



MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on **September 18, 2019, with a Regular Session at 6:30 pm** in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

AGENDA SESSION #989

6:00 pm

BOARD DINNER

6:30 pm

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

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

3.2 Special Report 1: Mid-Cycle Accreditation Evaluation

Sergey Shepelov

3.3 Special Report 2: ASG Goals and Award

Collin-Kazu Lewis
Chelsea Allison

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

Diane McKeel

a) Minutes – Board Regular Session #987, August 21, 2019

b) Minutes – Board Work Session #988, September 4, 2019

c) Monthly Personnel Report

d) Monthly Financial Report

e) Monthly Head Start Report

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

g) OSBA Legal Assistance Trust Resolution

h) Letter of Support for ACCT Diversity, Equity, and Inclusion Committee Nomination



5.0 CLOSING REPORTS

- 5.1 a) Board Members
- b) ASG Representative
- c) Advisory Representatives

5.2 President's Report

Lisa Skari

6.0 ADJOURNMENT

Diane McKeel

The next regular session board meeting is scheduled for Wednesday, October 23, 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



OFFICE OF THE PRESIDENT
Lisa Skari, Ed.D
President
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September 18, 2019

TO: The Board of Education
Diane McKeel, Chair
Jim Zordich, Vice Chair
LaVerne Lewis
Annette Mattson
Diane Noriega
Kenney Polson
Andrew Speer

FROM: Lisa Skari, EdD
President

SUBJECT: Board Letter for September 2019

This letter marks the start of a new academic year and a new class of students. It also is the start of a new approach to college goals and demonstrating accountability (6.1). As with all things new, there is always room for refinement, adjustment, and improvement. I welcome the Board's feedback on how best to educate and inform you of pertinent information essential to carrying out your responsibilities (6.4).

Approved at our last meeting, the new college goals have received a soft rollout, with the all-campus sharing to happen at convocation. To date, I have received positive feedback, with an appreciation for the focus the board has placed on the college's work. The next phase will focus on drilling down into what it means to achieve each goal, and what success will look like five years from now. I look forward to watching where the campus will take us (1.1).

Our summer quarter closed out with a nice point of pride. EDsmart, a nationally recognized publisher of college resources and rankings, has released the 2019-2020 edition of the Best Colleges & Universities. Each year they rank the accredited institutions of higher education, by state, based on four criteria: cost, academic quality, student satisfaction, and salary after attending. All data comes from the U.S. Department of Education. For 2019-20, Mt. Hood Community College came in at #8, with a score of 97 (out of 100). The top-ranking school was the University of Oregon, with a score of 100. It is important to note that MHCC was the highest-rated community college in the state. You can find the full list of results at <https://www.edsmart.org/best-colleges-oregon/> (2.1).

The end of the quarter also brought closure to future accreditation standards. The NWCCU's Board of Commissioners announced on August 27, 2019, its member institutions voted to approve the adoption of NWCCU's proposed revisions to the Eligibility Requirements, Standards for Accreditation, and Evaluation Cycle. The new standards take effect on January 1, 2020, and our first round of review under the seven-year cycle will be Fall 2022. Prior to the new standards taking effect, the college will undergo its mid-cycle review on October 7-8, 2019. We will share an update on our progress at this month's regular meeting, and once received, we can notify you of the confirmed mid-cycle evaluation schedule (7.7).

To wrap up the summer quarter and set the stage for the fall quarter, President's Cabinet met in a daylong retreat (1.1). The group spent a day addressing issues along the leadership spectrum. From the delegation of authority to goal setting to looking at the values that guide our work, the group identified ways to work better together and provide more clarity to campus (3.2). A key thread in the conversations was accountability, and how we better demonstrate it, both as leaders and as an institution. We ended with a session led by Darius Grudzień, Senior Software Architect and Agile/Lean Coach from the Intel Corporation. Darius led us through a journey of Cynefin, a conceptual framework used to help in decision-making (4.4). The model helps leaders see how they perceive a situation, and then how they make sense of their own and others behaviors. While there remains a great deal to unpack based on his presentation, the group has expressed interest in continuing to engage him. President's Cabinet will review additional potential offerings, and look for opportunities to offer content to a broader campus audience.

Reflecting on what has happened over the summer, a lot of work took place. A few recent highlights that demonstrate progress toward our goals include:

Improve student success

Gateway to College: In collaboration with Gresham-Barlow, Centennial, and Reynolds school districts, the college has joined the Gateway to College program, to provide an opportunity for students who did not finish high school to complete a diploma while also beginning their college studies. The program focuses on a high level of support for each student through a close connection with an adviser. Students can complete both high school and college-level courses for our students, with career exploration and guidance integrated as key components. With no cost to the student, the program is funded by the school districts, with additional leveraged state support via the college, to ensure sustainability (2.1, 2.2, 2.3, 5.4).

Advance diversity, equity, and inclusion

Career Linked Learning Program: Through a partnership – including MHCC, the Gresham Area Chamber of Commerce; Centennial, David Douglas, Gresham-Barlow, Parkrose, and Reynolds school districts; and the City of Gresham – the Career Linked Learning Program will coordinate with business, education, and community partners to develop career-related learning experiences for students from East Multnomah County. The focus of the program is to promote engagement, explore career pathways, and develop career plans that meet the needs of every student, with a special focus on the historically underserved and traditionally marginalized. The program director will be located and work under the supervision of the Gresham Chamber CEO (2.3, 2.4, 5.4).

Strengthen community engagement

Plan to Build Economic Prosperity for East Multnomah County: On August 21st, the college hosted a community meeting in partnership with the Portland Business Alliance. With approximately 40 community, business, and education leaders present, the meeting focused on how we develop a pro-active policy agenda to build economic prosperity for East Multnomah County. Topics covered included transportation, funding, business attraction and retention, and equity. The college's primary interest in the work is how we can support regional economic development through workforce training and development. The next meeting of the group will be in October. A special thanks to Joy Turtola for his leadership on this issue (1.2, 2.3, 2.4, 5.1, 5.4).

Increase excellence in operations

Office of Civil Rights plan approval: As part of the college's ongoing effort to address OCR audit findings, we received approval for our final outstanding item related to parking. Troy Builta, MHCC's Building Information Specialist, did a great job of addressing conflicting codes – from the federal codes to the City of Gresham codes – and designed a plan that met all the requirements. Having secured final approval from the Oregon Department of Education and the Higher Education Coordinating Commission, the college can move forward on implementing the plans, making us compliant with the OCR requirements at this time (1.3, 1.6, 2.1).

In closing, I am excited to welcome in the new academic year, celebrate the return of all faculty and staff, and begin our educational adventure with our students. I hope you have a chance to step in and join us.

