



MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on **June 19, 2019, with a TSCC Budget Hearing at 6:30 pm and a Regular Session at 7:30 pm** in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

AGENDA SESSION #984

6:00 pm

BOARD DINNER

6:30 pm

TAX SUPERVISING & CONSERVATION COMMISSION

TSCC Chair

(TSCC) HEARING – *public hearing regarding the 2019-2020 MHCCD budget*

7:30 pm

**1.0 CALL TO ORDER / DECLARATION OF A QUORUM /
PLEDGE OF ALLEGIANCE**

1.1 Approval of Agenda

Diane McKeel

2.0 PUBLIC INPUT

Persons wishing to testify must sign up and limit testimony to three minutes.

3.0 REPORTS

3.1 Correspondence

Lisa Skari

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

Diane McKeel

a) Minutes – Board Work Session #981, May 1, 2019

b) Minutes – Board Regular Session #982, May 15, 2019

c) Monthly Personnel Report

d) Monthly Financial Report

e) Monthly Head Start Report

f) Head Start Policy Council Representation Policy

g) Consideration of Acceptance and Expenditure of Projects
Funded in Whole or Partially By Non-District Funds



h) Approval to Utilize Goods and/or Services Contracts
in Excess of \$150,000

i) Resolution to Transfer Budgeted Appropriations

4.2 Resolutions to Adopt and Make Appropriations of the 2019-2020 Budget Jennifer DeMent

4.3 Resolution Imposing and Categorizing Taxes Jennifer DeMent

4.4 Adoption of Federal Non-Discrimination Statement Lisa Skari

5.0 CLOSING REPORTS

5.1 Board Members
ASG Representative
Advisory Representatives

5.2 President's Report Lisa Skari

6.0 ADJOURNMENT

Diane McKeel

**The next regular session board meeting is scheduled for Wednesday, July 10, 2019 at
Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon.**

*Individuals requiring accommodations due to disability should contact
Accessible Education Services at 503-491-6923 or aes@mhcc.edu*



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1a

CONTACT PERSON: *Laurie Popp, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – May 1, 2019, Board Work Session #981 Meeting Minutes

Session #981

A meeting of the Mt. Hood Community College District Board of Education was held on May 1, 2019 with a Board Work Session at 6:00 pm in the Board Room at Mt. Hood Community College.

Members present: Diane McKeel, chair, Annette Mattson, Tamie Arnold, Teena Ainslie (by phone)
Additional Attendees: Dr. Lisa Skari, president

1.0 CALL TO ORDER

Diane McKeel, board chair, called the board work session to order at 6:01 pm.

2.0 INFORMATION/DISCUSSION

2.1 Board Calendar for 2019

Board members reviewed the board calendar for meeting dates for the remainder of 2019. There was a discussion about potential date conflicts due to state and national conferences. The dates for the new board member orientation and the board retreat are to be determined. The board calendar for 2019 will be adopted at the next meeting.

2.2 Presidential Evaluation Format

Dr. Skari distributed several handouts to board members regarding the draft presidential evaluation document. Dr. Skari had a recent conversation with Karen Smith, general counsel at Oregon Community College Association (OCCA) for clarification about the presidential evaluation format and process for evaluations done in a public session vs. executive session. The evaluation content should be more specific to the president's goals and performance. There was a discussion about the overall evaluation timeline and performance standards, and specific sections with potential issues in how the evaluation questions are worded was highlighted. The 360 evaluation process and the use of a third-



party facilitator was discussed. There was a suggestion to schedule a conference call with OCCA at an upcoming board session to answer questions and discuss the presidential evaluation content and process. Dr. Skari will contact Karen Smith to schedule a conference call at the next board work session on June 5.

2.3 Board By-Law Review

The board reviewed bylaws 9121, 9140, 9160 and made proposed edits to those policies.

3.0 ADJOURNMENT

The board work session was adjourned at 7:28 pm.

Clerk

Board Chair

Minutes recorded by Laurie Popp, Executive Assistant to the Board of Education.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1b

CONTACT PERSON: *Laurie Popp, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – May 15, 2019, Board Regular Session #982 Meeting Minutes

Session #982

A meeting of the Mt. Hood Community College District Board of Education was held on May 15, 2019, with a Regular Session at 6:30 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

2.0 CALL TO ORDER / DECLARATION OF A QUORUM / PLEDGE OF ALLEGIANCE

Members present: Diane McKeel, board chair, Jim Zordich, board vice chair, Annette Mattson, Tamie Arnold, Teena Ainslie

Additional Attendees: Dr. Lisa Skari, president, Jennifer DeMent, chief operations officer, John Hamblin, Travis Brown, Linda Vigesaa.

Diane McKeel, board chair, called the meeting to order at 6:38 p.m. A quorum was present.

1.1 Approval of Agenda

Zordich moved to approve the agenda. Arnold seconded the motion and it passed unanimously.

McKeel thanked the full-time faculty association for the reception/dinner they provided in appreciation to the board this evening and thanked them for the ceramic artwork made by students.

2.0 PUBLIC INPUT

There was one public speaker, Leilani Margret, who spoke to the board about a Head Start matter and provided documentation to Dr. Skari.



3.0 REPORTS

3.1 Correspondence

Dr. Skari stated the Commission on Accreditation for Respiratory Care sent a letter regarding the College's Respiratory Care program's ongoing compliance with accreditation standards, accreditation policies and procedures, and added that the program has met or exceeded all current thresholds for success.

3.2 Special Report: Advocate Awards

Daniel Ernst and Howard Buck distributed a copy of the Advocate newspaper to board members and thanked the board for their support of student life groups and activities. Buck introduced two students from the Advocate, Cassie Wilson and Megan Phelps, as representatives of the Advocate, a student-led publication reporting on stories about campus and community matters. The many topics the Advocate reported on this year included the KMHD radio station, accessibility, Welding program, Nursing program, Cosmetology program, profiling MHCC staff and students, and breaking news topics. Buck invited board members to attend the 2019 Venture Launch Party on May 23. Venture magazine is produced once a year by students and consists of compelling and thought provoking stories of our community. This year the Advocate received 24 awards, which is the most awards the Advocate has ever received. The awards included 1st, 2nd, and 3rd place in the editorial category, and 2nd place in general excellence. Wilson and Phelps shared their experience and appreciation for their involvement with the Advocate and how it connected them to campus in a meaningful way.

The board expressed their congratulations to the Advocate for the awards they received and appreciation for their commitment to excellence.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

Arnold motioned to approve the consent agenda. Mattson seconded the motion and it passed unanimously.

- a) Minutes – Board Work Session #979, April 3, 2019
- b) Minutes – Board Regular Session #980, April 17, 2019
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Early Head Start Child Care Non-Partnership Grant Application for 2019-2020

4.2 Board Calendar – 2019 Meeting Dates

Zordich motioned to approve the board calendar dates for 2019. Mattson seconded the motion and it passed unanimously.



