



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

November 18, 2013

BOARD OF TRUSTEES EXECUTIVE SESSION

3:30 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

4:00 p.m.

Taylor Building – SUB 248

AGENDA

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

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*

MINUTES – EXECUTIVE SESSION OF OCTOBER 18th, 2013: (A) *Mike Mason*

MINUTES – SPECIAL SESSION OF OCTOBER 18th, 2013: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF OCTOBER 21ST, 2013: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF OCTOBER 21ST, 2013: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM: (I) *Board Chairman*

SUSTAINABILITY PRESENTATION: (I)

Dr. Jan Simpkin (CSI), Dr. Randy Smith (CSI) & Travis Rothweiler (Twin Falls City Manager)

FY 2013 AUDIT REPORT: (A) *Raymond Ware, Ware & Associates CPA's*

REFUGEE CENTER REMODEL BID: (A) *Mike Mason*

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

DECEMBER MEETING DATE CHANGE: (A) *Interim President Eaton*

PRESIDENT'S REPORT: (I) *Interim President Eaton*

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
NOVEMBER REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 18, 2013

CALL TO ORDER: 4:14 p.m. Presiding: Dr. Thad Scholes

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

College Administration: Curtis Eaton, President
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Jeff Harmon, Dean of Finance
Scott Scholes, Dean of Students
Terry Patterson, Instructional Dean
Valerie Warner, Interim Instructional Dean
Monty Arrossa, Director of Human Resources
Doug Maughan, Public Relations Director
Teri Fattig, Library Director and Museum Department
Chair
Debra Wilson, Executive Director of the College of
Southern Idaho Foundation
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Dr. Randy Smith and Dr. Jan Simpkin

Visitors: Emily Peterson, Kendall Lindley, Raymond Ware,
Angela Ellis, Anna Naranjo, Travis Rothweiler and Shawn
Barigar

Faculty Representatives: Jim Woods and Ellen Neff

PACE Representative: None

Times News: Tetona Dunlap

The agenda was amended to include the appointment of a Board member as the Athletic Department Representative. The amended agenda was approved on MOTION by Bob Keegan. Affirmative vote was unanimous.

CSI Trustees

November 18, 2013

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Karl Kleinkopf MOVED that the Board maintain their current positions and that an Athletics Representative be appointed from the Board. The Board appointed Karl Kleinkopf as Athletic Representative and approved the MOTION unanimously.

Board member positions are as follows:

Dr. Thad Scholes - Chairman

Karl Kleinkopf - Vice Chairman

Bob Keegan - Clerk

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.

Karl Kleinkopf was appointed as the Trustee Representative for the athletic department.

Laird Stone - Trustee

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

MINUTES OF THE EXECUTIVE SESSION AND SPECIAL SESSION OF OCTOBER 18, 2013 AND THE EXECUTVE SESSION AND REGULAR SESSION OF OCTOBER 21, 2013 WERE TO STAND AS WRITTEN as per the Board discussion and the Board Chairman.

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

Open Forum: None

Board Agenda Items:

1. President Eaton introduced Twin Falls City Manager Travis Rothweiler and Twin Falls City Councilman Shawn Barigar who spoke about the City's efforts concerning sustainability and its positive impact on economic development. They also recognized Terry Patterson for his efforts in recruiting CLIF Bar to Twin Falls.

2. President Eaton introduced Dr. Randy Smith and Dr. Jan Simpkin who spoke about sustainability projects on campus. They requested that the Board and administration make a formal commitment to sustainability in campus operations and in the construction of new buildings. President Eaton advised them that the administration would prepare a sustainability statement for Board approval.

3. Raymond Ware of Ware & Associates presented the fiscal year 2013 audit to the Board. The Board approved the audit on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

4. The Board approved the concept presented for the remodeling of Refugee Center, the utilizing of \$150,000 from the Plant Facility Fund for the remodel to be repaid through Refugee Center rental payments and the hiring of LKV Architects for the total amount of \$21,300 on MOTION by Bob Keegan. Affirmative vote was unanimous.