Community/Educational Presentations and Selected Outreach Activities

- Aug 4-7 Oregon Presidents' Council retreat (1.5)*
- Aug 8 Meeting with Dr. Andrea Cook, Warner Pacific University*
- Aug 9 Conference call with Ana Spain, Univision (5.2)*
- Aug 13 Meeting with Director Zordich (6.1, 6.4)*
- Aug 14 Presentation at Rotary Club of Gresham (1.2, 1.4, 5.2)*
- Aug 15 Conference call with Greater Portland Inc. (1.2, 5.1, 5.4)*
- Aug 16 Meeting with Lynn Snodgrass, Greater Gresham Chamber of Commerce (1.2, 5.4)*
- Aug 17 Conference call with Steve Bass, Oregon Public Broadcasting (1.2, 5.1)*
- Aug 19 Meeting with Directors McKeel and Zordich (6.1, 6.4)*
- Aug 20 Signing ceremony with Pacific University, with Vice President McQuarters (1.2, 2.3, 5.2, 5.4)*
- Aug 21 Meeting with Director Speer (6.1, 6.4)*
- Aug 21 MHCC Board of Education board meeting (1.1, 1.6, 3.3, 4.1, 6.1, 6.2, 6.3, 6.4)*
- Aug 21 Meeting with Director Polson (6.1, 6.4)*
- Aug 22 Conference call with Council for the Advancement and Support of Education (1.5, 5.2, 5.4)*
- Aug 22 Meeting with Mairi Scott-Aguirre and Zach Ramberg, Centennial High School (1.1, 1.2, 2.1, 2.3, 5.1, 5.2, 5.4)*

Select Media Mentions

Cruzin into Gresham

<https://pamplinmedia.com/go/42-news/435201-345403-cruizin-into-gresham>

Public employees file lawsuit to protect PERS retirement benefits

<https://nwlaborpress.org/2019/08/public-employees-file-lawsuit-to-protect-pers-retirement-benefits/>

Cruzin' down main avenue

<https://pamplinmedia.com/go/42-news/435717-346443-cruizin-down-main-avenue>

MHCC's new vice president of instruction gets to know college

<https://pamplinmedia.com/go/42-news/436228-346757-mhccs-new-vice-president-of-instruction-gets-to-know-the-college>

MHCC students invited to join Mt. Hood Pops Orchestra

<https://pamplinmedia.com/go/42-news/436769-347983-mhcc-students-invited-to-join-mt-hood-pops-orchestra->

Alumni Stories

From Oregon Youth Challenge Program to Oregon's newest deputy district attorney

<https://www.dvidshub.net/news/334956/oregon-youth-challenge-program-oregons-newest-deputy-district-attorney>

Making live music accessible to everyone

<https://pamplinmedia.com/go/42-news/435778-346676-making-live-music-accessible-to-everyone->

Father helps daughter from beyond the grave

https://www.dailyastorian.com/news/local/father-helps-daughter-from-beyond-the-grave/article_7cc650d6-bfa9-11e9-9c77-63d1aac0b93d.html



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 18, 2019*

ITEM TITLE: 4.1a

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

SUBJECT: APPROVAL OF MINUTES – August 21, 2019

Session #987

A meeting of the Mt. Hood Community College District Board of Education was held on August 21, 2019, with an Executive Session at 6:15 pm in the President's Office, and 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 CONVENE EXECUTIVE SESSION

McKeel called the executive session to order at 6:16 pm. There was a discussion on labor negotiations. The session ended at 6:38 pm.

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

Members present: Diane McKeel, board chair, Jim Zordich, board vice chair, Annette Mattson, Kenney Polson, LaVerne Lewis, Andrew Speer, and Diane Noriega
Additional Attendees: Dr. Lisa Skari, president, Jennifer DeMent, Lauren Griswold, Collin-Kazu Lewis, and Chelsea Allison.

Diane McKeel, board chair, called the meeting to order at 6:43 p.m.

2.1 Approval of Agenda

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

3.0 PUBLIC INPUT

There was public input by Graham Phillips. He read a statement on behalf of the Classified Association area reps in regards to bargaining negotiations.

4.0 REPORTS

4.1 Correspondence



There was no correspondence.

4.2 Special Report: Marketing Update

Lauren Griswold, director of marketing and communications, provided an overview of the progress and accomplishments over the past year. They had a goal to refresh the Barney costume and worked with Student Life to purchase a new costume. She introduced Barney in the new costume at the meeting and shared the Barney costume is the number one marketing and visible piece at the college. They currently have one student who attends events in the Barney costume and they hope to have a second student. The goal is to attend more community events and be present at more campus events. She shared a presentation on “How Far We’ve Come” and highlighted the marketing challenges they worked through regarding inconsistent branding and messaging. They conducted market research of our current students with an outside vendor that specializes in market research for two-year institutions. They also looked at all our global analytics to see who our real audience is for the website. Some key insights through all the research shows the college website is a key factor for students during the recruitment process. Paying for college and our programs are key factors to decision making. The top three ad types that influence decision-making are all digital – social ads, search, and email, with email being the most popular form of communication with respondents checking email at least three to six times per day. Students responded very strongly to the new look and to the *Be Your Dream* campaign messaging.

They are partnering with the IT department and stakeholders across the college to collaborate with the Web Standards Committee to select a new Content Marketing System (CMS) for the website redesign. She highlighted the updates planned for the marketing refresh and shared they will have new outdoor pole banners, an updated window wrap to match the interior of the new Student HUB, and refreshing the look and feel of the *College Plus Community* pamphlet. It will be a 16-page full color design with features and stories about the happenings at MHCC. They will select a new CMS and hope to make a purchase by mid-fall. Griswold spoke about social media (Facebook, LinkedIn, Instagram, Twitter) and shared they engaged with various programs, academic and non-academic, and student groups to help drive their content strategy. She shared an example of a total social media campaign with the Fisheries program and the results showed increased applications.

Griswold followed her presentation with an opportunity for board members to ask questions. There was a question regarding advertising on billboards, buses, and sponsorships at athletic events. Griswold shared why the focus is on digital branding and marketing and emphasized the importance of measuring the return on investment. Another question was on making the website more user friendly. She responded they are looking at user experience testing as part of the design process to ensure the information and website navigation makes sense. She shared the content on our website has the ability to be changed to a different language translation of choice by prospective students and that the website has links to Spanish, Russian, and Vietnamese. The presentation wrapped



up with a question about how local high schools view our brand when they engage with the district. Griswold responded they are working with John Hamblin on marketing to the high schools, and bringing high school students to the college for field trips and outreach opportunities.

5.0 BUSINESS / ACTION

5.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Regular Session #985, July 10, 2019
- b) Minutes – Board Retreat #986, July 17, 2019
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Approval for Head Start Slot Change

Zordich motioned to approve the consent agenda. Noriega seconded the motion and it passed unanimously.

5.2 Approval to Continue Oregon Pre-Kindergarten Grant

Pam Greenough Corrie presented the request for approval to continue the state funded Head Start program called Oregon Pre-Kindergarten. It funds 479 three and four-year olds and 6 infants and toddlers. The grant is a little over \$6 Million dollars and is about one-third of their overall budget in terms of grants received. It is a multi-phase grant and the board has approved previous phases of the grant. This is the final phase of the grant with a deadline for approval of August 31, 2019. Zordich asked a question about the criteria and data used for evaluation of the grant. Corrie responded the state grant is based on the annual Head Start Self-Assessment Report.

Zordich motioned to approve the continuation of the Oregon Pre-Kindergarten Grant. Mattson seconded the motion and it passed unanimously.

5.3 Consideration to Amend Resolution to Adopt and Make Appropriations of the 2019-2020 Budget

Jennifer DeMent presented information to the board regarding the request to amend the previously approved budget resolution. She shared that as TSCC was doing their final review of the budget, they recognized an error on the resolution where it did not match the detail included in the budget book in Fund 42, the Aquatics Fund. DeMent shared that what was reflected on the original resolution was that 100 percent of the funds were allocated to the programmatic area under Student Services, however \$184,814 of that amount should have been listed on the resolution under "Capital". They are required to appropriate the capital additions so construction and equipment are listed in a separate category of the program. An amended budget resolution is requested to correct the scrivener's error.



Noriega motioned to approve to Amend the Resolution to Adopt and Make Appropriations of the 2019-2020 Budget. Zordich seconded the motion and it passed unanimously.

