



# COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

April 18, 2011

## 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 – REGULAR MEETING OF MARCH 28, 2011: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM

HEAD START REPORT: (A) *Mike Mason*

JEROME HEAD START PROPERTY PURCHASE: (A) *Mike Mason*

TRANS IV REPORT: (A) *Mike Mason*

STAR PROGRAM MOTORCYCLE BID: (A) *Mike Mason*

STAR PROGRAM MARKETING PROPOSALS: (A) *Mike Mason*

STUDENT FEE SHIFT TO TUITION: (A) *Mike Mason*

JEROME SCHOOL DISTRICT PROPERTY OFFER: (A) *Mike Mason*

REGION IV ED AGREEMENT FOR ATI CENTER: (A) *Mike Mason*

BUILDING PROCESS FOR ATI CENTER: (A) *Mike Mason*

APPROVAL OF FY12 EMPLOYEE CONTRACTS: (A) *President Beck*

SUSTAINABILITY COUNCIL GREEN WEEK ACTIVITIES: (I) *Graydon Stanley and Sayid Abdulleav*

RECOGNITION OF PTE SKILLS USA ACHIEVEMENTS: (I) *Dr. Todd Schwarz*

RECOGNITION OF NEW CENTURY SCHOLAR: (I) *Graydon Stanley*

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

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
APRIL BOARD OF TRUSTEES MEETING  
APRIL 18, 2011

CALL TO ORDER: 6:03 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  
Dr. Jeff Fox, Executive Vice President and Chief  
Academic Officer  
Dr. Mark Sugden, Instructional Dean  
Dr. Todd Schwarz, Instructional Dean  
Dr. Ken Campbell, Dean of Technology  
Graydon Stanley, Dean of Students  
Scott Scholes, Dean of Student Services  
Jeff Harmon, Dean of Finance  
Randy Dill, Physical Plant Director  
Monty Arrossa, Director of Human Resources  
Teri Fattig, Director of the Library and Herrett  
Center  
Kathy Deahl, Administrative Assistant to the  
President

CSI Employees: Deb Wilson, Dr. Randy Smith and Shilo Smith

Visitors: Sheree Haggan, Sayid Abdullaev, Lisa Haggan, Lacey  
Haggan, Tanisha Haggan and Laurel Kearsley

Faculty Representative: Kim Madsen and Colin Randolph

PACE Representative: Victoria Thurber and Svetlana Schuckert

Times News: Amy Huddleston

KMVT: Joey Martin

The agenda was approved on MOTION by Dr. Allan Frost.  
Affirmative vote was unanimous.

MINUTES OF THE REGULAR MEETING OF MARCH 28, 2011 WERE APPROVED  
AS WRITTEN on MOTION by Dr. Allan Frost. Affirmative vote was  
unanimous.

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

There were no speakers for Open Forum.

The Board did not enter into the Executive Session that was scheduled for 5:00 pm on April 18, 2011.

Board Agenda Items:

1. Mike Mason reviewed the monthly Head Start/Early Head Start operational and fiscal reports with the Board. The Board approved the Head Start report on MOTION by Bob Keegan. Affirmative vote was unanimous.

2. The Board authorized Mike Mason to enter into negotiations with the Jerome School District to purchase property for the new Head Start/Early Head Start Center on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

The final negotiated amount will be contingent upon Board approval.

3. The Board approved the Trans IV report on MOTION by Donna Brizee. Affirmative vote was unanimous.

4. The Board approved the low qualifying bid of Carl's Cycle Sales of Boise, Idaho in the amount of \$41,074.00 for the eleven specified motorcycles on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

Funding for the purchase is from a grant from the Idaho State Department of Transportation.

5. The Board approved the proposal of Red Sky Public Relations of Boise, Idaho in the amount of \$48,500 for the specified marketing and advertising services on MOTION by Bob Keegan. Affirmative vote was unanimous.

Funding for this purchase is from budgeted STAR program funds.

6. The Board approved the shifting of \$10.00 of student fees to tuition on MOTION by Dr. Allan Frost. Affirmative vote was unanimous. The fee shift was also approved by the College of Southern Idaho Student Senate.