6. The Board approved the Head Start/Early Head Start monthly operational and fiscal reports on MOTION by Jan Mittleider. Affirmative vote was unanimous.

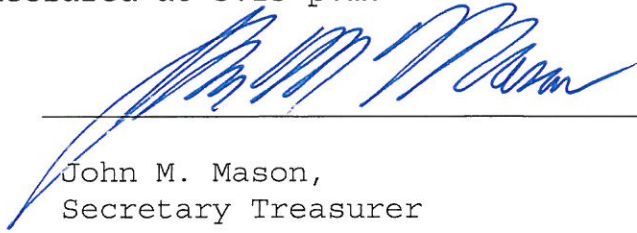
7. The Board approved the moving of the regularly scheduled December meeting from Monday, December 16, 2013 to Friday, December 20, 2013 at 11:00 a.m. on MOTION by Jan Mittleider. Affirmative vote was unanimous.

8. President Eaton reported that the College of Southern Idaho Foundation was recognized as one of the best community college foundations in the nation by a national organization.

9. Dr. Scholes reported that the Board work session facilitated by Dr. Pamela Fisher and attended by incoming president Dr. Jeff Fox was excellent.

10. After the regular Board meeting, Trustees Keegan and Mittleider attended Head Start/Early Head Start Policy Council management training.

ADJOURNMENT was declared at 5:15 p.m.



John M. Mason,
Secretary Treasurer

Approved: December 20, 2013



Chairman



November 15, 2013

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

From: Mike Mason

Re: Board Reorganization

In accordance with Idaho Code 33-2106, the Board must reorganize after every election. Board Policies require that Board members be appointed to offices each year. In November of 2012, the Board was organized as follows:

Dr. Thad Scholes - Chairman
Karl Kleinkopf - Vice Chairman
Bob Keegan - Clerk
Laird Stone- Trustee
Jan Mittleider - Trustee
John M. Mason - Secretary/Treasurer

Jan Mittleider was appointed as the Trustee representative on the College of Southern Idaho Foundation Board and Bob Keegan was appointed as the Trustee Representative for the College of Southern Idaho Head Start/Early Head Start program.

If you have questions or need further information, do not hesitate in contacting me at 732-6203.

General Fund YTD Board

YEAR: 1314

Statement of Revenue and Expenses

Acct Month: 4

Monday, November 11, 2013

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

Revenue

Tuition & Fees	(\$5,595,676.21)	(\$5,244,143.16)	(\$10,860,500.00)	(\$5,616,356.84)	51.71%
County Tuition	(\$361,650.00)	(\$60,450.00)	(\$1,580,400.00)	(\$1,519,950.00)	96.18%
State Funds	(\$13,384,305.34)	(\$13,835,034.26)	(\$17,738,000.00)	(\$3,902,965.74)	22.00%
County Property Tax	(\$145,547.73)	(\$186,873.83)	(\$6,102,600.00)	(\$5,915,726.17)	96.94%
Grant Management Fees	(\$114,252.20)	(\$99,874.35)	(\$450,000.00)	(\$350,125.65)	77.81%
Other	(\$235,846.44)	(\$263,711.38)	(\$425,000.00)	(\$161,288.62)	37.95%
Unallocated Tuition	(\$465,147.50)	(\$661,050.74)	\$0.00	\$661,050.74	0.00%
Departmental Revenues	(\$341,795.57)	(\$388,809.60)	(\$684,600.00)	(\$295,790.40)	43.21%

Total Revenue (\$20,644,220.99) (\$20,739,947.32) (\$37,841,100.00) (\$17,101,152.68) 45.19%

Expenditures

Personnel

Salaries	\$6,525,499.76	\$6,835,347.38	\$21,677,300.00	\$14,841,952.62	68.47%
Variable Fringe	\$1,283,478.41	\$1,405,879.22	\$4,664,400.00	\$3,258,520.78	69.86%
Health Insurance	\$1,212,020.49	\$1,181,767.23	\$3,689,700.00	\$2,507,932.77	67.97%