5.4 Board Calendar for 2019-2020

Dr. Skari shared a brief statement about approving the annual board calendar for 2019-2020. She stated a tentative calendar will be developed in January 2020 for the remaining board meeting dates in 2020 (July thru December) for planning purposes.

Speer motioned to approve the board calendar for 2019-2020. Lewis seconded the motion and it passed unanimously.

5.5 College Goals for 2019-2024

McKeel shared the recommendation from Dr. Skari at the board retreat in August to distill our current strategic priorities into fewer focused goals over the next five years. The proposal condenses 25 strategic goals into four new goals: 1) Improve student access; 2) Advance diversity, equity and inclusion; 3) Strengthen community engagement; and 4) Increase excellence in operations.

Mattson motioned to approve the college goals for 2019-2024. Noriega seconded the motion and it passed unanimously.

5.6 President's Evaluation Template

McKeel shared that a new evaluation tool was developed to ensure predictability in the evaluation process for both the board and Dr. Skari. The board will use this tool to evaluate the president annually. The president's goals may change from year-to-year, but the evaluation template will remain consistent. Noriega asked a question about a decision made last year for the president to devote 35 percent of her time in the community and 65 percent of her time on campus and if a decision was made for this year. McKeel stated a decision has not been made for this year and it would be discussed at the next work session.

Noriega motioned to approve the President's Evaluation Template. Zordich seconded the motion and it passed unanimously.

5.7 President's Goals for 2019-2020

McKeel stated the board has an interest in seeing progress towards the five-year college goals. Each year, in addition to the president's evaluation template, Dr. Skari will propose annual goals as part of her evaluation process.

Polson motioned to approve the President's Goals for 2019-2020. Mattson seconded the motion and it passed unanimously.

6.0 CLOSING REPORTS



6.1 a) Board Members

Zordich – he shared that last Saturday he and Lewis attended Rep. Chris Gorsek’s town hall. MHCC was well represented at the meeting with two board members, two faculty and a staff member. He attended the Portland Business Alliance meeting on campus today. He referenced an article in the Wall Street Journal reporting more women are entering business, and shared that data reports in AIR (Analytics and Institutional Research) reflect a similar trend.

Mattson – she attended the Oregon President’s Council Retreat as the new OCCA president on August 5-7; the OCCA Executive Committee Retreat on August 8; a town hall on August 10 held by Rep. Janelle Bynum and Rep. Jeff Reardon; and the East Portland Government Affairs Forum on August 14. She shared it was great seeing our new board members at the OCCA New Board Member training on July 30.

Speer – he and Lewis attended the new swearing-in of new board members at David Douglas School Board. He has been meeting for coffee with Senator Ron Wyden’s Multnomah County Rep. and Congressman Earl Blumenauer’s Education Rep. about the notion of a bond and received feedback on alignment and messaging. He met with Jenny Glass, executive director of the Rosewood Initiative, and discussed the survey that will be coming out in the near future.

Lewis – she attended the OCCA New Board Member training in Salem, learned a lot, and enjoyed the opportunity to meet other new board members. In early August, she attended the Rosewood Initiative Night Out with about 400 community members attending the event. She met with the Multnomah County Auditor’s Office to transition discussions regarding a possible internship program to Dr. Skari for follow-up. She attended the East Suburban Democrats meeting on August 12, and the “I Heart Rockwood” community event on August 17 combining *Rock the Block* and the *Nadaka Community Festival*. She attended a table talk with Rep. Chris Gorsek and a table talk with Sen. Laurie Monnes Anderson. She met with Jenny Glass and discussed some of the courses and their program.

Noriega – she attended the OCCA New Board Member training and thought it was a great training. She held the Summer BBQ event that was auctioned off at the foundation fundraiser last spring at her home, and it was a wonderful evening. She is the District Governor of Rotary this year, and has been to 14 rotary clubs so far, and enjoys the opportunity to represent the college at those meetings. She shared that Gresham Rotary will be putting on a steak fry on Sept. 4 before the board work session. The college has been generous in having the event held in the college dining room and the event has raised over \$20,000 for scholarships.

Polson – he just returned from a jazz tour. He is looking forward to attending the nursing program’s pinning ceremony. He is also interested to see what we are doing regarding marketing.



McKeel – she attended the Portland Business Alliance meeting this morning, and enjoyed attending the Gresham Chamber of Commerce Luncheon yesterday. Sen. Laurie Monnes-Anderson spoke at the luncheon about the legislative session.

6.1 b) ASG Representatives

Collin-Kazu Lewis, ASG president – he thanked Lauren Griswold and District Communications for their assistance with the new mascot. They will be having two students running the mascot this year to help with community outreach. With the approval of the new bylaws, they are now planning to hire two new ASG representatives to represent our two other campuses, Maywood Park and The Bruning Center. They just finished the ASG summer training sessions, and are getting ready for the ASG retreat next week.

6.1 c) Advisory Representatives

Cheryl Johnson (FTFA) – they have a group of faculty who are working on the In-Service for fall term. When we meet for the next board meeting, it will be the start of the In-Service and the theme this year is Health and Wellness. This year, for the first time, they will have Pre-In-Service sessions focusing on health and wellness. There will be sessions on first aid mental health, and first aid/CPR. They will have a Resource Fair for both on and off-campus resources with a special focus on mental health. They hope the health and wellness events will continue throughout the year, and they hope to have a follow-up during finals week for faculty during winter and spring. She hopes to have a finalized calendar very soon.

Kim Sharer (CEA) – did not attend meeting.

Marilyn Pitts (PTFA) – did not attend meeting.

6.2 President's Report

Dr. Skari thanked the board for their continued passion and dedication to students, staff and community, and applauded their action to approve the new focused and targeted 5-year goals for Mt. Hood Community College. She also thanked the campus for all their hard work, from collaborative efforts around marketing and outreach to boost enrollment, to the agility and flexibility to all those moved, and moved again, to make the new Student HUB a reality. She provided an update on the HUB, and is anxious to see how the whole operation better supports students. She and Dr. McQuarters attended a signing ceremony for a new articulation agreement with Pacific University. The MHCC-PU PharmD Bridge program creates a 5-year doctor of pharmacy program, where students complete their AS degree here, and then complete a 3-year full-time program at PU. She thanked Janine Shockley and Christy Weigel for their work on this.

7.0 ADJOURNMENT



Zordich motioned to adjourn. Polson seconded the motion and it passed unanimously. The meeting was adjourned at 8:04 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: *September 18, 2019*

ITEM TITLE: 4.1b

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

SUBJECT: APPROVAL OF MINUTES – September 4, 2019

Session #988

A meeting of the Mt. Hood Community College District Board of Education was held on September 4, 2019 with a Board Work Session at 6:00 pm in the Board Room at Mt. Hood Community College.

Members present: Diane McKeel, chair, Jim Zordich, vice chair, Annette Mattson, Andrew Speer, LaVerne Lewis, Kenney Polson

Additional Attendees: Dr. Lisa Skari, president, Jennifer DeMent, chief operations officer

1.0 CALL TO ORDER

Diane McKeel, board chair, called the board work session to order at 6:14 p.m.

2.0 BUSINESS

2.1 Board Committees

Board members reviewed a handout listing board members representing board organizations.

