



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 12, 2024, with an Executive (Closed) Session at 5:45 p.m., TSCC Budget Hearing at 6:30 pm, and a Regular Board meeting at 7:30 pm. The Executive (Closed) Session will be held in the President's Office (AC 2350) and the TSCC Budget Hearing and Regular Board meeting will both be held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

TSCC Budget Hearing at 6:30 pm – Join Zoom Webinar: Click URL to join

<https://mhcc.zoom.us/j/92548895735?pwd=Y041UWFIMXJKVFY5SXIRZ2hKb1Bzd09>

Join by phone: 1-669-900-6833 (San Jose) or 1-253-215-8782 (Tacoma)

Webinar ID: 925 4889 5735

Passcode: 378634

Board Meeting at 7:30 pm – Join Zoom Webinar: Click URL to join

<https://mhcc.zoom.us/j/96384176404?pwd=UzIDZHZ0Mys0OXNnYXpvSmt1TFd3dz09>

Join by Phone: 1-669-900-6833 (San Jose) or 1-253-215-8782 (Tacoma)

Webinar ID: 963 8417 6404

Passcode: 926376

AGENDA **Amended SESSION 1105**

- | | | |
|----------------|--|--------------|
| 5:45 pm | 1.0 CONVENE EXECUTIVE (CLOSED) SESSION
<i>The board will convene in a closed executive session in accordance with ORS 192.660(2)(i) to review and evaluate the job performance of a chief executive officer, other officers, employees, and staff, if the person whose performance is being reviewed and evaluated does not request an open hearing.</i> | |
| | 2.0 PRESIDENT'S EVALUATION | Andrew Speer |
| | 3.0 ADJOURN EXECUTIVE (CLOSED) SESSION | |
| 6:30 pm | TAX SUPERVISING & CONSERVATION COMMISSION (TSCC) HEARING
<i>Public hearing regarding the 2023-2024 MHCCD Budget</i> | |
| 7:30 pm | 4.0 CONVENE MHCCD BOARD / CALL TO ORDER / DECLARATION OF A QUORUM
4.1 Approval of Agenda | |
| 7:35 pm | 5.0 PUBLIC INPUT
<i>Persons wishing to provide public comment can sign up by completing a sign-in form if attending the meeting in person or by using the "Hand Raise" feature available at the bottom right corner of the Zoom screen by</i> | |



*clicking on the three horizontal dots labeled “More”. If you join by phone, please press *9 to raise your hand. Please clearly state your full name, the name of the organization or group represented, if any, and the agenda item or topic to be addressed for the public record. Please limit comments to three minutes per speaker. Persons who wish to provide written comments can submit by email to Presidents.Office@mhcc.edu no later than one calendar day prior to the meeting to be included in the official record for this meeting. Note: The start time for remaining agenda items may vary.*

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|----------------|------------|--|-------------------|
| 7:45 pm | 6.0 | REPORTS (10 min report & 5 min Q & A) | |
| | 6.1 | Correspondence | Lisa Skari |
| | 6.2 | Presentation of Comprehensive Facilities Plan
First Reading | Mark Stoller |
| | 6.3 | Bond Draft Package Update | Lisa Skari |
| | 6.4 | Board Policy 6180 Recension First Reading | Lisa Skari |
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 | | | |
| 8:30 pm | 7.0 | BUSINESS / ACTION | |
| | 7.1 | Consent Agenda: Approvals & Information | |
| | | a) Minutes – Board Student Town Hall Session 1103, May 7, 2024 | |
| | | b) Minutes – Board Regular Session 1104, May 15, 2024 | |
| | | 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) Approval to Adopt Member Paid Pre-Tax Contributions | |
| | | h) Approval to Utilize Goods and/or Service Contracts in Excess of \$150,000 | |
| | 7.2 | Consider Resolutions to Adopt and Make Appropriations for the Fiscal Year 2024-2025 Budget | Jennifer DeMent |
| | 7.3 | Consider Resolution Imposing and Categorizing Taxes | Jennifer DeMent |
| | 7.4 | Resolution to Transfer Budgeted Appropriations | Jennifer DeMent |
| | 7.5 | Head Start Staff Qualifications Policy Second Reading | Hilda Pena-Alfaro |
|
 | | | |
| 8:50 pm | 8.0 | BOARD MEMBER & COMMITTEE/LIAISON REPORTS (3 min each) | |
|
 | | | |
| 9:15 pm | 9.0 | CLOSING REPORTS | |
| | 9.1 | ASMHCC Representative | |
| | 9.2 | Advisory Representatives | |
| | | <ul style="list-style-type: none">• Full-Time Faculty• Classified Employee Association• Part-Time Faculty & Tutors | |



9.3 Executive Leadership (3 min each)

- [Student Development](#)
- [Instruction](#)
- [Administrative Services](#)
- [College Advancement](#)

9.4 President's Report

9:45 pm 10.0 ADJOURNMENT

A board dinner is scheduled prior to the board meeting and is optional as a social gathering and no board business will be discussed.

The next regular board meeting is scheduled for Wednesday, July 17, 2024.

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
503-491-7211
Lisa.Skari@mhcc.edu

June 6, 2024

TO: The Board of Education
 Andrew Speer, Chair
 Diane McKeel, Vice Chair
 ShaToyia Bentley
 Annette Mattson
 Diane Noriega
 Dana Stroud
 Marie Teune

FROM: Lisa Skari, EdD
 President

SUBJECT: Board Letter for June 2024

For my final letter of the 2023-2024 academic year, I'd like to take a moment and recognize what we have done this year. From national recognition for quality and affordability, a successful reaccreditation, and the development of a bond proposal, I appreciate all the work by Board members, faculty, staff, and management. While we have numerous opportunities ahead of us, we need to remember to pause and celebrate our collective success.

On May 24, 2024, MHCC held an induction ceremony for two of our student organizations. Our Rho Theta chapter inducted 133 students into the MHCC's chapter of Phi Theta Kappa, the honor society for community college students. In addition, we inducted one student into Alpha Mu Gamma, the first and largest national collegiate foreign language honor society of the United States to recognize exceptional achievements in all foreign languages. Lastly, the fifth annual Multicultural Student Graduation was held June 7 to recognize and celebrate our students.

Additional accolades go out to the MHCC Softball team. Once again, they won the Northwest Athletic Conference championship, beating the top ranked North Idaho College with a score of 8-5.

The vice president for advancement search continues. We brought three finalists to campus the week of June 3, 2024, each meeting with students, advancement staff, Foundation board members, union leadership and President's Cabinet. An all campus forum provided an opportunity for anyone from the campus community to ask the finalists questions. The goal is to announce the successful candidate by the end of the month, and we are thankful Al Sigala will stay on in a part-time capacity to assure a successful transition.

Annual goal update

Diversity, equity, and inclusion

Work continue on the equity scorecard and the plan is to review it at the board's summer retreat.

Community engagement

Community presentations to test our bond concept continue, and presentations since our last board meeting included the Fairview City Council, Happy Valley City Council, Parkrose School District, Sandy Chamber of Commerce, and Wood Village City Council.

Bond campaign

In addition to the community presentations, board members and employees are working to increase our visibility through community events. Since our last board meeting, we have had booths at Barney's Bash, Society of American Forester's Chainsaw Carving Invitational (Natural Resources program), Troutdale First Fridays' event, and the Troutdale Arts Festival. A complete bond update will be presented at the board's July meeting.

Accreditation

No new updates.

In closing, it's been a wonderful year, marked by progress on our strategic plan, community engagement, long term financial sustainability, and the potential for a bond measure. I look forward to working with you to not only realize our collective goals, but to also celebrate the success we achieve in better serving our students and our community.

Community/Educational Presentations and Selected Outreach Activities

- May 1 Oregon President's Council (OPC) planning meeting*
- May 1 Oregon Community College Association (OCCA) Executive Committee meeting*
- May 1 Oregon Public Broadcasting (OPB) Board Audit Committee meeting*
- May 2 OCCA Executive Director Finalist Interviews*
- May 3 Meeting with Association of Community College Trustees (ACCT) and Digital Promise*
- May 3 OPB Board of Directors special meeting*
- May 6-7 Western Interstate Commission on Higher Education Commission meeting*
- May 8 Higher Education Coordinating Commission (HECC) Financial Monitoring Workgroup meeting*
- May 8 Presentation of OCCA budget request to the HECC Funding and Achievement Subcommittee*
- May 8 Tabling event at the Gresham Chamber Spring Expo*
- May 8 Presentation to the Sandy Rotary*
- May 9 Presentation to David Douglas School District Board of Education*
- May 13 Technology Industry Consortium co-chair planning meeting*
- May 13 Meeting with ACCT and Digital Promise*
- May 13 Meeting with Lynn Snodgrass, Greater Gresham Chamber of Commerce*
- May 14 All Hands Raised Partnership Council meeting*
- May 14 Presentation at the Oregon Talent Summit*
- May 15 Portland Metro Chamber Board meeting*
- May 15 MHCC Board of Education regular meeting*
- May 16 OPC May meeting*
- May 17 OCCA Board meeting*
- May 17 OPB Board of Directors special meeting*
- May 21 Technology Industry Consortium Executive Leadership Planning meeting*
- May 22 Presentation to the Sandy Area Chamber of Commerce*
- May 23 Port of Portland CTE Roundtable meeting*
- May 23 Meeting with Director Teune*
- May 23 Meeting with Director Noriega*
- May 24 Meeting with Director Speer*
- May 24 Meeting with Director Bentley*
- May 24 Meeting with Rep. Hudson, John Wycoff (OCCA), and Calvin Walker (MHCC)*
- May 24 Rho Theta and Alpha Alpha Theta Induction Ceremony*
- May 28 Semiconductor Talent Strategy meeting*
- May 28 Presentation to Parkrose School District Board of Education*
- May 29 MHCC Foundation Board meeting*
- May 29 Meeting with Director Mattson*
- May 30 Barney's Bash*
- May 31 Corvallis Microfluidics (CorMic) Tech Hub meeting*
- May 31 Meeting with Director McKeel*

Select Media Mention

Industry partnership with community colleges addresses auto tech shortage

<https://www.msn.com/en-us/money/careers/industry-partnership-with-community-colleges-addresses-auto-tech-shortage/ar-BB1jFODE>

Mt. Hood Community College announces low/no-cost housing property for enrolled students

https://www.theoutlookonline.com/news/mt-hood-community-college-announces-low-no-cost-housing-property-for-enrolled-students/article_19d0a1a0-0ca9-11ef-8f18-332574397fd6.html

MHCC Offering Bachelor of Applied Science in Cybersecurity

<https://www.mountaintimesoregon.com/nov-community/mhcc-offering-bachelor-of-applied-science-in-cybersecurity>

Small Business Development Center Mt. Hood to host fair for burgeoning businesses

https://www.theoutlookonline.com/business/small-business-development-center-mt-hood-to-host-fair-for-burgeoning-businesses/article_50f52b96-16ff-11ef-9186-e761260c2788.htm

Hollywood actress visits Mt. Hood Community College for day of filming

<https://www.koin.com/entertainment-news/hollywood-actress-visits-mt-hood-community-college-for-day-of-filming/>

Mt. Hood Community College Tabbed 2024 ATEC/NFCA NWAC National Coaching Staff of the Year

<https://www.nfca.org/divnews/general/nfca-nwac-national-coaching-staff-of-the-year-2024>



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1a

CONTACT PERSON: *Roxanne Richardson, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – May 7, 2024

Session 1103

A special meeting of the Mt. Hood Community College District Board of Education was held on May 7, 2024, with a Student Town Hall with the Board at 12:00 pm, held in the Student Union and via Zoom.

1.0 CALL TO ORDER

Members present: Andrew Speer, board chair, Diane McKeel, vice chair, Annette Mattson, Diane Noriega, ShaToyia Bentley, Dana Stroud

Additional Attendees: Jennifer DeMent, vice president, Finance and Administration, John Hamblin, vice president, Student Development, Al Sigala, vice president, College Advancement, Rozina Lethe, Student Leadership and Engagement Coordinator, ASMHCC

Speer called the Student Town Hall to order at 12:00 p.m.

2.0 STUDENT TOWN HALL WITH THE BOARD

Speer welcomed everyone to the Student Town Hall and introductions of the board and Rozina Lethe, Student Leadership and Engagement Coordinator, ASMHCC, who helped arrange the event, were made. Following introductions, Speer discussed the current bond development process that the college has been undergoing, in order to explore a possible bond measure, and provided an overview of what a capitol bond is for attendees. Next, students were given an opportunity to provide feedback on the bond development process, share their experiences as students of MHCC, and ask questions about the bond and other areas of interest.

Students provided feedback regarding:

- Campus water fountain functionality and locations
- Restroom conditions and functionality
- Food services, facilities, and options



- Accessibility and paving of areas not as easy to access
- Beautification of campus
- Bus stops
- Country flags in the Student Union and flags that were not represented
- The college and response to the state of Palestinian affairs

Board members thanked students for participating in the Student Town Hall and for sharing their feedback with the board.

This was a listening session and no action was taken.

3.0 ADJOURNMENT

The student town hall was adjourned at 1:02 p.m.

Clerk

Board Chair

Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1b

CONTACT PERSON: *Roxanne Richardson, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – May 15, 2024

Session 1104

A meeting of the Mt. Hood Community College District Board of Education was held on May 15, 2024, with a Regular Board Meeting at 6:30 pm, held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

1.0 CONVENE REGULAR SESSION / CALL TO ORDER / DECLARATION OF A QUORUM

Members present: Andrew Speer, board chair, Diane McKeel, board vice chair, Diane Noriega, Annette Mattson, Marie Teune, Dana Stroud, ShaToya Bentley

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, Betsy Julian, interim vice president, Instruction, John Hamblin, vice president, Student Development, Al Sigala, vice president, College Advancement, John Hasegawa, FTFA President, Marilyn Pitts, PFTA President, Michael Flores, president, Classified Employees Association (CEA), Rozina Lethe, Student Leadership and Engagement Coordinator, Doctor Abio Ayeliya, director, Office of Student Life and Civic Engagement, Kim Hyatt, dean, HPE, Athletics, Aquatics & Recreation, Joy Njenga, interim vice president, ASMHCC, Hilda Pena-Alfaro, Child Development & Family Support Programs

Speer called the meeting to order at 6:31 p.m. and declared a quorum was present.

1.1 Approval of Agenda

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

2.0 PUBLIC INPUT

There was public comment provided by:

1. Javier Estrada, former ASMHCC President and MHCC student, expressed gratitude to the board, Doctor Abio Ayelia, Rozina Lethe, as well as other staff, faculty, and advisors that



provided them support during their studies at MHCC. Estrada also shared their educational aspirations for the future.

2. Rozina Lethe, Student Leadership and Engagement Coordinator at MHCC, a member of the Classified Employees Association (CEA), came to speak as a bargaining member of the CEA team. Lethe discussed that the current CEA contract expires at the end of June 2024 and that contract negotiations with administration are in progress. There have been tentative agreements made on 10 articles of the contract, which represents 1/3 of the entire contract. Lethe stated that there are hopes that the CEA and administration will continue to work together on the remaining outstanding articles and to come to an agreement with administration by July 1, 2024.
3. Sarah Aimone, Avid Coordinator at MHCC and CEA bargaining chair and spokesperson, stated that the CEA is currently in bargaining with administration and shared the opening statement that was presented at the first bargaining session, that was held March 7, 2024.

