



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

June 20, 2011

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President's Board Room

BOARD OF TRUSTEES MEETING

6:00 p.m.

Taylor Building – SUB 248

AGENDA

APPROVAL OF MEETING AGENDA: (A) *Chairman Scholes*

MINUTES – EXECUTIVE SESSION OF MAY 16, 2011: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF MAY 16, 2011: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF JUNE 3, 2011: (A) *Mike Mason*

MINUTES – SPECIAL MEETING OF JUNE 3, 2011: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF JUNE 3, 2011: (A) *Mike Mason*

TREASURER'S REPORT: (A) *Mike Mason*

OPEN FORUM: (A) *Mike Mason*

SALE OF SURPLUS TRUCK: (I) *Mike Mason*

FY 13 STATE BUDGET REQUEST LINE ITEMS: (A) *Mike Mason*

JEROME HEAD START ARCHITECT RECOMMENDATION: (A) *Mike Mason*

JEROME HEAD START ARCHITECT CONTRACT: (A) *Mike Mason*

STAR CORPORATION FINE ARTS DESIGN BUILD CONTRACT: (A) *Mike Mason*

HEAD START REPORT: (I) *Mike Mason*

GEAR UP PROGRAM MATCHING SCHOLARSHIP FUNDS: (A) *Mike Mason*

ASCSI SENATE RESOLUTIONS (3): (A) *Graydon Stanley*

CSI STUDENT RECREATION CENTER PROGRAMS: (I) *Graydon Stanley,*

Scott Rogers, and Ted Keyes

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

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
JUNE BOARD OF TRUSTEES MEETING
JUNE 20, 2011

CALL TO ORDER: 6:00 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
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Dr. Mark Sugden, Instructional Dean
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
Curtis Eaton, Advisor to the President
Teri Fattig, Director of the Library and Herrett
Center
Doug Maughan, Public Relations Director

CSI Employees: Deb Wilson, Scott Rogers and Ted Keyes

Visitors: Ryan Roberts

Faculty Representative: Beth Hewes and Evin Fox

PACE Representative: Rae Jean Larsen and Kat Powell

Times News: Emily Katjeanes

The agenda was amended to add President Beck's employment contract as an action item. The amended agenda was approved on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

MINUTES OF THE EXECUTIVE SESSION OF MAY 16, 2011, THE REGULAR MEETING OF MAY 16, 2011, THE EXECUTIVE SESSION OF JUNE 3, 2011, THE SPECIAL SESSION OF JUNE 3, 2011 AND THE EXECUTIVE SESSION OF JUNE 3, 2011 WERE APPROVED AS WRITTEN on MOTION by Bob Keegan. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

There were no speakers for Open Forum.

Board Agenda Items:

1. The Board approved President Beck's contract on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.
2. Mike Mason advised the Board of the sale of a surplus truck in the amount of \$500. The sale of the truck was properly advertised and only one sealed bid was received.
3. Mike Mason reviewed the three line item requests for our State of Idaho appropriation request for fiscal year 2013 with the Board. The requests are Occupancy Costs for the Health Science and Human Services building, staffing for a Science, Technology, Engineering and Math initiative and staffing to improve retention and graduation. The Board approved the line items on MOTION by Donna Brizee. Affirmative vote was unanimous.
4. The Board approved the unanimous recommendation from two selection committees to hire LKV Architects of Boise, Idaho for the Jerome Head Start Center project on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.
Karl Kleinkopf thanked selection team members Doug Howard, Leon Smith, Marc James and Curtis Eaton for their service.
5. The Board approved the architectural services contract of LKV Architects of Boise, Idaho in the amount of \$55,000 for Jerome Head Start Center project on MOTION by Bob Keegan. Affirmative vote was unanimous.
6. The Board approved the awarding of a design build contract to Starr Corporation in the amount of \$2,883,308 for the Fine Arts Addition building project on MOTION by Dr. Allan Frost. Dr. Allan Frost, Donna Brizee and Dr. Thad Scholes voted in favor of the MOTION. Karl Kleinkopf and Bob Keegan did not vote.