2.2 Community Engagement

McKeel shared community engagement was discussed briefly at the board retreat; however, a decision has not been made this year regarding the percentage of time Dr. Skari should spend on internal and external meetings and events. Last year the board directed Dr. Skari to spend 65 percent of her time internally on campus and 35 percent externally in the community. Dr. Skari distributed a draft spreadsheet on community engagement, adding structure around some groups, and including the ability to track when board members meet or make presentations with community groups. The goal is to meet with each group once a year. Mattson suggested having a list of key messages to assist board members when they are out in the community meeting with stakeholders. Speer would also like to have talking points so a consistent message is communicated when board members meet with community members. Polson suggested including a brief PowerPoint



presentation to highlight key messages. Dr. Skari discussed creating a toolkit for board members as a resource when they meet with community stakeholders. Suggestions were to include key talking points, quick facts, and a community education piece to help let the community know what we are doing. Dr. Skari will work on developing a draft document for the board to review. There was a discussion regarding the community engagement spreadsheet for accuracy and completeness. Speer suggested adding the quarterly meeting of neighborhood association chairs to the list. Lewis will send the names of organizations that involve young adults and children to be added to the list. It was suggested all changes and additions be emailed to the board secretary to update the community engagement spreadsheet.

2.3 Presidential Expectations

Dr. Skari distributed a handout on the presidential goals, presidential evaluation form, and a document describing what “meets” is for evaluation expectations. There was a discussion on what would be helpful in the evaluation. Speer said he likes 360 evaluations and shared what would be meaningful in getting responses from the president’s direct reports. Mattson referred to previous board discussions on how people can perceive the same thing differently, and the importance of having a rubric to use for evaluation purposes to ensure expectations are understood and agreed upon. It was discussed that a 360 evaluation should be targeted and based on specific goals so the information is relevant. A suggestion was made to have a year-end written summary and the monthly reports the president provides to the board, and to include a reference to applicable strategic goals.

2.4 Board By-Law Review

The board reviewed bylaws 9183.1, 9183.2, 9183.3, 9183.4 and made proposed edits to those policies.

3.0 ADDITIONAL ITEMS DISCUSSED AT BOARD WORK SESSION:

- a. Aquatic Dome – Dr. Skari gave a brief overview regarding the aquatic dome and a decision made last week not to put up the dome this year. DeMent provided additional information regarding the dome decision. The dome was initially put up in 2008 and had a 10-year warranty. There have been safety concerns regarding the dome, so they will be looking at long-term strategies for moving forward regarding replacing the dome. There are other options that they are exploring and will get community input and stakeholder feedback. They are looking at starting this process in October 2019.
- b. KMHD Equipment – DeMent provided an update on KMHD broadcasting equipment. She shared that in early August, they discovered a problem with the combiner (equipment for broadcasting the station) and it had failed. We are currently using back-up equipment temporarily, but it is not as strong so some listeners are not able to get reception. The estimated cost of the combiner is approximately \$45,000. We would have to pay a portion of that expense and they are working on getting an



estimate on new equipment. We are working with OPB to develop a funding solution, and Dr. Skari shared we are working with our legal counsel on the matter. Polson asked for a written report updating the status of the OPB contract.

- c. President's Contract – Dr. Skari provided board members with a copy of her written contract.
- d. Guiding Principles – Dr. Skari distributed an updated copy of the Guiding Principles document that was discussed at the board retreat. She made two edits to the document that were highlighted in red text for the board to review.
- e. Board Calendar – a handout was distributed with dates for fall term In-Service events that board members are invited to attend. The Career and Technical Education (CTE) event has been scheduled on February 5, 2020, which is the same date as a board work session, so there was a discussion on whether to cancel the board work session that day.
- f. First Thursday – Dr. Skari provided an overview of People Strategies Council, one of the five councils in the governance structure at MHCC. She shared the council is a way to activate governance around the college on campus engagement, and is involved in the employee climate survey, employee-giving campaign, and winter in-service. One of the events they organize is *First Thursday*, a social event hosted by a different program or division on campus each month. It is a two-hour event held on campus around noon or early afternoon and snacks are provided at the event. The People Strategies Council is interested in inviting the board to host the *First Thursday* event on October 3 or at a future date. There was a discussion about the date and interest in having it later in the day, perhaps from 4pm to 6pm. Dr. Skari will follow up with People Strategies Council about the event details.

3.0 ADJOURNMENT

McKeel adjourned the board work session at 7:38 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: *September 18, 2019*

ITEM TITLE: 4.1c

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

SUBJECT: MONTHLY PERSONNEL REPORT

MONTHLY PERSONNEL ACTIVITY REPORT

NEW EMPLOYEES:

Name	Position	Department	Hire Date
Beattie, Sarah	Teacher	Head Start	08/28/19
Hatfield, Diana	Teacher	Head Start	08/28/19
Hernandez, Linda A	Teacher	Head Start	08/28/19
Knouse, Samantha L	Teacher	Head Start	08/28/19
Pronath-Holden, Heidi	Teacher	Head Start	08/28/19
Suchi, Glenda	Teacher	Head Start	08/28/19
Tisdale, Judith	Teacher	Head Start	08/28/19
Womack, Kristina C	Teacher	Head Start	08/28/19
Obelnicki, Henry R.	Education Site Manager	Head Start	08/22/19
Bird, Matthew A.	HRIS Manager	Human Resources	08/19/19
Atenafu, Hanna G	EHS Family Worker	Head Start	08/08/19
Quintero, Jonathan	Family Worker	Head Start	08/08/19
George, Charles W.	Director - Facilities, Risk Management and Public Safety	Facilities Management	08/01/19

TRANSFERS/CHANGE IN STATUS:

Name	Position	Department	Effective Date
Brook, Jack R	PT Instructor - Science	Life Sciences	08/31/19
Vasquez, Ernesto	Diversity Center Coordinator	Student Life	08/12/19
Harris, Robyn M	Program Coordinator Infant Toddler	CCR&R	08/09/19
Martinez, Monica C	Administrative Coordinator – Instruction Health	Health Professions	08/05/19
Lang, Linda P	Grants & Contracts Budget Analyst – Financial Aid	Business Office	08/01/19
Ambriz, Amanda Z	Payroll Specialist	Payroll	08/01/19

SEPARATIONS:

Name	Position	Department	Term Date
Rogers, Alicia YT	EHS Assist Teacher	Head Start	08/22/19
Kulp, William B	Bus Driver	Head Start	08/09/19
Oliver, Michael J	Financial Aid Adviser/Student Employment Coordinator	Financial Aid	08/07/19