3.0 REPORTS

3.1 Correspondence

Lisa Skari recognized and thanked John Hamblin and Doctor Abio Ayeliya, who were both honored by Phi Theta Kappa Honors Society, for five years of service as Chapter Advisors to Rho Theta Kappa. Hamblin and Abio Ayeliya each received an honorary pin for their service.

3.2 Student Recognition

Doctor Abio Ayeliya presented the Office of Student Life and Engagement 2023-2024 Co-Curriculars Report and shared a year in review summary and highlights of the Associated Students, Student Clubs and Organizations, Student Activities, Rho Theta Honor Society Chapter, The Advocate, Perceptions, Venture Publications, Forensics Team, Barney's Pantry, and KMHD2. Abio Ayeliya recognized the staff and personnel who work and contribute to these areas.

Kim Hyatt presented highlights of student accomplishments in MHCC Athletics, and recognized outstanding student athletes in volleyball, basketball, cross country, track and field, softball, and baseball. Hyatt recognized students who received the Southern Region Softball and Baseball All-Region Awards, NWAC All-Academic Team and NWAC Leadership and Excellence Awards.

A copy of the PowerPoint presentations from this report is attached to the minutes.

3.3 ASMHCC Year-End Report

Joy Njenga & Rozina Lethe, presented on the 2024 year-end goals for ASMHCC including:

- Improve awareness of on campus resources
- Increase student involvement in event and campus activities
- Address food options on campus

Campus student engagement activities for the 2023-2024 were also shared to include: Club fair, Voter Registration Drive, Barney Boo Bash, mental health workshops, Break from Finals week event, International Women's Day celebration, Pizza with ASMHCC & Dr. Skari, Super Smash Bros



Tournament, Mix, Mingle, and Eat with the Board of Education, a mental health awareness speaker, and the upcoming community end of the year event Barney Bash.

A copy of the PowerPoint presentation is attached to the minutes.

3.4 First Reading Head Start Staff Qualification Policy

Hilda Pena-Alfaro presented the first reading of the Head Start and Early Head Start Staff Qualifications policy to the board. The policy will be moved forward for a second reading at the next regular board meeting, June 12, 2024. A copy of the PowerPoint presentation and policy is attached to the minutes.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Budget - Work Session 1101, April 3, 2024
- b) Minutes – Board Budget - Regular Session 1102, April 17, 2024
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Resolution to Transfer Budgeted Appropriations
- g) Consideration of Course Fee Adjustments for 2024-2025
- h) Approval to Utilize Goods and/or Service Contracts in Excess of \$150,000

McKeel motioned to approve the consent agenda. Bentley seconded the motion and it passed unanimously.

4.2 Faculty Sabbatical Requests, 2024-2025 (2nd Batch)

Dawn Forrester presented three additional sabbatical requests, that were added to those presented at the March 20, 2024 board meeting, for a total of nine sabbatical requests for the 2024-2025 academic year. These added sabbatical slots were opened due to the full-time faculty contract being ratified and additional funding resulted from this and will come from next year's budget. There was a Cost-of-Living Adjustment (COLA) increase that was on hold while the FTFA contract was being negotiated, which allowed for extra money to fund additional sabbaticals.

Mattson motioned to approve the faculty sabbatical requests for 2024–2025. McKeel seconded the motion. There was a board vote and the motion passed unanimously.

4.3 President's Goals for 2024-2025

Skari provided a brief summary of their President's Goals for 2024-2025. Skari stated that the main focus of the goals will be on the bond and each of the seven goal areas will address this.

Stroud motioned to approve the President's Goals for 2024–2025. Bentley seconded the motion. There was a board vote and the motion passed unanimously.

5.0 BOARD MEMBER & COMMITTEE/LIAISON REPORTS



Board members shared their report of board committee and liaison activity since the last board meeting.

6.0 CLOSING REPORTS

6.1 ASMHCC Representative

Joy Njenga (ASMHCC Interim Vice President) – reported on ASMHCC activities to include:

- May 6 – 7, 2024 – ASMHCC Elections for 2024-2025 concluded and an election announcement was sent to students, staff, and the community to announce Alessandra Dante Sciarratta was elected President and Ty Brintnall was elected Vice President. Sciarratta, Brintnall, and the other incoming ASMHCC Team will be sworn into their position the first week of June 2024.
- April 30, 2024 – sponsored and helped with the 10th Annual Global Breakfast
- May 6, 2024 – sponsored and helped with the Cinco De Mayo celebration
- May 15, 2024 – assisted with the AAPI month event
- May 7, 2024 – hosted the Mix, Mingle, and Eat event for students to meet with the board, learn about the bond process, and share their experiences as students before enjoying some burgers and playing games.
- May 14, 2024 – hosted international speaker, Josh Rivedal, in honor of Mental Health Awareness month. Rivedal shared their experience with mental health and ways we can all support ourselves and look out for others.

The report ended with a reminder of ASMHCC's annual end-of-the year Barney Bash event on May 30, 2024, from 12:00pm – 7:00pm.

6.2 Advisory Representatives

John Hasegawa (FTFA) – Hasegawa shared that they are starting to publicize and recruit for the faculty Diversity, Equity, and Inclusion (DEI) group, and there will be a faculty meeting May 21, 2024 to officially roll this out. Clarity was also provided on the faculty sabbatical application selection process for the board. Hasegawa announced that the FTFA group is excited about the bond and are ready to support the efforts and that outside support is also available from the Oregon Education Association (OEA) union. To close the report Hasegawa stated that faculty are excited about graduation and they are working hard to get students to graduation, so they can finish and be successful.

Michael Flores (CEA) – Flores read a statement from the CEA about bargaining and stated they are pleased on the progress made so far with administration and that they are looking to secure an equitable contract worthy of the work, experience, and dedication of their members. There will be a bargaining session, May 16, 2024, which will include financial articles of compensation and fringe benefits. In a response to a board request, Flores communicated that two major goals of the CEA for this year were to increase membership and active participation in the union.

Marilyn Pitts (PTFA) – Pitts thanked Flores for CEA bargaining being available via zoom. Pitts also announced that the PTFA newsletter was sent to board Executive Assistant, to share with the



board and Dr. Skari. The newsletter serves to increase awareness of the happenings with the PTFA and in an effort to help part time faculty and tutors be aware of professional development opportunities and different events happening on campus, in order to help support them to excel as professionals.

6.3 Executive Leadership

John Hamblin (Student Development) –Hamblin discussed enrollment and that current spring, term over term retention, is at 78.6%, which is a significant increase over last year, being at 76.2%. Student services is seeing record numbers of students using support services on campus. Hamblin highlighted two student groups that showed significant retention increases from winter to spring, to include Black students, which improved by 10%, and the age 40 plus group, which improved by 7%; this increase is believed to have been substantially impacted from increased outreach efforts.

Betsy Julian (Instruction) – Julian shared that the Integrated Media Program received a three-year grant, in the amount of \$649,999, from the National Science Foundation (NSF). This is the first time NSF has funded anything remotely like this program and the college is training technicians in the new and emerging field of Science and Mathematics Simulated Interaction Model (SIM).

Jennifer DeMent (Administrative Services) – there were no additional updates to report.

Al Sigala (College Advancement) –Sigala thanked everyone who supported the recent Foundation auction, which earned \$214,000 and said preparations for next year’s event are already starting. Sigala also announced and invited board members to the annual Foundation Celebration Dinner, on June 26, 2024 in the evening, which will be held at McMenamins Edgefield.

6.4 President’s Report

Lisa Skari provided her President’s Report to the board:

Skari opened the report discussing that TRIMET has been looking at expanded services, which will include bringing back some bus lines that stop on campus. There was a transit meeting on April 24, 2024, where a MHCC student made public testimony on this initiative. Former board member, Dr. Laverne Lewis, has been advocating on this effort and assisted in helping get the student on the agenda for the meeting. TRIMET is looking at both lines 25 and 19 to stop on campus, and those will also tie in with Sandy Transit.

Next, Skari shared that it was the goal of the board to do 12 presentations this year, as part of a unit planning goal on community engagement, and they exceeded this goal and completed 16. Recent presentations have included bond efforts and one-page flyers, to promote this effort, have been translated into English, Spanish, Russian, Vietnamese, and Tagalog with two additional languages of Arabic and Mandarin still in production and attendees were encouraged to pick up flyers as needed. Following, Skari provided a policy work update and stated that this year the college will complete the final review/ conversion and recension (those that are deemed obsolete) of the 58 new administrative regulations (AR’s)/ board policies (BP’s).



Skari closed by discussing enrollment stating that the college is a little softer for spring, ending the year up at 5.5% – 6 %. Early numbers for summer are looking good. The college also met the goal of 5%, set by the Higher Education Coordinating Commission (HECC) to get credit.

7.0 ADJOURNMENT

McKeel motioned to adjourn. Bentley seconded the motion and it passed unanimously. The meeting was adjourned at 8:25 p.m.

Clerk

Board Chair

Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.



Office of Student Life and Civic Engagement

Co-Curriculars Report 2023-2024



Co-Curriculars

Associated Students

Student Clubs and Organizations

Student Activities

Rho Theta Honor Society Chapter

The Advocate

Perceptions

Venture Publications

Forensics Team



Staff and Personnel

Dan Ernst: The Advocate and Venture Magazine co-advisor

Howard Buck: The Advocate and Venture Magazine faculty co-advisor

JD Higgins: KHMD2 faculty advisor

Shannon Valdivia: Forensics Team faculty advisor /Director

Katrinia McNeal: Rho Theta faculty advisor

Thomas Fuller: Perceptions faculty advisor

Rozina Lethe: Student Leadership and Engagement Coordinator





Forensics Team

Highlights



MT. HOOD
COMMUNITY COLLEGE

Highlights

Brandon Mitchell



Effiong Omon



Mallerii Fratto



Dianne Beltran Juarez



Ky Behmer



Joy Omon



Edith Ramirez



Avery Diep



Ethian Mijares



Highlights

February 17 – NOF Cherry Invitational Online

- **Avery Diep** – Silver Medalist – IPDA Debate
- February 19th – NOF Asynchronous Cherry Invitational
- **Effiong Omon** – 2nd Persuasive Speaking

February 24th – Bowling Green University - The 70's Theme Swing Tournament

- **Avery Diep** – Quarterfinalist – Novice IPDA Debate
- **Effiong Omon** – 6th Place – Open Persuasion

February 25th – Bowling Green University - The 90's Theme Swing Tournament

- **Avery Diep** – Silver Medalist – Novice IPDA Debate
- **Effiong Omon** – 5th Place – Open Persuasion

Avery Diep



Effiong Omon



Highlights

Effiong Omon



March 20-24 – National Asynchronous Championships

- Effiong Omon – 6th Place – Informative Speaking
- Effiong Omon – 3rd Place – Persuasive Speaking

March 20-24 – National Asynchronous Championships

- Effiong Omon – 6th Place – Informative Speaking
- Effiong Omon – 3rd Place – Persuasive Speaking

Ky Behmer



April 22nd – NOF Maple Asynchronous Invitational

- Effiong Omon – 1st place - Platform Speaking (Informative)
- Effiong Omon – 2nd place - Platform Speaking (Persuasion)
- Ky Behmer - 3rd Place - Platform Speaking (Informative)



THE ADVOCATE

Volume 59, Issue 12 May 3, 2024
advocate-online.net

FOR THE STUDENTS, BY THE STUDENTS



The Advocate wins
Collegiate Awards

PAGE 2

'Everybody' hits the
stage May 10

PAGE 6

Jazz Festival bops
into Mt. Hood

PAGES 12

Sports on Campus

Guide for students and athletes

PAGES 5-7

The Advocate

Highlights



MT. HOOD
COMMUNITY COLLEGE

Highlights

- The Advocate earned 26 total awards – including a second-place tie for General Excellence (we actually beat the University of Oregon!) in the annual Oregon Newspaper Publishers Association Collegiate Awards competition for 2023.
- **First Place for Best Graphic and Best Cartooning** – a great reflection of the artistic talent we have here at Mt. Hood!
- Staff includes graphic design, photography and video students in the Integrated Media program.
- One of our staff contributors is an actor in Theatre Arts.
- Another plays in the symphonic band, one competes in forensics.
- One is a Saints student-athlete,
- Both a former and current ASMHCC member on our roster.

Venture Magazine

A smaller team has just put finishing touches on our annual Spring magazine, Venture Magazine, which features more in-depth writing and amazing graphic design and photography.

We'll be hosting a launch party in the next week or so!



ASMHCC

STUDENTS SERVING STUDENTS



Highlights



MT. HOOD
COMMUNITY COLLEGE

2024-25 President and Vice President



ASMHCC President
Alessandra Dante Sciarratta



ASMHCC Vice President
Ty Brintnall

Highlights

- Barney Boo-Bash : **850 people**
- Student Focus events (**1,748**)
- Clubs grew from **9** active clubs in **23-24** to **20**
- Textbook Scholarship: Awarded 58 students (**\$11,000**)
- ASMHCC Sponsored the OER survey (**\$791**)
- ASMHCC Sponsored Global Breakfast for (**\$6,172**)
- ASMHCC Sponsored Cinco De Mayo, AAPI Month, and Multicultural Graduation for **\$5,000**.
- Voter Registration: **30** students to register to vote.
- **ASMHCC attended 3 lobby days** in Salem to advocate for more funding for basic needs, open education resources, and semi-conductor partnerships

Barney's Pantry

- **Food Drives for Barney's Pantry (1849.57 lbs.)** lbs. food collected
- Food distributed 2023 (30 tons)
- **Full time Barney's Pantry coordinator**
- Part time student workers
- Furnishing the pantry space
- Acquiring Box Truck
- Sound System Upgrade



Barney's Pantry

Year	# Visits	# Served
-	3,613	556
-	4,383	657
-	3,325	1,749
-	3,653	1,384
-	2,028	730
-	1,573	792
-	10,942	1,877
-	21, 370	7, 524



Barney Garden and Recycle Initiatives



KMHD2 (89.1 HD2)



MT. HOOD
COMMUNITY COLLEGE

Highlights

- **Revamp of On-Campus Sound System**

One of the major projects this year was the revamping of its 40-year-old sound system.

- **Podcasting Studio**

KMHD2 studios are now open and available for "turn-key" podcasting, allowing students and staff to utilize them for their projects.

- **Digital Display Signage**

In addition to the new sound system, the station will install digital display signage with student-centered messaging and information about clubs, activities, and events on campus.

- **Website Revamp:**

In line with its efforts to better engage students and the community, KMHD2 has been working on revamping its website, KMHD2.org.

Perceptions

~~As he arose,~~ **P**enetrating the storm,
~~looking up into the blinding~~ **E**ye of
~~God, his chest went out and head~~
~~fell back. High~~ **R**. Higher. He tasted
~~the frozen freshness, relished the~~
~~fa~~ **C**e washing, delighted in this
~~piece of his world and his b~~ **E**ing a
Part of it, the big land and the big
~~life; thrust into the hear~~ **T** and void
~~as on the tip of a kni~~ **f**e, the human
~~sent to tame the wild; to slip the har-~~
~~ness~~ **O**n raw power a **N**d ride or
~~die. Higher. He was alive in the~~
~~moment. It was~~ **S**ublime.