7. The Board authorized President Beck to sign a contract with Region IV Development Association to administer the Economic Developmental Association grant for the Applied Technology and Innovation Center on MOTION by Bob Keegan. Affirmative vote was unanimous.

8. The Board discussed the construction method for the new Applied Technology and Innovation Center. Karl Kleinkopf made a MOTION to utilize the general contractor method of construction. Karl Kleinkopf, Bob Keegan and Dr. Alan Frost voted in favor of the MOTION and Dr. Thad Scholes and Donna Brizee voted against the MOTION. The MOTION passed three to two.

Board Chairman Dr. Thad Scholes directed Mike Mason to work with Trustee Bob Keegan in the architect selection process for the project.

9. The Board approved President Beck's proposal to limit fiscal year 2012 salary increases to faculty rank, degrees, salary inequities and adjustments to the starting faculty salary on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

10. The College of Southern Idaho Sustainability Council presented Green Week activities to the Board. They discussed recycling, the Peace Pole, graduation pledges and community support for sustainability.

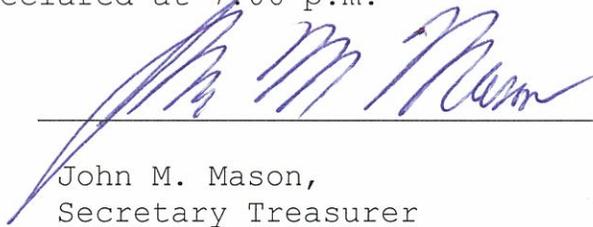
11. Dr. Todd Schwarz presented the Board with the names of students who won awards at the Skills USA state wide competition. The first place winners with travel to a national competition later this year.

12. The Board recognized College of Southern Idaho Student Body President Sheree Haggan as a New Century Scholar. This is the fifth year the College of Southern Idaho has had a student win this national award.

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

CSI Trustees  
April 18, 2011  
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ADJOURNMENT was declared at 7:06 p.m.



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John M. Mason,  
Secretary Treasurer

Approved: May 16, 2011



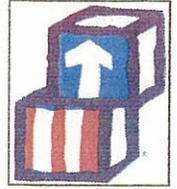
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Chairman

# PROUD TO BE PART OF THE CSI FAMILY



## COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



### Facilities

#### Head Start Facilities

|                           |                       |
|---------------------------|-----------------------|
| Power County              | Leased                |
| Hailey (Community Campus) | Leased                |
| Cassia County             | CSI Owned             |
| Rupert/ Minidoka          | CSI Owned             |
| Hansen                    | CSI Owned             |
| Twin Falls (3.9 acres)    | CSI Owned             |
| Buhl                      | CSI Owned             |
| Wendell                   | CSI Owned             |
| Jerome                    | CSI Owned             |
| Shoshone                  | CSI Owned             |
| Hagerman Pre-K Classroom  | School District Owned |

#### Planned Early Head Start Facilities

|                  |                 |            |
|------------------|-----------------|------------|
| Rupert/ Minidoka | New Addition    | *\$353,904 |
| Jerome           | Long term lease | CSI        |

\*amount of carry over, must be expensed by 9/30/2011

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

**Enrollment**

|                                |              |
|--------------------------------|--------------|
| Head Start ACYF Federal Funded | 565 *        |
| Head Start TANF                | 27           |
| Early Head Start               | 80           |
| <b>Total</b>                   | <b>672 *</b> |

\* Due to incorrect information being provided at the time of application, one Head Start slot remained open for more than 30 days.

**Program Options**

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

**Head Start Attendance**

|                  |     |
|------------------|-----|
| March Attendance | 85% |
|------------------|-----|

**Meals and Snacks**

|                               |       |
|-------------------------------|-------|
| Total meals served for March  | 5,882 |
| Total snacks served for March | 2,963 |

**Education**

Transitions are a key part to Head Start. Head Start helps prepare children for kindergarten in a variety of ways. This includes activities with children and parents to familiarize them with the public school such as visiting a kindergarten classroom and conducting parent-teacher conferences. Families are given a Building Bluebirds booklet that talks about their child's development, expectations of the public school, and parents rights and opportunities. Head Start also helps families prepare by teaching parents to continue working with their children over the summer on child goals and kindergarten skills.