5.0 CLOSING REPORTS

5.1 Board Members

Diane McKeel shared that she and Jim Zordich attended a rally held on campus on May 8 and acknowledged appreciation to Nicki Belknap who led the rally and engaged the crowd. She thanked the many others involved for their advocacy for state support for our college and students, which included Cheryl Johnson, Bob Hansen, Glenn Wright, Mark Seleen, Kimberly Applin, Becky Johnson, Donna Harrison, Felisha Brewer, Vickie Stom, Danner Kymon Robbs, Brian Gonzalez, Sue Sanders, Shelly Franks, Matt Luce, Luis Rodriguez, Linda Yang, Kim Sharer, Lindsay Mansfield, Holly Wheeler, Tina Williams, Garie Zordich, Amy Sievert, Kami Luna-Bieker, James Bowness, Roy Holmes, Frank Garner, Ian Miller, Eric Leighton, Oscar Navarro, and James Barker.

Tamie Arnold – no report

Teena Ainslie – no report

Annette Mattson – she shared many people commented the foundation auction was a great event and they enjoyed wearing tennis shoes while getting all dressed up. She attended the Pathways to Opportunity Conference in Portland with Sara Goldrick-Rab as the keynote speaker. It was well attended by MHCC staff and they were very engaged. She attended the East Portland Chamber of Commerce Government & Economic Affairs meetings and other East Portland Chamber meetings. She and Dr. Skari spoke at the Oregon Trail Democrats meeting on April 23, and she is happy to report that they emailed legislators for more support for community colleges. She plans to attend the OCCA board meeting in Salem on May 17, and participates in the weekly OCCA legislative session conference calls. She attended the town hall at Portland Community College with Representatives Hernandez, Bynum, Reardon, and Senator Fagan. She encouraged people to keep up the pressure on the Ways and Means Committee regarding funding for community colleges.

Jim Zordich – he distributed a copy of the HECC Report reflecting the summary page for MHCC that is included as part of the OCCA Digest. The report includes an interactive page that connects you to each community college. He shared there is statistical data that is of value to the board in terms of understanding enrollment, affordability, and outcomes for our college system in 2018.

Diane McKeel – she shared that the Oregon Supreme Court was on the MHCC campus today and high school students from the Gresham-Barlow School District attended the court sessions. The students were able to sit in on actual Supreme Court hearings and had the opportunity to have lunch with the justices. Dr. Skari, McKeel and Zordich also attended the lunch and noted the students were engaged and interacting with the justices. It was a great opportunity for MHCC to hold the event on our campus. Dr. Skari shared



they have held the event at high schools and law schools in the past but have not held it at a community college. McKeel attended the foundation board meeting last month and also attended the foundation auction and thought it was a wonderful event. The foundation did an excellent job with the live auction and raised over \$300,000 for student scholarships. Board members are scheduled to attend the high school scholarship presentations over the next few weeks. McKeel attended the East Metro Economic Alliance Prosperity Forum with Dr. Skari and Annette Mattson. It was a great event and Dr. Skari was one of the facilitators for the Workforce and Education breakout session. McKeel attended a legislative coffee at Gresham City Hall with Senator Laurie Monnes Anderson and Representative Carla Piluso, and they asked her to speak about the community college funding issues.

ASG Representative

Bob Hansen – he shared they are having the “Free Cap & Gown” this year. They ask students to donate back their gowns for students to re-use and rent for next year. They also allocated \$2500 to purchase more caps & gowns which will help students who want to attend graduation. The student election outcomes are in and they had 1566 votes this year, which was close to the previous record of 1700 votes. They introduced Colin-Kazu Lewis, new ASG president, and Chelsea Allison, new ASG vice president. Hansen shared that John Hamblin and Doctor Abio Ayeliya had agreed to dye their hair pink and get a Mohawk haircut if the number of student votes reached 1500 votes. With 1566 votes received, they met the goal and partnered with the Cosmetology department for the hair services. Both Hamblin and Ayeliya attended the board meeting sporting their new pink Mohawk haircut. The swearing in ceremony for new ASG members will be held on May 21 at noon in the Student Union and board members are invited to attend. The Cinco de Mayo community event was well attended with over 200 people attending. They are planning a culture night called Asian Pacific Night and will be showing the movie “Crazy Rich Asians.” They are also planning to have the Barney Bash event on May 30. It will be an all-day party including a live band, food, and activities. The event starts at 10 a.m. and goes until midnight and board members are invited to attend. McKeel thanked Bob Hansen and Melanie Roberts for their service as ASG representatives to the board.

Advisory Representatives

Cheryl Johnson (FTFA) – she shared that spring term is very busy and faculty have been working with OEA on the community college funding. Johnson spoke at the May 8th rally and her speech included a lot of program stories. She thanked McKeel for attending the rally and offered to work with other programs to get more program stories for advocacy at the state level. Faculty members have been working with OEA on Senate Bill 3, which is the bill regarding the applied bachelor’s degree. It is scheduled for a vote tomorrow. Johnson offered a suggestion to the board to have programs come and address the board, especially when they have an accreditation cycle, to show the good work they are doing. She would like to work with Dr. Skari and McKeel to have this as a future agenda item.



McKeel thanked Johnson for sharing her remarks at the rally. The stories were meaningful to the legislators.

Kim Sharer (CEA) – did not attend.

Marilyn Pitts (PTFA) – she distributed the PTFA newsletter to board members.

5.2 President's Report

Dr. Skari thanked Jim Zordich for the HECC handout he distributed and pointed out a couple of interesting facts highlighted on the Oregon HECC Snapshot. She thanked everyone for their support at the foundation auction gala. She shared that Cheryl Johnson spoke at the rally about the machine tool program and about the equipment that was unsafe, and the next day the Foundation Finance Committee approved about \$100,000 in funding to replace 7 machine mills, which will provide 10 mills for students to work on. This is a great story about how the foundation money is going back into programs and supporting students.

Dr. Skari shared that you can never start recruitment too young, and two recent events showcase our efforts. On April 26, the college hosted a "Take Your Kids to Work Day." The kids were treated to activities on campus, and the college had a chance to show off some of our programs. This work was an initiative of the Peoples Strategies Council, and Dr. Skari would like to thank the action team members that organized and made it happen: Joe Stoehr, Kimberly Applin, Lisa Riegel, Rachel Evans, Eran Smith, Josh Stratman, Matt Tweedale, and Troy Built. A few weeks later on May 10, we welcomed 65 fourth graders from Alder Elementary for their College Day. The visit was part of a nearly 10 year partnership where MHCC has sponsored the fourth grade classes annually. The effort is done in partnership with Greater Than. In the fall, the college visits Alder Elementary, and in the spring the kids come to MHCC campus. The day included interactive sessions including geology and chemistry lab experiments, campus tours, and at the end of the day, each student received a special diploma with a message from the college. Dr. Skari sent out special thanks to Danner Kymon Robbs and Jessica Ruiz for coordinating the event, the SOAR team, ASG, and the numerous faculty and staff for creating an amazing experience for these future MHCC students. She acknowledged John Hamblin for championing this work, and being one of the program's biggest advocates. We look forward to being a part of these kids' educational future.

