EXECUTIVE SESSION
3:00 P.M.
Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING
4:00 P.M.
Taylor Building – Taylor 277

AGENDA

CALL TO ORDER

APPROVAL OF MEETING AGENDA: (A) Chairman Kleinkopf

MINUTES – EXECUTIVE SESSION – AUGUST 17TH, 2015: (A) Mike Mason

MINUTES – REGULAR MEETING – AUGUST 17TH, 2015: (A) Mike Mason

TREASURER’S REPORT: (A) Mike Mason

HEAD START/EARLY HEAD START OPERATIONAL REPORT: (A) Mancole Fedder

HEAD START/EARLY HEAD START CY 16 GRANT APPLICATION: (A) Mancole Fedder

OPEN FORUM

UNFINISHED BUSINESS

CSI BOARD OF TRUSTEES OPEN FORUM POLICY: (A) Chairman Kleinkopf

NEW BUSINESS

APPLIED TECHNOLOGY AND INNOVATION CENTER

FOOD SCIENCE REMODEL PROJECT BID: (A) Mike Mason

MANUFACTURING TECHNOLOGY FOOD PROCESSING EQUIPMENT BID: (A) Mike Mason
AGENDA
CSI BOARD OF TRUSTEES MEETING
SEPTEMBER 21, 2015

GLANBIA DONATION TO REFUGEE CENTER: (I) Mike Mason

ELECTRONIC MESSAGE BOARD: (I) Doug Maughan & Kim Lapray

INNOVATION CIRCLE GRANT – FROST PROPERTY PLANNING COMMITTEE REPORT: (I)
Scott Farkas, Judy Hansen, Jim Wilson, Scott Rogers, Chance Munns & Don Campanella

REMARKS FOR THE GOOD OF THE ORDER

PRESIDENT’S REPORT: (I) President Fox

ADJOURNMENT
THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
SEPTEMBER REGULAR BOARD OF TRUSTEES MEETING
SEPTEMBER 21, 2015

CALL TO ORDER: 4:00 p.m.  Presiding: Karl Kleinkopf

Attending: Trustees: Dr. Thad Scholes, Karl Kleinkopf,
Laird Stone and Jan Mittleider

College Administration: Dr. Jeff Fox, President
Robert Alexander, Board Attorney
John M. Mason, Vice President of Administration
Dr. Michelle Schutt, Associate Vice President of
Student Services
Jayson Lloyd, Instructional Dean
Terry Patterson, Instructional Dean
Jeff Harmon, Dean of Finance
Eric Nielson, Director of Human Resources
Randy Dill, Physical Plant Director
Dr. Michelle McFarlane, Registrar
Dr. Teri Fattig, Library Director and Museum
Department Chair
Doug Maughan, Public Information Director
Debra Wilson, Executive Director of the College of
Southern Idaho Foundation
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Mancole Fedder, Cesar Perez, Jim Wilson,
Chance Munns, Judy Hansen, Scott Farkas, Scott Rogers,
Don Campanella, Keith Quatraro, Jennifer Zimmers, Perri
Gardner and Ella Johnson

Visitors: Dr. Alan Frost, Shelby Zimmers, Matt Ahrens and
persons on the attached list.

Faculty Representatives: R.D. Van Noy

PACE Representative: Kim Lapray

Times News: Julie Wootton

KMVT: Ben Lyda
CSI Trustees
September 21, 2015
Page 2

APPROVAL OF AGENDA: The agenda was accepted as written.

BOARD MINUTES: The Board minutes of the Regular Session and Executive Session of August 17, 2015 were accepted as written by the Board.

TREASURER’S REPORT: The Treasurer’s report was accepted by the Board on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

HEAD START/EARLY HEAD START REPORT: The Board approved the Head Start/Early Head Start monthly fiscal and operational reports and the 2016 grant application for Head Start/Early Head Start as presented by Head Start/Early Head Start Director Mancole Fedder on MOTION by Jan Mittleider. Affirmative vote was unanimous.

OPEN FORUM: Prior to opening Open Forum, Chairman Kleinkopf stated the Open Forum was not a requirement of the Board but that it was done at the discretion of the Board to receive input from the public on college issues of interest.

