 18,822.26	\$ 11,177.74	100.0%	62.7%
CHILD TRAVEL	\$ 116,816.00		\$ 15,974.25	\$ 129,558.34	\$ (12,742.34)	100.0%	110.9%
EMPLOYEE TRAVEL	\$ 31,306.00		\$ 4,928.96	\$ 39,835.65	\$ (8,529.65)	100.0%	127.2%
CAREER DEVELOP	\$ 9,000.00	\$ 2,000.00	\$ 1,296.75	\$ 16,281.86	\$ (5,281.86)	100.0%	148.0%
PARENT TRAINING	\$ 8,500.00		\$ 597.04	\$ 5,320.45	\$ 3,179.55	100.0%	62.6%
SPACE	\$ 108,800.00		\$ 13,255.54	\$ 120,008.71	\$ (11,208.71)	100.0%	110.3%
UTILITIES	\$ 53,900.00		\$ 12,047.43	\$ 57,530.70	\$ (3,630.70)	100.0%	106.7%
TELEPHONE	\$ 39,837.00		\$ 4,064.10	\$ 44,695.79	\$ (4,858.79)	100.0%	112.2%
OTHER	\$ 71,670.00	\$ -	\$ 3,067.67	\$ 88,865.13	\$ (17,195.13)	100.0%	124.0%
TOTAL DIRECT COSTS	\$ 4,284,813.00	\$ 198,111.00	\$ 403,997.75	\$ 4,514,224.31	\$ (31,300.31)	100.0%	100.7%
ADMIN COSTS	\$ 270,926.00	\$ 17,785.00	\$ 40,517.86	\$ 259,379.55	\$ 29,331.45	100.0%	89.8%
GRAND TOTAL	\$ 4,555,739.00	\$ 215,896.00	\$ 444,515.61	\$ 4,773,603.86	\$ (1,968.86)	100.0%	100.0%
IN KIND NEEDED	\$ 1,226,300.00						
IN KIND GENERATED	\$ 1,261,334.25						
IN KIND (SHORT)/LONG	\$ 35,034.25						
PROCUREMENT CARD EXPENSE	\$ -						

** ARRA COLA/QI Grant completed and closed out

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,459,057.00	\$ 195,816.97	\$ 195,816.97	\$ 2,263,240.03	\$ 2,263,240.03	8.0%	8.0%
BENEFITS **	\$ 1,372,489.00	\$ 105,949.48	\$ 105,949.48	\$ 1,266,539.52	\$ 1,266,539.52	8.0%	7.7%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 13,200.00	\$ 430.52	\$ 430.52	\$ 12,769.48	\$ 12,769.48	5.0%	3.3%
CLASSROOM SUPPLIES	\$ 5,700.00	\$ (27.37)	\$ 302.88	\$ 5,397.12	\$ 5,397.12	5.0%	5.3%
CENTER SUPPLIES	\$ 32,560.00	\$ 909.45	\$ 909.45	\$ 31,650.55	\$ 31,650.55	10.0%	2.8%
TRAINING SUPPLIES	\$ 20,200.00	\$ 82.13	\$ 82.13	\$ 20,117.87	\$ 20,117.87	5.0%	0.4%
FOOD	\$ 9,700.00	\$ -	\$ -	\$ 9,700.00	\$ 9,700.00	5.0%	0.0%
CONTRACTUAL				\$ -	\$ -		
OTHER							
CONTRACTS	\$ 14,390.00	\$ 817.27	\$ 817.27	\$ 13,572.73	\$ 13,572.73	8.0%	5.7%
MEDICAL	\$ 10,200.00	\$ -	\$ -	\$ 10,200.00	\$ 10,200.00	5.0%	0.0%
DENTAL	\$ 13,760.00	\$ 66.50	\$ 66.50	\$ 13,693.50	\$ 13,693.50	5.0%	0.5%
CHILD TRAVEL	\$ 89,500.00	\$ 6,648.84	\$ 6,648.84	\$ 82,851.16	\$ 82,851.16	8.0%	7.4%
EMPLOYEE TRAVEL	\$ 30,000.00	\$ 1,112.60	\$ 1,112.60	\$ 28,887.40	\$ 28,887.40	8.0%	3.7%
CAREER DEVELOP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 21,990.00	\$ 8,718.76	\$ 8,718.76	\$ 13,271.24	\$ 13,271.24	35.0%	39.6%
SPACE	\$ 101,860.00	\$ 6,216.17	\$ 6,216.17	\$ 95,643.83	\$ 95,643.83	5.0%	6.1%
UTILITIES	\$ 53,700.00	\$ 1,731.39	\$ 1,731.39	\$ 51,968.61	\$ 51,968.61	8.0%	3.2%
TELEPHONE	\$ 30,973.00	\$ 2,996.06	\$ 3,040.44	\$ 27,932.56	\$ 27,932.56	8.0%	9.8%
OTHER	\$ 41,000.00	\$ 13,160.83	\$ 13,160.83	\$ 27,839.17	\$ 27,839.17	30.0%	32.1%
TOTAL DIRECT COSTS	\$ 4,320,279.00	\$ 344,629.60	\$ 345,004.23	\$ 3,975,274.77	\$ 3,975,274.77	8.7%	8.0%
ADMIN COSTS	\$ 275,763.00	\$ -	\$ -	\$ 275,763.00	\$ 275,763.00	0.0%	0.0%