Dr. Skari announced the new Vice President for Instruction (VPI) is Alfred McQuarters who will begin at MHCC on July 1. He is a champion for student success with a history of collaboration with internal and external stakeholders. He has developed new, innovative, and inclusive programs in response to community needs, and has a commitment to closing achievement gaps. With a strong academic background, both in the classroom and in leadership, he has worked in higher education for 20 years. His interests extend into the community, serving on several boards of directors, and is active in economic development



in the local community. Dr. Skari thanked the VPI Screening Committee for their great work. The committee was comprised of Linda Vigesaa, committee chair, David Arguello, Doctor Abio Ayeliya, Aylin Bunk, Allison deFreese, Fardwosa Duale, JD Kiggins, Susanne Rose, Lori Wamsley, and David Wright. She thanked the Advocate and students who came out for the VPI forums. The forums were well attended and it meant a lot to the candidates.

6.0 ADJOURNMENT

Arnold motioned to adjourn. Mattson seconded the motion and it passed unanimously. The meeting was adjourned at 7:38 p.m.

Clerk

Board Chair

Minutes recorded by Laurie Popp, Executive Assistant to the Board of Education.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1c

CONTACT PERSON: *Travis Brown, Director of Human Resources*

SUBJECT: MONTHLY PERSONNEL REPORT

MONTHLY PERSONNEL ACTIVITY REPORT

New Hires:

Management

Name	Position	Department	Hire Date
None			

Faculty

Name	Position	Department	Hire Date
None			

Support Staff

Name	Position	Department	Hire Date
Rogan, Micky T	Custodian	Facilities Management	05/19/19
Stewart, Mark A	Custodian	Facilities Management	05/19/19
Yoder, Amy M	HR Analyst II	Human Resources	05/08/19

Transfers:

Name	Previous Position	New Position	Txfr Date
None			



Separations:

Management

Name	Position	Department	End Date
Godat, Mary J	Manager: Bookstore	Bookstore	05/31/19
Johnson, Dexter S	Director - Facilities, Risk Management and Public Safety	Facilities Management	05/03/19
Ough, Kedma	Director: Small Business Development Center	Small Business Development Center	05/31/19

Faculty

Name	Position	Department	End Date
None			

Support Staff

Name	Position	Department	End Date
Barton, Cooper Charles	Food Service Delivery Driver	Head Start	05/29/19
Cooley, Velvet M	Teacher	Head Start	05/02/19
Szabatin, Marta	Temp EHS Specialist	Admin Services	05/03/19



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1d

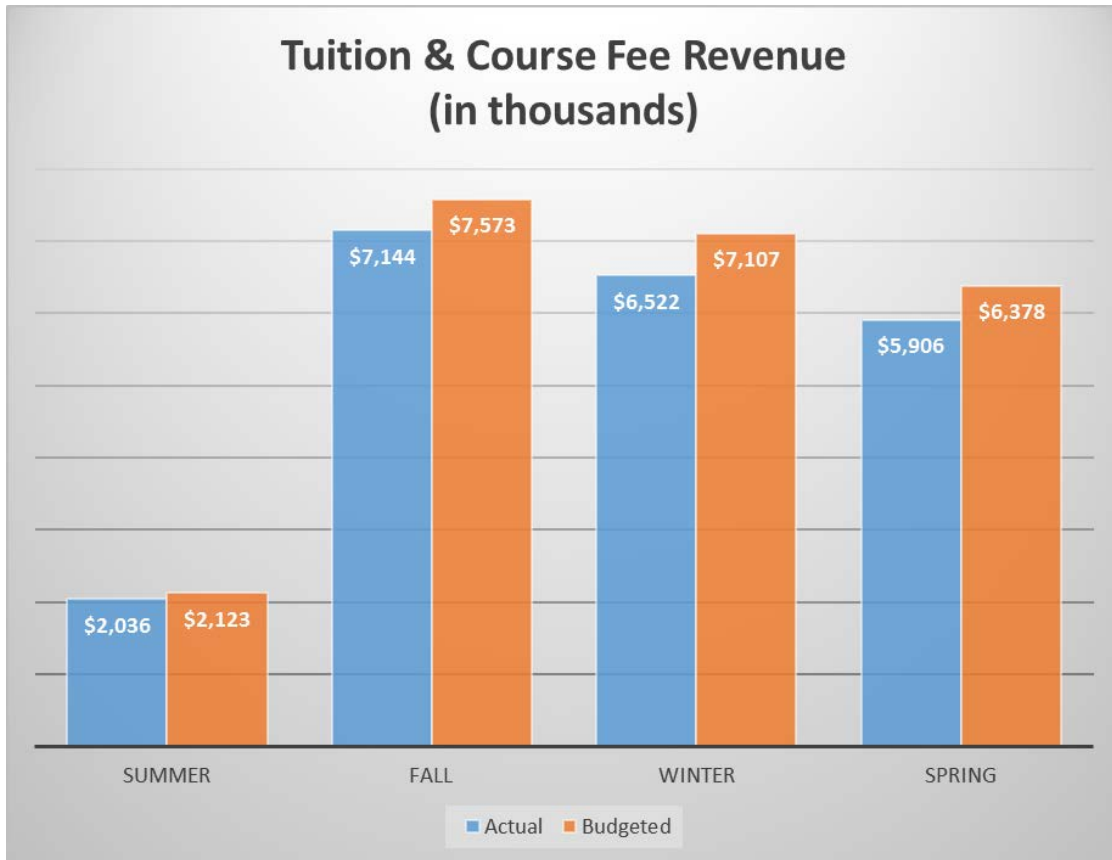
CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: MONTHLY FINANCIAL REPORT

This report includes 2018/19 activity through the month of April.

Revenues:

- State support revenue is received quarterly in August, October, January and April. The amount budgeted for 2018-2019 reflects Mt. Hood's estimated share of the biennial state support amount of \$570 million.
- Property tax revenue is received beginning in November. Revenue is turned over monthly from the counties, with the largest payments received in November and December.
- Tuition and fee revenue for fall term is \$7.1 million, winter term is \$6.5 million and spring term is \$5.9 million. Enrollment numbers indicate a decline in tuition-bearing classes as compared to 2017/18 enrollment by -4.4% for fall term, -7% for winter term and -7.4% for spring term.



Expenditures:

As of April 30, ten months of the fiscal year have passed. If expenditures occurred equally throughout the year, there would be 17% of the budget remaining. As an educational institution, the majority of costs are incurred between September and June.

- Salaries are not paid evenly over the year because most full-time faculty, who represent about 50% of total salary, work ten months and are paid over twelve months. Therefore, three months of faculty salary will be recorded in June. Extra-teach is calculated and paid in June as well. Budget amounts include step increases and longevity for eligible employees and no cost of living increases.
- Fringe and tax costs are paid based on a percentage of salary.
- Debt Service is paid according to a prescribed debt service schedule, with payments occurring in July, December, January and June.
- Transfers to Other Funds includes budgeted amounts of \$75 thousand for Student Aid, \$275 thousand for aquatic center support, and \$400 thousand for facilities capital projects.