Total Personnel \$9,020,998.66 \$9,422,993.83 \$30,031,400.00 \$20,608,406.17 68.62%

Expense Catagories

Services	\$659,641.48	\$757,780.52	\$2,238,700.00	\$1,480,919.48	66.15%
Supplies	\$321,087.62	\$306,722.63	\$1,007,600.00	\$700,877.37	69.56%
Other	\$245,080.37	\$234,733.59	\$632,700.00	\$397,966.41	62.90%
Capital	\$100,773.28	\$191,285.53	\$488,300.00	\$297,014.47	60.83%
Institutional Support	\$2,813,688.10	\$2,222,643.71	\$3,442,400.00	\$1,219,756.29	35.43%
Transfers	\$7,682.51	\$30,000.00	\$0.00	(\$30,000.00)	0.00%

Total Expense Catagories \$4,147,953.36 \$3,743,165.98 \$7,809,700.00 \$4,066,534.02 52.07%

Total Expenditures \$13,168,952.02 \$13,166,159.81 \$37,841,100.00 \$24,674,940.19 65.21%

Rev/Expense Total (\$7,475,268.97) (\$7,573,787.51) \$0.00 \$7,573,787.51 0.00%



November 13, 2013

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

From: Mike Mason

Re: Refugee Center Remodel

The College of Southern Idaho purchased the CSI Refugee Center building from Terry Green in August of 2013 for approximately \$280,000. We have transferred \$400,000 from the Refugee Center Fund balance to the Plant Facilities Fund to cover the cost of the building and to pay for a remodel of 1,000 square feet of the existing office spaces and a 1,330 square foot addition to the building.

We hired Wayne Thowless of LKV Architects to complete some preliminary drawings of the remodel and new spaces and to provide a cost estimate. The rough cost estimate is based upon a \$95 per square foot remodel cost and a \$130 per square foot new construction cost. The total cost is estimated at \$275,900 plus total design and engineering fees of \$21,300 which is very close to \$300,000.