**Parent Involvement**

Parents participating in the Community Assessment identified education as the number one strength in most communities followed by; medical facilities and health care. Top critical problems were identified as: employment, housing, and substance abuse. April is Child Abuse Prevention month. Parents will have the opportunity to assist in activities such as walks, planting pinwheel gardens, and visiting the new Twin Falls Center for the Arts to view artwork by Head Start children. Events will raise awareness for the national campaign to prevent child abuse and neglect.

**Early Head Start**

Early Head Start has an active contract with South Central District Health Department to provide Nurse Home Visits to Early Head Start families. Nurse Home Visits focus on the medical needs of expectant mothers and Early Head Start children, address any concerns, provide referrals as identified, and encourage parents to follow EPSDT guidelines. Each Early Head Start participant has the opportunity to receive at least four nurse home visits per year. Early Head Start also has a contract with an independent registered nurse that provides Nurse Home Visits with families as well as lactation counseling services. There have been a total of 90 Nurse Home Visits provided to Early Head Start families since October 2010.

**Documents for Board Review/ Approval:**  
Financial Reports

| CATEGORY                        | TOTAL APPROVED  | TOTAL THIS MONTH    | CASH OUTLAY TO DATE | BALANCE         | BALANCE OF BUDGET | PROJ % | ACTUAL % |
|---------------------------------|-----------------|---------------------|---------------------|-----------------|-------------------|--------|----------|
| <b>SALARIES</b>                 | \$ 2,459,057.00 | \$ 203,901.42       | \$ 608,381.75       | \$ 1,850,675.25 | \$ 1,850,675.25   | 25.0%  | 24.7%    |
| <b>BENEFITS</b>                 | \$ 1,372,489.00 | \$ 109,414.44       | \$ 326,443.05       | \$ 1,046,045.95 | \$ 1,046,045.95   | 25.0%  | 23.8%    |
| <b>OUT OF AREA TRAVEL</b>       | \$ -            |                     | \$ -                | \$ -            | \$ -              | 0.0%   | 0.0%     |
| <b>EQUIPMENT</b>                | \$ -            |                     | \$ -                | \$ -            | \$ -              | 0.0%   | 0.0%     |
| <b>SUPPLIES</b>                 |                 |                     |                     |                 |                   |        |          |
| <b>OFFICE CONSUMABLES</b>       | \$ 13,200.00    | \$ 1,492.67         | \$ 4,964.85         | \$ 8,235.15     | \$ 8,235.15       | 25.0%  | 37.6%    |
| <b>CLASSROOM SUPPLIES</b>       | \$ 5,700.00     | \$ 3,098.84         | \$ 3,874.42         | \$ 1,825.58     | \$ 1,825.58       | 33.0%  | 68.0%    |
| <b>CENTER SUPPLIES</b>          | \$ 32,560.00    | \$ 898.98           | \$ 5,232.92         | \$ 27,327.08    | \$ 27,327.08      | 33.0%  | 16.1%    |
| <b>TRAINING SUPPLIES</b>        | \$ 15,200.00    | \$ 268.45           | \$ 350.58           | \$ 14,849.42    | \$ 14,849.42      | 15.0%  | 2.3%     |