MT. HOOD COMMUNITY COLLEGE DISTRICT
General Fund Financial Report
Fiscal Year 2018/19
As of April 30, 2019

	Actual Year to Date Jun 30, 2018	Adopted Budget 2018-19	Actual April 2019	Percentage of Budget Remaining
Beginning Fund Balance	9,638,760	7,150,000	10,603,330	
Revenues				
State Support	28,241,363	28,065,002	21,170,215	25%
Property Taxes	12,287,756	12,595,086	12,918,956	-3%
Tuition and Fees	23,726,171	25,604,579	23,179,049	9%
Uncollectible Receivables	(547,762)	(200,000)	-	
Other Revenues	1,659,600	1,287,165	784,039	39%
TOTAL REVENUES	65,367,128	67,351,832	58,052,260	14%
Expenditures				
Salaries	35,725,066	38,841,105	28,726,909	26%
Health Care	6,142,336	6,487,656	5,144,124	21%
Fringe/Taxes	10,152,295	12,354,442	8,516,723	31%
Materials & Supplies	6,900,714	7,242,103	4,865,760	33%
Utilities	1,524,671	1,665,493	1,185,438	29%
Grants in Aid/Tuition Waivers	953,001	1,393,775	879,186	37%
Debt Service	2,329,475	2,308,825	504,413	78%
Transfers to Other Funds	675,000	750,000	675,000	10%
TOTAL EXPENDITURES	64,402,558	71,043,399	50,497,553	29%
Rev Greater (Less) Than Exp	964,570	(3,691,567)	7,554,706	
Beginning Fund Balance	<u>9,638,760</u>	<u>7,150,000</u>		
Ending Fund Balance	<u>10,603,330</u>	<u>3,458,433</u>		
<i>As a percentage of expenditures</i>	<i>16%</i>	<i>5%</i>		



GLOSSARY

Revenues:

State Support includes funds received through the Community College Support Fund allocated to each of the 17 community colleges in Oregon. Funding allocations are based on student full time equivalent (SFTE) and a growth management component. The 2018/19 budget was based on the assumption that community colleges will receive \$570 million for the 2017/19 biennium. The 2018/19 budget represents the amount of state support we expect to receive. MHCC currently represents approximately 10% of the state total.

Property Taxes include current and prior year taxes assessed at a permanent rate of .4917 per \$1,000 of assessed value for Multnomah, Clackamas and Hood River Counties. Current year property taxes are a component in the community college revenue allocation formula for State Support.

Tuition and Fees include all tuition, course fees and instructional service fees. Tuition for 2018/19 generates \$107.00 per credit hour for the General Fund. A technology fee of \$6.25 per credit hour and an Associated Student Government (ASG) fee of \$4.00 per credit hour are in addition to the tuition rate and recorded in separate funds. A College Service Fee of \$49 per term is also assessed to students registered for a minimum of one credit. An Access Fee of \$39 per term is also assessed to students registered for a minimum of two credits. Students that became eligible for the tuition pledge in 2015/16, 2016/17 or 2017/18 will continue paying the tuition rate in effect when they began, provided they continue to meet eligibility criteria. New students beginning in 2018/19 will pay the 2018/19 tuition rate, will not be eligible for the tuition pledge at that rate, and will be subject to any future tuition increases. Other Revenues include rental charges, interest earnings, and grant and foundation indirect cost recoveries and sales revenue.

Expenditures:

Salaries consist of the wages and salaries paid to all employees from all employee groups.

Health Care consists of the employer paid portion of medical, dental and vision insurance premiums, as well as \$45,000 for the Part-time Faculty and Tutor Association's health insurance reimbursements.

Fringe/Taxes are all other employer paid fringe costs, and include PERS (18.66%), Social Security (6.2%), Early Retirement (3.5%), Medicare (1.45%) and Long-term disability, life, workers compensation and unemployment insurance and tax sheltered annuity payments (combined 1.2%).

Materials & Supplies consists of all non-personnel costs such as supplies, repair of equipment, printing and photocopying, contracted services, travel and capital outlays.



Utilities include water, sewage, electricity, waste management, gas and telecommunication costs.

Grants in Aid/Tuition Waivers include tuition and fee waivers for students as established by board policy, as well as staff tuition waivers as established by collective bargaining agreements.

Debt Service consists of principle and interest payments on general long-term debt.

Transfers to Other Funds represents the required general fund match for the federal financial aid programs, and transfers from the general fund for facilities capital projects.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1e

CONTACT PERSON: *Pam Greenough Corrie, Director of Head Start*

SUBJECT: MONTHLY HEAD START REPORT

Mt. Hood Community College Head Start Program Report

Head Start/Early Head Start News from the Director

May 2019

News:

I received this email from one of our family workers who supports MHCC students who have children enrolled on campus at the Early Childhood Center. This is a reminder to all of us why we do the work we do in Head Start. I thought you all would appreciate hearing it as well.

“Cindy and I were checking out the Barney Bash on campus yesterday and were approached by a past parent. Her daughter was in our student head start program for 2 years and went to kindergarten this year. Mom was super shy and quiet, extremely soft spoken and shy. She came up to say hi and said that she had been accepted into the nursing school at Concordia and that she has already received 60,000 dollars in scholarships!!!! She said quietly that she could have never done it without our program. She said she never thought she’d be able to go to school or get a good job. She has 5 kids. It was an awesome testimonial. There happened to be 2 girls sitting at a table from our current EHS student program who are doing pre-reqs for nursing school and I introduced them. Mom was sharing about her scholarships and the program at Concordia. Sometimes I LOVE what we are able to accomplish despite all the heart ache in between!!!! We do good work!!!!”

Our Associate Director Cynthia Smith took a small group of parents to Salem for the state Head Start meeting. They were able to meet with state legislators to share their story and to express their thanks and reiterate the importance for funding salary increases for Head Start Teachers.

Pam Greenough Corrie took several staff and parents to the National Head Start Association (NHSA) Conference in San Antonio Texas. Kaela Patterson our parent Policy Council Chair (and MHCC graduate) was able to go up on stage in front of 4000 people to give the Dollar Per Child that MHCC staff and parents raised for the work of NHSA. Staff and parents were able to receive three days of training on a variety of topics.

On May 22nd Head Start graduated 7 parents from our Parents to Teachers Program. This program provides Head Start parents the opportunity to receive 40 hours of early childhood training and 100 hours of job shadowing in a Head Start classroom. All of this applies towards obtaining a CDA credential. We have already hired one graduate from the program. This is our second year offering this program. We are hoping that we can grow our own teachers.



Enrollment Report for Apr 2019

This report shows the number of children enrolled in Head Start and Early Head Start. The Head Start Act 642(d)(2) requires a report of program enrollment periodically to the Policy Council and the Board.

Este informe muestra el número de niños matriculados en Head Start y Early Head Start. La Ley de Head Start 642 (d) (2), requiere un informe periódicamente de la inscripción en el programa a Policy Council y a la Directiva.