The following individuals addressed the Board in support of the College of Southern Idaho Refugee Center: Traci Adams, Matineh Behnamifard, Jeff Ruprecht, Judy Ruprecht, Liyah Babayan, Selma Mohammednur, Yasser Ahmad, Bob Sojka, David Whitehead, Kasey Teske, Perri Gardner and Melissa Joelson.

The following individuals addressed the Board with comments against the continued operation of the College of Southern Idaho Refugee Center: D.R. Fitzsimmons, Mohamad SkyeHook, Byrd Golay and Alex Joye.

Mike Tolka asked the Board if the policy of free tuition for students over 60 years of age was going to change.

UNFINISHED BUSINESS:

The proposed Open Forum Board Policy was amended to include the following statement “Any person who falsifies their name or address on the Open Forum Request To Speak form will not be allowed to speak at Open Forum unless they have
obtained prior written permission from the Board Chair.” Open Forum Board Policy BP.09.03 was approved as amended on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

NEW BUSINESS:

1. The Board approved the low bid of Wheeler Electric of Idaho Falls, Idaho in the amount of $196,935 for the specified Applied Technology and Innovation Center electrical and plumbing project on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

   Funding for this project is from the Plant Facility Fund.

2. The Board approved the following low bids on MOTION by Jan Mittleider:

   Continuous Dairy Freezer
   and Ingredient Feeder Tetra Pak, Inc. $113,000.00

   Fruit Juicer Overflow Summit Packing, Inc. $ 20,186.30
   Filling System

   Potato Fryer Douglas Equipment $ 15,092.63

   __________
   Total $148,278.93

   Affirmative vote was unanimous.

   Funding for the equipment is from appropriated capital outlay funds from the Idaho State Division of Professional Technical Education.

3. The Board formally thanked Glanbia Foods for their very generous donation $25,000 to the College of Southern Idaho Refugee Center. The funds will be used in accordance with the guidelines of the federal Refugee Match Grant to purchase supplies, services and offer programs that directly impact refugees.

   The Board also recognized Tara McFarland, Match Grant and Community Liaison Coordinator, for her outstanding efforts in getting donations and offering programs for refugees.
4. Doug Maughan discussed the need for at least one and maybe more new electronic message boards for the campus. The Board asked Mr. Maughan to bring back some concepts and rough pricing estimates for further discussion.

5. Scott Farkas presented the Frost Property Retreat Center Site Use and Development Proposal to the Board. The study and proposal was funded from a College of Southern Idaho Innovative Circle Grant. The Board and President Fox thanked the grant participants for their work. Dr. Frost was also thanked for his donation of the property to the College of Southern Idaho Foundation.

REMARKS FOR THE GOOD OF THE ORDER

1. The Board members thanked Kathy Deahl and the 50 year celebration committee for an outstanding job.

2. The President reported on his activities for the month.

ADJOURNMENT was declared at 6:00 p.m.

John M. Mason, Secretary Treasurer

Approved: October 19, 2015

Chairman
## General Fund YTD Board

### Statement of Revenue and Expenses

**Last Year** | **This Year** | **Budget** | **Remaining Budget** | **Rem Bud %**
--- | --- | --- | --- | ---
Tuition & Fees | ($1,130,700.84) | ($1,113,950.75) | ($10,543,400.00) | ($9,429,449.25) | 89.43%
County Tuition | $138,000.00 | ($647,756.68) | ($1,356,000.00) | ($708,243.32) | 52.23%
State Funds | ($13,280,863.27) | ($18,389,699.06) | ($18,793,300.00) | ($403,800.92) | 2.15%
County Property Tax | ($91,820.80) | ($140,392.26) | ($6,602,700.00) | ($6,462,307.74) | 97.87%
Grant Management Fees | ($55,917.85) | ($71,853.99) | ($550,000.00) | ($478,148.01) | 86.94%
Other | ($59,032.16) | ($45,828.24) | ($407,600.00) | ($361,771.76) | 88.76%
Unallocated Tuition | ($5,246,027.48) | ($5,318,268.35) | $0.00 | $5,318,268.35 | 0.00%
Departmental Revenues | ($291,664.06) | ($374,404.96) | ($713,100.00) | ($338,695.04) | 47.50%

### Total Revenue

**Last Year**: ($20,038,046.46)  
**This Year**: ($26,102,154.31)  
**Budget**: ($38,966,100.00)  
**Remaining Budget**: ($12,863,945.69)  
**Rem Bud %**: 33.01%