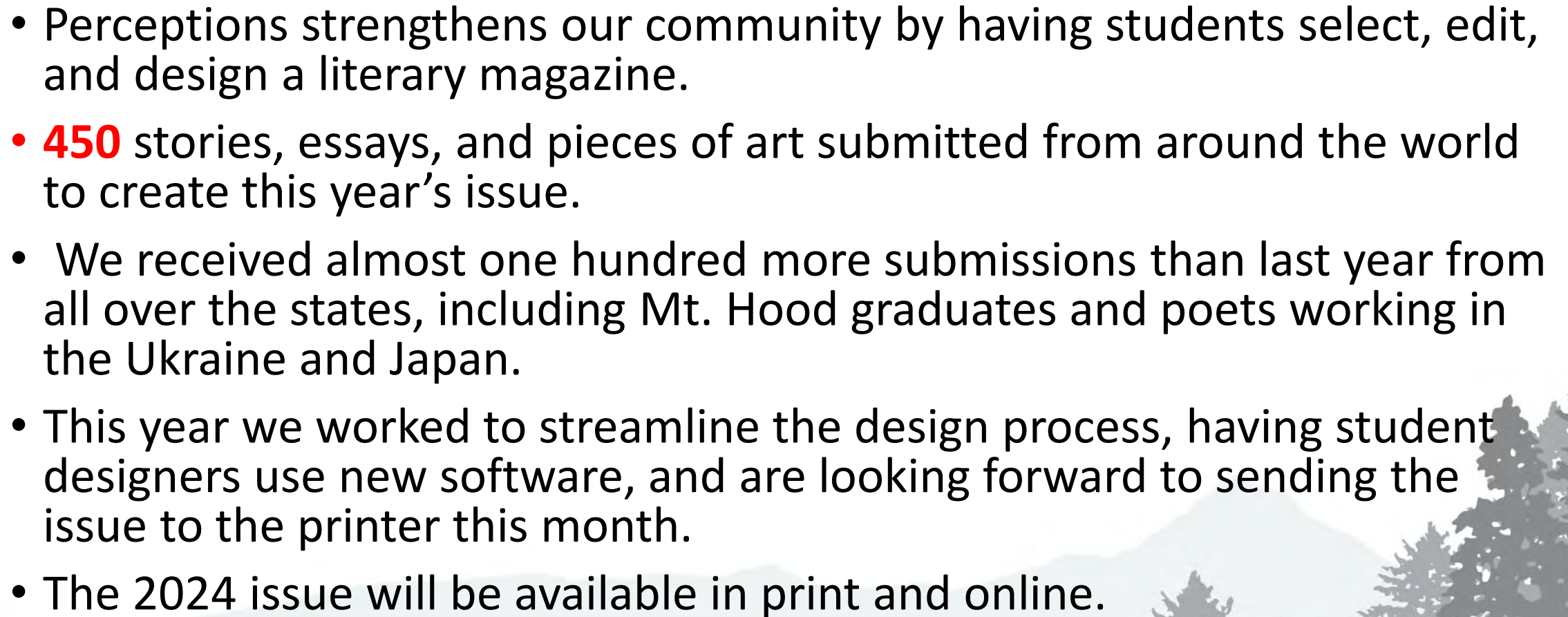
PERCEPTIONS

Magazine Of The Arts MHCC 2024



MT. HOOD
COMMUNITY COLLEGE

Highlights

- Perceptions strengthens our community by having students select, edit, and design a literary magazine.
 - **450** stories, essays, and pieces of art submitted from around the world to create this year's issue.
 - We received almost one hundred more submissions than last year from all over the states, including Mt. Hood graduates and poets working in the Ukraine and Japan.
 - This year we worked to streamline the design process, having student designers use new software, and are looking forward to sending the issue to the printer this month.
 - The 2024 issue will be available in print and online.
- 

Rho Theta Honor Society



MT. HOOD
COMMUNITY COLLEGE

Highlights

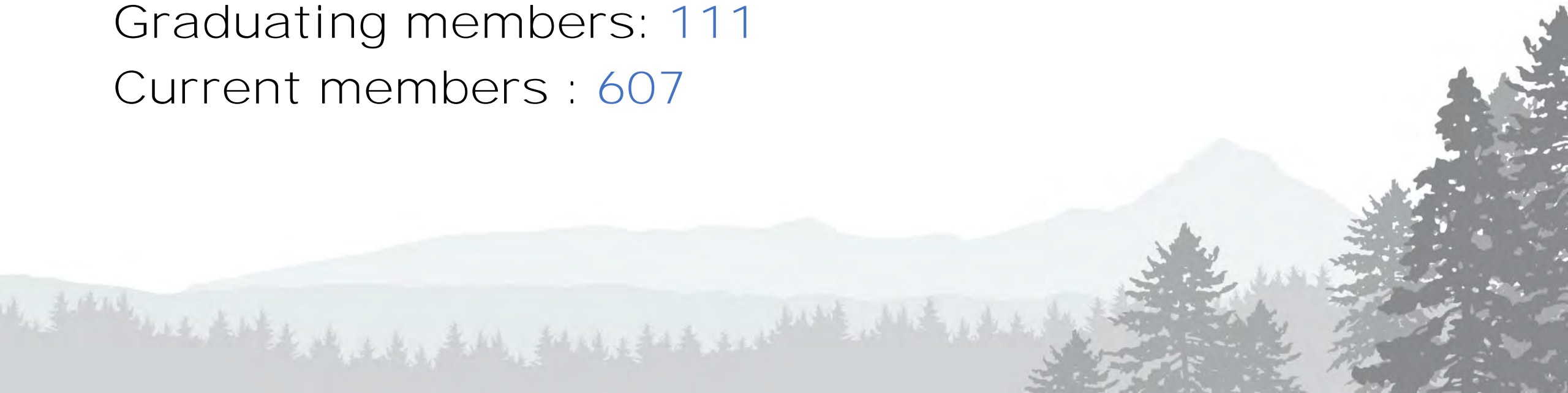
Induction Ceremony: May 24, 5- 8 pm

Town and Gown

New Membership: 112

Graduating members: 111

Current members : 607



2023-2024
Mt. Hood Student Athletes

Dr. Kim Hyatt

All-NWAC Academic All- Stars

60+ credits by spring quarter

3.25 -3.49 GPA

- Austin Devore – Men's Cross Country and Men's Track and Field
- Peyton Foreman- Softball
- Naturelle Perez – Softball
- Elijah Vanzee – Men's Track and Field

All-NWAC Academic

60+ credits

Minimum of a 3.50 cumulative GPA

- Kaylin Nowak – Volleyball and Women's Basketball
- Andrea Bogdan – Women's Cross Country & Women's Track & Field
- Aquilina Larkins – Women's Cross Country *& Women's Track & Field
- Kennedi Thurman – Women's Cross Country & Women's Track & Field
- Peyton Albers – Men's Basketball
- Dareagan Stephens – Men's Basketball
- Makayla Patterson – Women's Basketball
- Alex Hendrickson – Baseball
- Josh Mansur – Baseball
- Colin Schiller –Baseball
- Austin Stalwick – Baseball

All-NWAC Academic

60+ credits

Minimum of a 3.50 GPA

- Colin Schiller –Baseball
- Austin Stalwick – Baseball
- Mariah Frederic – Softball
- Julia Jordan – Softball
- Sara Martin – Softball
- Savannah Yeats – Softball
- Genaro Sanchez – Men's Track and Field

Volleyball

The image is a promotional poster for the Mt. Hood Volleyball team. At the top left is the Mt. Hood Community College logo. The title "Mt. Hood Volleyball" is written in a white, cursive font across the top. The background features a large, snow-capped mountain peak. The team consists of 14 players in white jerseys with red accents and red shorts, posing on a wooden court. Two players are seated in chairs on the far left and right. At the bottom center, the year "2023" is displayed. To the right of the year is a QR code with the text "Scan this code with your camera phone for online schedule!". At the bottom left is a cartoon mascot of a badger. At the bottom center is the website "WWW.MHCC.EDU/ATHLETICS". At the bottom right are social media icons for Instagram (@MHCCVB) and a website icon for JEFFHINDS.COM.

MT. HOOD
COMMUNITY COLLEGE

Mt. Hood Volleyball

2023

Scan this code
with your camera phone
for online schedule!

WWW.MHCC.EDU/ATHLETICS

MHCCVB JEFFHINDS.COM

MHCC is an ADA, Title IX, Title VI, Title VII, Title IX, Section 504, ADA, and PDA institution. Please contact the Office of Accessibility Services at 503-868-0822 for accommodations. Please call at least two weeks prior to the event.

Ashlyn Watt

Southern Region – 3rd Team

2nd in the NWAC in digs

2nd in the NWAC in digs/set

4.00 GPA



Madison Walker and Nyah Johnson



Women's Basketball

MT. HOOD WOMEN'S BASKETBALL
2024

MT. HOOD
COMMUNITY COLLEGE

WWW.MHCC.EDU/ATHLETICS

Scan this code with your camera phone for online schedule!

JEFFHINDS.COM

MTCC is an AA, BCC, Title IX, Title VI, Title VII & Section 504 ADA, OCR, K900A institution. PEOPLE BUSINESS ADMINISTRATION INC TO A disability. SHOULD CONTACT THE ACCOMMODATION EDUCATION SERVICES OFFICE AT 503-837-6300 OR 800-368-3333. PLEASE CALL AT LEAST TWO WEEKS PRIOR TO THE EVENT.

Autumn Baumgartner

Southern Region -1st Team

Southern Region – All Defensive Team

3rd in the NWAC in scoring

1st in the NWAC in steals



Laci Pentzer

Southern Region Honorable Mention



Men's Basketball

MT. HOOD MEN'S BASKETBALL
2024

MT. HOOD
COMMUNITY COLLEGE

WWW.MHCC.EDU/ATHLETICS

Scan this code with your camera phone for online schedule!

JEFFHINDS.COM

MEHC is an AAJES Title IX, Title VI, Title VII, Title IX, Section 504, ADA, and ADA Institution. People Disabled Accommodating due to a disability should contact the Accessibility Division. Revised 07/21 with 08/23 for ADA compliance. Please call at least two weeks prior to the event.

The image is a promotional poster for the Mt. Hood Men's Basketball team for the 2024 season. It features a group of 15 players in black and red uniforms, posed in two rows against a backdrop of a snow-capped mountain. The title 'MT. HOOD MEN'S BASKETBALL' is written in a bold, white, distressed font at the top, with '2024' in a stylized white font to the right. Below the team photo is the Mt. Hood Community College logo, which consists of a stylized mountain peak above the text 'MT. HOOD COMMUNITY COLLEGE'. At the bottom center is the website address 'WWW.MHCC.EDU/ATHLETICS'. On the right side, there is a QR code with the text 'Scan this code with your camera phone for online schedule!' above it and 'JEFFHINDS.COM' below it. In the bottom left corner, there is a small cartoon mascot and a block of small text regarding accessibility and ADA compliance.

Wayne Hampton

8th leading scorer in the NWAC @ 19.9 ppg.

Southern Region 2nd Team



Amir Plair

Southern Region Honorable Mention



Softball



MT HOOD
COMMUNITY COLLEGE

MT HOOD SOFTBALL

2024

TRADITION. FAMILY. SUCCESS.

Scan this code with your camera phone for online schedule!

MT HOOD SOFTBALL
JEFFHINDS.COM

WWW.MHCC.EDU/ATHLETICS

MHCC is an EEO, Title IX, Title VI, Title VIII, Section 504, ADA, QIA, QIS 650A institution. PEOPLE REQUIRING ACCOMMODATIONS FOR A DISABILITY SHOULD CONTACT THE ACCESSIBILITY EDUCATION SERVICES OFFICE AT 503.461.6923 OR adm@mhcc.edu. PLEASE CALL AT LEAST TWO WEEKS PRIOR TO THE EVENT.