В этом рапорте показано также количество детей в Head Start и Early Head Start. Акт 642(d)(2) требует периодические рапорты о количестве обслуживаемых детей для подачи в Совет Стратегии и в Совет Директоров.

Number of children funded to serve 2018-19

Head Start		Early Head Start	
Federal	399	Federal	116
State	619	Federal Expansion	24
City of Portland	40	State	6
		City of Portland	30
		MIECHV	20
		Child Care Partnerships	75
Total:	1058	Total:	271

Enrollment for April

Head Start	Children	Early Head Start	Children
Head Start	1058	Early Head Start	164
		EHS Non-Partnerships	32
		EHS Child Care Partnerships	75
Total:	1058	Total:	271

Waitlist for 2018-19 Program Year

Program	Children
Head Start	227
Early Head Start	235
EHS Child Care Partnerships	23
Total:	485

Average Daily Attendance by Head Start or Early Head Start Center 2018-19

This report shows the average daily attendance for each Head Start and Early Head Start Site. The Head Start Performance Standards state Sites should maintain an average attendance of at least 85%. When the average daily attendance falls below 85%, the program must analyze the reasons. The Head Start Act 642(d)(2) requires the program to report this monthly to the Policy Council and the Board.

Este informe muestra el promedio de asistencia diaria en cada Centro de Head Start y Early Head Start. El Desempeño de las Normas de Funcionamiento de Head Start manifiesta que los Centros deben mantener un promedio de asistencia de al menos el 85%. Cuando el promedio de asistencia diaria baja del 85%, el programa debe analizar las razones. La Ley de Head Start 462(d)(2) requiere que el programa de un informe mensualmente a Policy Council y a la Directiva.

В этом же рапорте показана средняя дневная посещаемость по центрам в Head Start и Early Head Start. Стандарты Head Start требуют поддерживать среднюю посещаемость не ниже 85 %. Если средняя дневная посещаемость падает ниже 85% время бить тревогу и искать причину, тот же Акт 642(d)(2) требует ежемесячных рапортов в Совет Стратегии и в Совет Директоров.

Center	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Total
Cascade Crossing			97%	91%	90%	71%	86%	80%	82%	82%			85%
Davis			95%	90%	90%	90%	90%	78%	80%	82%			87%
Division			89%	87%	83%	80%	74%	76%	77%	80%			81%
Earl Boyles			98%	97%	91%	93%	94%	95%	90%	93%			94%
Early Childhood Center Part Day			85%	81%	78%	76%	74%	77%	76%	80%			78%
Early Childhood Center Full Day			83%	90%	88%	79%	78%	79%	75%	85%			82%
Fairview			86%	81%	78%	79%	74%	65%	68%	75%			76%
Gateway			83%	82%	83%	78%	81%	75%	77%	81%			80%
Gethsemane			83%	85%	86%	77%	80%	78%	78%	81%			81%
Gresham United Methodist			95%	84%	80%	73%	65%	67%	63%	72%			75%
Hazelwood	60%	77%	96%	94%	91%	86%	88%	82%	83%	87%			84%
Kelly Place			90%	91%	92%	85%	87%	82%	86%	88%			88%
Knott			86%	83%	78%	75%	80%	70%	72%	83%			78%
Mt. Hood			90%	91%	87%	88%	89%	78%	79%	89%			87%
North Powellhurst			91%	89%	88%	82%	86%	80%	77%	84%			85%
Rockwood 181			89%	84%	80%	78%	82%	73%	78%	81%			81%
Rockwood Stark			84%	75%	78%	77%	78%	71%	77%	84%			78%
Russellville	74%	77%	90%	90%	89%	82%	84%	78%	78%	86%			83%
Sunrise			90%	88%	86%	81%	80%	78%	82%	86%			84%
Troutdale			91%	91%	85%	79%	79%	72%	79%	78%			82%
Program ADA	67%	77%	89%	87%	85%	80%	81%	77%	78%	83%	0%	0%	82%

Average Daily Attendance by Early Head Start Center

Center	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Total
Early Childhood Center	0%	0%	86%	90%	88%	72%	79%	77%	80%	82%			82%
Hazelwood	86%	90%	89%	89%	86%	90%	87%	84%	76%	87%			86%
Russellville	62%	81%	78%	92%	90%	83%	78%	79%	84%	83%			81%
Willow Tree	0%	0%	87%	90%	93%	76%	83%	84%	87%	92%			86%
Program ADA	74%	85%	85%	90%	89%	80%	82%	81%	0%	86%	0%	0%	84%

*children attending Russellville, Hazelwood and Willow Tree are subsidized by DHS child care subsidy

Average Daily Attendance by Early Head Start Child Care Partnerships

Center	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Total
David Douglas High School			75%	56%	44%	38%	72%	53%	97%	95%			66%
Discovery Garden Child Care	71%	86%	89%	93%	90%	80%	91%	62%	79%	88%			83%
Gresham High School			95%	84%	78%	80%	71%	68%	54%	58%			73%
KinderCare	85%	92%	91%	94%	90%	84%	77%	81%	82%	81%			86%
Little Friend's Day School	71%	86%	93%	91%	87%	92%	93%	88%	96%	93%			89%
Love Bugs	65%	87%	81%	83%	90%	72%	77%	90%	100%	98%			84%
Love Bugs Too	73%	80%	92%	83%	89%	89%	86%	85%	80%	99%			85%
Melody's Munchkins	41%	81%	84%	77%	100%	88%	83%	69%	81%	89%			79%
Melody's Munchkins-Teal House	82%	93%	89%	100%	100%								93%
Pixie Child Care	74%	81%	79%	74%	76%	62%	70%	69%	71%	85%			74%
Reynolds Learning Academy			69%	85%	73%	60%	72%	71%	83%	78%			74%
Program ADA	70%	86%	85%	84%	83%	74%	79%	73%	82%	86%	0%	0%	81%

April 2019 Attendance Analysis – Absences

Most of our programs maintained average daily attendance above 85% for the month of February. Although we are not required to analyze attendance if it is above 85%, we thought sharing the reasons for absences would be informative. Here is a breakdown of absences by program:

Head Start

Absence Reason	Percent
Illness	31%
No bus/no transportation*	16%
Appointment	9%
Vacation	4%
Family Emergency	2%
Other-Excused (i.e. with family member, lice)	13%
Unknown*	25%

Early Head Start

Absence Reason	Percent
Illness	26%
No bus/no transportation	15%
Appointment	6%
Vacation	2%
Family Emergency	2%
Other-Excused (i.e.19 with family member, lice)	20%
Unknown	29%

Child Care Partnerships (CCP)

Absence Reason	Percent
Illness	15%
No bus/no transportation	3%
Appointment	2%
Vacation	2%
Family Emergency	0%
Other-Excused (i.e. with family member, lice)	10%
Unknown	68%

Individual Attendance

The numbers below represent the percentage of individual children in our program this school year with moderate chronic absenteeism (80-89% Average Daily Attendance - ADA) and those with severe chronic absenteeism (less than 80% ADA) for the school year:

