



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

November 19, 2012

BOARD OF TRUSTEES MEETING
5:30 p.m.
Taylor Building – SUB 248

AGENDA

TRUSTEE OATH: (A) *Mike Mason*

CERTIFIED ELECTION RESULTS: (A) *Mike Mason*

BOARD REORGANIZATION: (A) *Board Member*

- *Chairman*
- *Vice-Chairman*
- *Clerk*
- *Trustee*
- *Trustee*
- *Trustee Designated as CSI Foundation Representative*
- *Trustee Designated as Head Start Representative*
- *Secretary Treasurer*

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

MINUTES – EXECUTIVE SESSION OF OCTOBER 15th, 2012: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF OCTOBER 15th, 2012: (A) *Mike Mason*

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

OPEN FORUM: (I) *Board Chairman*

AUTO FRAME BID: (A) *Mike Mason*

VIDEO CAPTURE SYSTEM BID: (A) *Mike Mason*

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

LEGAL CLINIC FOR STUDENTS: (A) *President Beck*

STATUS OF ATIC BUILDING PROJECT: (I) *Mike Mason*

MAIN SOUTH PARKING LOT CHIPSEAL PROJECT: (I) *Mike Mason*

FINE ARTS SOUND & LIGHT SYSTEM PROJECT: (I) *Mike Mason*

SCHEDULE FOR TRUSTEE WORK SESSION: (I) *President Beck*

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

STRATEGIC PLANNING UPDATE: (I) *Dr. Edit Szanto (TAB 277)*

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
NOVEMBER BOARD OF TRUSTEES MEETING
NOVEMBER 19, 2012

CALL TO ORDER: 5:30 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Karl Kleinkopf,
Bob Keegan, Dr. Allan Frost, Laird Stone and Jan
Mittleider

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
and Planning and Development
Dr. Mark Sugden, Instructional Dean
Terry Patterson, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. Ken Campbell, Dean of Institutional Research and
Technology
Jeff Harmon, Dean of Finance
Scott Scholes, Dean of Student Services
Monty Arrossa, Director of Human Resources
Randy Dill, Physical Plant Director
Teri Fattig, Library and Museum Director
Doug Maughan, Public Relations Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Michelle McFarlane and Curtis Eaton

Visitors: Jeremy Bridges, Angela Ellis, Eryn Shay Johnson,
Grayson Stone and Vickie Stone

Faculty Representatives: Evin Fox

PACE Representatives: Shonna Parsons and Erin Devlin

Times News: Julie Wootton and Ed Grazar

The certified trustee election results for the November
6, 2012 election were approved on MOTION by Dr. Allan Frost.
Affirmative vote was unanimous.

As a result of the election Dr. Thad Scholes, Jan Mittleider and Laird Stone were elected to four year terms of office on the Board of Trustees.

Dr. Thad Scholes, Jan Mittleider and Laird Stone were administered and signed the College of Southern Idaho Trustees' Oath of Office.

Dr. Allan Frost, retiring Board member, thanked the Board and staff for the work done over his six and one half years on the Board. He noted that he also spoke for retiring trustee Donna Brizee who was unable to attend tonight's meeting. Dr. Frost stated that he would continue to stay involved and work to keep the college a valuable community asset.

In accordance with Idaho Code 33-2106, the Board was reorganized as follows:

Karl Kleinkopf nominated Dr. Thad Scholes for Chairman. The nomination passed unanimously.

Jan Mittleider nominated Karl Kleinkopf for Vice Chairman. The nomination passed unanimously.

Karl Kleinkopf nominated Bob Keegan for Clerk. The nomination passed unanimously.

Jan Mittleider was appointed as the Trustee Representative to the College of Southern Idaho Foundation.

Bob Keegan was appointed as the Trustee Representative for the College of Southern Idaho Head Start program.

John M. Mason was appointed as the Secretary Treasurer of the Board of Trustees.

The agenda was approved on MOTION by Bob Keegan. Affirmative vote was unanimous.

MINUTES OF THE REGULAR SESSION and EXECUTIVE SESSION OF
OCTOBER 15, 2012 WERE APPROVED AS WRITTEN on MOTION by Laird Stone. Affirmative vote was unanimous.