Bella Carazo

Southern Region Pitcher of the Year

Southern Region 1st Team

NFCA All-American

Mt. Hood CC Single Season Record for strike-outs



Ava Carroll

Southern Region Player of the Year

Southern Region 1st Team

NFCA All-American



Madison Walker
Southern Region First Team
NFCA All-American



Gina Allen

Southern Region 1st Team

Signed with OIT



Southern Region All-League Softball

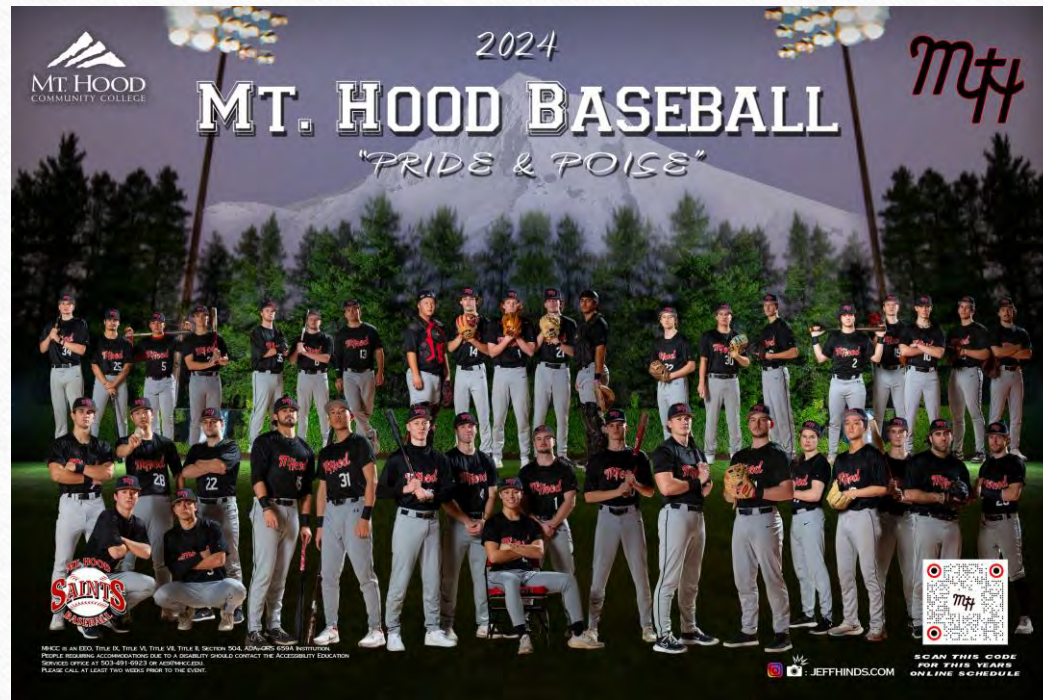
1st Team – All Region

- Bella Carazo
- Ava Carroll
- Madison Walker
- Gina Allen

2nd Team – All Region

- Camille Schmitz
- Peyton Foreman
- Izzie Brauckmiller
- Jasmine Barela

Baseball



Austin Stalwick

Southern Region 1st Team

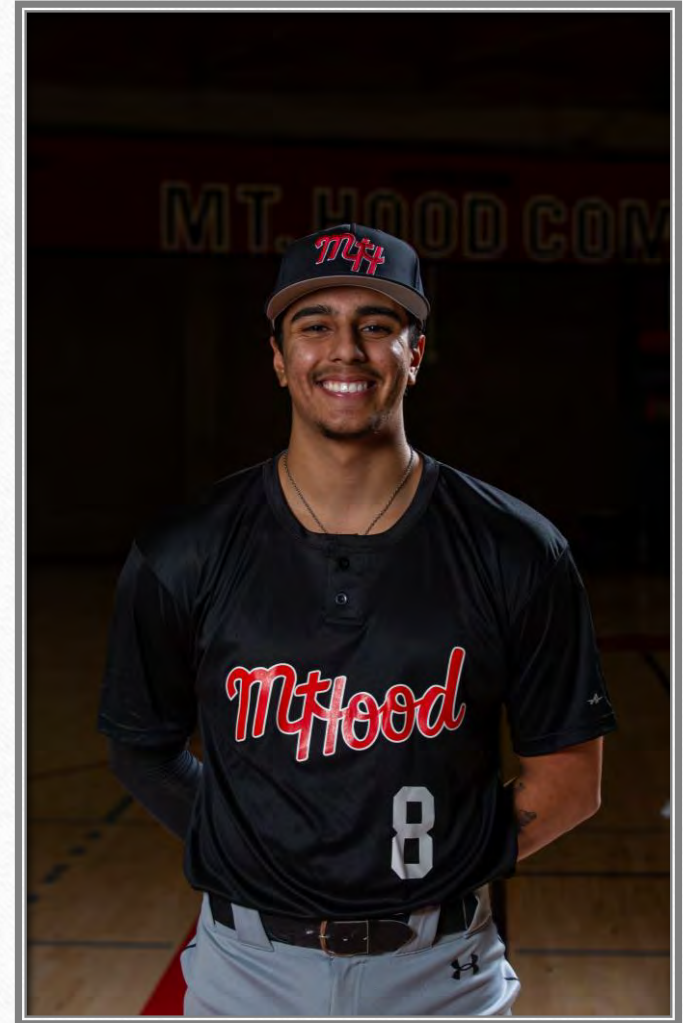
NWAC All-Academic Team

3.88 GPA



Isaiah Chacon

Southern Region – 1st Team



Tyler Eisenhut
Southern Region 1st Team



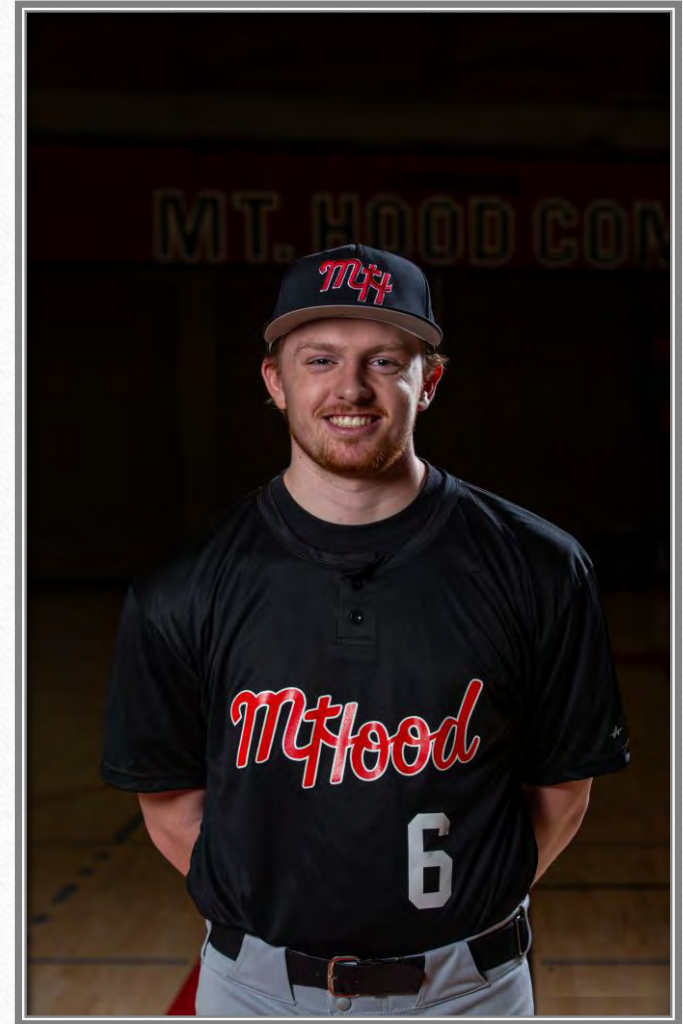
Danner Hamburg

Hit .296 for the Saints

Leader by example – 1st to arrive and last to leave

Models the Saint motto of

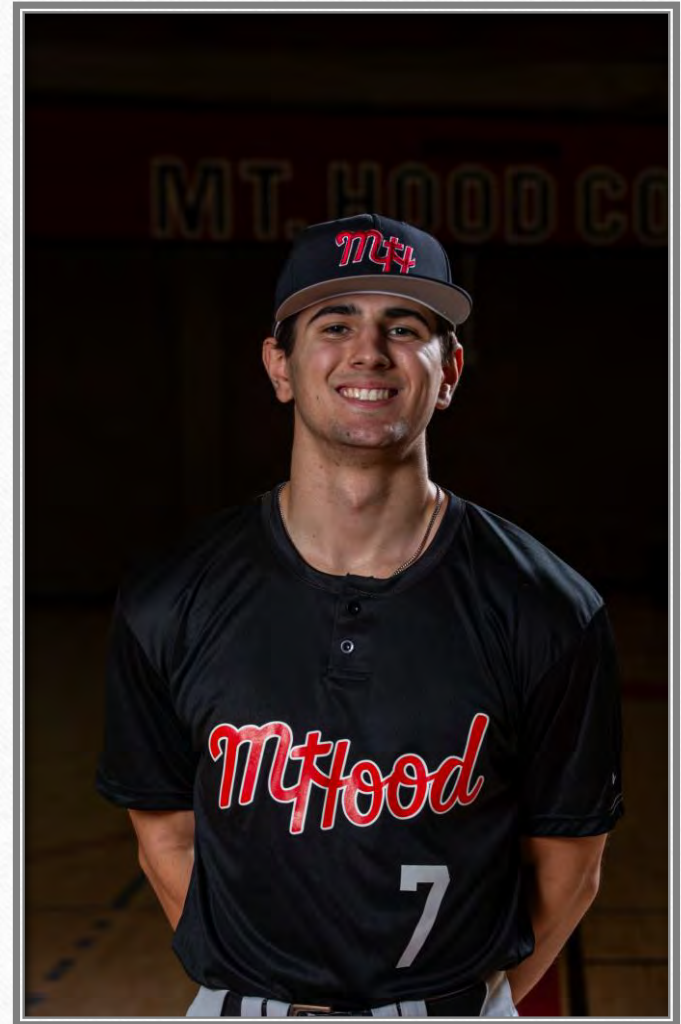
“Others First”



Zach Blair

Southern Region Golden Glove

Led the team in stolen bases



Southern Region All-League Baseball

- Austin Stalwick – 1st Team
- Isaiah Chacon – 1st Team
- Tyler Eisenhut- 1st Team
- Zach Blair – Golden Glove

Cross Country and Track and Field



NWAC Track and Field Championship Qualifiers

- Gianni Altman
- Andrea Bogdan
- Hayden Heath
- Grace Lam Tiang
- Cole Oas
- Ryan Smith

Cole Oas

Southern Region Champion 400 meter hurdles

Ranked 2nd in the NWAC in the 400 meter hurdles



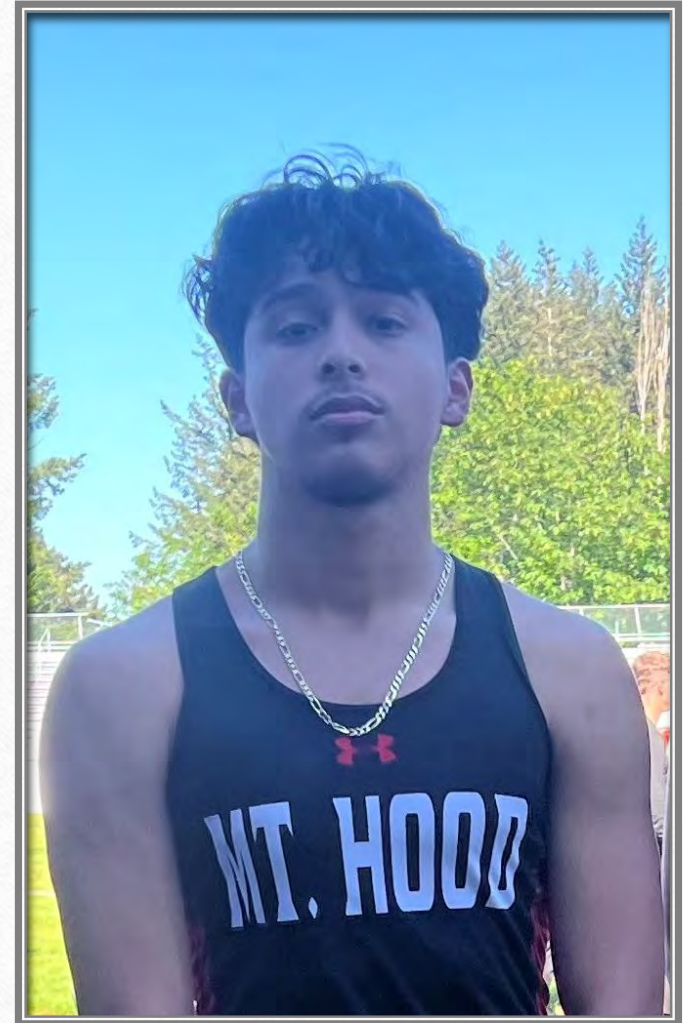
Ryan Smith

Ranked 7th in the NWAC in the hammer



Brayan Perez

NWAC Qualifier



Grace Lam Tiang

Southern Region Champion –Shot put

Ranked 3rd in the NWAC in the shot

Ranked 4th in the hammer



Andrea Bogdan

NATYCAA Female Scholar Athlete of the Year for the NWAC
NWAC All-Academic Team

NWAC All- American 4x 100 meters

4.0 GPA



ASMHCC 2023-2024 Goals Report

May 2024

MHCC Board of Education Meeting



MT. HOOD
COMMUNITY COLLEGE

2023 – 2024 ASMHCC Goals

1. Improve Awareness of on Campus Resources
2. Increase Student Involvement in Events and Campus Activities
3. Address Food Options on Campus



Awareness of Resources

- Fall Term
 - Researched resources, departments, organizations
- Winter Term
 - Shared resources with students
 - Researched how students heard about events and resources
 - Rough draft poster
- Spring Term
 - Reworked poster with new web links
 - Researched what students know and didn't know
- Next Year
 - Research resources, departments, organizations for any changes
 - Update poster and get in digital format
 - Share resources with students



Increase Student Involvement

- Fall Term

- 11 Events Hosted and 1,526 Students Engaged
- 2 Community
- 3 Advocacy
- 3 Social
- 3 Educational

- Winter Term

- 10 Events Hosted and 878 Students Engaged
- 2 Community
- 2 Advocacy
- 3 Social
- 3 Educational

- Spring Term

- 10 Events Hosted and 750+ Students Engaged
- 3 Community
- 2 Advocacy
- 2 Social
- 3 Educational

- Next Year

- Keep momentum
- Promote all events early
- Survey students about events



Address Food Options

- **Fall Term**

- Served food at all events hosted
- Hosted Food Drive for Barney's Pantry
- Barney's Pantry Hours

- **Winter Term**

- Met with administration and Riverview to discuss Vista Dining
- Served food at all events hosted
- Hosted Food Drive for Barney's Pantry
- Barney's Pantry Hours

- **Spring Term**

- Served food at all events hosted
- Hosted Food Drive for Barney's Pantry
- Barney's Pantry Hours

- **Next Year**

- Work with Administration and Riverview on Vista Dining as needed
- Continue food drives & pantry hour
- Expand Barney's Garden in partnership with Barney's Pantry Coordinator



Thank you!

Any questions?



MT. HOOD
COMMUNITY COLLEGE



Staff Qualifications Policy

MAY 2024

Our Standards are different from HS

More Education

- Early Learning Teachers
- Family Specialist

Nor recognizing the Oregon Registry



Early Head Start Teachers

1. Baccalaureate (BA or BS), or advanced degree (M.A., M.S., Ed.D.) in Early Childhood Education/Child Development/Early Intervention; with coursework in infants and toddlers and a Step 10 or higher in the Oregon Registry.
OR

Baccalaureate (BA or BS), or advanced degree (M.A., M.S., Ed.D) in a related field such as Elementary Education, Human Development; Child Psychology; Special Education; Liberal Studies; Home Economics; Child and Family Studies; etc.(not limited to these degrees) with coursework in infants and toddlers and a Step 10 or higher in the Oregon Registry

MT HOOD COMMUNITY COLLEGE
CHILD DEVELOPMENT AND FAMILY SUPPORT PROGRAMS

STAFF QUALIFICATIONS
Head Start and Early Head Start

Purpose: The following criteria are set to meet the minimum qualifications set forth for Head Start and Early Head Start staff and to meet the requirements of section 548 (a)(3)(B) of the Head Start Act.

Applicable Performance Standards: Head Start Act- Section 648A; 1302.91

Staff must meet the minimum requirements for each position using the methods listed below.

Education Site Managers

At a minimum, a Baccalaureate (BA or BS) or advanced degree (M.A., M.S., Ed.D.) and equivalent course work in early childhood education with early education teaching experience.

Coaches, Education and Family Services Specialists

At a minimum, a Baccalaureate (BA or BS) degree in early childhood or a related field with equivalent coursework in early childhood education.

Head Start Teachers

At a minimum, an Associate's (AA) or Baccalaureate (BA) degree in child development or a related field with equivalent coursework in early childhood education, **OR** a minimum of a 9 or higher in the Oregon Registry.

Early Head Start Teachers

At a minimum, a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** a step 7 on the Oregon Registry with training or equivalent coursework in early childhood development with a focus on infant and toddler development.

Early Head Start Combo Teachers

At a minimum, a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** a step 7 on the Oregon Registry with training or equivalent coursework in early childhood development with a focus on infant and toddler development.

Approved by Head Start Policy Council
Approved by MHCC Board of Education

Head Start and Early Head Start Associate Teacher

At a minimum a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** has attained a step 7 on the Oregon Registry **OR** are enrolled in a program that will lead to an associate or a baccalaureate degree, **OR** are enrolled in a CDA credential program to be completed within two years of the date of hiring.

Waiver

Granted by the Head Start office, our program can obtain a waiver for a Head Start teacher who has, at a minimum

1. Child Development Associate credential; that is appropriate to the age of children being saved in center-based programs or
2. A State-wide awarded certificate for preschool teachers that meets or exceeds

Teachers who have a waiver must have a professional development plan and meet the minimum requirements within two years of hire.

Early Head Start Family Support Specialist

A minimum of a Home Based CDA credential or comparable credential or equivalent course work as part of an associate's or bachelor's degree **OR** a Step 7 on the Oregon Registry

Certified Family Child Care Teacher

At a minimum, are enrolled in a Family Child Development Associate (CDA) program **OR** Oregon Registry Step 8 and acquire the credential within 18 months of beginning services **OR** an associate's or baccalaureate degree in child development or early childhood education.

Family Advocate

A minimum of a credential or certification in social work, human services, counseling **OR** a related field within eighteen months of hire.

Staff not meeting the above qualifications

Will be hired with the approval of the CDFS Executive Director and will complete a Professional Development and Training Plan designed to meet the requirements in the time framed established for each position.