7. Mike Mason reviewed the monthly Head Start/Early Head Start operational and fiscal reports with the Board. It was also noted that we had received partial year funding for our regular Head Start expansion slot and partial year funding for Early Head Start for next year. The Board approved the Head Start report on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

8. The Board approved a one time transfer of \$400,000 from the General Fund fund balance to a dedicated fund for the purpose of matching scholarships through the New Gear Up scholarship program for fiscal years 2018, 2019 and 2020 on MOTION by Donna Brizee. Affirmative vote was unanimous.

9. The Board approved the transfer of \$10,000 of Student Association funds and \$1,600 of Horticulture Club funds to the College of Southern Idaho Foundation and the transfer of \$7,400 from the Change for Children Club funds to the College of Southern Idaho Refugee Center on MOTION by Bob Keegan. Affirmative vote was unanimous.

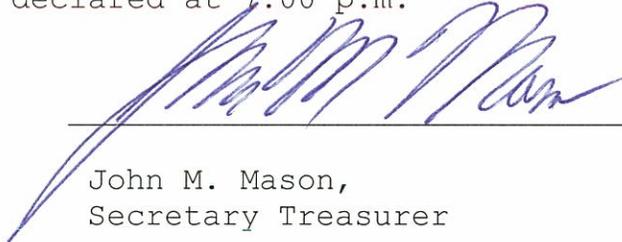
The College of Southern Idaho Student Senate provided resolutions for each transfer. Each resolution passed unanimously.

10. Scott Rogers, Student Recreation Center Director, and Ted Keys, Coordinator for the Recreation Center and Challenge Course, presented an overview of their programs and activities to the Board.

11. President Beck handed out data outlining policies of other institutions concerning employee tuition and fee waivers. This issue will be brought back to the Board at a future meeting for discussion.

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

ADJOURNMENT was declared at 7:00 p.m.



John M. Mason,
Secretary Treasurer

Approved: July 18, 2011



Chairman

June 13, 2011

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

From: Mike Mason

Re: Sale of Surplus Truck

We properly advertised for sealed bids concerning the sale of a 1983 Ford 800 dump truck. We received one bid for the truck in the amount of \$500 and sold the truck to Glenn Earl. We originally purchased the truck in 1994 from the Idaho Department of Transportation for \$5,000. We used the truck for snow plowing and sanding. At the time of the sale, the truck was not in running condition and was determined to be surplus.

In the past we have not gotten prior permission from the Board on the sale of vehicles or minor items but have provided the Board information concerning the sales after the fact. We also take surplus items to the auction as the need arises.

If you would like more information concerning these minor sales or would like to approve them prior to sale, please let me know.

June 7, 2011

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

From: Mike Mason



Re: Jerome Head Start Architect Recommendation

The College properly advertised for the services of an architect that include but are not limited to preliminary planning, design, construction document preparation, cost estimation, project bidding and administration of construction contracts, scheduling, construction quality control, construction surveying and the production of record drawings.

We received twenty inquires concerning the published request for proposals for architectural services. We received thirteen proposals on the due date, April 27, 2011. The selection team of Bob Keegan, Allen Scherbinske, Ken Gardner, Jeff McCurdy and Darrell Buffaloe reviewed each of the thirteen proposals. The proposals were scored based upon a pre-determined point system provided on the rating form.

The selection committee conducted interviews with three Boise firms on Tuesday, March 10, 2011. As a result of that interview, the committee recommended the selection of LKV Architects for the Jerome Head Start project.

A second review team made up of Karl Kleinkopf, Doug Howard, Leon Smith, Marc James and Curtis Eaton reviewed the thirteen proposals. The proposals were again scored based upon the same pre-determined point system. This team also selected LKV Architects as their top choice for the project.

Based upon the recommendation of the review teams, I recommend that the Board approve the selection of LKV Architects for the Jerome Head Start Center.

Funding for the architects and the estimated \$1,000,000 building project is from the Plant Facility Fund.

June 10, 2011

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

From: Mike Mason

Re: Jerome Head Start Architect Contract

I have been in contact with LKV Architects concerning a contract for architectural services for the Jerome Head Start Center. We agree to utilize the standard AIA (American Institute of Architects) contract with modifications as necessary.