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

There were no speakers for Open Forum.

Board Agenda Items:

1. The Board approved the low bid of CJ, Inc. of Detroit Lakes, Minnesota in the amount of \$33,900.00 for the specified auto body frame rack on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

Funding for this purchase is from budgeted Division of Professional Education capital outlay funds.

2. The Board approved the Head Start/Early Head Start monthly operational and fiscal report and the Head Start/Early Head Start letter of application for continued funding in fiscal year 2013 on MOTION by Jan Mittleider. Affirmative vote was unanimous.

3. The Board approved the student legal clinic program on MOTION by Bob Keegan. Affirmative vote was unanimous. Trustee Stone was thanked by the Board for his work on the program.

4. Mike Mason updated the Board on the status of the Applied Technology and Innovation Center. The final plans have been completed and the bid date set for January 16, 2013. The building is scheduled for completion in March of 2014.

5. Mike Mason advised the Board that the main south parking lot needs to be chip sealed. The parking lot was new in 2008 but is showing signs of wear. The cost of the chip seal is estimated to be between \$225,000 and \$380,000. It is recommended that we chip seal the parking lot this summer. Funding for the project would be from the Plant Facility Fund. The bid for the project will be brought back to the Board for approval later next spring.

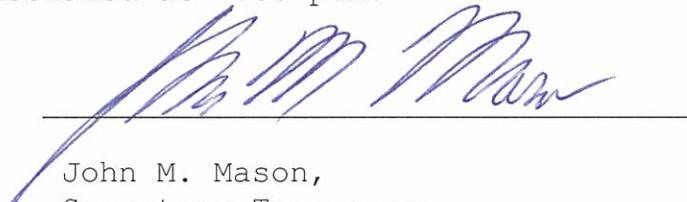
6. Mike Mason advised the Board that we are working with a vendor to write specifications so we can bid our sound and light system in the Fine Arts. The specifications will be developed based upon input from our technicians. The Board asked that the vendor provide a price for creating the specifications and that this price be brought to the Board for approval.

7. The Board and President will work out a time and date for a one half day work session prior to the next regular Board meeting on December 17, 2012.

8. President Beck reported on his activities for the month.

9. The Board heard a presentation by Dr. Edit Szanto on the College of Southern Idaho strategic plan during dinner.

ADJOURNMENT was declared at 7:30 p.m.



John M. Mason,
Secretary Treasurer

Approved: December 17, 2012



Chairman



November 15, 2012

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

From: Mike Mason

Re: 2012 Trustee Election

Twin Falls County Clerk Kristina Glascock and Jerome County Clerk Michelle Emerson certified the following trustee election results for us:

Trustee Position 1

	Jan Mittleider	K. Scott Tverdy
Twin Falls County	13,451	10,453
Jerome County	2,988	2,670
Totals	16,439	13,123

Trustee Position 2

	Thad Scholes	Armand Eckert	E. Kay Cramer
Twin Falls County	12,797	5,262	5,478
Jerome County	2,933	1,173	1,483
Totals	15,370	6,435	6,961

Trustee Position 3

	Laird B. Stone	Jack Nelson	Michael Tylka	J. Pat Branch
Twin Falls County	9,572	7,447	1,954	3,514
Jerome County	1,351	3,232	445	750
Totals	10,923	10,679	2,399	4,264

Upon certification of the above election results by the College of Southern Idaho Board of Trustees, Jan Mittleider, Thad Scholes and Laird B. Stone will be elected to four year terms commencing November 19, 2012.



COLLEGE OF SOUTHERN IDAHO
TRUSTEE'S OATH OF OFFICE

I do solemnly swear that I will support the Constitution of the United States and the Constitution and laws of the State of Idaho; that I will faithfully discharge all of the duties for the Office of Trustee of the College of Southern Idaho according to the best of my ability, so help me God.

A handwritten signature in black ink is written over a horizontal dashed line. The signature is cursive and appears to read 'H. Thad Jones'.