Degrees from outside of the United States

Prospective employees and employees who have degrees from foreign countries will need to have their transcripts assessed to determine equivalency with U.S. higher education standards. Evaluation of degree equivalence must be by a private organization that is deemed qualified by the U. S. Department of Education and specializes in the evaluation/interpretation of foreign

education programs. The expense of this evaluation is the responsibility of the employee/prospective employee.

Failure to meet and maintain these requirements, within the required time frames, will result in termination of employment.

References/Resources: *Professional Development and Training Plan;*

10/2017
Revised, May 2024

1st Reading

DATE: May 15, 2024

TO: Dr. Lisa Skari

FROM: Dawn Forrester, FRDB Chair

SUBJECT: 2024 - 2025 FRDB Sabbatical Requests for Approval

The following individuals have applied for sabbaticals during the 2024-2025 academic year. It is recommended by the FRDB committee, based upon criteria established in Article 14 of the Collective Bargaining Agreement with the Mt. Hood Community College Full-Time Faculty Association, that the following requests be approved:

Name and Department	Terms	Sabbatical Goals
David Wright Humanities	Sp 25	<p>In support of MHCC’s continuing effort to welcome historically underserved populations, I want to further develop my exposure and understanding of films and filmmakers from diverse communities.</p> <p>I plan to use coursework at PSU as a springboard for my exploration of cinema from Latinx and East Asian countries and communities.</p>
Nickolas Chura Mathematics	Sp 25	<p>Students taking their first college math course are disadvantaged when they lack prerequisite skills. This can cause them to struggle in, or worse, fail their first course. In my project, I will begin creating online materials to help students with skills from Basic Algebra. The materials will be packageable as “mini-lessons” designed to help students review material that is considered “prerequisite” for the math course they are taking. The product will be OER and flexible for use and remixing by faculty. I believe these materials will be useful as we look forward to potentially adopting a co-requisite model for math.</p>
Nancy Olson Psychology	F 24 W 25 Sp 25	<p>Fall 2019, the department of psychology developed an OER for PSY101, in other words a free textbook. Since, the text has not been significantly updated. I have been teaching from these materials and three things are clear. First, it was a good start. Second, not everything in the text works well. Third, given my experience using the materials in face-to-face classes and online, it is time for a second edition. I would like to spend my sabbatical year improving the text, creating several ancillary materials and identifying links to other beneficial educational resources.</p>



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1c

CONTACT PERSON: *Susanne Rose, Human Resource Data Manager*

SUBJECT: MONTHLY PERSONNEL REPORT

MONTHLY PERSONNEL ACTIVITY REPORT

NEW EMPLOYEES:			
Name	Position	Department	Hire Date
Esquer, Gene	Building Engineer - HVAC & Building Systems	Facilities	5/1/2024 12:00:00 AM
Abedalla, Amel	Food Service Aide	Child Development & Family Services	5/8/2024 12:00:00 AM
Paynter, Ian	Applied Technologies Technician	Applied Technologies	5/8/2024 12:00:00 AM
Stephenson, Robert	Applied Technologies Technician	Applied Technologies	5/8/2024 12:00:00 AM
Righter, Bill	Business Adviser - Small Business Development Center	Small Business Development Center	5/13/2024 12:00:00 AM
Redd, Tina	Vice President of Instruction	President's Office	5/15/2024 12:00:00 AM



Augustine Kamaraj Nalli, Juhi	Grant Coordinator - Advanced Manufacturing & Cybersecurity	Business and Information Systems	5/20/2024 12:00:00 AM
Langnese, Margaret	HR/Payroll Clerk	Human Resources	5/20/2024 12:00:00 AM
Adams, Taylor	Aquatics Coordinator	Health & Physical Education, Athletics, Aquatics and Recreation	5/20/2024 12:00:00 AM
Stockwell, Micheal Ann	Program Assistant - Enrollment	Child Development & Family Services	5/22/2024 12:00:00 AM

TRANSFERS/CHANGE IN STATUS:			
Name	Position	Department	Effective Date
Bilyeu, Melissa	Payroll Coordinator	Human Resources	5/1/2024 12:00:00 AM
Ruelas, Jenny	Financial Aid Adviser - Financial Literacy & Outreach	Financial Aid	5/1/2024 12:00:00 AM
Walker, Calvin	Academic Adviser - PT	Academic Advising	5/1/2024 12:00:00 AM
Manarang, Edwin	Custodian I	Facilities	5/5/2024 12:00:00 AM
Rohweder, Chelsea	Academic Adviser and Retention Coach	Academic Advising & Transfer Center	5/15/2024 12:00:00 AM
Folorunso, Esther	Business & Project Management Analyst	Information technology	5/20/2024 12:00:00 AM



Gutierrez-Rodriguez, Lupe	Teacher	Child Development & Family Services	5/31/2024 12:00:00 AM
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SEPARATIONS/RETIREMENTS:			
Name	Position	Department	Term Date
Moir, Elle	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/1/2024 12:00:00 AM
Nelson, Talina	Head Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/1/2024 12:00:00 AM
Cha, Austin	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/1/2024 12:00:00 AM
Anand, Susanna	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/1/2024 12:00:00 AM
Schmidt, Ellie	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/1/2024 12:00:00 AM
Paskett, Tyler	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	5/6/2024 12:00:00 AM
Zahm, Amanda	Teacher	Child Development & Family Services	5/8/2024 12:00:00 AM
Kempton, Rebecca	Student Success Specialist, Vocational Rehabilitation	Workforce Development	5/10/2024 12:00:00 AM
Thompson, Mark	Student Success Specialist	Workforce Development	5/20/2024 12:00:00 AM



Lau, Sandra	Coach - Bilingual Spanish	Child Development & Family Services	5/21/2024 12:00:00 AM
Saephan, Fou	Program Assistant - Maywood	Child Development & Family Services	5/23/2024 12:00:00 AM
Keller-Faatz, Emma	Library Public Services Assistant	Library Resource Center	5/24/2024 12:00:00 AM



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1d

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

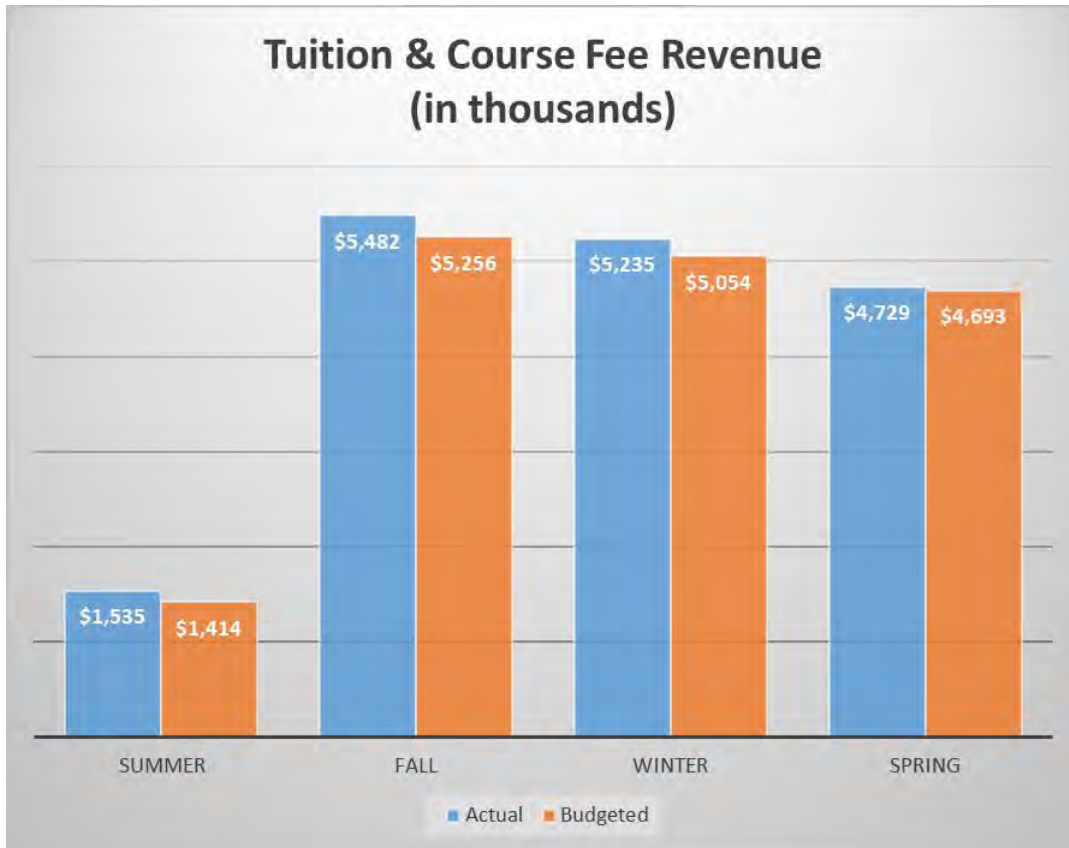
SUBJECT: MONTHLY FINANCIAL REPORT

This report reflects 2023/24 activity through April.

Revenues:

MHCC's General Fund operations budgeted funding in fiscal year 2023/24 52.7% (\$38.9M) from the State, 24.5% (\$18M) from tuition and fees, 20.4% (\$15M) from property taxes, and 2.4% (\$1.8M) from other revenues.

- The college receives state support revenue quarterly in August, October, January, and April. In the last year of each biennium, the legislature has deferred the April payment until July. The amount budgeted for 2023-2024 reflects Mt. Hood's estimated share of the governor's requested budget level of \$744 million, based on available information at the time of adoption. The Oregon legislature approved \$796 million for the community college support fund, which includes \$12.5 million for new student support and success elements in 2024/25. The college expects this increased funding level to generate about \$1 million more than budgeted.
- The counties distribute property tax revenue monthly, with the most significant payments received in November and December. The 2023-2024 adopted budget includes a 2% increase in property tax revenue over 2022-2023.
- Spring term tuition and fee revenues are 10.8% (\$533,776) more compared to April 2023. Summer, fall, and winter terms combined tuition and fee revenue year to date is 10.9% (\$1,212,173) above April 2023. Forecasted enrollment for the current year includes a 7% increase.



Expenditures:

As of April 30, year-to-date expenditures were \$426,774 (3%) below this time last year; however, they meet forecast expectations. As an educational institution, the college incurs most costs between September and June.

- Salaries are not paid evenly over the year because most full-time faculty, who comprise about 50% of total salary expense, work ten months and are paid over twelve months. Therefore, three months of faculty salary is recorded in June, and Extra-teach is calculated and paid in June. 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 ratio of the remaining budget is like salaries, as expected.
- Debt Service is paid according to a prescribed schedule, with payments occurring in December and June.
- Transfers to other Funds occur in June and include budgeted amounts of \$87,292 for aquatic center support and \$400,000 for facilities capital projects.



GLOSSARY

Revenues:

State Support includes funds received through the Community College Support Fund allocated to each of the seventeen community colleges in Oregon. Funding allocations are based on student full-time equivalent (SFTE) and a growth management component. The amount budgeted for 2023-2024 reflects Mt. Hood's estimated share of the biennial state support amount of \$795 million.

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 2023/24 is \$122.00 per credit hour recorded in the General Fund. A technology fee of \$7.00 per credit hour and an Associated Student Government (ASG) fee of \$4.25 per credit hour is in addition to the tuition rate and recorded in separate funds. A College Service Fee of \$3.50, a Safety and Security Access Fee of \$3.50, and an Instructional Access Fee of \$3.50 are all assessed on a per-credit basis in addition to the tuition rate for up to fifteen credits.

Other Revenues include rental charges, interest earnings, grant and foundation indirect cost recoveries, transfers in, 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 (25%), Social Security (6.2%), Early Retirement (3.5%), Medicare (1.45%), and Long-term disability, life, workers' compensation, unemployment insurance, statewide transit tax and tax-sheltered annuity payments (combined 1.3%).

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

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 principal and interest payments on general long-term debt.

Transfers to Other Funds represent 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 12, 2024*

ITEM TITLE: 7.1e

CONTACT PERSON: *Hilda Pena-Alfaro, Executive Director of Child Development & Family Support Programs*

SUBJECT: MONTHLY HEAD START REPORT



Mt. Hood Community College Head Start Program Report

May 2024

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Enrollment Report

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.

December 2023 Enrollment		
	Enrolled	Waitlisted
Head Start	506	367
Early Head Start	258	249

January 2024 Enrollment		
	Enrolled	Waitlisted
Head Start	516	377
Early Head Start	262	248

February 2024 Enrollment				
	Enrolled	Accepted	Waitlisted	Processing
Head Start	540	28	415	222
Early Head Start	280	7	461	97

March 2024 Enrollment			
	Enrolled	Accepted	Waitlisted
Head Start	513	8	423
Early Head Start	251	1	303

April 2024 Enrollment			
	Enrolled	Accepted	Waitlisted
Head Start	524	3	245
Early Head Start	252	5	222



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May 2024 Enrollment			
	Enrolled	Accepted	Waitlisted
Head Start	492	0	183
Early Head Start	247	4	178

Average Daily Attendance

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

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MHCC CDFS

2301 - Average Daily Attendance

Enrollment Status: Enrolled, Dropped, Drop/Wait Attendance Date: 5/1/2024 - 5/31/2024

MHCC CDFS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment		
	Present ³	Absent ⁵	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³	
Early Childhood Center										
ECC 1-FWD	217	87	0	19	11.42	18	63.45%	16.00	71.38%	
ECC 2	263	57	0	20	13.15	18	73.06%	16.00	82.19%	
ECC 3	259	43	0	19	13.63	18	75.73%	15.89	85.76%	
ECC 4	217	81	0	19	11.42	18	63.45%	15.68	72.82%	
ECC 5	121	14	0	20	6.05	8	75.83%	6.75	89.63%	
ECC 6	100	53	1	20	5.00	8	62.50%	7.65	65.36%	
ECC 7	132	28	0	21	6.29	8	78.57%	7.62	82.50%	
ECC 8	110	49	0	20	5.50	8	68.75%	7.95	69.18%	
Site Total	1,419	412	1	19.75 (avg)	72.46	104	69.76%	93.54	77.50%	
Fairview										
Fairview 1	238	80	0	21	11.33	18	62.96%	15.14	74.84%	
Fairview 2	235	85	0	21	11.19	18	62.17%	15.24	73.44%	
Site Total	473	165	0	21.00 (avg)	22.52	36	62.57%	30.38	74.14%	
Gateway										
Gateway 1	222	89	2	21	10.57	18	58.73%	14.81	71.38%	
Gateway 2	230	73	0	19	12.11	18	67.25%	15.95	75.91%	
Site Total	452	162	2	20.00 (avg)	22.68	36	62.78%	30.76	73.62%	
Gethsemane										
Gethsemane 1	231	71	2	19	12.16	19	63.99%	15.89	76.49%	
Gethsemane 2AM	132	58	0	19	6.95	20	34.74%	10.00	69.47%	
Gethsemane 2PM	196	124	3	19	10.32	20	51.58%	16.84	61.25%	
Site Total	559	253	5	19.00 (avg)	29.43	59	49.87%	42.73	68.84%	
Gresham High School CDC										
Gresham HS CDC Infant	17	26	0	22	0.77	1	77.27%	1.95	39.53%	
Site Total	17	26	0	22.00 (avg)	0.77	1	77.27%	1.95	39.53%	
Gresham United Methodist										
Gresham United 1	207	75	0	18	11.50	18	63.89%	15.67	73.40%	
Gresham United 2AM	253	97	5	19	13.32	20	66.58%	18.42	72.29%	
Gresham United 2PM	209	82	8	16	13.06	20	65.31%	18.19	71.82%	
Site Total	669	254	13	17.67 (avg)	37.88	58	65.33%	52.28	72.48%	
Hazelwood										
Hazelwood 2	94	35	0	19	4.95	8	61.84%	6.79	72.87%	
Site Total	94	35	0	19.00 (avg)	4.95	8	61.84%	6.79	72.87%	
KinderCare/G										
KinderCare Discovery 1	51	2	0	17	3.00	4	75.00%	3.12	96.23%	
Site Total	51	2	0	17.00 (avg)	3.00	4	75.00%	3.12	96.23%	