Program	80-89% ADA	Less than 80% ADA
Head Start	29%	39%
Early Head Start	19%	42%
Child Care Partnerships	29%	35%

**Mt. Hood Community College
Head Start Financial Report
April 2019**

This is a monthly report of the Head Start program grants and budget including credit card expenditures as required by the Head Start for School Readiness Act of 2007. 642(d)(2)

Este es un informe mensual de las becas del programa de Head Start y presupuesto incluyendo los gastos de tarjetas de crédito requerido por ley 2007. 642(d)(2)

Это ежемесячный рапорт по грнтам и бюджету в Head Start, включая затраты по кредитным картам. как требуется Актом Head Start 642(d)(2)о готовности к школе 2007. 642(d)(2)

Budget July 2018-June 2019

FUNDING SOURCE	TOTAL FUNDS
Federal/State Head Start	11,082,762
State Duration	370,948
Children's Levy Head Start	435,492
Federal Early Head Start	1,593,650
EHS - Child Care Partnerships	1,619,864
Children's Levy EHS	539,089
EHS Expansion	390,464
State EHS	81,132
MIECHV	200,000
Total	16,313,401
*State Duration funds have not yet been released.	

Expenditure Report April 2019

Budget Category	Budget	Spent	Percent Spent
Personnel/Salaries	7,470,080	648,410	77%
Fringe Benefits	4,285,430	134,099	71%
Travel	52,989	3,558	97%
Equipment	7,500	7,600	116%
Supplies	289,779	14,801	69%
Contractual	1,240,125	89,373	65%
Facilities/Property Services	799,938	68,921	94%
Other	360,969	21,809	66%
Indirect	1,435,643	119,253	76%
Total	15,942,453	1,107,825	75%

Reimbursement Funds

Source	Amount Budgeted	Amount Received Year to Date
DHS Child Care**	\$326,195	\$303,852
USDA Funds**	\$643,184	\$409,771.07

**Reimbursements have a lag time of up to 60 days

US Bank Visa Purchasing Cards for Head Start & Early Head Start

Visa Purchasing Cards used by Head Start staff are monitored monthly. Credit card logs and receipts are prepared by card holder and reviewed monthly by supervisors who check for allowability of the purchases. Logs are reviewed by Fiscal and the Executive Director to ensure accuracy. The business office does a final review for accuracy. Performance standards also require the Head Start Policy Council and MHCC Board of Education to review all VISA purchases.

Todas las compras para el programa realizadas por el personal de Head Start a través de las tarjetas Visa son supervisadas mensualmente. La hoja de registro de la tarjeta visa y recibos son preparados por la persona responsable y luego son revisados mensualmente por los supervisores para verificar que dichas transacciones sean permitidas. La Especialista de Finanzas de la oficina de Head Start y la Directora de Head Start revisan las hojas de registro para asegurar la exactitud. La oficina de negocios hace la revisión final. También se especifica en las Normas de Desempeño que todas las compras para el programa de las tarjetas Visa, requieren de la revisión de Policy Council Head Start y de la Directiva de Educación de MHCC.

Кредитные карты Visa используются сотрудниками Head Start для покупок по работе, и контролируются ежемесячно на нескольких уровнях. Записи затрат регистрируются вместе с корешками от чеков владельцами карт, и рассматриваются на ежемесячной основе управляющими, которые проверяют законность покупок. Финансовый специалист в офисе Head Start проверяет выше указанную документацию на окуратность которую в последствии подписывает директор Head Start. После чего бизнес офис коледжа ведет еще одну проверку на окуратность. И в конечном итоге исходя из стандартов программ Head Start рапорт предоставляется на рассмотрение членам Совета Стратегии и Совету Директоров MHCC.

Closing **Date 4/20/19**

Description	Head Start	Early Head Start	Children's Levy EHS	Children's Levy HS	MIECHV	EHS-CCP	EHS Expansion	Totals
Center Supplies	10639.9	624.00	124.78	362.20	\$28.19		\$57.27	\$11,779.07
Computer Supplies	115.36					-\$72.99		\$115.36
Dental/Medical								\$0.00
Education Supplies	668.66			140.02		\$574.78		\$808.68
Family Services Supplies	83.79							\$83.79
Health Supplies	17.38							\$17.38
Kitchen Supplies								\$0.00
Office Supplies	497.74							\$497.74
Other Costs								\$0.00
Parent Activities	459.78	6.03	1.20	1.20		\$283.27		\$468.21
Postage	14.85					\$25.50		\$14.85
Pre-Employment	603.39	101.10		87.61		\$5.10		\$792.10
Site Repair/Maintenance	7,859.17		8.59	71.32	\$6.54			\$7,945.62
Training	2,520.85					\$4,756.59		\$2,520.85
Vehicle Costs	429.27							\$429.27
Utilities	\$5,618.83	\$615.14	\$349.80	11.60	\$265.38	\$368.85		\$6,860.75
Total	\$29,528.97	\$1,346.27	\$484.37	673.95	\$300.11	\$5,941.10	\$57.27	\$32,333.67

**USDA / CACFP Monthly Report
HS and EHS Classrooms**

This report shows the numbers of meals and snacks served across Head Start as well as the reimbursement we receive from the USDA for these meals and snacks. The Head Start Act 642(d) (2) requires a monthly report of meals and snacks provided by the USDA to be reported monthly to the Policy Council and the Board.

Este informe muestra el número de comidas y meriendas servidos a través de todo el programa de Head Start, así como el reembolso que recibimos de USDA por las comidas y meriendas. La Ley de Head Start 462(d) (2) requiere que el programa de un informe mensualmente a Policy Council y a la Directiva.

Этот рапорт показывает количество обедов подаваемых в Head Start а так же размер компенсации получаемой нами от USDA. Акт 642(d)(2) Head Start требует ежемесячных рапортов в Совет Стратегии и в Совет Директоров о продовольствии предоставленном USDA.

USDA Reimbursement Rates for 2018-19

Meal	Rate per Meal
Breakfast	1.79
Lunch	3.545
Snack	0.91

March 2019

Meal	Number of meals served
Breakfast	8,817
Lunch	9,527
Snack	3,802
Total Reimbursement for the month:	\$53,015.47

April 2019

Meal	Number of meals served
Breakfast	15,541
Lunch	16,084
Snack	6,610
Total Reimbursement for the month:	\$90,851.27

Head Start and Early Head Start Non Federal Share Report

2018-19

This is a monthly report of the Head Start Program's Non- Federal Share (in-kind) as required by the Head Start School for Readiness Act of 2007. Federal funds are awarded to Head Start and Early Head Start programs with the stipulation that programs annually raise a 25% in kind match.

Este es un informe mensual del programa de Head Start requerido por la Preparación Escolar de la Ley 2007. Los Fondos Federales otorgados para el programa de Head Start y Early Head Start se estiman arriba del 25% anualmente (según diferentes tipos de donaciones).