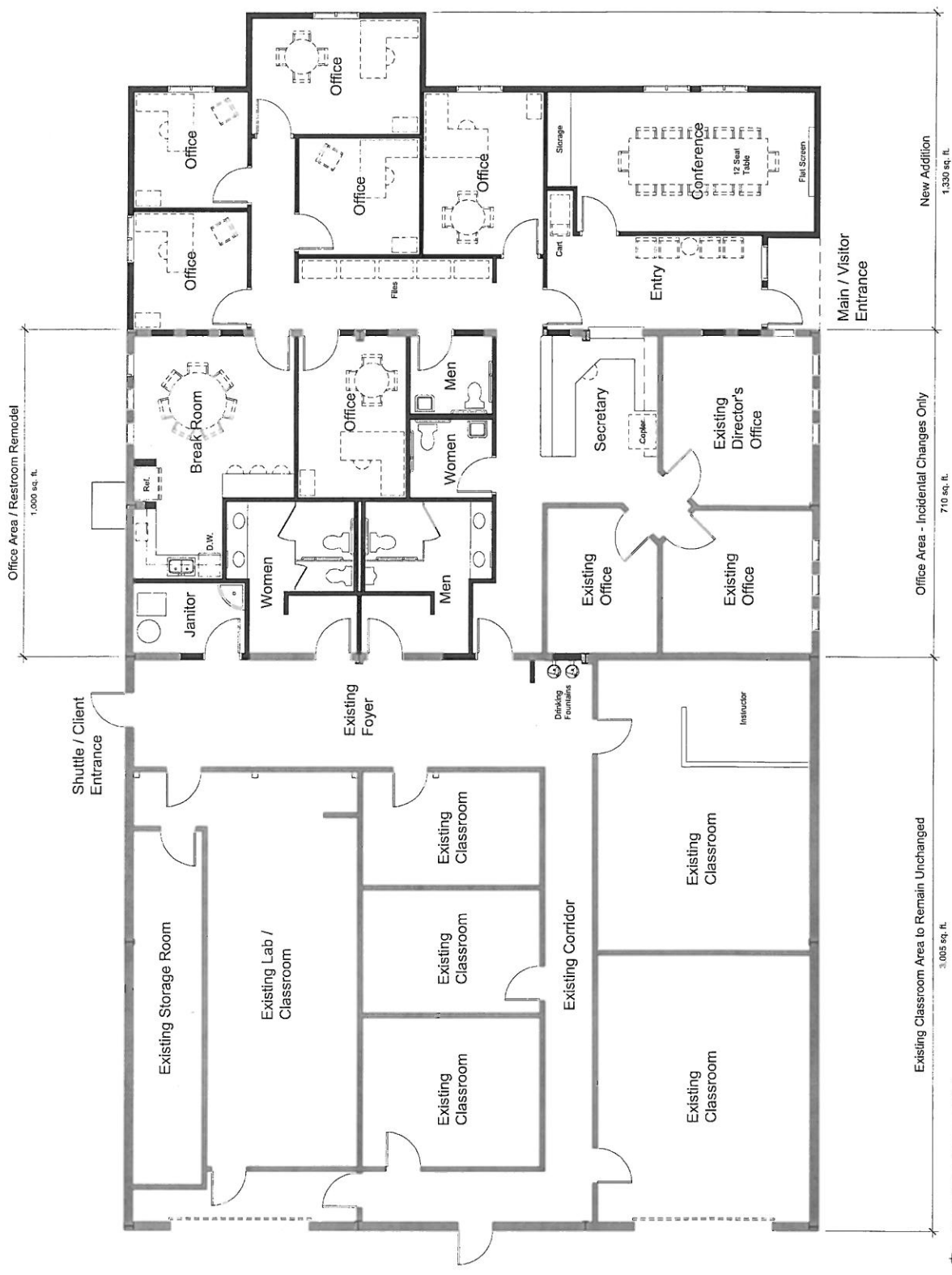
We have approximately \$120,000 from the fund balance transfer to work with for the building project. Since we are charging rent of approximately \$30,000 per year to the Refugee Center, we will have about \$150,000 to work with by the time the project is complete in fall of 2014. This leaves us \$150,000 short based upon the estimate.

Based upon the above, I respectfully request that the Plant Facility Fund provide the \$150,000 we are short of funding for the project with the understanding that the \$30,000 per year rental payments will be deposited into the construction account over the next five plus years until the construction costs are fully repaid. After the construction costs are repaid, the rental payments will be deposited into the Plant Facility Fund like any of our college owned facilities that we rent out.

I would also like to request permission to negotiate a contract for the completion of the design and a set of bid documents with LKV Architects in the amount of \$21,300.

While this investment assumes the continuity of the CSI Refugee program, it is important to note that the south 3,005 square feet of the building is not being remodeled and could easily be turned in to a workforce training lab or warehouse space. This is an important marketability issue since the facility is located in a commercial district in south eastern Twin Falls within the city limits.

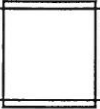
If approved by the Board, our plan would be to relocate the Refugee Center for the construction period to the Scott's Wind Energy building starting in June of 2014 when the wind energy program moves into the new Applied Technology and Innovation Center.