### Expenditures

**Personnel**

| Category          | Last Year | This Year | Budget   | Remaining | Rem Bud % |
--- | --- | --- | --- | --- | ---
Salaries          | $2,915,833.96 | $2,950,964.63 | $20,799,200.00 | $17,848,235.37 | 85.81%
Variable Fringe    | $626,783.84  | $637,752.49  | $4,273,500.00  | $3,635,747.51  | 85.08%
Health Insurance   | $555,985.10  | $592,763.44  | $3,919,000.00  | $3,326,236.56  | 84.87%
Total Personnel    | $4,098,602.90 | $4,181,480.56 | $28,991,700.00 | $24,810,219.44 | 85.58%

### Expense Categories

| Category                      | Last Year | This Year | Budget   | Remaining | Rem Bud % |
--- | --- | --- | --- | --- | ---
Services                     | $459,337.75 | $469,047.34 | $2,496,100.00 | $2,027,052.66 | 81.21%
Supplies                      | $77,544.18 | $88,848.98 | $1,010,100.00 | $921,251.02 | 91.20%
Other                         | $103,572.50 | $156,339.76 | $561,400.00 | $405,060.24 | 72.15%
Capital                       | $67,499.94 | $70,062.16 | $707,300.00 | $637,237.84 | 90.09%
Institutional Support         | $467,612.17 | $2,991,256.57 | $5,199,500.00 | $2,208,233.43 | 42.47%
Total Expense Categories      | $1,175,566.54 | $3,775,564.81 | $9,974,400.00 | $6,198,835.19 | 62.15%

### Total Expenditures

**Last Year**: $5,274,169.44  
**This Year**: $7,957,045.37  
**Budget**: $38,966,100.00  
**Remaining**: $31,009,054.63  
**Rem Bud %**: 79.58%

### Rev/Expense Total

| Last Year | This Year | Budget   | Remaining | Rem Bud % |
--- | --- | --- | --- | ---
($14,763,877.02) | ($18,145,108.94) | $0.00 | $18,145,108.94 | 0.00%
Vision Screenings at CSI Head Start/Early Head Start

A child’s brain develops at an amazing pace during the first years of life. It also adapts to the sensory images it receives through the eyes. If one or both eyes see blurry images, the brain will quickly learn to ignore them and focus more on whichever eye delivers the clearer image.

In order to detect vision problems and provide referrals to correct vision concerns, CSI Head Start/Early Head Start uses the Pedia-Vision Screener. The screener detects vision problems such as:

- Near-sightedness (Myopia)
- Far-sightedness (Hyperopia)
- Unequal refractive power (anisometropia)
- Blurred Vision, eye structure problems (astigmatism)
- Pupil size deviations (anisocoria)
- Eye misalignment (Strabismus)

The vision screening takes only a few seconds and requires no response from the child. This screening takes place within 45 days of enrollment into the program and then every year following the child’s wellness exam schedule.

Hearing Screenings at CSI Head Start /Early Head Start

It is very important for a child to be able to connect with his/her surroundings. The recognition of sounds helps children to interact and understand everything that goes on around them. Hearing loss to any degree will interfere with a child’s social development and in engaging in the world around him or her. A child with hearing loss who demonstrates a speech delay, may shy away from other children because he or she is unable to communicate.

In order to detect hearing loss in infants and children, and provide referrals to correct hearing loss, CSI Head Start/Early Head Start uses the ERO-SCAN Otoacoustic Emission Screener (OAE). The OAE involves the detection of emission that is produced by a normal ear in response to incoming sounds. A small hand-held instrument with an ear tip is placed in the child’s ear and sound is projected into the ear. The device then measures the response from the ear. The screening takes only a few minutes and requires no response from the child. This screening takes place within 45 days of enrollment into the program and then every year following the child’s wellness exam schedule.
College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For September 2015

Enrollment
   Head Start ACF Federal Funded   560
   Head Start TANF                27
   Early Head Start               82
   Total                          669

Program Options
   Part-day/ Part-year, Center Based, Home Based School District Enhanced, Pre- K,
   Early Head Start - Home Based, Early Head Start Infant and Toddler Combination.