LKV Architects sent me a draft contract for standard architectural and design services that includes all travel and details the comprehensive services to be provided. The total proposed cost for these services is \$55,000.

Based upon the size of the project and the scope of the work, it is my recommendation that we accept this proposal. I respectfully request permission from the Board to enter into a contract with LKV Architects in the amount of \$55,000.

Funding for the architects and the estimated \$1,000,000 building project is from the Plant Facility Fund.

June 10, 2011

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

From: Mike Mason

Re: Starr Corporation Fine Arts Design Build Contract

I reviewed the pricing proposal for the Fine Arts Addition from Starr Corporation with Michael Arrington. We reviewed each category concerning bids received and the basis for the amounts charged. The prices for each major division along with some breakdowns are attached.

The original budget we set for the project was \$2,600,000. Since setting that budget, some significant increases in the scope of the project have occurred. We expanded the remodel to include classroom spaces on the north side of the building that include HVAC replacement and the construction of a corridor that will connect to the existing dressing rooms. We also eliminated the long concrete driveway on the west side of the project but expanded the new entryway on the south side of the project. This involved both site work and the building itself.

Based upon the project scope as it stands today, the total price for the project is \$2,883,308. \$2,000,000 is coming from a donation through the College of Southern Idaho Foundation. The remaining \$883,308 will come from the College of Southern Idaho Plant Facility fund. I respectfully request permission from the Board to enter into a contract with Starr Corporation in the amount of \$2,883,308 for the construction of new spaces and the remodel of selected existing spaces of the Fine Arts building.

The new construction portion of the project will be completed first so the classroom activities can be moved to them. The remodel of the existing classrooms will then take place. The entire project will be completed in time for the start of the spring 2012 semester.

CSI Fine Arts Addition-6/8/2011

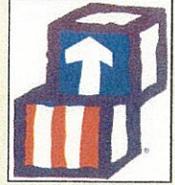
Division 1-General Conditions		\$ 432,434.00
Architectural, Interior Designer, Landscape Design, Structural Engineering, Mechanical Engineering, and Electrical Engineering	\$ 232,173.00	
Civil Engineering and Geotechnical Evaluation	\$ 18,573.00	
Acoustical Consultant	\$ 19,654.00	
Production of Project Documents	\$ 4,600.00	
Payment And Performance Bond	\$ 39,516.00	
DBS Plan Review	\$ 4,288.00	
Site Superintendent	\$ 52,800.00	
Project Manager	\$ 22,000.00	
Project Manager-Pre Construction	\$ 5,000.00	
Material Testing	\$ 12,500.00	
Site Toilets	\$ 1,800.00	
Temporary Site Fencing	\$ 2,500.00	
Dumpster	\$ 6,750.00	
Final Cleaning	\$ 7,780.00	
Surveying	\$ 2,500.00	
Division 2-Site Work-Demo		\$ 109,673.00
Landscaping	By Owner	
Selective Building Demolition	\$ 32,235.00	
Site Demo- (Remove Sidewalk, Cut Down Trees, Etc.)	\$ 20,150.00	
Building Pad	\$ 28,627.00	
Bid Package No.1 Site Work/Piping	\$ 28,661.00	
Division 3-Concrete		\$ 306,411.00
Bid Package No.2 Cast-in-Place Concrete	\$ 170,107.00	
Bid Package No.3 Pre-Cast Concrete	\$ 127,304.00	
Bid Package No.3 Pre-Cast Concrete (Erection)	\$ 9,000.00	
Division 4- Masonry		\$ 371,385.00
Bid Package No. 4 Masonry	\$ 339,600.00	
Bid Package No. 4 Masonry Rebar	\$ 31,785.00	
Division 5-Metals		\$ 167,763.00
Bid Package No. 5 Metals	\$ 167,763.00	
Division 6-Woods and Plastics		\$ 13,425.00
Bid Package No. 7 Millwork	\$ 13,425.00	
Division 7-Thermal and Moisture Protection		\$ 159,162.00
Bid Package No. 8 Roofing (60 mil TPO, 6" insulation)	\$ 118,000.00	
Bid Package No. 8 Wall Panels/Siding	\$ 24,432.00	
Bid Package No. 9 Sealants	\$ 10,128.00	
Bid Package No. 10 Insulation	\$ 6,602.00	
Division 8-Doors and Windows		\$ 147,836.00
Bid Package No. 11 HM/Wood Doors	\$ 56,575.00	
Bid Package No. 12 Overhead Doors	\$ 23,961.00	
Bid Package No. 13 Glazing	\$ 67,300.00	
Division 9-Finishes		\$ 340,348.00
Bid Package No. 14 Gyp Board Systems	\$ 188,598.00	
Bid Package No. 14 Fireproofing	\$ 26,200.00	
Bid Package No. 15 Floor Coverings	\$ 73,800.00	
Bid Package No. 16 Paint and Wall Coverings	\$ 51,750.00	
Division 10-Specialties		\$ 22,824.00
Bid Package No. 17 Specialty Items	\$ 17,801.00	
Bid Package No. 18 Window Treatments	\$ 5,023.00	
Division 15-Mechanical		\$ 415,141.00
Bid Package No. 19 Fire Sprinkler	\$ 25,388.00	
Bid Package No. 20 Plumbing	\$ 125,379.00	
Bid Package No. 21 HVAC	\$ 264,374.00	
Division 16-Electrical		\$ 210,800.00
Bid Package No. 22 Electrical	\$ 198,800.00	
Balanced Rock Design Assistance	\$ 12,000.00	
Sub Total		\$ 2,697,202.00
Design/Builder Overhead and Profit		\$ 186,107.00
Total		\$ 2,883,309.00



PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



2011 Expansion Grant Funding

Background:

- All ARRA expansion grantees will receive FY11 funding by September 2011 for 6 months (1/2 annual costs) for continued services.
- Grantees will receive another 6 months of funding in FY 2012 (if FY12 budget is no less than FY11 levels) to maintain their full enrollment through the 2011-2012 "school year."
- Programs have been instructed by the Office of Head Start to plan to operate for a full "school year," September 2011 to September 2012, ensuring continuity through at least September 2012.

FY2011 Funding:

- The Fiscal Year 2011 funding is \$7.56 billion for Head Start nation-wide.
- This includes \$340 million to continue operations for the expansion programs funded under ARRA to continue through March 2012.
- The College of Southern Idaho Head Start/Early Head Start has been allotted \$574,909 for its 80 Early Head Start and 17 East End Head Start Slots.
- This is 50 percent of the funds needed to operate through September 2012.

Implications and Actions:

- Expansion slots are no longer part of ARRA as of FY11. They are part of the program's main grant.
- Funding has always been dependent on annual appropriations.
- CSI HS/EHS is planning to move full steam ahead developing funding applications to be submitted to OHS July 1, 2011.
- Currently obtaining required approvals from Board of Trustees and Policy Council.
- The program is closing out the ARRA grant.
- The program views the situation as an opportunity to continue to provide high quality services to infants, toddlers, pregnant women and families.
- If the Head Start program continues to receive this funding level after the 2011-2012 school year, there will be a point when it will become unsustainable. But the message here is that Congress has appropriated funds now to maintain these slots for this year, and the President's FY 12 budget request is \$8.1 billion and includes the additional \$340 million to fully fund expansion slots.
- If FY12 funding is less than FY11 levels, OHS will communicate with grantees as enactment of the FY12 appropriation progresses.

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

Enrollment

Head Start ACYF Federal Funded	558
Head Start TANF	27
Early Head Start	80
Total	665

* 8 Head Start slots are vacant due to the program being in the last 60 days of program service.

Program Options

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

Program Participation for May

HS Attendance	89%
EHS Home Visit Completion Rate	95%

Meals and Snacks

Total meals served for May	5,232
Total snacks served for May	2,599

Education

June 20-24, four Early Head Start staff members will attend the Birth to 3 Institute in Washington D.C. Topics include promoting family engagement and community collaborations, promoting language and literacy development, and inclusive child development. The ongoing child assessment (COR) has been completed for the 2010-2011 program. Results will be published in the annual program report.