| <b>FOOD</b>                     | \$ 9,700.00     | \$ 204.29           | \$ 478.80           | \$ 9,221.20     | \$ 9,221.20       | 7.0%   | 4.9%     |
| <b>CONTRACTUAL</b>              |                 |                     |                     | \$ -            | \$ -              |        |          |
| <b>OTHER</b>                    |                 |                     |                     |                 |                   |        |          |
| <b>CONTRACTS</b>                | \$ 14,390.00    | \$ 2,472.38         | \$ 5,184.90         | \$ 9,205.10     | \$ 9,205.10       | 33.0%  | 36.0%    |
| <b>MEDICAL</b>                  | \$ 10,200.00    | \$ 135.99           | \$ 1,447.01         | \$ 8,752.99     | \$ 8,752.99       | 25.0%  | 14.2%    |
| <b>DENTAL</b>                   | \$ 13,760.00    | \$ 206.90           | \$ 273.40           | \$ 13,486.60    | \$ 13,486.60      | 25.0%  | 2.0%     |
| <b>CHILD TRAVEL</b>             | \$ 89,500.00    | \$ 13,007.84        | \$ 30,493.19        | \$ 59,006.81    | \$ 59,006.81      | 25.0%  | 34.1%    |
| <b>EMPLOYEE TRAVEL</b>          | \$ 30,000.00    | 2,561.43            | \$ 6,719.06         | \$ 23,280.94    | \$ 23,280.94      | 25.0%  | 22.4%    |
| <b>CAREER DEVELOP</b>           | \$ 5,000.00     | \$ 819.45           | \$ 819.45           | \$ 4,180.55     | \$ 4,180.55       | 25.0%  | 16.4%    |
| <b>PARENT TRAINING</b>          | \$ 21,990.00    | \$ 1,224.59         | \$ 10,300.14        | \$ 11,689.86    | \$ 11,689.86      | 40.0%  | 46.8%    |
| <b>SPACE</b>                    | \$ 101,860.00   | 975.29              | \$ 10,422.36        | \$ 91,437.64    | \$ 91,437.64      | 25.0%  | 10.2%    |
| <b>UTILITIES</b>                | \$ 53,700.00    | \$ 6,797.51         | \$ 12,694.40        | \$ 41,005.60    | \$ 41,005.60      | 25.0%  | 23.6%    |
| <b>TELEPHONE</b>                | \$ 30,973.00    | \$ 3,018.27         | \$ 8,484.91         | \$ 22,488.09    | \$ 22,488.09      | 25.0%  | 27.4%    |
| <b>OTHER</b>                    | \$ 41,000.00    | \$ 3,344.84         | \$ 19,476.06        | \$ 21,523.94    | \$ 21,523.94      | 35.0%  | 47.5%    |
| <b>TOTAL DIRECT COSTS</b>       | \$ 4,320,279.00 | \$ 353,843.58       | \$ 1,056,041.25     | \$ 3,264,237.75 | \$ 3,264,237.75   | 24.8%  | 24.4%    |
| <b>ADMIN COSTS</b>              | \$ 275,763.00   | \$ 41,123.61        | \$ 60,767.49        | \$ 214,995.51   | \$ 214,995.51     | 22.0%  | 22.0%    |
| <b>GRAND TOTAL</b>              | \$ 4,596,042.00 | \$ 394,967.19       | \$ 1,116,808.74     | \$ 3,479,233.26 | \$ 3,479,233.26   | 23.4%  | 24.3%    |
| <b>IN KIND NEEDED</b>           | \$ 1,149,011.00 |                     |                     |                 |                   |        |          |
| <b>IN KIND GENERATED</b>        | \$ 213,162.51   |                     |                     |                 |                   |        |          |
| <b>IN KIND (SHORT)/LONG</b>     | \$ (935,848.49) |                     |                     |                 |                   |        |          |
| <b>PROCUREMENT CARD EXPENSE</b> | \$ 11,469.43    | 3% of Total Expense |                     |                 |                   |        |          |