Program Participation for August
   HS Program Wide Attendance       NA

Meals and Snacks
   Total meals served for August    75
   Total snacks served for August    69

Education
   Children began attending class September 8th. Centers held “Dinner and a Screening”
   night to orient parents and children to the centers. Staff started completing required screenings
   for children. The children are screened for vision, hearing, speech/language, development,
   and social emotional health (DECA). These screeners must be completed with-in 45 days of
   enrollment for each Head Start child. Classroom staff began documenting anecdotal informa-
   tion for the COR (Child Observation Record) which is our ongoing assessment for each child.

Parent Involvement
   Parent Meetings at the center level have begun for the 2015-2016 program year. Each
   center holds elections for parents to participate in committees, advisory boards and as Policy
   Council Representatives for the new program year. Center Supervisors engage parents and
   encourage them to participate in their centers through volunteering in the classroom, as a bus
   monitor, helping with food service, maintenance, and/or serving on parent committees or Pol-
   icy Council or in other areas of interest.

Early Head Start
   Early Head Start began the first round of socializations with families the week of
   August 17th. Per federal performance standards, a minimum of 2 socializations must be of-
   fered each month. The infant/toddler COR Time 1 has been completed and a baseline of the
   children’s skills has been established.

Documents for Board Review/ Approval:
   Financial Reports
   Head Start/Early Head Start Continuation Grant Application Letter
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<th>CATEGORY</th>
<th>TOTAL APPROVED</th>
<th>TOTAL THIS MONTH</th>
<th>CASH OUTLAY TO DATE</th>
<th>BALANCE</th>
<th>PROJ %</th>
<th>ACTUAL %</th>
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3% of Total Expense. Detailed report of PCARD charges available upon request.
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<tr>
<th>CATEGORY</th>
<th>TOTAL APPROVED</th>
<th>TOTAL THIS MONTH</th>
<th>CASH OUTLAY TO DATE</th>
<th>BALANCE</th>
<th>PROJECTED %</th>
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<td>GRAND TOTAL</td>
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<td>$(4,898.00)</td>
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<td></td>
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<tr>
<td>CATEGORY</td>
<td>TOTAL APPROVED</td>
<td>TOTAL THIS MONTH</td>
<td>CASH OUTLAY TO DATE</td>
<td>BALANCE</td>
<td>BALANCE OF BUDGET</td>
<td>PROJ %</td>
</tr>
<tr>
<td>------------------------------</td>
<td>----------------</td>
<td>------------------</td>
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<td>---------</td>
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<td>SALARIES</td>
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<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td>EQUIPMENT</td>
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<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td>SUPPLIES</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td>CENTER SUPPLIES</td>
<td>$13,265.00</td>
<td>$279.41</td>
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<td>$ -</td>
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<td>OTHER</td>
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<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
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<tr>
<td>CHILD TRAVEL</td>
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<td>$1,459.84</td>
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<td>$130.22</td>
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<tr>
<td>CAREER DEVELOP</td>
<td>-</td>
<td>$ -</td>
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<td>$ -</td>
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<tr>
<td>PARENT TRAINING</td>
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<tr>
<td>FACILITIES/CONST.</td>
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<td>$403.44</td>
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<td>$69,100.00</td>
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<tr>
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<tr>
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<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.0%</td>
</tr>
<tr>
<td>IN KIND GENERATED</td>
<td>$268,226.99</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<td>0.0%</td>
</tr>
<tr>
<td>IN KIND (SHORT)/LONG</td>
<td>$3,249.90</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.0%</td>
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USDA

<table>
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<th>Food</th>
<th>Non-Food</th>
<th>Repair/Maint</th>
<th>Total for Month</th>
<th>Revenue Received</th>
<th>YTD Expense</th>
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<tbody>
<tr>
<td>328.60</td>
<td>(104.00)</td>
<td>41.61</td>
<td>266.21</td>
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<td>3,870.20</td>
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<td>TOTAL THIS MONTH</td>
<td>CASH OUTLAY TO DATE</td>
<td>BALANCE</td>
<td>PROJECTED %</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------</td>
<td>------------------</td>
<td>---------------------</td>
<td>---------------</td>
<td>-------------</td>
</tr>
<tr>
<td>OUT OF AREA TRAVEL</td>
<td>$ 13,585.00</td>
<td>$ 9,031.40</td>
<td>$ 13,944.89</td>
<td>$ (359,89)</td>
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<tr>
<td>SUPPLIES</td>
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</tr>
<tr>
<td>Training Supplies</td>
<td>$ 1,424.00</td>
<td>$ 17.95</td>
<td>$ 17.95</td>
<td>$ 1,406.05</td>
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<tr>
<td>OTHER</td>
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<td></td>
</tr>
<tr>
<td>Contracts</td>
<td>$ 4,000.00</td>
<td>$</td>
<td></td>
<td></td>
<td>67.0%</td>
</tr>
<tr>
<td>Staff Training</td>
<td>$ 7,489.00</td>
<td>$ 1,582.61</td>
<td>$ 6,332.83</td>
<td>$ 1,156.17</td>
<td>67.0%</td>
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<tr>
<td>TOTAL DIRECT COSTS</td>
<td>$ 26,498.00</td>
<td>$ 10,631.96</td>
<td>$ 20,295.67</td>
<td>$ 6,202.33</td>
<td>89.3%</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$ 26,498.00</td>
<td>$ 10,631.96</td>
<td>$ 20,295.67</td>
<td>$ 6,202.33</td>
<td>67.0%</td>
</tr>
</tbody>
</table>