Trustee Signature

SUBSCRIBED AND SWORN to before me on this 19th day of November, 2012

A handwritten signature in blue ink is written over a horizontal dashed line. The signature is cursive and appears to read 'M. M. Maw'.

Secretary/Treasurer



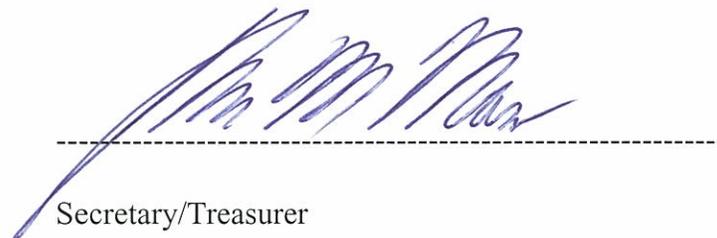
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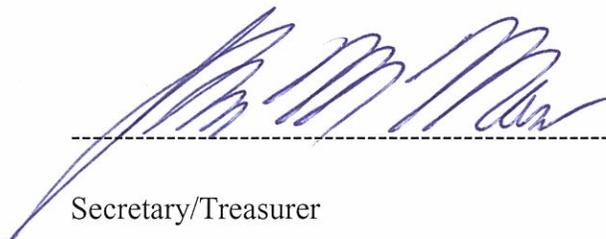
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Trustee Signature

SUBSCRIBED AND SWORN to before me on this 19th day of November, 2012



Secretary/Treasurer

General Fund YTD Board

YEAR: 1213

Statement of Revenue and Expenses

Acct Month: 4

Thursday, November 08, 2012

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

Revenue

Tuition & Fees	(\$5,969,595.48)	(\$6,062,143.71)	(\$11,414,900.00)	(\$5,352,756.29)	46.89%
County Tuition	(\$72,750.00)	(\$361,650.00)	(\$1,500,000.00)	(\$1,138,350.00)	75.89%
State Funds	(\$12,026,573.02)	(\$13,384,305.34)	(\$17,319,400.00)	(\$3,935,094.66)	22.72%
County Property Tax	(\$144,772.97)	(\$145,547.73)	(\$5,867,600.00)	(\$5,722,052.27)	97.52%
Grant Management Fees	(\$104,386.08)	(\$114,252.20)	(\$480,000.00)	(\$365,747.80)	76.20%
Other	(\$222,112.76)	(\$236,566.44)	(\$325,000.00)	(\$88,433.56)	27.21%
Departmental Revenues	(\$332,959.51)	(\$341,894.57)	(\$720,200.00)	(\$378,305.43)	52.53%

Total Revenue (\$18,873,149.82) (\$20,646,359.99) (\$37,627,100.00) (\$16,980,740.01) 45.13%

Expenditures

Personnel

Salaries	\$6,279,239.62	\$6,525,499.76	\$21,130,600.00	\$14,605,100.24	69.12%
Variable Fringe	\$1,258,699.28	\$1,283,478.41	\$4,309,800.00	\$3,026,321.59	70.22%
Health Insurance	\$1,120,073.15	\$1,212,020.49	\$3,814,100.00	\$2,602,079.51	68.22%
Total Personnel	\$8,658,012.05	\$9,020,998.66	\$29,254,500.00	\$20,233,501.34	69.16%

Expense Categories

Services	\$629,586.79	\$663,140.78	\$2,101,800.00	\$1,438,659.22	68.45%
Supplies	\$286,061.22	\$326,000.55	\$984,200.00	\$658,199.45	66.88%
Other	\$279,521.34	\$248,480.37	\$649,300.00	\$400,819.63	61.73%
Capital	\$120,891.13	\$152,559.81	\$815,900.00	\$663,340.19	81.30%
Institutional Support	\$2,762,063.55	\$2,813,688.10	\$3,791,400.00	\$977,711.90	25.79%
Transfers	\$9,641.04	\$7,437.76	\$30,000.00	\$22,562.24	75.21%
Total Expense Categories	\$4,087,765.07	\$4,211,307.37	\$8,372,600.00	\$4,161,292.63	49.70%