Parent Involvement

A draft of the 2011 Communitywide Strategic Planning and Needs Assessment has been completed and will be presented to Policy Council in a few weeks. New to the assessment is program information specific to Early Head Start. Also included is an extensive list of state and local resources utilized to compile data on low income children and families in the CSI HS/EHS service area. Over the summer months parents are encouraged to promote literacy and read to their children. The program is actively recruiting for the coming program year.

Early Head Start

EHS is fully enrolled at all sites. Family Service and Community Service work plans were updated and approved by Policy Council on May 19th. Updates included position title changes, adding available documentation to support work plan strategies, persons responsible for task accomplishment and revision of 1304.41 (C)(1)(iv), regarding trainings, on transitioning an EHS child to HS, for staff and community partners. Rupert EHS Blue Prints have been received, the project opened for bid, and construction is scheduled for completion by December 25, 2011. The Jerome HS/EHS construction project is opening bids to hire an architect.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 525,665.00	\$ 40,697.16	\$ 335,934.97	\$ 189,730.03	\$ 189,730.03	67.0%	63.9%
BENEFITS	\$ 250,739.00	\$ 20,015.17	\$ 164,168.83	\$ 86,570.17	\$ 86,570.17	67.0%	65.5%
OUT OF AREA TRAVEL	\$ 31,760.00	\$ 1,816.97	\$ 29,731.59	\$ 2,028.41	\$ 2,028.41	80.0%	93.6%
EQUIPMENT	\$ 19,000.00	\$ -	\$ -	\$ 19,000.00	\$ 19,000.00	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 3,500.00	\$ 146.18	\$ 1,267.10	\$ 2,232.90	\$ 2,232.90	67.0%	36.2%
CENTER SUPPLIES	\$ 10,332.00	\$ 948.79	\$ 7,141.55	\$ 3,190.45	\$ 3,190.45	67.0%	69.1%
CLASSROOM SUPPLIES	\$ 20,500.00	\$ 31.31	\$ 20,407.58	\$ 92.42	\$ 92.42	67.0%	99.5%
TRAINING SUPPLIES	\$ 2,000.00	\$ 50.31	\$ 349.94	\$ 1,650.06	\$ 1,650.06	67.0%	17.5%
FOOD	\$ 2,987.00	\$ 82.99	\$ 363.12	\$ 2,623.88	\$ 2,623.88	25.0%	12.2%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 60,000.00	\$ 891.00	\$ 18,817.35	\$ 41,182.65	\$ 41,182.65	50.0%	31.4%
MEDICAL	\$ 27,000.00	\$ 813.59	\$ 3,362.80	\$ 23,637.20	\$ 23,637.20	50.0%	12.5%
DENTAL	\$ 20,000.00	\$ -	\$ 228.00	\$ 19,772.00	\$ 19,772.00	50.0%	1.1%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 4,500.00	\$ 514.29	\$ 3,834.52	\$ 665.48	\$ 665.48	67.0%	85.2%
CAREER DEVELOP	\$ 7,681.00	\$ (95.00)	\$ 4,548.85	\$ 3,132.15	\$ 3,132.15	80.0%	59.2%
PARENT TRAINING	\$ 2,500.00	\$ -	\$ 1,979.10	\$ 520.90	\$ 520.90	67.0%	79.2%
FACILITIES/CONST. *	\$ 376,590.00	\$ 6,076.36	\$ 18,772.48	\$ 357,817.52	\$ 357,817.52	15.0%	5.0%
UTILITIES	\$ 6,200.00	\$ 300.62	\$ 3,213.17	\$ 2,986.83	\$ 2,986.83	58.0%	51.8%
TELEPHONE	\$ 7,219.00	\$ 343.70	\$ 2,838.04	\$ 4,380.96	\$ 4,380.96	58.0%	39.3%
OTHER	\$ 4,168.00	\$ 307.00	\$ 3,556.83	\$ 611.17	\$ 611.17	67.0%	85.3%
TOTAL DIRECT COSTS	\$ 1,382,341.00	\$ 72,940.44	\$ 620,515.82	\$ 761,825.18	\$ 761,825.18	56.3%	44.9%
ADMIN COSTS	\$ 62,330.00	\$ 5,373.63	\$ 39,551.95	\$ 22,778.05	\$ 22,778.05	67.0%	63.5%
GRAND TOTAL	\$ 1,444,671.00	\$ 78,314.07	\$ 660,067.77	\$ 784,603.23	\$ 784,603.23	63.1%	60.5%
IN KIND NEEDED	\$ 272,692.00						
IN KIND GENERATED	\$ 196,824.61	72%	* Includes carryover of \$353,904 for Facilities Construction in Minidoka				
			** Actual percentage does not include the earmarked amount for facilities				
IN KIND (SHORT)/LONG	\$ (75,867.39)						