Floor Plan Concept B.1
 Scale: 1/4" = 1'-0"

Total Square Feet: 6,045 sq. ft.
 Existing Wall: [Dashed Line]
 New Wall: [Solid Line]

Addition: 1,330 s.f. x \$130/s.f. = \$172,900
 Remodel: 1,000 s.f. x \$95/s.f. = \$95,000
 Site, Sidewalk, Striping, & Landscaping = \$5,000
Total: \$272,900



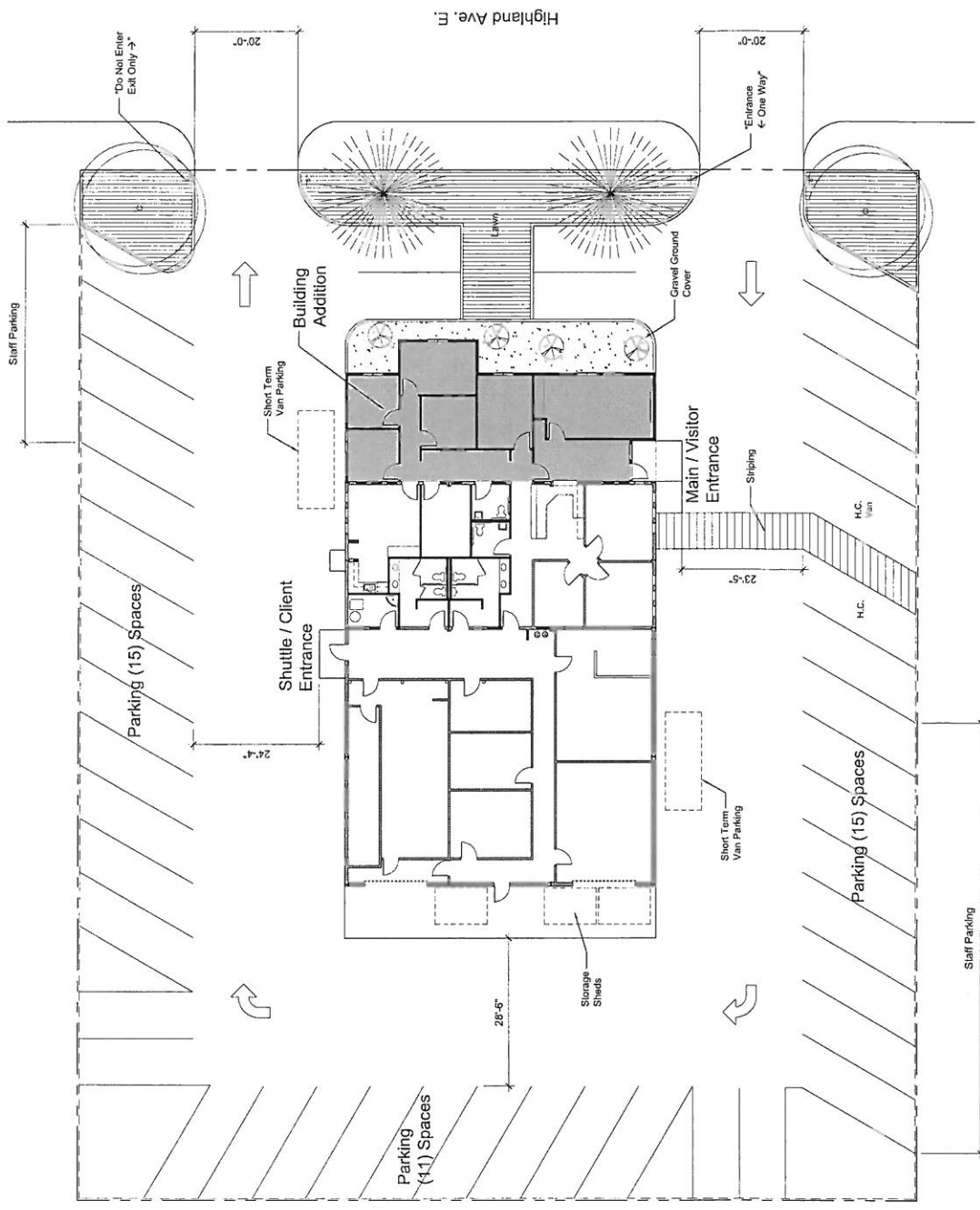
LEATHAM - KROHN - VANOCKER ARCHITECTS
 400 N. Capitol Blvd., Suite 200
 Boise, Idaho 83725
 Phone: 208.333.1111
 Fax: 208.333.1112
 Email: info@leatham-krohn.com

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Refugee Center Addition
 College of Southern Idaho
 Twin Falls, Idaho

DATE: October 12, 2013
 DRAWING NO.: 14254-0000-01
 SHEET NO.: 010001B.P1 V.1

S-1.1



Site Plan Concept B.1
 Scale: 1" = 10'-0"

45 Off-Street Parking Spaces

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.