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 18, 2019*

ITEM TITLE: 4.1d

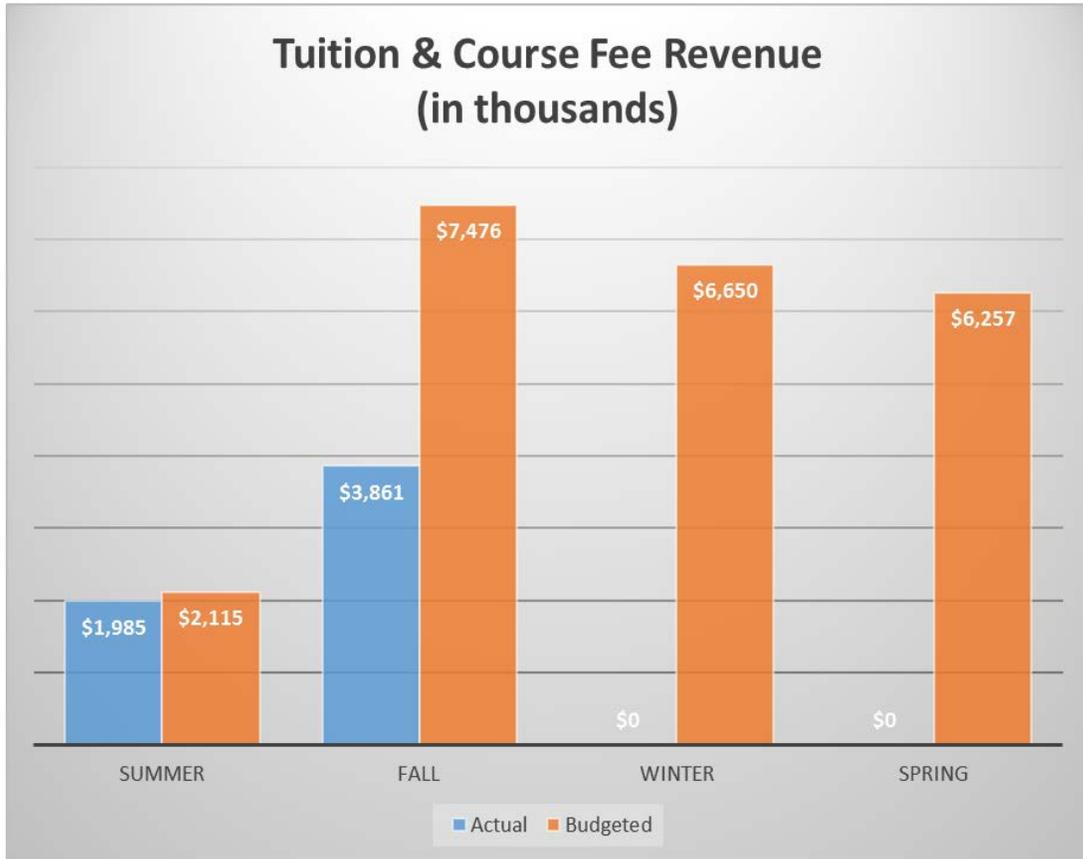
CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: MONTHLY FINANCIAL REPORT

This report includes 2019/20 activity through the month of July.

Revenues:

- State support revenue is received quarterly in August, October, January and April. The amount budgeted for 2019-2020 reflects Mt. Hood's estimated share of the biennial state support amount of \$590 million. However, the 2019/20 funding level ended up at \$641, which will result in estimated additional revenue of \$2.6 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 summer term is \$1.9 million and fall term is \$3.8 million. Preliminary enrollment numbers indicate a decline in tuition-bearing classes as compared to 2018/19 enrollment by -7.6% for summer term. Fall early registration data indicates credit tuition bearing enrollment was down -10%.



Expenditures:

As of July 31, one month of the fiscal year has passed. If expenditures occurred equally throughout the year, there would be 92% 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, cost of living increases and longevity for eligible employees.
- Fringe and tax costs are paid based on a percentage of salary so the percentage of budget remaining is similar to salaries, as expected.
- 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 \$200 thousand for aquatic center support, and \$900 thousand for facilities capital projects.



MT. HOOD COMMUNITY COLLEGE DISTRICT

General Fund Financial Report

Fiscal Year 2019/20

As of July 31, 2019

	Actual Year to Date Jun 30, 2019 (Pre-close)	Adopted Budget 2019-20	Actual July 2019	Percentage of Budget Remaining
Beginning Fund Balance	10,603,330	8,998,506	9,055,824	
Revenues				
State Support	28,229,157	29,706,500	-	100%
Property Taxes	13,287,365	13,333,900	-	100%
Tuition and Fees	23,273,141	24,726,904	6,048,484	76%
Uncollectible Receivables	-	(200,000)	-	
Other Revenues	1,826,367	1,329,651	29,929	98%
TOTAL REVENUES	66,616,029	68,896,955	6,078,413	91%
Expenditures				
Salaries	37,489,694	39,217,534	1,918,930	95%
Health Care	6,454,584	6,791,742	319,273	95%
Fringe/Taxes	11,605,220	14,193,395	693,832	95%
Materials & Supplies	7,162,555	7,738,651	852,650	89%
Utilities	1,539,434	1,710,620	44,695	97%
Grants in Aid/Tuition Waivers	928,223	1,146,928	32,751	97%
Debt Service	2,308,825	2,271,825	-	100%
Transfers to Other Funds	675,000	1,100,000	-	100%
TOTAL EXPENDITURES	68,163,535	74,170,695	3,862,130	95%
Rev Greater (Less) Than Exp	(1,547,506)	(5,273,740)	2,216,283	
Beginning Fund Balance	<u>10,603,330</u>	<u>7,150,000</u>		
Ending Fund Balance	<u>9,055,824</u>	<u>1,876,260</u>		
<i>As a percentage of expenditures</i>	13%	3%		



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 2019/20 budget was built on the assumption that community colleges would receive \$590 million for the 2019/21 biennium. The 2019/20 community college support fund ended up at \$641 million, representing estimated increased revenue of \$2.6 million per year. 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 2019/20 generates \$115.00 per credit hour for the General Fund. A technology fee of \$6.25 per credit hour and an Associated Student Government (ASG) fee of \$4.25 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 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.

Fringe/Taxes are all other employer paid fringe costs, and include PERS (26.8%), 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: *September 18, 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
August 2019

News:

Head Start and Early Head Start Enrollment and Health Fairs took place over 7 days on the Gresham Campus. We were able to complete 1,044 child enrollments. At these events, we completed the following health screenings and exams. The total in-kind from our community partners for the whole event was \$22,829.33.

Hearing Screenings – 435

Vision Screenings – 467

Dental exams – 469

Lead Screenings – 286

Many of our staff helped to support these events, food, child care, transportation are a small part of the support services provided at this event.

On August 15th Dr. Skari came for a visit to Maywood. We were able to tour Head Start and the Child Care Resource and Referral (CCRR) offices. She met staff and was able to learn more about all of the different aspects of Head Start and the CCRR. We were very happy when she offered to come to our Welcome Back All staff in September.

We are in the planning stages for our new 5-year federal grant and our City of Portland Children's Levy grant both will be due this fall. In August we received our Community Assessment from Portland State University, see attached. In September when all managers and staff are back we will go into high gear gathering information from our staff to further develop our grant proposals.

Enrollment Report for July 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 June

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	120
Early Head Start	129
EHS Child Care Partnerships	30
Total:	279

***Waitlist numbers are currently low due to active enrollment

July 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	6%
No bus/no transportation*	2%
Appointment	2%
Vacation	19%
Family Emergency	0%
Other-Excused (i.e. with family member, lice)	13%
Unknown*	58%

Early Head Start

Absence Reason	Percent
Illness	10%
No bus/no transportation	1%
Appointment	5%
Vacation	27%
Family Emergency	5%
Other-Excused (i.e.19 with family member, lice)	35%
Unknown	16%

Child Care Partnerships (CCP)

Absence Reason	Percent
Illness	20%
No bus/no transportation	5%
Appointment	0%
Vacation	18%
Family Emergency	0%
Other-Excused (i.e. with family member, lice)	6%
Unknown	51%

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	50%	50%
Early Head Start	100%	0%
Child Care Partnerships	83%	17%

**Mt. Hood Community College
Head Start Financial Report
July 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 2019-June 2020

FUNDING SOURCE	TOTAL FUNDS
Federal/State Head Start	11,453,699
Children's Levy Head Start	404,500
Federal Early Head Start	1,555,485
EHS - Child Care Partnerships	1,647,872
Children's Levy EHS	539,089
EHS Expansion	397,211
State EHS	81,132
MIECHV	200,000
Total	16,278,988