IN KIND NEEDED      | $ 6,625.00     |
IN KIND GENERATED    | $ 1,150.00     |
IN KIND (SHORT)/LONG | (5,475.00)     |
September 17, 2015

Head Start/Early Head Start 2016 Funding request:

PA 4122 - $4,774,930 for Program Operations (HS)
PA 4120 - $53,979 for Training and Technical Assistance (HS)
PA 4125 - $1,059,908 for Program Operations (EHS)
PA 1126 - $26,478 for Training and Technical Assistance (EHS)

Total ACF funding= $5,915,315

The College of Southern Idaho (CSI) Head Start/Early Head Start program is requesting ACF funds to serve a total of 642 children. The program will also receive funds to serve an additional 27 children.

**PROGRAM HIGHLIGHTS:**

- Transporting 317 children = 51% of all HS children *includes 16 EHS Toddler Combo children

- Online COR: Full implementation of new data collection system that will follow children’s individual progress towards school readiness from birth to 5. Also allows for online lesson planning which is a seamless process directly connected to High Scope.

- Infant and Toddler Combo model: Transportation services are being offered in this model.

- Budget Allocation differences from FY2015: A 14% increase in Health insurance costs has been accounted for in the projected budget. This increase in cost doesn’t allow us to budget for the merit based step increase of 3% to staff who would qualify. This is the first time in 5 years that we will not be able to write this pay increase into the budget. Concerning.

- Double Session no longer is a program option for the program. The last of the DS classrooms were phased out this summer, they are now Center based.

- The program is implementing a new data base, Child Plus. Widely used by programs throughout the U.S. and entirely in the state of Idaho. More efficient and user friendly.
Guidelines for addressing the Board during Open Forum.

The purpose of this Guideline is to assist the Board Chairperson in the implementation of Board Policy BP.09.03 Order of Business which gives the Board discretion to allow public input on items on the agenda.

The Board of Trustees of the College of Southern Idaho procedures for conducting an Open Forum allowing members of the public to address the Board are as follows:

Anyone wishing to address the Board must fill out a request form and submit it to the Board Secretary prior to the Board meeting.

As noted on the request form, each speaker is limited to three (3) minutes. If there are a large number of speakers addressing the same issue or topic, the Chairperson of the Board may limit the time allocated to each speaker, ask representatives of the group to summarize their colleagues’ statements, or limit the number of speakers. Total time allotted for the Open Forum will not exceed thirty (30) minutes. If necessary, the Chairperson may allot additional time at the end of the meeting.

If topic has been addressed in a recent Board meeting, the Board Chairperson may not recognize speakers wishing to comment on the topic. However, the Board Secretary will accept written comments for future distribution to the Board. Speakers may not air personnel matters, personal complaints, grievances or partisan political issues.

The following priority will be given to speakers during the Open Forum:

i. Presentations from individuals or groups on matters scheduled for Board action or discussion on the meeting agenda;
   ii. Presentations from individuals or groups on any matter relevant to College business, who has not spoken on that subject within the previous 60 days.

Please submit written comments or other material for the Board to the Board Secretary. The material should include your name. A copy of your materials will be forwarded to all Board members for their review. DO NOT DISTRIBUTE ANY MATERIALS DIRECTLY TO BOARD MEMBERS. The Board Chairperson will call upon speakers one at a time. When you are called, please come forward, and for the record, please state your name and the organization, if any, you are representing. Because of the diversity of issues, members of the Board do not respond to the speaker during the Open Forum. Instead, the speakers concerns are noted and referred to the proper resource for follow-up. The Board is informed of the outcomes of these efforts by the college resource responding to the speaker’s concern.