The program is providing its annual Leadership and Governance Training on November 18 from 5-6 p.m. in Taylor 277. Newly selected CSI President Dr. Jeff Fox will be the opening guest speaker and all board members are cordially invited to attend. Dinner to be served afterwards.

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.

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.

Advisory Boards

Health- Health Advisory helps plan and evaluate the health services provided by the program. The committee is compromised of Head Start/ Early Head Start parents and staff from each center as well as local health professionals.

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.

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.

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 2013**

Enrollment

Head Start ACF Federal Funded	516
Head Start TANF	27
Early Head Start	80
Total	623

Program Options

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

Participation

Head Start Attendance	88%
Head Start Home Visit Completion Rate (September)	94%
<i>*October and November rates will be reported next month</i>	
EHS Home Visit Completion Rate	81%

Meals and Snacks

Total meals served for October	6,571
Total snacks served for October	6,294

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 2013-2014 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

Family staffing were just completed at all three EHS sites (Minidoka, Northside and Twin Falls). Staffings address any family concerns, child concerns, the child file, parent/child goals, and any health related concerns. There is an upcoming training on Nov. 25 & 26. which will include nutrition risk assessment, dental, vision/hearing screening, lead poisoning, socialization safety, monitoring and family and relationships. Parents and school district staff are always invited to attend trainings offered by Head Start/Early Head Start.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	TOTAL	TOTAL THIS	CASH OUTLAY	BALANCE	BALANCE	PROJ	ACTUAL
	APPROVED	MONTH	TO DATE	OF BUDGET	%	%	%
SALARIES	\$ 2,368,792.00	\$ 200,492.50	\$ 1,981,179.63	\$ 387,612.37		83.0%	83.6%
BENEFITS	\$ 1,341,752.00	\$ 109,851.80	\$ 1,094,136.58	\$ 247,615.42		83.0%	81.5%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -		0.0%	0.0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -		0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 12,351.00	\$ 1,711.37	\$ 11,541.57	\$ 809.43		83.0%	93.4%
CLASSROOM SUPPLIES	\$ 10,000.00	\$ 1,694.42	\$ 9,140.77	\$ 859.23		83.0%	91.4%
CENTER SUPPLIES	\$ 30,600.00	\$ 5,124.65	\$ 44,457.55	\$ (13,857.55)		83.0%	145.3%
TRAINING SUPPLIES	\$ 14,500.00	\$ 328.22	\$ 15,752.13	\$ (1,252.13)		83.0%	108.6%
FOOD	\$ 3,200.00	\$ 417.02	\$ 7,181.26	\$ (3,981.26)		83.0%	224.4%
OTHER							
CONTRACTS	\$ 18,463.00	\$ 213.04	\$ 11,215.12	\$ 7,247.88		83.0%	60.7%
MEDICAL	\$ 4,030.00	\$ 436.00	\$ 4,707.88	\$ (677.88)		83.0%	116.8%
DENTAL	\$ 11,600.00	\$ -	\$ 11,648.48	\$ (48.48)		83.0%	100.4%
CHILD TRAVEL	\$ 90,977.00	\$ 15,087.45	\$ 81,993.04	\$ 8,983.96		83.0%	90.1%
EMPLOYEE TRAVEL	\$ 28,680.00	\$ 3,136.16	\$ 28,481.74	\$ 198.26		83.0%	99.3%
CAREER DEVELOP	\$ 3,000.00	\$ 437.00	\$ 3,512.56	\$ (512.56)		83.0%	117.1%
PARENT TRAINING	\$ 16,590.00	\$ 208.89	\$ 12,415.76	\$ 4,174.24		83.0%	74.8%
SPACE	\$ 48,084.00	\$ 1,375.21	\$ 44,464.53	\$ 3,619.47		83.0%	92.5%
DEPRECIATION	\$ 30,600.00	\$ 2,422.50	\$ 24,480.00	\$ 6,120.00		83.0%	80.0%
UTILITIES	\$ 45,216.00	\$ 6,022.22	\$ 50,051.98	\$ (4,835.98)		83.0%	110.7%
TELEPHONE	\$ 32,352.00	\$ 3,619.46	\$ 31,769.11	\$ 582.89		83.0%	98.2%
OTHER	\$ 48,146.00	\$ 9,678.07	\$ 58,882.74	\$ (10,736.74)		83.0%	122.3%
TOTAL DIRECT COSTS	\$ 4,158,933.00	\$ 362,255.98	\$ 3,527,012.43	\$ 631,920.57		83.0%	84.8%
ADMIN COSTS	\$ 294,171.00	\$ -	\$ 200,506.83	\$ 93,664.17		75.0%	68.2%
GRAND TOTAL	\$ 4,453,104.00	\$ 362,255.98	\$ 3,727,519.26	\$ 725,584.74		82.6%	83.7%
IN KIND NEEDED	\$ 1,178,413.25						
IN KIND GENERATED	\$ 895,447.08						
IN KIND (SHORT)/LONG	\$ (282,966.17)						
PROCUREMENT CARD							
EXPENSE							
		3% of Total Expense. Detailed report of P-CARD charges available upon request.					
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD	
Total All Centers	16,489.42	2,159.88	14.49	18,663.79	(91,982.58)	110,311.83	