Expenditure Report July 2019

Budget Category	Budget	Spent	Percent Spent
Personnel/Salaries	8,008,174	236,250	3%
Fringe Benefits	4,091,990	155,923	4%
Travel	39,989	0	0%
Equipment	0	0	0%
Supplies	277,326	883	0%
Contractual	1,257,302	0	0%
Facilities/Property Services	829,421	29,154	4%
Other	347,125	331	0%
Indirect	1,427,661	0	0%
Total	16,278,988	422,540	3%

Reimbursement Funds

Source	Amount Budgeted	Amount Received Year to Date
DHS Child Care	326,195	64,592
USDA Funds**	643,184	0

**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 7/20/19

Description	Head Start	Early Head Start	Children's Levy EHS	Children's Levy HS	MIECHV	EHS-CCP	EHS Exp.	Totals
Center Supplies	924.03	154.98	375.77	89.77	815.81			\$2,360.36
Computer Supplies	100.89							\$100.89
Dental/Medical								\$0.00
Education Supplies	3,626.16							\$3,626.16
Family Services Supplies								\$0.00
Health Supplies	3,217.45	46.77	9.35	9.35				\$3,282.92
Kitchen Supplies								\$0.00
Office Supplies								\$0.00
Other Costs	2,144.09							\$2,144.09
Parent Activities	4,139.97					406.39		\$4,546.36
Postage								\$0.00
Pre-Employment	2,465.00	54.00						\$2,519.00
Site Repair/Maint.	23,075.38	299.02	144.43	203.51	18.04		\$12.70	\$23,753.08
Training	709.08					1,636.69		\$2,345.77
Vehicle Costs	18,712.80							\$18,712.80
Utilities	4,031.31	413.27	279.24	11.60	192.03		217.46	\$5,144.91
Total	\$63,146.16	\$968.04	\$808.79	\$314.23	\$1,025.88	\$2,043.08	\$230.16	\$68,536.34

**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 2019-20

Meal	Rate per Meal
Breakfast	1.84
Lunch	3.65
Snack	0.91

June 2019

Meal	Number of meals served
Breakfast	4,756
Lunch	5,271
Snack	3,043
Total Reimbursement for the month:	\$29,968.07

July 2019

Meal	Number of meals served
Breakfast	936
Lunch	1,029
Snack	757
Total Reimbursement for the month:	\$6,187.10

Head Start and Early Head Start Non Federal Share Report

2019-20

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

Mt. Hood Community College Head Start 2019 Community Assessment Summary

Mt. Hood Community College's Community Assessment was prepared by Portland State University by their Population Research Center in August 2019. This is a summary of that report.

Population and births

Total population of MHCCHS service area was 293,225 in 2017, which is 37% of Multnomah County's population. The service area population increased at an average annual rate of 1.6%, a faster rate than county as a whole. In 2017, population of children under age six is estimated to be 23,600. In 2017, there were approximately 3,700 births in our service area. Births to minority mothers accounted for 43% of all births in our service area in 2017.

Race, Ethnicity and Language

The minority population is increasing at an annual rate of 5.8% for our service area. The Black population group increased at the fastest rate during 2000-2010. The Hispanic population is the second fastest growing population in our area. While the growth rate for the white population during the same time was 0.1%.

In 2017, approximately 71% of those speaking English less than very well spoke Spanish or an Asian or Pacific Islander language at home. Those who spoke an Asian or Pacific Islander language increased at a faster rate than those speaking other languages. After Spanish, the greatest number of families in our service area spoke Somali.

Households and Mobility

The total number of households in our service area is estimated to be 104,142 in 2017. Family households with children increased in the number of single parent households while the percentage of married-couple households decreased in our service area at a greater rate than the county.

In 2010, 70.2% of the population had moved within the last year within Multnomah County, versus in 2017 58.5% of the population had moved within the last year. In 2010, 3.2% of the population who had moved within the last year moved from another country, in 2017 the percentage rose to 6.0%.

Educational Attainment

In 2017, 137,172 persons 25 years or older (70%) in our service area did not hold at least an Associate's degree. Of this population group, 87,766 persons (60%) had not attended college at all, and about 29,773 persons (22%) had not received a high school diploma or GED, or had only reached a 9th grade level of education. A greater percentage of people 25 years or older who have a college degree or graduate or professional degree reside in the county as a whole than in our service area. Thirty-one percent has acquired a college, graduate, or professional degree in our service area as compared to 51% countywide in 2017.

Employment and Income

People 16 years and older who are in the work force (the labor force participation rate) did not undergo much change between 2000 and 2017 in either the county or service area. The number of unemployed persons

increased at an average annual rate of about 6 percent from 2000 to 2010, and then decreased by around 3 percent per year from 2010 to 2017.

Not only is a higher share of women with children younger than six years old participating in the labor force relative to the total population, these women experienced higher rates of employment, both in our service area and in the county. In 2017, about 62 percent of all women with children younger than six years old residing in our service area were employed.

The median household income in our service area is estimated at \$50,559 for 2017. This number notably lower than the median household income for Multnomah County as a whole (\$61,370). In 2017, nearly 25 percent of all households in our service area are estimated to have had an annual income under \$25,000. In Multnomah County overall, around 20 percent of all households were estimated to have had an annual income under \$25,000.

Within our service area, more households received public assistance, 7.1% in 2017 than in the county 4.3%. The number of households that received public assistance increased countywide between 2000 and 2017.

Poverty

The number of households and persons with income below the poverty level increased from 2000 to 2017 in both the service area and in Multnomah County as a whole. Similarly, in 2017 the percentage of persons in poverty within our service area was estimated to be higher than that for the county as a whole.

We estimate the number of persons with income below the poverty level in 2017 to be nearly 56,000 in our service area. This number is about 45 percent of all persons in poverty within Multnomah County. The poverty rates for children under the ages of five and six residing within our service area was higher than the countywide rates for 2000, 2010, and 2017.

During the 2018-19 school year, just under 50 percent of students in Multnomah County were eligible for free or reduced lunch. The percent of students eligible for free or reduced lunch varied between about 23 percent and 75 percent among different school districts. Parkrose School District (75.2%) had the highest share of students eligible for free or reduced lunch, followed by David Douglas (73.8%) and Reynolds (67.4%). These shares have dropped slightly; during the 2011-2012 school year, the highest share was 77.4%, found in David Douglas School District.

About 3,900 children aged three to four residing in Multnomah County in 2013 were living in households where the income was below the poverty level. Head Start did not serve over 32 percent of the eligible children at the time. There were about 2,128 impoverished children ages three or four residing in the service area in 2013. Among these eligible children, nearly 55% of them were not served.

Housing Insecurity

In 2017, Multnomah County's Point-in-Time Count found 4,177 homeless residents. About 40% of them were unsheltered. Although homeless families with children fare better overall than the homeless population at large, that same report found nearly 12% of homeless families (nearly 80) were unsheltered. Almost two-thirds were in emergency shelters, with only a quarter residing in transitional housing.

Reynolds' homeless students are estimated at 7.7% of total enrollment, with Parkrose following at 6.6%, suggesting concentrations of homelessness in specific areas of the region. Up to 6.4% of total enrollment in David Douglas School District and 6.3% in Portland.

The number of Multnomah County children in foster care was just under 13 per 1,000 children in 2012. That figure dropped to 9.9 in 2015 but has hovered at that rate ever since. The count of Multnomah County's children in foster care has also remained steady; the 2018 count of 1,525 is only five children higher than 2015's low of 1,520. Children 5 and younger now make up 37% of those spending some time in foster care, a small rise from 34% in 2014.

Special Children Populations

From 2000 to 2017, poverty among children under six years old increased, both within the county as a whole and our service area, which means there was an increase in the number of young children eligible to receive public health and social services.