Total Expenditures \$12,745,777.12 \$13,232,306.03 \$37,627,100.00 \$24,394,793.97 64.83%

Rev/Expense Total (\$6,127,372.70) (\$7,414,053.96) \$0.00 \$7,414,053.96 0.00%



November 19th, 2012

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

From: Jeffrey M. Harmon 

Re: Auto Body Frame Rack

We received three bids for an Auto Body Frame Rack from the following vendors:

CJ, Inc. – Detroit Lakes, Minnesota	\$33,900.00
Rainbow Auto Paint -Twin Falls, Idaho	\$40,626.71
Precision Auto Equipment Co. – Hayden Lake, Idaho	\$48,657.15

Based on the review of the bids by David Wyett, Richard Frey and Tim Pierce, I recommend we accept the low bid for the specified equipment from CJ, Inc. from Detroit Lakes Minnesota.

This state of the art frame rack will allow work on uni-body and light truck frames and uses a three tower system instead of a two tower system that will provide superior results. The Current frame rack was donated to the college over 15 years ago.

Funding for this purchase is from capital outlay funds from Idaho Division of Professional Technical Education.

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



Governing Board, Policy Council, and Advisory Boards

Governance in Head Start is a partnership between the Grantee/Delegate Agency Governing Board, Policy Council, and Management Staff. Each of these groups has a unique and complimentary role to play in effective decision making for the College of Southern Idaho Head Start/Early Head Start program.

Governing Board

The Governing Board has the responsibility for stewardship and monitors the overall organization and operation of CSI Head Start/ Early Head Start. The Governing Board has legal, fiscal and fiduciary responsibility for administering and overseeing the program, including the safeguarding of Federal funds. The governing board ensures active, independent, informed governance and as recommended by the Office of Head Start fully participates in the planning and evaluation of the Head Start Program.

Policy Council

The Policy Council is responsible for the direction of the program including reviewing program design and operation and long and short term goals and objectives. Policy Council is comprised of parent representatives and a community representative elected from each of the eleven Head Start centers and the three Early Head Start sites. Policy Council members provide valuable feed back on recruitment, personnel policies, hiring, budget, and all services provided to children and families. Policy Council also serves another function in fostering parent leadership and empowerment. This sense of confidence is intended to allow parents to continue to take a leading role in their child's education and care well after Head Start. **Policy Council Meeting are held the 3rd Thursday of each month (except December and July) in SUB 232. Meals are served at 5:30 p.m. and the meeting starts at 6:00 p.m.**

Parent Committee

Each Center has a Parent Committee with elected officers. These officers conduct monthly parent meetings. At these meetings, training is provided on various child development and self sufficiency topics. Parents also plan parent/ child activities held at the center. Parent Committees also provide input and feedback for Policy Council members to better represent their centers. **Parent Committee meeting dates and times vary from center to center.**

Advisory Boards

Health– Health Advisory helps plan and evaluate the health services provided by the program. The committee is comprised of Head Start/ Early Head Start parents and staff from each center as well as local health professionals. **The next meeting is January 9, 2012 at 8:30 a.m. in SUB 248.**

Education – Education Advisory provides guidance on the educational needs and policies within the program. This committee includes representatives from early childhood institutions, public schools, and Head Start/ Early Head Start parents. **The next meeting is November 14 at 3:00 p.m. in TAB 276.**

Family Services– Family Services Advisory is actively involved in planning and reviewing services to families. Head Start/ Early Head Start parents and various professionals from the community serve on this committee. **The next meeting is December 5, 2011 at 2:00 p.m. in TAB 276.**

Idaho Head Start Association (IHSA)

This is a state-wide membership organization that serves Idaho's 13 Head Start and Early Head Start programs through networking, information gathering and distribution, advocacy and the raising of public awareness and understanding. Membership meetings allow Head Start/Early Head Start directors, staff and parents to come together to share ideas and perspectives and contribute to Head Start and IHSA on a local, state and national level.

**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For October 2012**

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.