| CATEGORY                    | TOTAL APPROVED        | TOTAL THIS MONTH   | CASH OUTLAY TO DATE | BALANCE             | PROJECTED %  | ACTUAL %     |
|-----------------------------|-----------------------|--------------------|---------------------|---------------------|--------------|--------------|
| 6c. OUT OF AREA TRAVEL      | \$ 13,332.00          | \$ 2,188.19        | \$ 8,560.46         | \$ 4,771.54         | 50.0%        | 64.2%        |
| 6e. SUPPLIES                |                       |                    |                     |                     |              |              |
| Training Supplies           | \$ 8,840.00           | \$ -               | \$ 1,301.02         | \$ 7,538.98         | 25.0%        | 14.7%        |
| 6g. OTHER                   |                       |                    |                     |                     |              |              |
| Contracts                   | \$ -                  |                    |                     |                     |              |              |
| Career Development          | \$ 20,220.00          | \$ 2,660.00        | \$ 2,660.00         | \$ 17,560.00        | 17.0%        | 13.2%        |
| <b>TOTAL DIRECT COSTS</b>   | <b>\$ 42,392.00</b>   | <b>\$ 4,848.19</b> | <b>\$ 12,521.48</b> | <b>\$ 29,870.52</b> | <b>30.7%</b> | <b>29.5%</b> |
| <b>ADMIN COSTS</b>          | <b>\$ 2,706.00</b>    | <b>\$ 444.09</b>   | <b>\$ 561.84</b>    | <b>\$ 2,144.16</b>  | <b>20.0%</b> | <b>20.8%</b> |
| <b>GRAND TOTAL</b>          | <b>\$ 45,098.00</b>   | <b>\$ 5,292.28</b> | <b>\$ 13,083.32</b> | <b>\$ 32,014.68</b> | <b>28.0%</b> | <b>29.0%</b> |
|                             |                       |                    |                     |                     |              |              |
|                             |                       |                    |                     |                     |              |              |
| <b>IN KIND NEEDED</b>       | <b>\$ 11,275.00</b>   |                    |                     |                     |              |              |
| <b>IN KIND GENERATED</b>    | <b>\$ -</b>           |                    |                     |                     |              |              |
|                             |                       |                    |                     |                     |              |              |
| <b>IN KIND (SHORT)/LONG</b> | <b>\$ (11,275.00)</b> |                    |                     |                     |              |              |