The number of children under age six residing in out-of-home care, or that are in SCF custody, in Multnomah County decreased after 2000. Since 2013, the number of child-abuse victims under age six increased to account for 2.3% of all children, up from 1.9%.

The 2017 ACS data show an estimated 1% of all Multnomah County children less than five years old have a disability, a decrease from 2013. Again, however margins of error are notable for small sample sizes.

From 2000 to 2017 births to mothers ages 35 years and older continually increased—both in service area and the county as a whole—while births to teenage mothers have steadily decreased. Births to mothers with fewer than 12 years of education and tobacco usage decreased continually in both areas as well. The number of births to mothers receiving inadequate prenatal care, as well as those already having had three children, has increased however.

The share of mothers whose deliveries were covered by public health insurance increased between 2000 and 2017, both countywide and within the service area. In 2017, 3,503 and 1,545 births were paid for by public insurance in the county and service area respectively.

In 2017, births to teen mothers dropped to 180 within our service area, down from 426 in 2000. Even so, the service area makes up roughly two-thirds of the county's births to teen mothers. In both Multnomah County and the service area, over half of teen mothers had not completed high school.

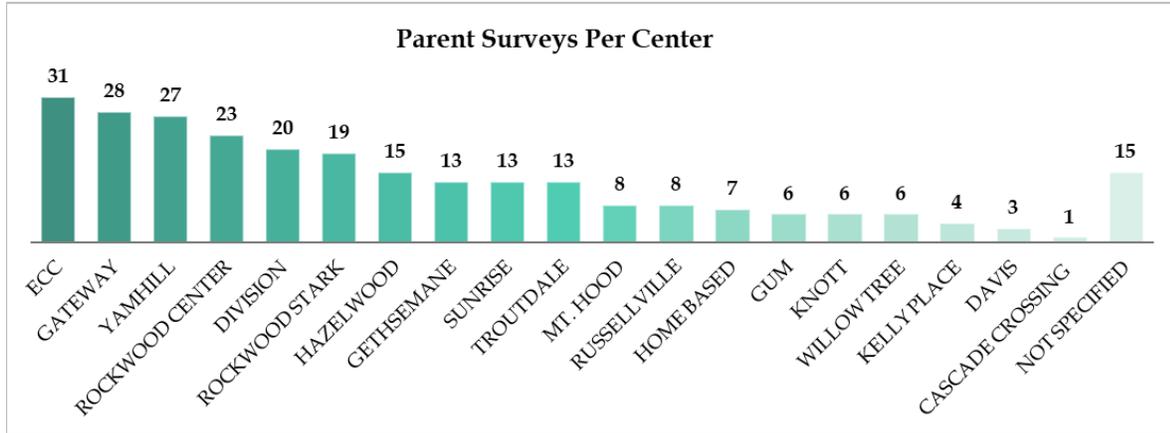
In 2017, the number of children younger than six years old residing in households with working parents was notably higher than the number of available childcare slots in Multnomah County. The discrepancy was even higher in East County, where the estimated unmet need was more than four times higher than the number of available childcare slots. About 21 percent of the 32,700 children estimated to be needing child care resided in East County, but only 7 percent of the child care slots available countywide were located there.

In East County in 2017, there weren't locally available childcare slots for more than 81% of children in need. While unmet child care need decreased in both Multnomah County and East County from 2011 to 2017, the share actually increased from 73% to 82% in East County.

Mt. Hood Community College Head Start and Early Head Start - Parent Satisfaction Survey March 2019

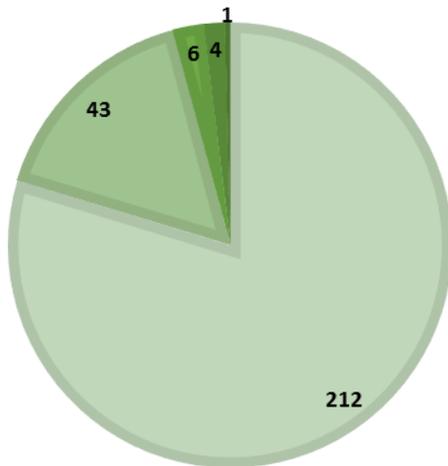
Twenty six percent of (266 out of 1018) parents with children currently enrolled in MHCCHS completed a Parent Survey.

Figure 1. Parent Survey Responses Per MHCCHS Center



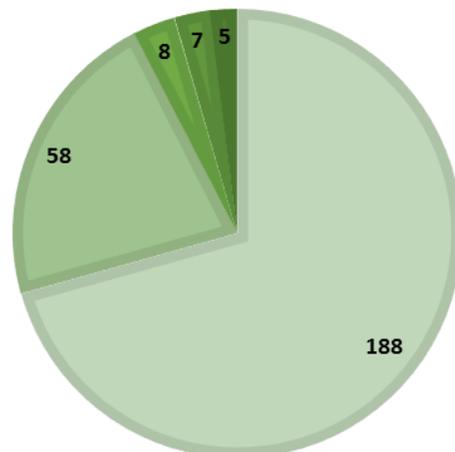
AS A PARENT, HOW WELL DO YOU FEEL SUPPORTED BY THE OVERALL PROGRAM?

■ Excellent
 ■ Good
 ■ Fair
 ■ Needs Improvement
 ■ Not Specified



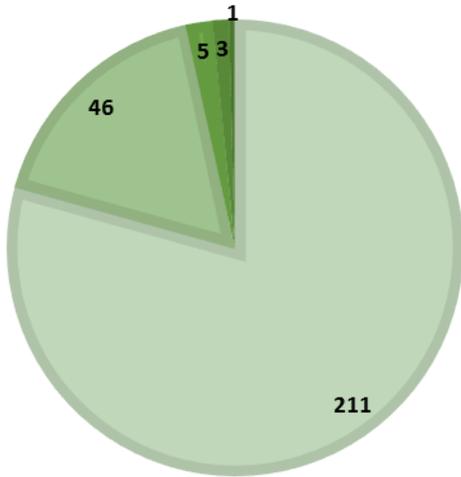
HOW WELL DO YOU FEEL HEAD START HAS PREPARED YOUR CHILD FOR KINDERGARTEN?

■ Excellent
 ■ Good
 ■ Fair
 ■ Doesn't Apply
 ■ Not Specified



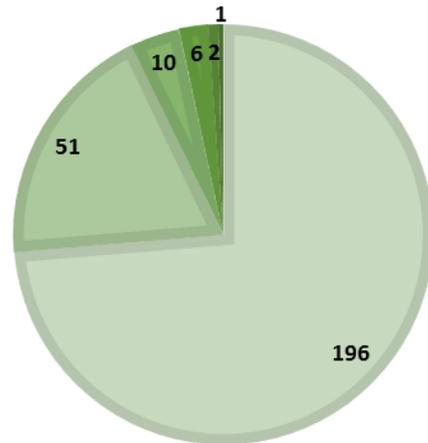
HOW SENSITIVE AND RESPONSIVE WERE THE STAFF TO YOUR FAMILY NEEDS?