MONTHLY FINANCIAL REPORT
COLLEGE OF SOUTHERN IDAHO HEAD START

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,459,057.00	\$ 216,003.57	\$ 1,037,832.38	\$ 1,421,224.62	\$ 1,421,224.62	42.0%	42.2%
BENEFITS	\$ 1,372,489.00	\$ 112,768.94	\$ 550,112.12	\$ 822,376.88	\$ 822,376.88	42.0%	40.1%
OUT OF AREA TRAVEL	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 13,200.00	\$ 1,303.44	\$ 7,177.57	\$ 6,022.43	\$ 6,022.43	42.0%	54.4%
CLASSROOM SUPPLIES	\$ 15,700.00	\$ 1,552.65	\$ 9,515.56	\$ 6,184.44	\$ 6,184.44	60.0%	60.6%
CENTER SUPPLIES	\$ 22,560.00	\$ 1,277.52	\$ 7,018.42	\$ 15,541.58	\$ 15,541.58	42.0%	31.1%
TRAINING SUPPLIES	\$ 15,200.00	\$ 587.78	\$ 1,063.32	\$ 14,136.68	\$ 14,136.68	42.0%	7.0%
FOOD	\$ 9,700.00	\$ -	\$ 710.38	\$ 8,989.62	\$ 8,989.62	15.0%	7.3%
CONTRACTUAL				\$ -	\$ -		
OTHER							
CONTRACTS	\$ 14,390.00	\$ 2,955.00	\$ 9,978.21	\$ 4,411.79	\$ 4,411.79	50.0%	69.3%
MEDICAL	\$ 10,200.00	\$ 378.66	\$ 2,513.67	\$ 7,686.33	\$ 7,686.33	42.0%	24.6%
DENTAL	\$ 13,760.00	\$ -	\$ 1,488.30	\$ 12,271.70	\$ 12,271.70	42.0%	10.8%
CHILD TRAVEL	\$ 89,500.00	\$ 17,397.39	\$ 59,555.32	\$ 29,944.68	\$ 29,944.68	42.0%	66.5%
EMPLOYEE TRAVEL	\$ 30,000.00	\$ 3,093.29	\$ 14,244.19	\$ 15,755.81	\$ 15,755.81	42.0%	47.5%
CAREER DEVELOP	\$ 5,000.00	\$ 30.00	\$ 1,621.45	\$ 3,378.55	\$ 3,378.55	42.0%	32.4%
PARENT TRAINING	\$ 21,990.00	\$ 352.76	\$ 10,928.31	\$ 11,061.69	\$ 11,061.69	48.0%	49.7%
SPACE	\$ 101,860.00	\$ 1,408.79	\$ 19,780.87	\$ 82,079.13	\$ 82,079.13	38.0%	19.4%
UTILITIES	\$ 53,700.00	\$ 4,859.42	\$ 26,202.06	\$ 27,497.94	\$ 27,497.94	42.0%	48.8%
TELEPHONE	\$ 30,973.00	\$ 3,230.36	\$ 15,599.50	\$ 15,373.50	\$ 15,373.50	42.0%	50.4%
OTHER	\$ 41,000.00	\$ 3,996.73	\$ 30,596.15	\$ 10,403.85	\$ 10,403.85	42.0%	74.6%
TOTAL DIRECT COSTS	\$ 4,320,279.00	\$ 371,196.30	\$ 1,805,937.78	\$ 2,514,341.22	\$ 2,514,341.22	39.8%	41.8%
ADMIN COSTS	\$ 275,763.00	\$ 24,911.04	\$ 108,547.12	\$ 167,215.88	\$ 167,215.88	42.0%	39.4%
GRAND TOTAL	\$ 4,596,042.00	\$ 396,107.34	\$ 1,914,484.90	\$ 2,681,557.10	\$ 2,681,557.10	40.9%	41.7%
IN KIND NEEDED	\$ 1,149,011.00						
IN KIND GENERATED	\$ 409,054.00	36% of Total Needed					
IN KIND (SHORT)/LONG	\$ (739,957.00)						
PROCUREMENT CARD							
EXPENSE	\$ 11,396.86	3% of Total Expense					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 23,332.00	\$ 3,469.72	\$ 18,519.70	\$ 4,812.30	65.0%	79.4%
6e. SUPPLIES						
Training Supplies	\$ 8,840.00	\$ -	\$ 4,696.66	\$ 4,143.34	50.0%	53.1%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,220.00	\$ 354.00	\$ 4,359.35	\$ 5,860.65	50.0%	42.7%
TOTAL DIRECT COSTS	\$ 42,392.00	\$ 3,823.72	\$ 27,575.71	\$ 14,816.29	55.0%	65.0%
ADMIN COSTS	\$ 2,706.00	\$ 717.32	\$ 1,585.59	\$ 1,120.41	42.0%	58.6%
GRAND TOTAL	\$ 45,098.00	\$ 4,541.04	\$ 29,161.30	\$ 15,936.70	51.8%	64.7%
IN KIND NEEDED	\$ 11,275.00		** In Kind sufficient to meet requirement will be			
IN KIND GENERATED	\$ -		booked 6/11			
IN KIND (SHORT)/LONG	\$ (11,275.00)					