| CATEGORY                    | TOTAL APPROVED  | TOTAL THIS MONTH | CASH OUTLAY TO DATE | BALANCE       | BALANCE OF BUDGET | PROJ % | ACTUAL % |
|-----------------------------|-----------------|------------------|---------------------|---------------|-------------------|--------|----------|
| <b>SALARIES</b>             | \$ 525,665.00   | \$ 41,393.32     | \$ 254,435.90       | \$ 271,229.10 | \$ 271,229.10     | 50.0%  | 48.4%    |
| <b>BENEFITS</b>             | \$ 250,739.00   | \$ 20,404.75     | \$ 124,115.82       | \$ 126,623.18 | \$ 126,623.18     | 50.0%  | 49.5%    |
| <b>OUT OF AREA TRAVEL</b>   | \$ 23,760.00    | \$ 110.00        | \$ 17,869.77        | \$ 5,890.23   | \$ 5,890.23       | 70.0%  | 75.2%    |
| <b>EQUIPMENT</b>            | \$ 19,000.00    |                  | \$ -                | \$ 19,000.00  | \$ 19,000.00      | 0.0%   | 0.0%     |
| <b>SUPPLIES</b>             |                 |                  |                     |               |                   |        |          |
| <b>OFFICE CONSUMABLES</b>   | \$ 3,500.00     | \$ -             | \$ 1,120.92         | \$ 2,379.08   | \$ 2,379.08       | 50.0%  | 32.0%    |
| <b>CENTER SUPPLIES</b>      | \$ 13,332.00    | \$ 314.65        | \$ 5,495.35         | \$ 7,836.65   | \$ 7,836.65       | 58.0%  | 41.2%    |
| <b>CLASSROOM SUPPLIES</b>   | \$ 13,000.00    | \$ 8,783.53      | \$ 19,871.92        | \$ (6,871.92) | \$ (6,871.92)     | 58.0%  | 152.9%   |
| <b>TRAINING SUPPLIES</b>    | \$ 6,500.00     | \$ -             | \$ 264.18           | \$ 6,235.82   | \$ 6,235.82       | 50.0%  | 4.1%     |
| <b>FOOD</b>                 | \$ 2,987.00     | \$ 40.96         | \$ 246.85           | \$ 2,740.15   | \$ 2,740.15       | 15.0%  | 8.3%     |
| <b>CONTRACTUAL</b>          |                 |                  |                     |               |                   |        |          |
| <b>OTHER</b>                |                 |                  |                     |               |                   |        |          |
| <b>CONTRACTS</b>            | \$ 62,000.00    | \$ -             | \$ 11,157.20        | \$ 50,842.80  | \$ 50,842.80      | 36.0%  | 18.0%    |
| <b>MEDICAL</b>              | \$ 27,000.00    | \$ 423.68        | \$ 2,093.21         | \$ 24,906.79  | \$ 24,906.79      | 35.0%  | 7.8%     |
| <b>DENTAL</b>               | \$ 20,000.00    | \$ 184.00        | \$ 228.00           | \$ 19,772.00  | \$ 19,772.00      | 35.0%  | 1.1%     |
| <b>CHILD TRAVEL</b>         | \$ -            |                  |                     |               |                   |        |          |
| <b>EMPLOYEE TRAVEL</b>      | \$ 2,500.00     | 445.81           | 2,243.41            | \$ 256.59     | \$ 256.59         | 50.0%  | 89.7%    |
| <b>CAREER DEVELOP</b>       | \$ 15,681.00    | \$ 1,291.00      | \$ 4,104.00         | \$ 11,577.00  | \$ 11,577.00      | 35.0%  | 26.2%    |
| <b>PARENT TRAINING</b>      | \$ 2,500.00     | \$ 526.30        | \$ 1,883.70         | \$ 616.30     | \$ 616.30         | 58.0%  | 75.3%    |
| <b>FACILITIES/CONST. *</b>  | \$ 376,590.00   | \$ 79.54         | \$ 10,922.20        | \$ 365,667.80 | \$ 365,667.80     | 50.0%  | 2.9%     |
| <b>UTILITIES</b>            | \$ 2,700.00     | \$ 450.76        | \$ 2,261.72         | \$ 438.28     | \$ 438.28         | 50.0%  | 83.8%    |
| <b>TELEPHONE</b>            | \$ 10,719.00    | \$ 492.20        | \$ 2,130.95         | \$ 8,588.05   | \$ 8,588.05       | 50.0%  | 19.9%    |
| <b>OTHER</b>                | \$ 4,168.00     | \$ -             | \$ 2,667.83         | \$ 1,500.17   | \$ 1,500.17       | 50.0%  | 64.0%    |
| <b>TOTAL DIRECT COSTS</b>   | \$ 1,382,341.00 | \$ 74,940.50     | \$ 463,112.93       | \$ 919,228.07 | \$ 919,228.07     | 44.7%  | 33.5%    |
| <b>ADMIN COSTS</b>          | \$ 62,330.00    | \$ 10,026.94     | \$ 29,080.27        | \$ 33,249.73  | \$ 33,249.73      | 50.0%  | 46.7%    |
| <b>GRAND TOTAL</b>          | \$ 1,444,671.00 | \$ 84,967.44     | \$ 492,193.20       | \$ 952,477.80 | \$ 952,477.80     | 50.0%  | 33.5%    |
| <b>IN KIND NEEDED</b>       | \$ 272,692.00   |                  |                     |               |                   |        |          |
| <b>IN KIND GENERATED</b>    | \$ 67,856.00    |                  |                     |               |                   |        |          |
|                             |                 |                  |                     |               |                   |        |          |
| <b>IN KIND (SHORT)/LONG</b> | \$ (204,836.00) |                  |                     |               |                   |        |          |

\* Includes carryover of \$353,904 for Facilities Construction in Minidoka



**Trans IV  
March 2011 Update**

**Ridership**

|                               |            |
|-------------------------------|------------|
| Seniors Walking               | 664        |
| Seniors Wheelchair            | 214        |
| Handicapped Adults Walking    | 1,166      |
| Handicapped Adults Wheelchair | 196        |
| Children – ( 18 and under )   | 69         |
| General Public                | <u>258</u> |

**Total** **2,567**

**Total miles Driven** **15,098**

**First time Riders** **15**

Trans IV receives funds from the Federal Transportation Administration through Idaho Department of Transportation, Agency Billing and charge for services. Trans IV funding is based on an April 1-May 31 calendar.

Trans IV funding for 2011-2012 was reduced to \$316,000. Mountain Rides Transportation Authority in Ketchum agreed to the inequity and allowed a reallocation of \$50,000 of their funding to Trans IV to allow a budget of \$366,758. Trans IV has carry over funds of \$49,252. With the carry over funds and the \$366,758 Trans IV will be able to continue services at the current level.