Это ежемесячный рапорт не федеральной программы “Head Start Program's Non- Federal Share” (в своём роде) так как требуется согласно законодательного акта готовности к школе от 2007 года “Head Start School for Readiness Act of 2007”. Фонды от федерального правительства, выдаваемые на программы Head Start и Early Head Start должны исчисляться подобным образом, основанном на одном правиле, ежегодного сбора средств всеми программами дошкольного образования, посредством пожертвования в размере 25 % от федерального бюджета. То есть; мы должны привлекать людей жертвовать своё время и материальные блага на сумму 25 % от федерального бюджета, что и называется “Non- Federal Share (in-kind)”

Total Annual Budget	
Federal EHS Grant	\$1,491,196.00
Federal EHS Child Care Partnerships	\$1,567,424.00
Federal EHS Non-Partnership	
Federal HS Grant	\$5,157,545.00
TOTAL GRANT	\$8,216,165.00
Match Needed:	\$2,054,041.25

Available Match:	
Oregon Head Start	\$5,688,844.00
Oregon EHS	\$81,132.00
Portland Children's Levy	\$386,826
Total	\$6,156,802.00



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1f

CONTACT PERSON: *Pam Greenough Corrie, Director of Head Start*

SUBJECT: HEAD START POLICY COUNCIL REPRESENTATION POLICY

MT. HOOD COMMUNITY COLLEGE
CHILD DEVELOPMENT AND FAMILY SUPPORT PROGRAMS

POLICY COUNCIL REPRESENTATION

Purpose: To define the parent representation for Policy Council ensuring all program options and locations are equitably represented.

Applicable Performance Standards: 1301.3, 1301.4

1. All centers will have at least one representative and alternate. (1 voting member)
2. Centers with more than one program option or centers with both Head Start and Early Head Start will have a representative from each option and/or program.
3. Centers will have multiple representatives depending on the size and make-up of the center. ~~There will be one representative for each 2 classrooms.~~ The chart below defines membership.

Center composition:

One classroom	One member	One alternate
2 classrooms	One member	One alternate
3 classrooms	One members	One alternate
4 classrooms	2 members	One alternate
5 classrooms	2 members	One alternate
6 classrooms	3 2 members	One alternate
7 classrooms	3 members	One alternate
8 classrooms	4 3 members	Two alternates
9 classrooms	4 members	Two alternates
10 classrooms	5 4 members	Two alternates

4. Home based representation will be the same as above based on caseloads (e.g. a center with ~~4~~ 2 caseloads will have equals 2 representatives and one alternate one classroom.)
5. One elected representative from each center serves as center chair. The exception is when the parents at two centers choose to meet together. In this case one representative from the group will be elected center chair.
6. **Child Care Partnerships shall have one representative and one alternate per program model. (e.g. teen parent program, center based model, and family childcare model.)**

Resources: *Policy Council By-Laws, Parent Center Committee Meeting Procedure.*

Approved Policy Council 0/0/00
Approved Board of Education 0/0/00



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1g

CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: CONSIDERATION OF ACCEPTANCE AND EXPENDITURE OF PROJECTS FUNDED IN WHOLE OR PARTIALLY BY NON-DISTRICT FUNDS.

WHEREAS board resolution, dated October 26, 1972 authorizes the clerk of the district, or deputy clerk of the district, to report and present to the board of education for formal recognition, at least quarterly, all new agreement of contracts for state and federal funds or funds of their agencies for educational purposes, unless such action is specifically contrary to the terms of the grant agreement.

BE IT RESOLVED that the Board of Education of Mt. Hood Community College District hereby authorizes the acceptance and expenditures of funds for the following state and federal projects.

Campus Safety <i>Funds to implement the Campus Situational Prevention Approach (CSPA) and the Campus Safety Policy Audit. (Other)</i>	27,439
Head Start, Early Head Start Partnerships	1,619,864
Head Start, Federal Expansion	31,514
Head Start, United Way Early Learning <i>Funds to provide services to low income or special needs families with infants, toddlers, preschoolers and pregnant mothers. (Federal, State, Local)</i>	34,023
Workforce Connections, Multnomah County Stability <i>Funds to provide re-employments and/or retraining opportunities for dislocated workers. (Other)</i>	15,000
Total	1,727,840



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: June 19, 2019

ITEM TITLE: 4.1h

CONTACT PERSON: Jennifer DeMent, Chief Operations Officer

SUBJECT: APPROVAL TO UTILIZE GOODS AND/OR SERVICES CONTRACTS IN EXCESS OF \$150,000

Per CCRP (Community College Rules of Procurement) 301 "The Board reserves to itself final approval of all contracts in excess of \$150,000".

The College expects to require goods and/or services from each of the vendors listed below during the 2019-2020 fiscal year. Funding will be drawn from a variety of College accounts. The Administration anticipates that each of the listed contracts may aggregate at least \$150,000 in total expenditures during the fiscal year.

The following purchases will be made through use of State of Oregon contracts available for the College's use through the Oregon Cooperative Purchasing Program (ORCPP), other co-operative programs, and are exempt from procurement regulations:

<u>Vendor Name</u>	<u>Goods/services to be provided</u>	<u>Amount</u>
Amazon Business	Office supplies / Miscellaneous Items	\$500,000
American Funds Service Company	Payroll	\$400,000
Apple Inc.	Computers, Peripherals, Software	\$200,000
Axis Plus HSA	Payroll	\$1,200,000
Blackboard Inc.	Online Learning system	\$250,000
Cengage Learning Inc.	Bookstore sales inventory (textbooks)	\$480,000
City of Gresham	Utilities and other Municipal Services	\$400,000
CDW-G	IT - Computer, peripheral, software	\$500,000



David Douglas School District	Leasing space, Classes, Vended Meals, Partnership	\$400,000
Dell Marketing LP	IT - Computer, peripheral, software	\$200,000
Discovery Garden Child Care	Child Care Partnership	\$300,000
Education Advisory Board	Student Portal / Navigate	\$200,000
Electrical Construction Company	Installation and maintenance of electrical systems	\$350,000
Elsevier Inc.	Bookstore sales inventory (textbooks)	\$200,000
Fidelity Group	Payroll	\$200,000
Food Services of America	Grocery / Supplies	\$400,000
Gresham KinderCare	Child Care Partnership	\$250,000
Hewlett-Packard (HP)	Computers, Peripherals, Software	\$200,000
Jenzabar Inc.	Maintenance Contract & Consulting Services	\$900,000
Johnson Controls Inc.	Maintenance Services Contract	\$180,000
John Wiley & Sons Inc.	Bookstore sales inventory (textbooks)	\$200,000
KinderCare Child Care	Child Care Partnership	\$250,000
Love Bug Too Child Care	Child Care Partnership	\$250,000
Maimonides Child Care	Child Care Partnership	\$200,000
McGraw-Hill Companies	Bookstore sales inventory (textbooks)	\$550,000
N E C A - I B E W	Apprenticeship Training Provider	\$400,000
Northwest Natural	Utilities	\$350,000
Nebraska Book Company	Bookstore sales inventory (textbooks)	\$300,000
Office Depot / Office Max	Office Supplies	\$200,000
Orbis Cascade Alliance	Membership fee and Software Maintenance	\$200,000
Oregon Education Association	Fees/Dues/Payroll	\$300,000
Oregon Employment Department	Unemployment claims	\$550,000
Pearson Education	Bookstore sales inventory (textbooks)	\$400,000
Pequenitos Child Care	Child Care Partnership	\$280,000
Pixie Child Care	Child Care Partnership	\$300,000
Portland General Electric	Utilities	\$900,000