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Virtual(V), Late Pickup(LP), Tardy and Late Pickup(TLP)
6. Statuses counted as Absent: Absent(A)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)



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MHCC CDFS

2301 - Average Daily Attendance

Enrollment Status: Enrolled, Dropped, Drop/Wait Attendance Date: 5/1/2024 - 5/31/2024

MHCC CDFS

Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
Present ³	Absent ⁵	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³

KinderCare/PB

Infant	37	7	0	22	1.68	4	42.05%	2.00	84.09%
Toddler	61	4	1	22	2.77	2	138.64%	2.95	93.85%
Two	10	1	0	15	0.67	2	33.33%	0.73	90.91%
Site Total	108	12	1	19.67 (avg)	5.12	8	66.67%	5.68	90.00%

Knott

Knott 1	170	55	0	19	8.95	20	44.74%	11.84	75.56%
Knott 2	229	75	0	19	12.05	20	60.26%	16.00	75.33%
Knott 3	256	46	0	19	13.47	20	67.37%	15.89	84.77%
Knott 4	193	42	0	20	9.65	20	48.25%	11.75	82.13%
Site Total	848	218	0	19.25 (avg)	44.12	80	55.06%	55.48	79.55%

Little Friends Day School

Little Friends	16	6	0	22	0.73	4	18.18%	1.00	72.73%
Site Total	16	6	0	22.00 (avg)	0.73	4	18.18%	1.00	72.73%

Little Pixie

Little Pixie	49	11	0	15	3.27	4	81.67%	4.00	81.67%
Site Total	49	11	0	15.00 (avg)	3.27	4	81.67%	4.00	81.67%

Little Rascals

Little Rascals	65	13	0	20	3.25	4	81.25%	3.90	83.33%
Site Total	65	13	0	20.00 (avg)	3.25	4	81.25%	3.90	83.33%

Love Bugs

Love Bugs	83	50	32	22	3.77	6	62.88%	6.05	62.41%
Site Total	83	50	32	22.00 (avg)	3.77	6	62.88%	6.05	62.41%

Love Bugs Too

Love Bugs Too	73	27	20	22	3.32	6	55.30%	4.55	73.00%
Site Total	73	27	20	22.00 (avg)	3.32	6	55.30%	4.55	73.00%

Melody's Munchkins

Melody's Munchkins	46	5	0	22	2.09	4	52.27%	2.32	90.20%
Site Total	46	5	0	22.00 (avg)	2.09	4	52.27%	2.32	90.20%

Melody's Munchkins Little Blooms

MM - Little Blooms	60	12	0	21	2.86	4	71.43%	3.43	83.33%
Site Total	60	12	0	21.00 (avg)	2.86	4	71.43%	3.43	83.33%

Pixie Child Care

Pixie Child Care Infant	79	41	0	15	5.27	8	65.83%	8.00	65.83%
Pixie Child Care Toddler	72	42	0	15	4.80	8	60.00%	7.60	63.16%
Site Total	151	83	0	15.00 (avg)	10.07	16	62.92%	15.60	64.53%

Reynolds Learning Academy - FS

Reynolds FSA	28	54	0	22	1.27	2	63.64%	3.73	34.15%
Site Total	28	54	0	22.00 (avg)	1.27	2	63.64%	3.73	34.15%

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5. Statuses counted as Present: Present(P), Virtual(V), Late Pickup(LP), Tardy and Late Pickup(TLP)
6. Statuses counted as Absent: Absent(A)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

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MHCC CDFS

2301 - Average Daily Attendance

Enrollment Status: Enrolled, Dropped, Drop/Wait Attendance Date: 5/1/2024 - 5/31/2024

MHCC CDFS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment		
	Present ³	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³	
Rockwood 181st										
Rockwood 181 1	235	73	0	20	11.75	20	58.75%	15.40	76.30%	
Rockwood 181 2	230	45	0	20	11.50	20	57.50%	13.75	83.64%	
Rockwood 181 3	232	72	0	20	11.60	20	58.00%	15.20	76.32%	
Rockwood 181 4	188	120	0	18	9.33	20	46.67%	16.00	58.33%	
Site Total	865	310	0	19.50 (avg)	44.18	80	55.45%	60.35	73.62%	
Rockwood Stark										
Rockwood Stark - Combo 2A	47	16	0	9	5.22	8	65.28%	7.00	74.60%	
Rockwood Stark -Combo 2B	41	8	0	7	5.86	8	73.21%	7.00	83.67%	
Site Total	88	24	0	8.00 (avg)	11.08	16	68.75%	14.00	78.57%	
Russellville										
Russellville 1 FWD	232	42	0	20	11.60	18	64.44%	13.70	84.67%	
Russellville 3	110	41	0	19	5.79	8	72.37%	7.95	72.85%	
Site Total	342	83	0	19.50 (avg)	17.39	26	66.80%	21.65	80.47%	
Sunrise										
Sunrise 1	237	51	0	19	12.47	20	62.37%	15.16	82.29%	
Sunrise 2	282	22	0	19	14.84	20	74.21%	16.00	92.76%	
Sunrise 3	251	53	0	20	12.55	20	62.75%	15.20	82.57%	
Sunrise 4	212	58	0	19	11.16	20	55.79%	14.21	78.52%	
Sunrise 5	234	68	0	20	11.70	20	58.50%	15.10	77.48%	
Sunrise 6	211	80	2	20	10.55	20	52.75%	14.55	72.51%	
Site Total	1,427	332	2	19.50 (avg)	73.27	120	60.98%	90.22	81.13%	
Troutdale										
Troutdale 1	195	77	0	18	10.83	18	60.19%	15.11	71.69%	
Troutdale 2	187	132	0	20	9.35	18	51.94%	15.95	58.62%	
Troutdale 3	72	14	0	16	4.50	0	0.00%	5.38	83.72%	
Site Total	454	223	0	18.00 (avg)	24.68	36	66.37%	36.44	67.06%	
MHCC CDFS	8,437	2,772	76	18.98 (avg)	444.16	722	61.27%	589.95	75.27%	
Report Totals	8,437	2,772	76	18.98 (avg)	444.16	722	61.27%	589.95	75.27%	

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7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

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Fiscal Report

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 2023 - June 2024	
FUNDING SOURCE	TOTAL FUNDS
Federal Head Start (5100)	4,746,838
State Head Start (5102)	10,645,101
State Training (5102-5101)	272,951
State EHS (5229)	1,079,807
Federal HS Training (5101)	63,048
Federal EHS (5119)	3,940,990
Fed EHS - CCP (5113)	1,876,442
Children's Levy EHS (5120)	500,789
MIECHV (5237/38) -- ended 9/23	0
TERC-HSE (5252)	40,370
USDA (5105)	542,000
DHS (5103)	306,419
Federal EHS Training (5101-5119)	54,790
Total	\$ 24,069,546

Expenditure Report - March 2024				
Budget Category	Budget	March	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,536,688	817,613	6,063,640	58%
Fringe Benefits	6,903,389	473,758	3,555,898	52%
Travel	103,752	2,524	64,395	62%
Equipment	20,000	0	0	0%
Supplies	992,128	35,920	337,032	34%
Contractual	1,774,109	186,249	737,458	42%
Facilities/Property Services	762,305	103,969	764,271	100%
Other	793,494	13,388	326,629	41%
Indirect	2,183,681	124,553	980,986	45%
Total	24,069,546	1,757,973	12,830,307	53%

US Bank Visa Purchasing Cards

Visa Purchasing Cards used by Head Start staff are monitored monthly at several levels. Visa logs and receipts are prepared by card holder and reviewed monthly by supervisors who check for allowability of the purchases. The Financial Specialist in the Head Start office reviews the logs to ensure accuracy and the Head Start director signs off on each log. 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 en diferentes niveles. La hoja de registro de la tarjeta visa y recibos son preparados por la persona responsable y luego es revisado mensualmente por los supervisores para verificar dichas transacciones. La Especialista de Finanzas de la oficina de Head Start revisa las hojas de registro para asegurar la exactitud y luego la Directora de Head Start firma cada hoja de registro. 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 владельцем карты 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, правомерность и законность, что в конечном итоге предоставляется на рассмотрение членам Совета Стратегии и Совету Директоров MHCC



Child Development & Family Support Programs

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US Bank Visa Purchasing Cards March 2024 for Head Start & Early Head Start

	5100/5101/5102/5102-5101	5119/5101-5119	5120/5120-5101	5113/5113-5101	5229/5229-5101	
Description	HeadStart	Early HeadStart Federal	Children's Levy Early Head Start	Early Head Start CCP	Early HeadStart State	Totals
Center Supplies	8,892	1,340			266	\$10,498
Computer Supplies	395	72		34	21	\$522
Dental/Medical						\$0
Education Supplies	3,408	446	229	493	287	\$4,864
Family Services Supplies				25	3	\$28
Health Supplies	263	65			14	\$342
Kitchen Supplies	1,367	323			68	\$1,758
Office Supplies	475	115		54	34	\$679
Other Costs	4,742	1,221	149		345	\$6,457
Parent Activities	3,374	833			175	\$4,382
Postage	2	0			0	\$2
Pre-Employment	165	27			6	\$198
Site Repair/Maintenance	904	81		26	22	\$1,034
Training	9,395	2,551	1,406	3,170	1,402	\$17,925
Vehicle Costs	690	170			36	\$896
Utilities	3,405	448	357	20	304	\$4,534
Total	\$37,478	\$7,692	\$2,141	\$3,823	\$2,983	\$54,118

Purchasing Card holders purchasing on behalf of CDFS with their College issued card and the stores they purchased from

First Name	Last Name	Position	Account #	Frequent Vendors	Supplies
Ahmed	Marjan	Health Manager	various-7010	Albertsons	PCCM Supplies
Anne	Rinker	Education Site Manager	5100/5102-7401/7415	Cash N Carry (Smartfood)	Parent Center Committee Meeting (PCCM)
Carrie	Schulz	Associate Director	various	Discount School Supply	Classroom Supplies
DyLynn	Robertson	CCP Manager	5113/5229-various	Dollar Tree	PCCM Supplies
Eryka	Island	Fiscal Service Coordinator	various	Fred Meyer	Classroom/Site/PCCM Supplies
Iryna	Bashynskyy	Education Site Manager	5100/5102-7413	Grocery Outlet	PCCM Supplies
Jade	Cosico-Berge	Education Site Manager	various-7415	Home Depot	Site Repair Supplies
Julie	Allen	Human Resource Service Coordinator	various	Safeway	PCCM Supplies
Kara	Carsner	Food Service Manager	various-7327/7410	Target	Classroom/Site/PCCM Supplies
Kristy	Wornack	Education Site Manager	5100/5102-7402	Walgreens	Site Supplies (Photo Processing)
Laura	Zubricky	Associate Director	various	Walmart	Classroom/Site Supplies
Maria	Barragan	Education Site Manager	various-7412	US Foods	Food / Kitchen Supplies
Mitchelle	Strauser	Education Site Manager	various-7400/7412	Waller E Nelson	Site Consumables
Nahed	Saito	Education Site Manager	5100/5102-7400/7415		
Nathalie	Duer	Office and Data Manager	various-7000/7019		
Rosa	Ramirez	EHS Home Based Coordinator	5120/5119/5229-7416		
Sandra	Rodriguez	EHS Home Based Coordinator	5119/5229-7414		
Sean-Paul	Cunningham	Facilities & Transportation Manager	various-7700/7061		
Suzie	Campbell	HS Education & Inclusion Manager	5100/5102-7020/7000		
Vlad	Selvanovich	Facilities & Transportation Specialist	various-7700/7061		
Vy	Le	Associate Director	various-7018-5100		

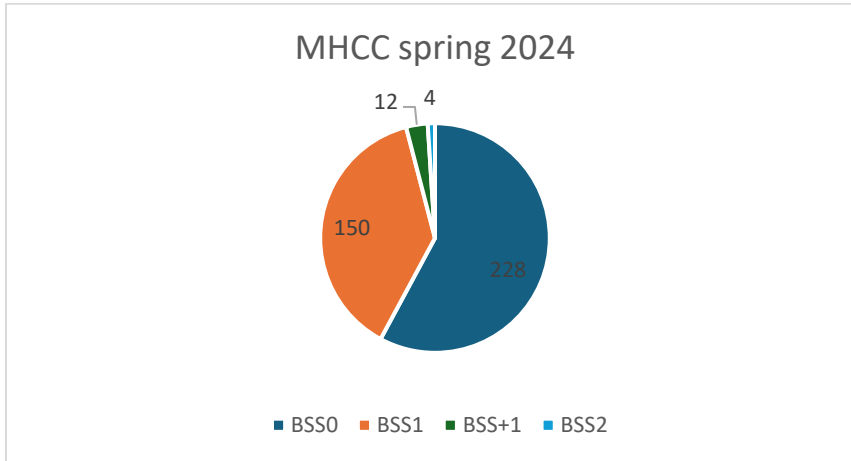
Health Report

Health Report for CDSF HS, EHS, EHS-HB, EHS-CCP/ May 2024

1) Dental:

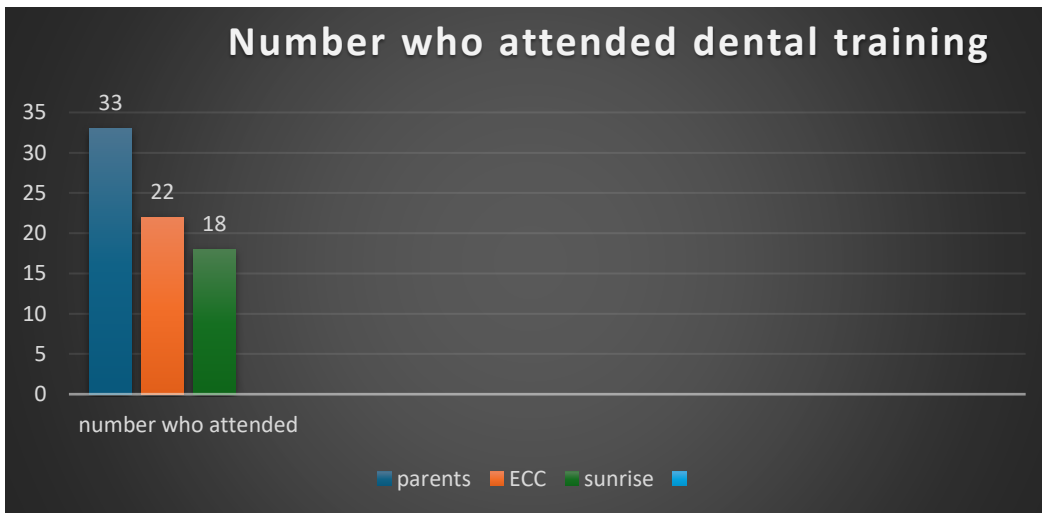
1- The 3rd Dental screening visit round for this year is completed in May. 11 sites are included in the screening and 382 kids receive dental screening. The health team completed the documentation of data in CP.