** Budget numbers reflect Sequester reductions of 5.27% overall

CATEGORY	TOTAL		TOTAL THIS MONTH		CASH OUTLAY TO DATE		BALANCE		BALANCE OF BUDGET		PROJ		ACTUAL	
	APPROVED		MONTH		TO DATE		BALANCE		OF BUDGET		%	%		%
SALARIES	\$ 506,488.00		\$ 47,543.62		\$ 435,522.76		\$ 70,965.24		\$ 70,965.24		83.0%		\$ 70,965.24	86.0%
BENEFITS	\$ 272,042.00		\$ 24,407.69		\$ 219,209.15		\$ 52,832.85		\$ 52,832.85		83.0%		\$ 52,832.85	80.6%
OUT OF AREA TRAVEL	\$ -				\$ -		\$ -		\$ -		0.0%		\$ -	0.0%
EQUIPMENT	\$ -				\$ -		\$ -		\$ -		0.0%		\$ -	0.0%
SUPPLIES														
OFFICE CONSUMABLES	\$ 3,420.00		\$ 324.19		\$ 2,824.87		\$ 595.13		\$ 595.13		83.0%		\$ 595.13	82.6%
CENTER SUPPLIES	\$ 14,006.00		\$ 811.21		\$ 5,726.43		\$ 8,279.57		\$ 8,279.57		83.0%		\$ 8,279.57	40.9%
CLASSROOM SUPPLIES	\$ 13,047.00		\$ 392.03		\$ 1,183.68		\$ 11,863.32		\$ 11,863.32		83.0%		\$ 11,863.32	9.1%
TRAINING SUPPLIES	\$ 2,225.00		\$ 27.05		\$ 1,999.07		\$ 225.93		\$ 225.93		83.0%		\$ 225.93	89.8%
FOOD	\$ 2,400.00		\$ -		\$ 7,295.23		\$ (4,895.23)		\$ (4,895.23)		83.0%		\$ (4,895.23)	304.0%
CONTRACTUAL														
OTHER														
CONTRACTS	\$ 61,730.00		\$ 3,761.37		\$ 33,156.08		\$ 28,573.92		\$ 28,573.92		83.0%		\$ 28,573.92	53.7%
MEDICAL	\$ 12,000.00		\$ -		\$ 712.05		\$ 11,287.95		\$ 11,287.95		83.0%		\$ 11,287.95	5.9%
DENTAL	\$ 6,000.00		\$ -		\$ 1,690.49		\$ 4,309.51		\$ 4,309.51		83.0%		\$ 4,309.51	28.2%
CHILD TRAVEL	\$ -													
EMPLOYEE TRAVEL	\$ 5,404.00		\$ 363.84		\$ 4,614.35		\$ 789.65		\$ 789.65		83.0%		\$ 789.65	85.4%
CAREER DEVELOP	\$ -		\$ (100.00)		\$ -		\$ -		\$ -		0.0%		\$ -	0.0%
PARENT TRAINING	\$ 2,825.00		\$ 171.26		\$ 2,959.60		\$ (134.60)		\$ (134.60)		83.0%		\$ (134.60)	104.8%