Participation

Head Start October Attendance	87%
Head Start Double Session October Attendance	86%
EHS Home Visit Completion Rate	95%

Meals and Snacks

Total meals served for October	5,196
Total snacks served for October	5,278

Education

Direct service staff are working on completing 90 day screeners for Head Start children. These include height/weight, blood pressure, Hematocrit, physical, dental, and lead screening. These screeners must be completed within 90 calendar days of the child's enrollment. Parent/Teacher conferences are being conducted this month as well. Parents have the opportunity to visit the center and go over information about their child and the program with the classroom teacher and home visitor. A phone conference is available for parents unable to attend in person.

Parent Involvement

Head Start Home Visitors are currently working with families of enrolled children on Family Partnership Agreements or FPA. The FPA is an opportunity for parents or whole families to set goals and objectives for themselves for the program year. Goals can include employment, education, wellness, communication, and money management just to name a few. The FPA supports whole families in lifelong learning in addition to child goals and School Readiness. Policy Council has also begun a new term for the 2012-2013 program year with a retreat and elections in Albion, Idaho. Newly elected members received training on the duties of officers and how Policy Council works in a fun filled weekend. Outgoing members were highlighted and given commemorative pins for their service.

Early Head Start

The Early Head Start program is getting prepared for an upcoming EHS training meeting November 19th and 20th. The training will be provided by our Mental Health Specialist Susan Vance. She will be training a full day on domestic violence. Recently a few of the home visitors were able to attend a conference in Boise called Promoting First Relationships. The program is about helping parents meet the social and emotional needs of their children. At the EHS training meeting the home visitors will be able to share with each other how they have used this program to help with their visits. This training will be a great opportunity for our home visitors to grow and develop.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 514,291.00	\$ 39,285.80	\$ 389,541.49	\$ 124,749.51	\$ 124,749.51	83.0%	75.7%
BENEFITS	\$ 243,377.00	\$ 20,455.63	\$ 197,977.94	\$ 45,399.06	\$ 45,399.06	83.0%	81.3%
OUT OF AREA TRAVEL	\$ 5,000.00	\$ 2,376.01	\$ 2,539.72	\$ 2,460.28	\$ 2,460.28	83.0%	50.8%
EQUIPMENT	\$ 36,592.00	\$ -	\$ 14,759.00	\$ 21,833.00	\$ 36,592.00	83.0%	40.3%
SUPPLIES							
OFFICE CONSUMABLES	\$ 4,200.00	\$ 964.96	\$ 2,500.01	\$ 1,699.99	\$ 1,699.99	83.0%	59.5%
CENTER SUPPLIES	\$ 8,830.00	\$ 415.18	\$ 6,473.00	\$ 2,357.00	\$ 2,357.00	83.0%	73.3%
CLASSROOM SUPPLIES	\$ 8,500.00	\$ 680.53	\$ 6,515.13	\$ 1,984.87	\$ 1,984.87	83.0%	76.6%
TRAINING SUPPLIES	\$ 9,825.00	\$ 53.02	\$ 2,408.42	\$ 7,416.58	\$ 7,416.58	83.0%	24.5%
FOOD	\$ 2,400.00	\$ 22.20	\$ 269.94	\$ 2,130.06	\$ 2,130.06	83.0%	11.2%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 66,240.00	\$ 4,260.34	\$ 40,626.14	\$ 25,613.86	\$ 25,613.86	83.0%	61.3%
MEDICAL	\$ 16,200.00	\$ 50.00	\$ 2,982.55	\$ 13,217.45	\$ 13,217.45	83.0%	18.4%
DENTAL	\$ 12,000.00	\$ -	\$ 106.20	\$ 11,893.80	\$ 11,893.80	83.0%	0.9%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 10,000.00	\$ 278.42	\$ 5,105.40	\$ 4,894.60	\$ 4,894.60	83.0%	51.1%
CAREER DEVELOP	\$ 2,500.00	\$ 245.64	\$ 1,004.83	\$ 1,495.17	\$ 1,495.17	83.0%	40.2%
PARENT TRAINING	\$ 2,924.00	\$ 269.63	\$ 607.37	\$ 2,316.63	\$ 2,316.63	83.0%	20.8%
FACILITIES/CONST.	\$ 65,028.00	\$ 250.09	\$ 63,595.25	\$ 1,432.75	\$ 1,432.75	83.0%	97.8%
UTILITIES	\$ 8,400.00	\$ 344.13	\$ 5,706.52	\$ 2,693.48	\$ 2,693.48	83.0%	67.9%
TELEPHONE	\$ 4,400.00	\$ 351.89	\$ 3,915.80	\$ 484.20	\$ 484.20	83.0%	89.0%
OTHER	\$ 11,500.00	\$ 564.19	\$ 5,177.46	\$ 6,322.54	\$ 6,322.54	83.0%	45.0%
TOTAL DIRECT COSTS	\$ 1,032,207.00	\$ 70,867.66	\$ 751,812.17	\$ 280,394.83	\$ 295,153.83	87.6%	72.8%
ADMIN COSTS	\$ 61,196.00	\$ 4,684.80	\$ 41,333.84	\$ 19,862.16	\$ 19,862.16	75.0%	67.5%
GRAND TOTAL	\$ 1,093,403.00	\$ 75,552.46	\$ 793,146.01	\$ 300,256.99	\$ 278,423.99	86.9%	72.5%
IN KIND NEEDED	\$ 273,501.25						
IN KIND GENERATED	\$ 314,206.13						
IN KIND (SHORT)/LONG	\$ 40,704.88	100% met					