Presidio Networked Solutions	IT Network and maintenance support	\$400,000
Property and Casualty Coverage for Education (PACE)	Liability Insurance	\$600,000
Saif Corporation	Workers' compensation insurance	\$350,000
Sheet Metal Training Fund	Apprenticeship provider	\$400,000
Teachers Insurance	Payroll	\$450,000
Tri-Met	Bus Passes	\$220,000
U S Bank Card Services	Banking Services (Purchasing Card Program)	\$7,000,000
United States Postal Service	Meter Postage	\$200,000
Vanguard Fiduciary Trust Co	Payroll	\$250,000
W W Norton & Company Inc.	Bookstore sales inventory (textbooks)	\$200,000
Western Bus Sales	Bus purchase and maintenance	\$250,000
Willamette Carpenters Training	Apprenticeship provider	\$400,000
Voya	Payroll	\$400,000



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.1i

CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: RESOLUTION TO TRANSFER BUDGETED APPROPRIATIONS

Whereas, on June 20, 2018, the Board of Education of Mt. Hood Community College District adopted the fiscal year 2018-2019 budget and made appropriations; and whereas the budget amounts appropriated for the fiscal year beginning July 1, 2018, are in excess of actual needs in certain appropriation categories and not sufficient to accommodate actual in others.

Whereas, Mt. Hood Community College District has determined that it is necessary to make the following transfers between appropriation categories for the fiscal year beginning July 1, 2018, therefore, BE IT RESOLVED that on June 19, 2019 the Board of Education hereby transfers the following amounts between appropriation categories of funds as delineated below for the fiscal year beginning July 1, 2018.

It is requested to transfer the General fund (01) appropriated budget from Instruction, Instructional Support, Student Services, College Support Services, College Support Services and Plant Additions to Plant Operations and Maintenance and Contingency for salary savings adjustments and housekeeping transfers requested by departments. The transfers have a net impact of zero on the overall General Fund, but because the College must appropriate by each of these component areas, changes in budgets between them requires board approval.



General Fund - (01)	Adjusted Budget October 2018	Transfer	Adjusted Budget
Instruction	\$ 32,500,867	\$ (187,179)	\$ 32,313,688
Instructional Support	\$ 9,843,545	\$ (84,260)	\$ 9,759,285
Student Services	\$ 6,502,425	\$ (85,241)	\$ 6,417,184
Community Services	\$ 99,132	\$ -	\$ 99,132
College Support Services	\$ 14,836,952	\$ (161,616)	\$ 14,675,336
Plant Operations and Maintenance	\$ 4,914,703	\$ 12,661	\$ 4,927,364
Plant Additions	\$ 335,000	\$ (1,286)	\$ 333,714
Financial Aid	\$ 1,393,775	\$ -	\$ 1,393,775
Transfers	\$ 750,000	\$ -	\$ 750,000
Contingency	\$ 1,829,189	\$ 506,921	\$ 2,336,110
Unappropriated Fund Balance	\$ 1,496,244	\$ -	\$ 1,496,244
Total	\$ 74,501,832	\$ -	\$ 74,501,832



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.2

CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: CONSIDER RESOLUTIONS TO ADOPT AND MAKE APPROPRIATIONS OF THE 2019-2020 BUDGET

RESOLUTION ADOPTING THE BUDGET

Be it resolved that the Board of Education of Mt. Hood Community College District hereby adopts the budget for 2019-2020 in a total sum of **\$165,467,020**, now on file in the district budget office and available at <https://www.mhcc.edu/BudgetOffice/>.

RESOLUTION MAKING APPROPRIATIONS

Be it resolved, that the amounts for the fiscal year beginning July 1, 2019 and for the purposes shown below are hereby appropriated:

	General Fund	Pension Bond Debt Service	Physical Plant Maintenance	Technology Projects	Student Aid	Federal, State and Spec Proj	Bookstore	Aquatics	Clubs	Trusts	Associated Student Government	Function Totals
	Fund 1	Fund 3	Fund 6	Fund 7	Fund 10	Fund 16	Fund 40	Fund 42	Fund 50	Fund 51	Fund 52	
Instruction	34,066,569											34,066,569
Instruction Support	10,042,086											10,042,086
Student Services	6,906,730				36,358,990		1,987,000	1,132,128	245,000	504,096	835,214	47,969,158
Community Services	105,434											105,434
College Support Services	14,927,853			1,808,259		30,700,000						47,436,112
Plant operations and Maintenance	5,390,095		787,050									6,177,145
Plant Additions	485,000		432,600	41,000		6,000,000			5,000	5,000	250,000	7,218,600
Debt Service		5,278,690										5,278,690
Financial Aid	1,146,928					100,000						1,246,928
Transfers	1,100,000				50,000							1,150,000
Contingency	2,251,352					1,000,000					51,532	3,302,884
Total Appropriations	76,422,047	5,278,690	1,219,650	1,849,259	36,408,990	37,800,000	1,987,000	1,132,128	250,000	509,096	1,136,746	163,993,606
Unappropriated	1,473,414											1,473,414
Total Budget	77,895,461	5,278,690	1,219,650	1,849,259	36,408,990	37,800,000	1,987,000	1,132,128	250,000	509,096	1,136,746	165,467,020

RECOMMENDATION:

Approve resolutions adopting the budget and making appropriations as presented.

Diane McKeel, Board Chair

Date

Jennifer DeMent, Budget Officer

Date



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.3

CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: CONSIDER RESOLUTION IMPOSING AND CATEGORIZING TAXES

Be It Resolved, that the Board of Education of Mt. Hood Community College District hereby imposes the taxes provided for in the adopted budget at the rate of \$0.4917/\$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2019-2020 upon the assessed value of all taxable property within the district:

General Fund:	Subject to the <u>Education Limitation</u> \$0.4917/\$1,000
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RECOMMENDATION: Approve the above resolution as presented.

Diane McKeel, Board Chair

Date

Jennifer DeMent, Budget Officer

Date



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 19, 2019*

ITEM TITLE: 4.4

CONTACT PERSON: *Dr. Lisa Skari, President*

SUBJECT: ADOPTION OF FEDERAL NON-DISCRIMINATION STATEMENT

Mt. Hood Community College promotes [non-discrimination](#) by maintaining a respectful working and learning environment free of all forms of discrimination and harassment. It is against district policy for any manager, supervisor, faculty, staff or student to engage in discrimination of any member of the College community based on race, color, religion, ethnicity, national origin, age, sex, marital status, disability or sexual orientation in its programs and activities. The College shall comply with all local, state and federal laws with regard to non-discrimination as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act.