■ Excellent ■ Good ■ Fair ■ Needs Improvement ■ Not Specified



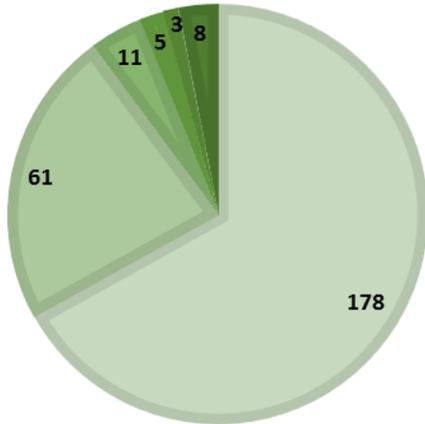
RATE THE PROGRAM'S EFFORTS TO CONNECT YOU TO SERVICES/RESOURCES IN YOUR COMMUNITY (FOOD BANKS, BUDGETING/HOUSING RESOURCES)

■ Excellent ■ Good ■ Doesn't Apply ■ Fair ■ Needs Improvement ■ Not Specified



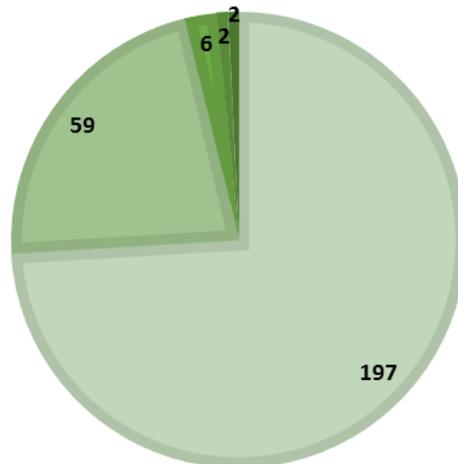
HOW WELL HAVE YOU BEEN KEPT INFORMED ABOUT YOUR CHILD'S CLASSROOM ACTIVITIES AND WHAT GOES ON AT SCHOOL?

■ Excellent ■ Good ■ Fair ■ Needs Improvement ■ Doesn't Apply ■ Not Specified



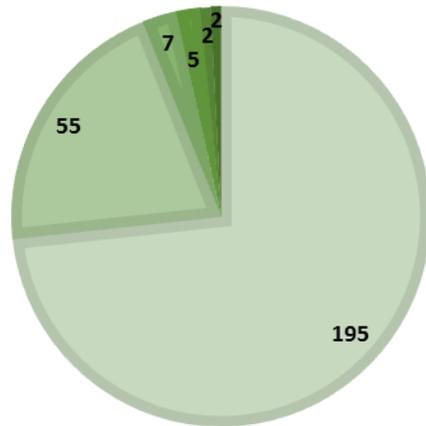
HOW WELL DID THE PROGRAM WORK WITH YOU TO MEET YOUR CHILD'S INDIVIDUAL NEEDS/GOALS?

■ Excellent ■ Good ■ Fair ■ Doesn't Apply ■ Not Specified



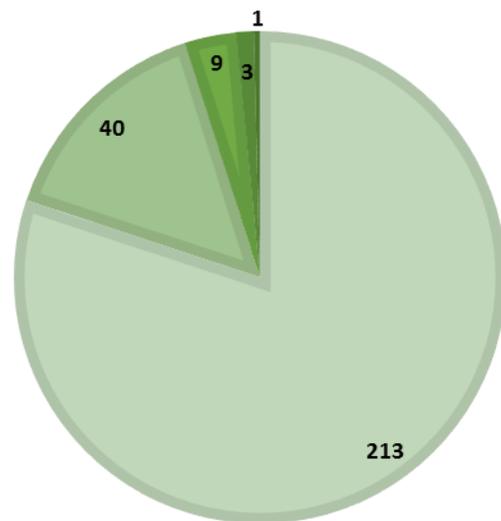
**RATE THE OPPORTUNITY FOR FAMILY ENGAGEMENT
ACTIVITIES (WORKSHOP/TRAINING, SOCIALIZATIONS, POLICY
COUNCIL, FAMILY EVENTS)**

■ Excellent ■ Good ■ Doesn't Apply ■ Fair ■ Needs Improvement ■ Not Specified



YOUR OVERALL SATISFACTION WITH THE PROGRAM IS

■ Excellent ■ Good ■ Not Specified ■ Fair ■ Needs improvement





ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 18, 2019*

ITEM TITLE: 4.1f

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.

Administrative Costs <i>Funds to administer grant programs and to account for the administrative allowance moneys of the grant programs. (Other)</i>	500,000
Adult Basic Education <i>Funds to offer adult and basic education instruction for people who have less than an eighth grade education or did not complete high school. (Federal)</i>	50,000
Childcare Resource & Referral Early Learning	121,574
Childcare Resource & Referral Program Income <i>Funds to provide child care referral services to parents; child care provider training and business/employer awareness of child care support options and related work-life issues; with the overall goal of improving child care affordability, access and quality. (Federal, State, Other)</i>	100,000



Cooperative Work Experience, Metro <i>Funds to administer the payment of students placed in cooperative education assignments. (State, Other)</i>	56,076
Head Start, Multnomah Infant & Early Childhood Home Visiting	200,000
Head Start, Training Funds <i>Funds to provide services to low income or special needs families with infants, toddlers, preschoolers and pregnant mothers. (Federal, State, Local)</i>	1,500
Oregon Educational Resources (OER) <i>Funds to develop open education resources for students (other)</i>	8,500
Perkins, STEM <i>Funds to further develop the academic and professional technical skills of professional technical students through high standards; link secondary and postsecondary pro-tech programs; and provide professional development and technical assistance to pro-tech educators. (Federal, State)</i>	38,811
Small Business Development Center <i>Funds to provide comprehensive services and resources to existing and potential small businesses; and to account for program income generated by the Small Business Administration federal grant. (Federal, Other)</i>	16,928
Workforce Connections, NW Promise	128,146
Workforce Connections, STEP Up <i>Funds to provide re-employments and/or retraining opportunities for dislocated workers. (Federal, Other)</i>	232,779
Total	1,454,314



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 18, 2019*

ITEM TITLE: **4.1g**

CONTACT PERSON: *Jennifer DeMent, Chief Operations Officer*

SUBJECT: OSBA LEGAL ASSISTANCE TRUST RESOLUTION

WHEREAS, the Mt. Hood Community College District is a member of the Oregon School Boards Association (OSBA), and a current dues-paying member of the Legal Assistance Trust;

NOW, therefore, be it resolved THAT THE Mt. Hood Community College District Board hereby requests assistance from the OSBA Legal Assistance Trust to assist Mt. Hood Community College District with the costs of litigation in the case involving the Supreme Court of the State of Oregon Case No. S066933, Petition for Direct Review – Legislation Senate Bill 1049 (2019).

ADOPTED this eighteenth day of September, 2019.

Mt. Hood Community College District
Board of Directors

Diane McKeel, Board Chair



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 18, 2019*

ITEM TITLE: 4.1h

CONTACT PERSON: *Diane McKeel, Board Chair*

**SUBJECT: LETTER OF SUPPORT FOR ACCT DIVERSITY, EQUITY, AND INCLUSION COMMITTEE
NOMINATION**



September 18, 2019

J. Noah Brown, President
Association of Community College Trustees
1101 17th Street NW, Suite 300
Washington, DC 20036

RE: Letter of Support for Kenney Polson
ACCT Diversity, Equity, and Inclusion Committee Nomination

Dear Mr. Brown,

On behalf of the Mt. Hood Community College Board of Education, we support Kenney Polson's interest in serving on the ACCT Diversity, Equity, and Inclusion Committee.

Director Polson has served on the MHCC Board of Education since 2015. He is a passionate individual and a strong advocate for diversity, equity and inclusion. He has participated in diversity events at ACCT Conferences in the past and will serve the organization well. He has the full support of the MHCC Board of Education to serve on this committee.

Sincerely,

Diane McKeel
Board Chair
Mt. Hood Community College