TRAINING AND TECHNICAL ASSISTANCE

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 16,159.00	\$ -	\$ 11,369.38	\$ 4,789.62	83.0%	70.4%
6e. SUPPLIES						
Training Supplies	\$ 500.00	\$ 48.00	\$ 253.01	\$ 246.99	83.0%	50.6%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 12,080.00	\$ -	\$ 10,930.20	\$ 1,149.80	83.0%	90.5%
TOTAL DIRECT COSTS	\$ 28,739.00	\$ 48.00	\$ 22,552.59	\$ 6,186.41	83.0%	78.5%
ADMIN COSTS	\$ 1,767.00	\$ -	\$ 256.32	\$ 1,510.68	75.0%	14.5%
GRAND TOTAL	\$ 30,506.00	\$ 48.00	\$ 22,808.91	\$ 7,697.09	81.0%	74.8%
IN KIND NEEDED	\$ 3,246.00					
IN KIND GENERATED	\$ 3,246.00					
IN KIND (SHORT)/LONG	\$ -					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	TOTAL HS Expansion	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,479,819.00	\$ 207,122.37	\$ 26,353.41	\$ 2,049,393.92	\$ 430,425.08	\$ 430,425.08	83.0%	82.6%
BENEFITS	\$ 1,406,973.00	\$ 118,773.55	\$ 18,743.39	\$ 1,153,038.83	\$ 253,934.17	\$ 253,934.17	83.0%	82.0%
OUT OF AREA TRAVEL	\$ -			\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -			\$ -	\$ -	\$ -	0.0%	0.0%
SUPPLIES					\$ -			
OFFICE CONSUMABLES	\$ 21,925.00	\$ 8,201.34		\$ 19,690.23	\$ 2,234.77	\$ 2,234.77	83.0%	89.8%
CLASSROOM SUPPLIES	\$ 24,188.00	\$ 3,976.21		\$ 25,804.45	\$ (1,616.45)	\$ (1,616.45)	83.0%	106.7%
CENTER SUPPLIES	\$ 21,950.00	\$ 3,193.25	\$ 166.13	\$ 17,436.51	\$ 4,513.49	\$ 4,513.49	83.0%	79.4%
TRAINING SUPPLIES	\$ 7,150.00	\$ 1,753.73		\$ 10,720.46	\$ (3,570.46)	\$ (3,570.46)	83.0%	149.9%
FOOD	\$ 7,400.00	\$ (763.32)		\$ 2,066.40	\$ 5,333.60	\$ 5,333.60	83.0%	27.9%
CONTRACTUAL OTHER					\$ -			
CONTRACTS	\$ 13,590.00	\$ 943.20		\$ 6,156.11	\$ 7,433.89	\$ 7,433.89	83.0%	45.3%
MEDICAL	\$ 10,200.00	\$ 3,252.08		\$ 7,870.77	\$ 2,329.23	\$ 2,329.23	83.0%	77.2%
DENTAL	\$ 13,600.00	\$ 49.00		\$ 1,605.51	\$ 11,994.49	\$ 11,994.49	83.0%	11.8%
CHILD TRAVEL	\$ 106,300.00	\$ 11,112.82	\$ 22.64	\$ 87,282.60	\$ 19,017.40	\$ 19,017.40	83.0%	82.1%