Trans IV met with the Region IV District Coordinating Committee, which covers the Magic Valley, Cassia County and the Wood River Valley, to review our funding request of \$ 425,483 for 2012-2013. The increased request was made to bring us back to 2010-2011 funding levels and to offset raising cost associated with health insurance, fuel cost and additional cost with implementing "Ride Match" that was introduced in December 2010. It was recommended that we receive \$401,000.

**Funding from Idaho Department of Transportation**

|                                 |                        |
|---------------------------------|------------------------|
| April 1, 2010 thru May 31, 2011 | \$ 412,058             |
| April 1, 2011 thru May 31, 2012 | \$ 366,758             |
| April 1, 2012 thru May 31, 2013 | \$ 401,000 Recommended |

April 12, 2011

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

From: Mike Mason

Re: STAR Motorcycle Bid

We properly advertised in both the Idaho Statesman and the Times News for the eleven specified motorcycles. We received the following bids:

|                    |                             |
|--------------------|-----------------------------|
| Carl's Cycle Sales | \$41,074.00                 |
| Let's Ride         | Did not meet specifications |

Based upon a review of the bids by Marc Santoro, Statewide Site Manager for the Idaho STAR program, I recommend that we accept the sole qualifying bid of Carl's Cycle Sales of Boise, Idaho in the amount of \$41,074.00 for the eleven specified 2011 Suzuki TU250 motorcycles.

The motorcycles will replace existing older motorcycles that are used for training. Funding for this purchase is a grant from the Idaho Department of Transportation.

April 12, 2011

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

From: Mike Mason

Re: STAR Program Marketing Proposals

We properly advertised and received three proposals for the specified marketing program. The proposals were evaluated by STAR Director Ax Axmaker based upon cost, comprehensiveness, detail of plans/cost, breadth and depth of personnel/expertise and demonstrated understanding of the motorcycle industry.

Based upon Mr. Axmaker's review of the proposals, it is my recommendation that we accept the proposal of Red Sky Public Relations of Boise, Idaho in the amount of \$48,500 for the specified services to be spread over the next seven months.

The project involves advertising for motorcycle training courses along with messaging directed to change rider behavior in the safety areas of riding gear, helmets, shared road concepts, speed, and the necessity for training and general safety. This will assist the Idaho STAR program in fulfilling its mission by reaching target audiences and encouraging riders to make choices that lead to lower motorcycle crash and fatality rates. The plan will be evaluated at the end of the year and the most effective parts will be used in future years.

Funding for this purchase is from budgeted STAR program funds.

April 13, 2011

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

From: Mike Mason



Re: Student Fee Shift to Tuition

Graydon Stanley and I reviewed all student fee areas to make sure we are adequately funding agreed programs. Due to student growth, some of these areas have experienced significant growth in revenues. At the same time, we have not expanded services and have attempted to hold the line on expenditures in these areas.

Graydon Stanley approached the CSI Student Senate concerning a shift of student fee funds to tuition in certain student fee areas. Each dollar shifted transfers approximately \$8,900 to the tuition account. The following changes in fee accounts were approved by the Student Senate:

|                     | FY 11<br>Fee Amount | FY 12<br>Fee Amount | Difference     |
|---------------------|---------------------|---------------------|----------------|
| Child Care          | \$9.60              | \$8.00              | \$1.60         |
| Athletics           | \$82.80             | \$80.40             | \$2.40         |
| Student Union       | \$33.60             | \$30.00             | \$3.60         |
| Student Health      | \$14.40             | \$12.00             | \$2.40         |
| <b>Total Change</b> |                     |                     | <b>\$10.00</b> |

The ten dollar increase in the Tuition account will raise approximately \$89,000. The Board approved the Student Association transfer of \$5.00 as a part of the FY 12 tuition and fee approval process. This transfer request brings the total shift from fees to tuition to \$15.00 for FY 12.

It is truly remarkable that our students would reduce the fees for their programs to assist us in putting together the FY 12 budget. I respectfully request the Board approve the CSI Student Senate approved fee transfers to tuition.

If you have questions or need further information, please let me know.