May 25, 2011

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

From: Mike Mason

Re: New Gear Up Program

At their regular board meeting on October 15, 2007, the College of Southern Idaho Board of Trustees obligated \$750,000 for the first Gear Up grant for matching scholarship funds. These funds are sitting in a CSI restricted fund awaiting expenditure.

The specifics of the first Gear Up grant are contained in the attached October 3, 2007 letter to the Board of Trustees. As the letter indicates, the students from the first Gear Up grant will be eligible for scholarships in the fall of 2012. We are estimating that our \$750,000 matching funds will be expended over the five year period between the fall of 2012 and the spring of 2017.

The Idaho State Department of Education and Idaho State Board of Education are applying for a New Gear Up grant. They are asking for institutions to provide matching funds for future scholarship dollars that will come from the grant.

The Idaho State Department of Education provided the following information concerning the New Gear Up grant:

1. The New Gear Up grant will cover a new cohort of students starting college in the fall of 2017 and 2018.
2. Every New Gear Up student will be provided a scholarship regardless of financial need. The example given was \$800 per semester.
3. The institution will be responsible for matching the New Gear Up grant dollar for dollar.
4. The big change in this grant is that match may come from any existing or new State, Institution or Foundation scholarship.
5. We would only be responsible for matching funds for students attending CSI. The thought is that many New Gear Up students will attend community colleges.
6. We can set the amount we want to commit now at any dollar amount we choose. \$100,000 per year for the first cohort for two years and the second cohort for two years would look as follows:
 - Fall 2017 – Spring 2018 \$100,000
 - Fall 2018 – Spring 2019 \$200,000
 - Fall 2019 – Spring 2020 \$100,000

Based upon the above, I think this may be worth considering since we can count State Promise A, State Promise B scholarships, Promise B CSI match and Promise B CSI Foundation match and any other non-federal scholarship the student may get. If we commit to supporting this grant with existing scholarship dollars and do not want to commit any new funds, the problem may be the redirecting of scholarship funds to these New Gear Up students. Again, the New Gear Up scholarship is not need based.

We have committed \$750,000 to the first Gear Up program. If we have any funds left from this program, we can also use them as match for the New Gear Up program. The New Gear Up scholarship program will be administered by the Idaho State Board of Education. They also administer the Promise A and Promise B scholarship programs.