EMPLOYEE TRAVEL	\$ 37,000.00	2,886.73		\$ 28,004.61	\$ 8,995.39	\$ 8,995.39	83.0%	75.7%
CAREER DEVELOP	\$ 2,000.00	\$ -		\$ 694.91	\$ 1,305.09	\$ 1,305.09	83.0%	34.7%
PARENT TRAINING	\$ 5,490.00	\$ 583.14		\$ 3,785.83	\$ 1,704.17	\$ 1,704.17	83.0%	69.0%
SPACE	\$ 77,224.00	4,573.88		\$ 68,246.24	\$ 8,977.76	\$ 8,977.76	83.0%	88.4%
UTILITIES	\$ 54,600.00	\$ 3,185.65		\$ 41,785.87	\$ 12,814.13	\$ 12,814.13	83.0%	76.5%
TELEPHONE	\$ 31,450.00	\$ 3,038.98		\$ 30,890.80	\$ 559.20	\$ 559.20	83.0%	98.2%
OTHER	\$ 73,778.00	\$ 4,559.18	\$ 127.16	\$ 61,308.53	\$ 12,469.47	\$ 12,469.47	83.0%	83.1%
TOTAL DIRECT COSTS	\$ 4,394,637.00	\$ 376,441.79	\$ 45,412.73	\$ 3,615,782.58	\$ 778,854.42	\$ 778,854.42	83.0%	75.6%
ADMIN COSTS	\$ 320,928.00	\$ 21,765.86	\$ 4,113.11	\$ 193,157.37	\$ 127,770.63	\$ 127,770.63	75.0%	60.2%
GRAND TOTAL	\$ 4,715,565.00	\$ 398,207.65	\$ 49,525.84	\$ 3,808,939.95	\$ 906,625.05	\$ 906,625.05	83.0%	80.8%
IN KIND NEEDED	\$ 1,114,705.00							
IN KIND GENERATED	\$ 661,972.41	59% of Total Needed		* Add'l \$68,130 In-Kind posted for November				
IN KIND (SHORT)/LONG	\$ (452,732.59)			** EHS has add'l \$150,000 In-Kind that can be used for HS				
PROCUREMENT CARD EXPENSE	\$ 16,099.90	4% of Total Expense. Detailed report of PCARD charges available upon request.						
Totals	\$ 15,465.08	\$ 2,160.63		\$ 239.38	\$ 17,865.09	\$ 82,319.30	\$ (90,639.57)	(8,320.27)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 18,290.00	\$ 310.34	\$ 18,276.48	\$ 13.52	83.0%	99.9%
6e. SUPPLIES						
Training Supplies	\$ 17,906.00	\$ 2,152.80	\$ 18,381.29	\$ (475.29)	83.0%	102.7%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 15,220.00	\$ 723.00	\$ 15,188.61	\$ 31.39	83.0%	99.8%
TOTAL DIRECT COSTS	\$ 51,416.00	\$ 3,186.14	\$ 51,846.38	\$ (430.38)	83.0%	100.8%
ADMIN COSTS	\$ 3,021.00	\$ -	\$ 1,078.07	\$ 1,942.93	100.0%	35.7%
GRAND TOTAL	\$ 54,437.00	\$ 3,186.14	\$ 52,924.45	\$ 1,512.55	87.3%	97.2%
IN KIND NEEDED	\$ 11,275.00					
IN KIND GENERATED	\$ 11,275.00					
IN KIND (SHORT)/LONG	\$ -					