The site	Date of the service	Total number screened	Urgency 0	Urgency 1	Urgency 2	Absent	Refused /declined
ECC	04/29/24	74	54	19	1	22	0
Knott	04/30/24	39	19	20	0	14	2
Gateway	04/30/24	27	17	9	1	5	0
Fairview	05/01/24	23	12	10	1	9	0
GUM	05/01/24	33	17	16	0	20	1
Gethsemane	05/02/24	33	19	12	1	8	1
Troutdale	05/06/24	23	14	9	0	14	1
Hazelwood	05/06/24	4	4	0	0	2	0
Sunrise	05/07/24	69	34	35	0	21	3
Russellville	05/08/24	17	10	7	0	6	0
RW181st	05/09/24	40	28	13	0	19	4



2-To continue with the winter screening plan that we already created with all smiles to overcome the number of kids that have dental issues, 3 dental health training are provided during April and Mya:

- a) Parents training was performed on April 30th in collaboration with the All Smiles; hygienist where 33 parents attended a Zoom training that discussed the dental health for kids.
- b) As the high % of kids who need dental follow-up was seen in ECC and Sunrise, two in-person dental health trainings were performed for both sites on May 3rd and May 10th.



- 3- The end-of-the-school-year meeting is performed on May 29th with all smiles to discuss the whole school year data and to put together a plan for the next year including the summer classrooms, next full visit, and the training that will be provided for the staff on Nov 1st;

Summer Programming 2024 Dental visit:

DOS	Prog	School/Site Name
7/8/2024	MHCC	ECC
7/8/2024	MHCC	Troutdale
7/9/2024	MHCC	Hazelwood
7/9/2024	MHCC	Russellville
7/9/2024	MHCC	Russellville 2

Note, these are the Fall 2023 Events

- Aug 23 @ GUM, Kelly, Willow Tree, Russellville, Hazelwood, Yamhill, ECC, Mt Hood
- Aug 24 @ GUM, Kelly, Willow Tree, Russellville, Hazelwood, ECC, Mt Hood
- Aug 25 @ Yamhill, Glisan, Knott, RW181, RW Stark, Sunrise
- Aug 28 @ Fairview, Yamhill, Knott, RW181, Sunrise

2) Working on other EPSDT criteria and PIR:

- 1- Complete the end-of-the-year immunization documentation for all kids in CP to reflect the PIR question.
- 2- Working to complete the 45-day screening for the newly enrolled kids in Knott and Gethsemane. The health team completed the hearing, vision, and Hemoglobin for the 15 new kids in both sites.
- 3- Requesting the physical exams (Health appraisals) and dental exams for the kids who still need them. The health team requested: For the month of May

Health and dental requests sent to both HS and EHS		Reports received
May 2024	65	34
The whole year	452	377

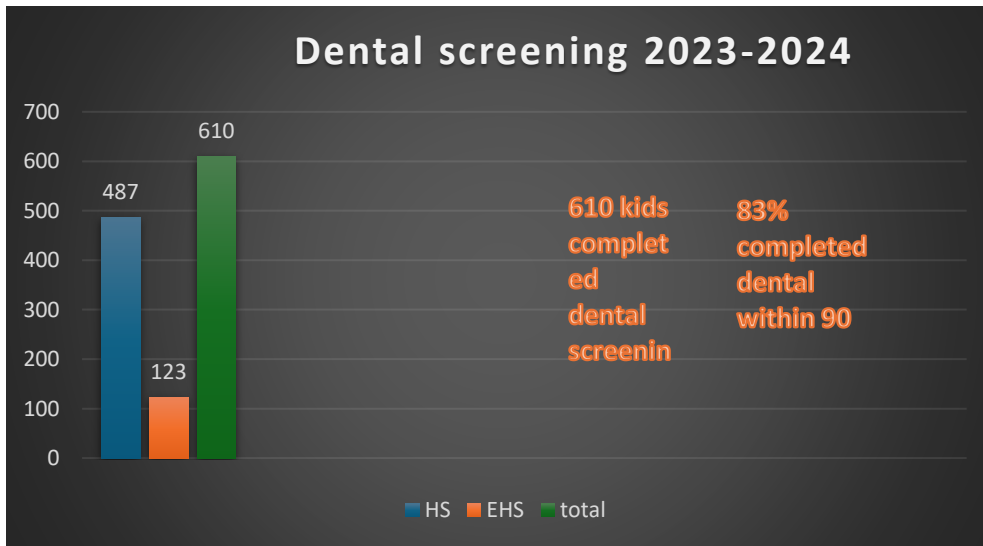
3) First aid supplies:

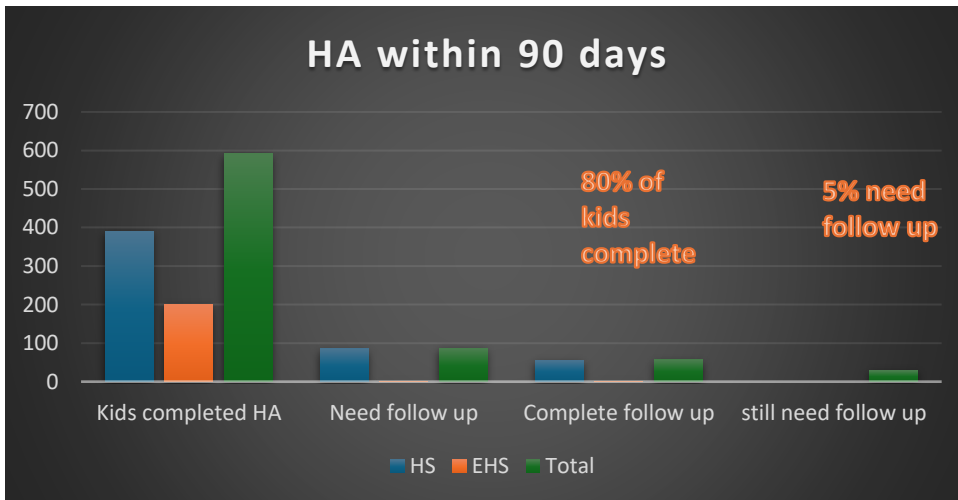
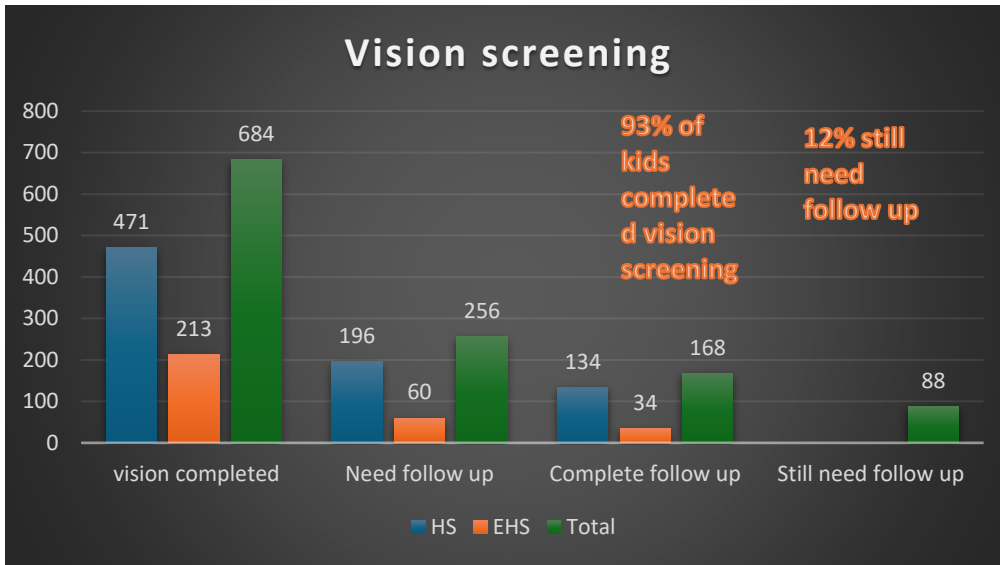
- 1- Creating the new first aid procedure and the first aid list for the building, classroom, and the fanny pack.

- 2- All sites should receive the full first aid supplies for each content, and they should now be ready to follow the licensing requirements. (Attached is the spreadsheet copy for all supplies that were sent to each site).

- 4) New disinfectant solution;
 - 1- The three sites, Sunrise, Gateway, and Russellville, are piloted to use the new products and move away from Bleach. The plan is moved forward with no issues.
 - 2- The next step is to pilot the products in the summer classrooms.
 - 3- The final step is to use all of the sites in the next program year.
- 5) Enrollment forms:
 - 1- The health team is working to update the enrollment health forms, procedures, and scripts for the next program.
 - 2- The updated care plans are completed. These include the Seizure care plan, food allergy, and asthma care plans.
 - 3- Create a new proposal care plan; the Epilepsy care plan to be ready for use in the next program.
 - 4- Updated the permission form (still to get feedback from other departments).
 - 5- Updated the enrollment orientation checklist.
- 6) Review the final PIR data for the current year, analyze the data, and have the appropriate plan for the next year based on the data.

Some of the health screening data that completed for the current year.





7) Finally, working to update some of the procedures that need updating. For example, the Head lice procedure.



Child Development & Family Support Programs

10100 NE Prescott St. Portland, OR 97220 | www.mhcheadstart.org

Phone: 503-491-6111 | Fax: 503-491-6112

CACFP Report

5/31/2024
3:25 PM

2371 - CACFP Reimbursement Summary (Grid)

1 of 4
carsnerk

Sites: Cascade Crossing, Early Childhood Center, Fairview, Gateway, Gethsemane, Gresham United Metho
dist, Hazelwood, Knott, Rockwood 181st, Rockwood Stark, Russellville, Sunrise, Troutdale

Classroom	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
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Report: CACFP Reimbursement Summary (Grid)

Agency: MHCC CDFS

Program Term: 2023-2024 EHS

Site: Early Childhood Center

ECC 5	20	8	0	0	105	0	115	82	0	
ECC 6	20	8	0	0	87	0	86	86	0	
ECC 7	21	8	0	0	120	0	132	104	0	
ECC 8	20	8	0	0	103	0	106	81	0	
Subtotals for Site: Early Childhood Center										
		81	32	0	0	415	0	439	353	0

Site: Hazelwood

Hazelwood 2	19	7	0	0	85	0	88	81	0	
Subtotals for Site: Hazelwood										
		19	7	0	0	85	0	88	81	0

Site: Rockwood Stark

Rockwood Stark - Combo 2A	9	6	0	0	45	0	42	0	0	
Rockwood Stark -Combo 2B	7	7	0	0	40	0	40	0	0	
Subtotals for Site: Rockwood Stark										
		16	13	0	0	85	0	82	0	0

Site: Russellville

Russellville 3	19	8	0	0	99	0	105	78	0	
Subtotals for Site: Russellville										
		19	8	0	0	99	0	105	78	0

Site: Troutdale

Troutdale 3	16	6	0	0	59	0	71	53	0	
Subtotals for Site: Troutdale										
		16	6	0	0	59	0	71	53	0



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5/31/2024
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2371 - CACFP Reimbursement Summary (Grid)

2 of 4
carsnerk

Sites: Cascade Crossing, Early Childhood Center, Fairview, Gateway, Gethsemane, Gresham United Metho
dist, Hazelwood, Knott, Rockwood 181st, Rockwood Stark, Russellville, Sunrise, Troutdale

Classroom	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
Subtotals for Program Term: 2023-2024 EHS									
	151	66	0	0	743	0	785	565	0
Program Term: 2023-2024 HS									
Site: Early Childhood Center									
ECC 1-FWD	19	16	0	0	191	0	217	172	0
ECC 2	20	16	0	0	191	0	262	223	0
ECC 3	19	16	0	0	198	0	243	180	0
ECC 4	19	16	0	0	160	0	213	164	0
Subtotals for Site: Early Childhood Center									
	77	64	0	0	740	0	935	739	0
Site: Fairview									
Fairview 1	21	16	0	0	224	0	212	153	0
Fairview 2	21	16	0	0	216	0	226	195	0
Subtotals for Site: Fairview									
	42	32	0	0	440	0	438	348	0
Site: Gateway									
Gateway 1	21	16	0	0	177	0	222	161	0
Gateway 2	19	14	0	0	206	0	227	196	0
Subtotals for Site: Gateway									
	40	30	0	0	383	0	449	357	0
Site: Gethsemane									
Gethsemane 1	19	16	0	0	223	0	225	110	0
Gethsemane 2AM	19	10	0	0	128	0	124	0	0
Gethsemane 2PM	19	17	0	0	0	0	191	165	0
Subtotals for Site: Gethsemane									
	57	43	0	0	351	0	540	275	0
Site: Gresham United Methodist									
Gresham United 1	18	16	0	0	202	0	202	146	0



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5/31/2024
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2371 - CACFP Reimbursement Summary (Grid)

3 of 4
carsnerk

Sites: Cascade Crossing, Early Childhood Center, Fairview, Gateway, Gethsemane, Gresham United Metho dist, Hazelwood, Knott, Rockwood 181st, Rockwood Stark, Russellville, Sunrise, Troutdale

Classroom	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
Gresham United 2AM	19	20	0	0	223	0	235	0	0
Gresham United 2PM	16	20	0	0	0	0	203	195	0
Subtotals for Site: Gresham United Methodist									
	53	56	0	0	425	0	640	341	0
Site: Knott									
Knott 1	19	12	0	0	134	0	159	146	0
Knott 2	19	16	0	0	191	0	228	220	0
Knott 3	19	16	0	0	217	0	256	210	0
Knott 4	20	14	0	0	184	0	160	157	0
Subtotals for Site: Knott									
	77	58	0	0	726	0	803	733	0
Site: Rockwood 181st									
Rockwood 181 1	20	16	0	0	206	0	227	185	0
Rockwood 181 2	20	17	0	0	171	0	184	154	0
Rockwood 181 3	20	16	0	0	204	0	203	113	0
Rockwood 181 4	18	16	0	0	156	0	149	84	0
Subtotals for Site: Rockwood 181st									
	78	65	0	0	737	0	763	536	0
Site: Russellville									
Russellville 1 FWD	20	16	0	0	210	0	115	87	0
Subtotals for Site: Russellville									
	20	16	0	0	210	0	115	87	0
Site: Sunrise									
Sunrise 1	19	16	0	0	231	0	235	203	0
Sunrise 2	19	16	0	0	280	0	280	255	0
Sunrise 3	20	16	0	0	188	0	251	194	0
Sunrise 4	19	17	0	0	211	0	211	196	0

5/31/2024
3:25 PM

2371 - CACFP Reimbursement Summary (Grid)

4 of 4
carsnerk

Sites: Cascade Crossing, Early Childhood Center, Fairview, Gateway, Gethsemane, Gresham United Metho dist, Hazelwood, Knott, Rockwood 181st, Rockwood Stark, Russellville, Sunrise, Troutdale

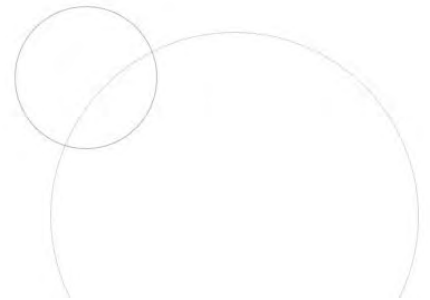
Classroom	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
Sunrise 5	20	16	0	0	216	0	228	163	0
Sunrise 6	20	17	0	0	196	0	209	158	0
Subtotals for Site: Sunrise									
	117	98	0	0	1322	0	1414	1169	0
Site: Troutdale									
Troutdale 1	18	16	0	0	160	0	193	132	0
Troutdale 2	20	16	0	0	164	0	182	130	0
Subtotals for Site: Troutdale									
	38	32	0	0	324	0	375	262	0
Subtotals for Program Term: 2023-2024 HS									
	599	494	0	0	5658	0	6472	4847	0
Subtotals for Agency: MHCC CDFS									
	750	560	0	0	6401	0	7257	5412	0
Report Totals									
	750	560	0	0	6401	0	7257	5412	0

Family Services Report



FAMILY SERVICES REPORT

MAY 2024



MHCC HEAD START FAMILY SCIENCE NIGHT AT OMSI

- MHCC Head Start Family Science Night at OMSI was attended by over 700 attendees! This event possible by the Head Start on Engineering initiative that our program has benefited from. Head Start on Engineering has been a family-focused, informal STEM education program that engages Head Start staff, parents, and children in an integrated set of experiences over the past 9+ years (staff professional development, family workshops, take-home activity kits, OMSI visits) to foster family interest in engineering and the engineering design process.