If we decide to participate in this program, I believe we should set aside the dollar amount just like we did for the first Gear Up grant. We would not obligate the Foundation or CSI scholarships to change or shift to a non- need based program. If we set aside \$400,000 from our existing General Fund fund balance now and left it obligated over the next 6 years, it would be like doubling our money for scholarships 2017, 2018 and 2019.

The Idaho four year schools are looking very hard at this grant because they believe they are already giving out more scholarships now that could be used for match and that they will not have to come up with new funds. As a recruiting issue, going to a college or university participating in New Gear Up versus one that does not could be an issue.

We had to make a preliminary decision concerning participating in the grant by May 20, 2011. We sent a letter of support to the Idaho State Board of Education obligating \$400,000 of institutional funds over three years contingent upon Board approval.

I respectfully request Board approval to transfer \$400,000 from the General Fund fund balance to a restricted account for the purpose of providing matching scholarship funds for the New Gear Up grant in Fy 2018, Fy 2019 and Fy 2020.

October 3, 2007

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

From: Mike Mason

Re: GEAR UP Grant

Last year the Idaho State Board of Education applied for and received the Gear Up grant. The purpose of the Gear Up grant is to assist students from low income schools in attending college. The grant has shown to be effective in various other states and appears to be a good fit for Idaho.

To be eligible, the public school has to have more than 50% of their students on the free or reduced lunch program and be accepted into the grant. Buhl, Burley, Gooding, Robert Stuart (Twin Falls) and Raft River have been accepted as Gear Up schools in our area.

These schools will be provided grant funds that will pay for a coordinator that will work with students, faculty and institutions of higher education to assist students in preparing for and attending college. Campus visits are required for 8th graders and 10th graders. Institutions will work with public schools to provide these visits but the cost of the visits will be provided by the institution. These are essentially campus recruiting visits.

The first Gear Up students will arrive on campus in the fall of 2012 and the grant will end in 2017. There is a scholarship component to the grant. The grant will match scholarship funds provided by an institution or foundation for the minimum amount of a Pell grant in that given year. The current Pell grant is approximately \$2,400 per semester. In this case, the institution would provide a scholarship of \$1,200 and the grant would match this amount which would give the student a total of \$2,400 and still leave them eligible for other grants.

In order to participate in the scholarship program, we have to commit matching scholarship funds each year. We have reserves in our general fund balance that would allow us to transfer \$750,000 from fund balance to a dedicated account within our system. This would provide 5 years of scholarship match at \$150,000 per year. These funds will be drawn down as scholarship funds as Gear Up students attend CSI. We would make the full award to the student and bill the State of Idaho for the matching funds. In the event the CSI scholarship funds are not utilized, the funds remain at CSI with no restrictions.

In the event the Board approves this commitment of funds, the CSI Foundation has agreed to consider matching the Board's contribution. Curtis Eaton has offered to assist us in presenting the program to the CSI foundation.

With both the College and Foundation participating, we have the potential to have approximately 125 full time Gear Up students on campus from 2012 through 2017. Each year these 125 students would receive approximately \$4,800 in scholarship funds each year. This totals \$600,000 of which \$300,000 is from federal matching funds. Through participation in the Gear Up program, these students should be adequately prepared for college and have the financial resources to be successful.

The State of Idaho has to come up with \$2.9 million dollars of matching funds each year or they will have to cancel the grant. Governor Otter supports efforts to raise matching funds and preserve the grant. The State Board of Education is contacting all of the institutions of higher education in addition to various large companies and foundations in an effort to raise these funds.

If the Board approves funding and the CSI Foundation provides matching funds, our funds alone will meet approximately 10% of the required state wide annual required match. If matching funds for the grant are not raised by October 30, 2007, the Idaho State Board of Education will be forced to withdraw from the grant.

It is my recommendation that the Board evaluate the merits of the Gear Up grant. If the Board chooses to participate in the grant, I further recommend that the Board authorize an amount to be transferred from the general fund balance to cover 5 years of matching funds for the grant.