To mail your comments directly to the Board, please address them to the Board Secretary at the address shown below. The Board Chairperson reserves the right to set the agenda with or without the Open Forum.
OPEN FORUM REQUEST TO SPEAK FORM

PLEASE PRINT

TODAY’S DATE: ____________________________

MEETING DATE: ____________________________

NAME: ____________________________________

ADDRESS: __________________________________

___________________________________________

___________________________________________

PHONE #: _________________________________

AFFILIATION OR GROUP YOU REPRESENT (IF ANY): ____________________________

AGENDA TOPIC YOU WISH TO ADDRESS:

________________________________________________________________________

IF YOU HAVE WRITTEN MATERIALS FOR THE BOARD, PLEASE SUBMIT THEM WITH THIS FORM.

TIME LIMIT: EACH SPEAKER IS LIMITED TO THREE (3) MINUTES TO ADDRESS THE BOARD IN OPEN FORUM. Should a large number of speakers wish to address the board the chairman may limit the time allocated to each speaker.

Have you addressed the Board in the last six (6) months?  □ Yes  □ No

If yes, when and on what topic? ____________________________________________

________________________________________________________________________

I have read the guidelines for addressing the Board, and I agree to abide by them.

Signed: ____________________________ date: ____________________________
September 16, 2015

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

From: Mike Mason

Re: Applied Technology and Innovation Center Food Science Remodel Project

We advertised for the specified electrical and plumbing project necessary to accommodate equipment for our food science program in the ATIC building. We received the following bids:

- Wheeler Electric $196,935
- Paige Mechanical Group Inc. $228,500

Based upon a review of the bids by Randy Dill and Allen Scherbinske, I recommend we accept the low bid of Wheeler Electric of Idaho Falls, Idaho in the amount of $196,935 for the specified project.

The project is estimated to be completed by February 1, 2016.

Funding for this project is from the Plant Facility Fund.
September 21, 2015

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

From: Jeffrey M. Harmon

Re: Manufacturing Technology Food Processing Equipment

We properly advertised to purchase equipment for the food manufacturing technology program. The equipment will be used in the Food Science program.

Low and acceptable bids were received from:

- Continuous Dairy Freezer and Ingredient Feeder
  Tetra Pak Inc.  Vernon Hills, Illinois  $113,000.00

- Fruit Juicer Overflow Filling System
  Summit Packaging Inc.  Auburn, Washington  $20,186.30

- Potato Fryer
  Douglas Equipment  Bluefield, West Virginia  $15,092.63

Total of three recommended bid packages  $148,278.93

Based upon the review of the bids by Terry Patterson and Janna Hamlett, I recommend that we accept the three bids from the above vendors in the amount of $148,278.93. Each bid includes all of the specified equipment including the shipping installation and orientation in the use of each component.

Funding for this equipment is from Idaho department of Professional Technical Education capital funds.
September 16, 2015

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

From: Mike Mason

Re: Glanbia Foods Donation

Glanbia Foods has employed a significant number of refugees over the years and selected the College of Southern Idaho Refugee Center as a recipient of money raised through their annual community fundraising campaign. They have been very supportive of the college and our programs.

The twenty five thousand dollar donation from Glanbia Foods will be used to meet our local matching requirements for our federal Match Grant. In accordance with Glanbia’s wishes and in compliance with the grant, the funds will be used for the continuation of goods and services providing: bicycles for transportation to employment, school supplies and necessities for the K-12 Refugee Summer School, community education events such as the Magic Valley Refugee Day and Holiday Celebration, and the implementation of employment education classes such as sewing and/or computer literacy.

Glanbia further stated that “We feel these projects embody and best serve the betterment and resettlement of Refugees and their families. The donation is to be used solely for the Matching Grant Program and the CSI Refugee Programs until the funds are exhausted.”

While we deeply appreciate in kind donations, this cash donation will have a huge impact upon needed services for refugees. In addition to thanking Glanbia for their very generous donation, I would also ask the Board to recognize Refugee Center Director Zeze Rwasama and Matching Grant Coordinator/Community Liaison Tara McFarland for their outstanding work concerning this donation.