FACILITIES/CONST.	\$ 5,500.00		\$ 358.51		\$ 4,518.10		\$ 981.90		\$ 981.90		83.0%		\$ 981.90	82.1%
DEPRECIATION	\$ 20,400.00		\$ 1,700.00		\$ 17,000.00		\$ 3,400.00		\$ 3,400.00		83.0%		\$ 3,400.00	83.3%
UTILITIES	\$ 4,500.00		\$ 900.00		\$ 6,764.77		\$ (2,264.77)		\$ (2,264.77)		83.0%		\$ (2,264.77)	150.3%
TELEPHONE	\$ 4,600.00		\$ 358.75		\$ 4,088.44		\$ 511.56		\$ 511.56		83.0%		\$ 511.56	88.9%
OTHER	\$ 2,661.00		\$ 1,335.78		\$ 3,013.93		\$ (352.93)		\$ (352.93)		83.0%		\$ (352.93)	113.3%
TOTAL DIRECT COSTS	\$ 939,248.00		\$ 82,355.30		\$ 752,279.00		\$ 186,969.00		\$ 186,969.00		83.0%		\$ 186,969.00	80.1%
ADMIN COSTS	\$ 64,057.00		\$ -		\$ 37,152.39		\$ 26,904.61		\$ 26,904.61		75.0%		\$ 26,904.61	58.0%
GRAND TOTAL	\$ 1,003,305.00		\$ 82,355.30		\$ 789,431.39		\$ 213,873.61		\$ 213,873.61		82.6%		\$ 213,873.61	78.7%
IN KIND NEEDED	\$ 261,576.50													
IN KIND GENERATED	\$ 433,583.44													
IN KIND (SHORT)/LONG	\$ 172,006.94													
** Budget numbers reflect 5.27% Sequester reductions														

CATEGORY	TOTAL APPROVED		TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
	\$		\$	\$	\$	%	%
6c. OUT OF AREA TRAVEL	\$ 10,755.00		\$ -	\$ 14,972.57	\$ (4,217.57)	83.0%	139.2%
6e. SUPPLIES							
Training Supplies	\$ 1,084.00		\$ -	\$ 507.56	\$ 576.44	83.0%	46.8%
6g. OTHER							
Contracts	\$ -						
Career Development	\$ 14,319.00		\$ 100.00	\$ 11,061.53	\$ 3,257.47	83.0%	77.3%
TOTAL DIRECT COSTS	\$ 26,158.00		\$ 100.00	\$ 26,541.66	\$ (383.66)	58.0%	101.5%
GRAND TOTAL	\$ 26,158.00		\$ 100.00	\$ 26,541.66	\$ (383.66)	83.0%	101.5%
IN KIND NEEDED	\$ 6,539.50						
IN KIND GENERATED	\$ 10,719.50						
IN KIND (SHORT)/LONG	\$ 4,180.00						