GRAND TOTAL	\$ 4,596,042.00	\$ 344,629.60	\$ 345,004.23	\$ 4,251,037.77	\$ 4,251,037.77	4.4%	7.5%
IN KIND NEEDED	\$ 1,149,011.00						
IN KIND GENERATED	\$ 33,165.00						
IN KIND (SHORT)/LONG	\$ (1,115,846.00)						
PROCUREMENT CARD EXPENSE	\$ 16,830.53	5% of Total Expense					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 13,332.00	\$ 1,765.10	\$ 1,765.10	\$ 11,566.90	10.0%	13.2%
6e. SUPPLIES						
Training Supplies	\$ 8,840.00	\$ 300.65	\$ 300.65	\$ 8,539.35	8.0%	3.4%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 20,220.00	\$ -	\$ -	\$ 20,220.00	8.0%	0.0%
TOTAL DIRECT COSTS	\$ 42,392.00	\$ 2,065.75	\$ 2,065.75	\$ 40,326.25	8.7%	4.9%
ADMIN COSTS	\$ 2,706.00	\$ -		\$ 2,706.00	0.0%	0.0%
GRAND TOTAL	\$ 45,098.00	\$ 2,065.75	\$ 2,065.75	\$ 43,032.25	6.5%	4.6%
IN KIND NEEDED	\$ 11,275.00					
IN KIND GENERATED	\$ -					
IN KIND (SHORT)/LONG	\$ (11,275.00)					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 525,665.00	\$ 45,475.92	\$ 171,649.26	\$ 354,015.74	\$ 354,015.74	33.0%	32.7%
BENEFITS	\$ 250,739.00	\$ 22,299.33	\$ 83,319.18	\$ 167,419.82	\$ 167,419.82	33.0%	33.2%
OUT OF AREA TRAVEL	\$ 23,760.00	\$ 96.00	\$ 15,025.22	\$ 8,734.78	\$ 8,734.78	60.0%	63.2%
EQUIPMENT	\$ 19,000.00	\$ -	\$ -	\$ 19,000.00	\$ 19,000.00	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 3,500.00	\$ -	\$ 1,063.44	\$ 2,436.56	\$ 2,436.56	33.0%	30.4%
CENTER SUPPLIES	\$ 13,332.00	\$ 931.96	\$ 3,585.24	\$ 9,746.76	\$ 9,746.76	33.0%	26.9%
CLASSROOM SUPPLIES	\$ 9,500.00	\$ 523.09	\$ 8,424.22	\$ 1,075.78	\$ 1,075.78	33.0%	88.7%
TRAINING SUPPLIES	\$ 10,000.00	\$ 131.45	\$ 264.18	\$ 9,735.82	\$ 9,735.82	20.0%	2.6%
FOOD	\$ 2,987.00	\$ -	\$ 150.85	\$ 2,836.15	\$ 2,836.15	10.0%	5.1%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 62,000.00	\$ 304.52	\$ 5,999.72	\$ 56,000.28	\$ 56,000.28	15.0%	9.7%
MEDICAL	\$ 27,000.00	\$ 974.16	\$ 1,560.53	\$ 25,439.47	\$ 25,439.47	10.0%	5.8%
DENTAL	\$ 20,000.00	\$ -	\$ 44.00	\$ 19,956.00	\$ 19,956.00	10.0%	0.2%
CHILD TRAVEL	\$ -	\$ -					
EMPLOYEE TRAVEL	\$ 2,500.00	\$ 303.19	\$ 1,573.12	\$ 926.88	\$ 926.88	33.0%	62.9%
CAREER DEVELOP	\$ 18,181.00	\$ -	\$ 833.00	\$ 17,348.00	\$ 17,348.00	22.0%	4.6%
PARENT TRAINING	\$ 2,500.00	\$ -	\$ 1,357.40	\$ 1,142.60	\$ 1,142.60	33.0%	54.3%
FACILITIES/CONST.	\$ 22,686.00	\$ 4,860.03	\$ 10,467.52	\$ 12,218.48	\$ 12,218.48	33.0%	46.1%
UTILITIES	\$ 2,700.00	\$ 647.15	\$ 1,283.91	\$ 1,416.09	\$ 1,416.09	25.0%	47.6%
TELEPHONE	\$ 10,719.00	\$ 361.55	\$ 1,352.99	\$ 9,366.01	\$ 9,366.01	25.0%	12.6%
OTHER	\$ 1,668.00	\$ 2,415.83	\$ 2,667.83	\$ (999.83)	\$ (999.83)	20.0%	159.9%
TOTAL DIRECT COSTS	\$ 1,028,437.00	\$ 79,324.18	\$ 310,621.61	\$ 717,815.39	\$ 717,815.39	25.3%	30.2%
ADMIN COSTS	\$ 62,330.00	\$ 5,170.76	\$ 14,433.62	\$ 47,896.38	\$ 47,896.38	25.0%	23.2%
GRAND TOTAL	\$ 1,090,767.00	\$ 84,494.94	\$ 325,055.23	\$ 765,711.77	\$ 765,711.77	28.1%	30.2%
IN KIND NEEDED	\$ 272,692.00						
IN KIND GENERATED	\$ 34,732.71						
IN KIND (SHORT)/LONG	\$ (237,959.29)						