MHCC HEAD START FAMILY SCIENCE NIGHT AT OMSI



GRANDPARENTS BIRDWATCHING EVENT

A Big Thank You to the Columbia Slough Water Shed Council for partnering with MHCC Head Start to Host a group of families and grandparents for a morning of birdwatching with Head Start grandchildren. Snacks and binoculars were provided to the 30+ attendees in wood village

EHS Child Care Partnership Report

Early Head Start Child Care Partnerships – Ends Partnerships with East County High Schools But Continues to Provide Services Through Other Program Models!



When MHCC Head Start and Early Head Start were granted the pivotal Early Head Start Childcare Partnership Grant during the 2014-15 school year, it was a significant milestone. We recognized the necessity of collaborating with various program models to effectively cater to the needs of families and children in our service areas. This led to our partnership with certified childcare centers, certified family childcare homes, and the on-site Child Development Centers within three of our local school districts. *(Reynolds Learning Academy, left)*

David Douglas School Districts, Child Development Center (Connie Sloan, Director), Gresham Barlow School District (Julianne Standish), and Reynolds School District (Carol Dyck) each began working with our Family Workers to enroll pregnant and parenting teens – providing them with the school year and summer home visiting services. While our coordinated services for young parents provided them with many learning opportunities, the Office of Head Start requirement for attendance/participation was difficult for most. *(Teen from Gresham High CDC at Summer Socialization, right, and used with permission.)*



During the years following the pandemic, it has become evident that the program requirements for the Early Head Start Child Care Partnerships (EHS-CCP) model and the needs of the young parent are not in sync as required. Despite the school social workers and EHS-CCP staff's efforts to assist each family in overcoming individual barriers to participation, attendance mostly falls below our 85% requirement.



The availability of online school options during the pandemic further reduced participation at these partnership sites. We are committed to addressing this misalignment and improving the program's effectiveness. *(David Douglas School District, Left).*

After careful consideration, we feel our partnerships with the school districts should end with this 2023-2024 school year. MHCC CDFS and EHS-CCP deeply value these programs' continuous efforts and extend our heartfelt

appreciation for their collaboration throughout our partnership. We remain dedicated to working with these schools to ensure that young parents in East Multnomah County continue to have access to other Early Head Start and Head Start program models, such as our home visiting program.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1f

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

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.

Adult Basic Education, Rethink Adult Education	100,000
<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>	
Benefit Navigator Expansion	46,470
<i>Funds to provide services to students in need, Barney's pantry equipment. (Local)</i>	
Workforce Connections, IRCO Worksource	15,000
Workforce Connections, Prosperity	176,081
<i>Funds to provide re-employments and/or retraining opportunities for dislocated workers. (Federal, State, Other)</i>	
Total	337,551



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: **7.1g**

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

SUBJECT: APPROVAL TO ADOPT MEMBER PAID PRE-TAX CONTRIBUTIONS

The full-time faculty contract approved by the board in March 2024 shifts employee contributions from employer paid to member paid for the Oregon Public Employee Retirement System (OPERS). OPERS requires the following resolution to implement the change.

RECOMMENDATION: Approve resolution as presented.



BEFORE THE
MT. HOOD COMMUNITY COLLEGE DISTRICT
BOARD OF EDUCATION

A resolution to adopt Member Paid Pre-Tax (MPPT) as the type of employee contributions to the Oregon Public Employees Retirement System (OPERS) for all full-time faculty members employed by Mt. Hood Community College District ("District") and deem them "Picked Up" for purposes of Internal Revenue Code Section 414(h)(2).

WHEREAS, under IRC section 414(h)(2) and Oregon Revised Statute (ORS) 238A.335(2)(a), participating employers may voluntarily agree to "pick-up" the six percent (6%) PERS employee contributions withheld, and the Board of Education has the authority to implement these provisions; and

WHEREAS, the Board of Education has determined that even though the implementation of the provisions of IRC section 414(h)(2) is not required by law, the tax benefit offered by IRC section 414(h)(2) should be provided to such employees:

NOW, THEREFORE, BE IT RESOLVED:

- I. That effective July 1, 2024, the District will implement the provisions of Oregon Revised Statute (ORS) 238A.335(2)(a) and OAR 459-009-0200(3) and voluntarily agree to "pick-up" the employee contributions withheld, and such picked-up contributions shall be known as "MPPT." "Employee contributions" shall mean those contributions to OPERS which are deducted from the salary of faculty members and credited to individual employees' accounts pursuant to ORS 238A.330(2).
- II. That faculty members shall not have the option of receiving the picked-up contributed amounts directly.
- III. That faculty member compensation shall be reduced by the amount necessary to make the employee contributions.
- IV. That the employer's policy or agreement in this regard is not retroactive in its application.

PASSED AND ADOPTED by the Mt. Hood Community College District Board Of Education on this _____ day of _____, 2024.

BY _____
Andrew Speers, Board Chair



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.1h

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

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

Per Community College Rules of Procurement (CCRP), section 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 vendor listed below during the 2024–2025 fiscal year. A variety of college accounts will fund these purchases. The administration anticipates that each listed contract may aggregate at least \$150,000 in total expenditures during the fiscal year.

The following purchases are utilizing the State of Oregon contract available to the college through the Oregon Cooperative Purchasing Program (ORCPP), other cooperative programs, or are exempt from procurement regulations:

<u><i>Vendor Name</i></u>	<u><i>Purchased Goods / Services</i></u>	<u><i>Amount</i></u>
All Families Welcome	Child Care Services	\$900,000
Amazon Business	Office Supplies / Misc. Items	\$750,000
American Fidelity Health Services	Payroll	\$900,000
American Funds Service Company	Payroll	\$700,000
Apple Inc	IT – Computers, Peripherals, Software, Etc.	\$600,000
Blackboard	Distance Learning System	\$500,000
Bluum / Troxell	IT – Computers, Peripherals, Software, Etc.	\$500,000



CDW-G	IT – Computers, Peripherals, Software, Etc.	\$1,100,000
Central Oregon Community College	Grant Consortium Reimbursements	\$300,000
Chemeketa Community College	Grant Consortium Reimbursements	\$300,000
City of Gresham	Utilities and other Municipal Services	\$750,000
Clackamas Community College	Grant Consortium Reimbursements	\$300,000
Computer Technology Link (CTL)	IT – Computers, Peripherals, Software, Etc.	\$300,000
David Douglas School District	Leasing space, classes, vended meals	\$1,000,000
Dell Marketing LP	IT – Computers, Peripherals, Software, Etc.	\$500,000
Oregon Department of Revenue	Payroll	\$3,800,000
Discount School Supplies	CCR&R Furniture & Supplies	\$500,000
Discovery Garden	Child Care Services	\$600,000
Early Learning Kingdom LLC	Child Care Services	\$400,000
Fidelity Group	Payroll	\$300,000
Food Services of America	Groceries / Supplies	\$350,000
Garland Roofing	Roof Replacement/ Maintenance / Repairs	\$2,200,000
Hewlett – Packard (HP)	IT – Computers, Peripherals, Software, Etc.	\$400,000
HSA Bank	Payroll	\$950,000
Insight Global	IT – Computers, Peripherals, Software, Etc.	\$200,000
ING-State of Oregon Plan	Payroll	\$200,000
IRS	Payroll	\$14,500,000
Jenzabar	Maintenance & Consulting Services	\$900,000
Johnson Controls Inc	Facilities Maintenance Services Contracts	\$500,000



KinderCare / KUEHG	Child Care Services	\$600,000
Klamath Community College	Grant Consortium Reimbursements	\$300,000
Lane Community College	Grant Consortium Reimbursements	\$300,000
N E C A – I B E W	Apprenticeship Training Provider	\$400,000
Newport Trust	Payroll	\$250,000
Melody's Munchkins	Child Care Services	\$700,000
Northwest Natural	Utilities	\$700,000
O E T C	IT – Computers, Peripherals, Software, Etc.	\$300,000
OEBB	Payroll	\$11,000,000
Office Max/Depot	Office Supplies	\$500,000
Orbis Cascade Alliance	Membership Fee & Software Maintenance	\$200,000
Oregon Education Association	Payroll	\$200,000
Oregon Employment Department	Unemployment Claims	\$600,000
Pequenitos Day Care LLC	Child Care Services	\$600,000
PERS	Payroll	\$3,000,000
Pixie Child Care	Child Care Services	\$600,000
Portland Community College	Grant Consortium Reimbursements	\$300,000
Portland General Electric	Utilities	\$900,000
Presidio Network Solutions	IT – Computers, Peripherals, Software, Etc.	\$500,000
P A C E	Liability Insurance	\$600,000
Roberts Half International	Temporary Staffing Services	\$300,000



Rogue Community College	Grant Consortium Reimbursements	\$300,000
Saif Corporation	Worker's Comp. insurance	\$350,000
Sheet Metal Training Fund	Apprenticeship Training Provider	\$300,000
Plumbers & Sprinkler Fitters	Apprenticeship Training Provider	\$350,000
Southwestern OR Community College	Grant Consortium Reimbursements	\$300,000
Teachers Insurance	Payroll	\$450,000
Tri-Met	Bus Passes	\$250,000
US Bank Card Services	Banking Services (Purchasing Card Program)	\$6,000,000
United States Postal Service	Meter Postage	\$400,000
Vanguard Fiduciary Trust Co.	Payroll	\$250,000
Voya - OGSP	Payroll	\$400,000
Walmart Business	Office Supplies / Misc. Items	\$500,000
Willamette Carpenter Training	Apprenticeship Training Provider	\$500,000

RECOMMENDATION: Approval to award contracts to vendors listed herein.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.2

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

SUBJECT: CONSIDER RESOLUTIONS TO ADOPT AND MAKE APPROPRIATIONS FOR THE FISCAL YEAR 2024-2025 BUDGET

RESOLUTION ADOPTING THE BUDGET

Be it resolved, that the Board of Education of Mt. Hood Community College District hereby adopts the budget for 2024-2025 in a total sum of **\$236,254,329** 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, 2024 and for the purposes shown below are hereby appropriated:



Function	Fund Title: Fund #:	General Fund	Pension Bond	Physical Plant	Technology	Capital Projects	Student Aid and	Federal, State and	Aquatics	Clubs	Trusts	Associated	Total	
		01	Debt Service	Maintenance	Projects	08	Scholarship	Spec Proj	42	50	51	Student		
			03	06	07		10	16				Government		
												52		
Instruction	\$	35,283,155											\$	35,283,155
Instruction Support		12,028,982												12,028,982
Student Services		9,232,693							933,737	165,000	504,096	909,408		11,744,934
Community Services		117,704												117,704
College Support Services		16,069,386			1,921,194			52,000,000						69,990,580
Plant Operations and Maintenance		6,517,696		175,000										6,692,696
Plant Additions		375,796		1,833,000	55,000	6,000,000		24,000,000	348,889	5,000	5,000	268,000		32,890,685
Debt Service		3,363,716	10,014,348		53,050			5,000,000						18,431,114
Financial Aid		1,054,268					37,223,990	500,000						38,778,258
Transfers		497,000					60,000							557,000
Contingency		6,733,170						1,010,000					305,311	8,048,481
Total Appropriations		91,273,566	10,014,348	2,008,000	2,029,244	6,000,000	37,283,990	82,510,000	1,282,626	170,000	509,096	1,482,719		234,563,589
Unappropriated		1,690,740												1,690,740
Total Budget	\$	92,964,306	\$ 10,014,348	\$ 2,008,000	\$ 2,029,244	\$ 6,000,000	\$ 37,283,990	\$ 82,510,000	\$ 1,282,626	\$ 170,000	\$ 509,096	\$ 1,482,719	\$	236,254,329

RECOMMENDATION: Approve the above resolution as presented.

Andrew Speer, Board Chair

Date

Jennifer DeMent, Budget Officer

Date



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.3

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

SUBJECT: CONSIDER RESOLUTION IMPOSING AND CATEGORIZING TAXES

RESOLUTION IMPOSING PROPERTY TAX RATE

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 2024-25 upon the assessed value of all taxable property within the district:

General Fund:

Subject to the
Education Limitation
\$0.4917/\$1,000

RECOMMENDATION: Approve the above resolution as presented.

Andrew Speer, Board Chair

Date

Jennifer DeMent, Budget Officer

Date



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.4

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration*

SUBJECT: RESOLUTION TO TRANSFER BUDGETED APPROPRIATIONS

Whereas, on June 21, 2023, the Board of Education of Mt. Hood Community College District adopted the fiscal year 2023-24 budget and made appropriations; and whereas the budget amounts appropriated for the fiscal year beginning July 1, 2023, 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, 2023. Therefore, BE IT RESOLVED that on June 12, 2024 the Board of Education hereby transfers the following amounts between appropriation categories of funds as delineated below for the fiscal year beginning July 1, 2023.

It is requested to transfer the appropriated budget from Aquatics fund (42) Capital Improvements to Aquatics fund (42) Materials and Services, in the amount of \$7,000 to cover an increase in the cost of pool chemicals. The transfers have a net impact of zero on the overall Aquatics fund, but because the College must appropriate by object, changes in budgets between categories requires Board approval.

It is requested to transfer the General fund (01) appropriated budget from Instruction, Instructional Support and Debt Service to General fund (01) College Support and Plant Additions. Reallocations will be used for the required capitalization of software subscriptions and the correct classification of debt service related to non-cash subscription-based IT agreement and lease entries.

Reallocations also include 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.

Transfer request by function:

<u>General Fund (01) - Function</u>	<u>Amended Budget May 2024</u>	<u>Transfer</u>	<u>Amended Budget</u>
Instruction	\$ 32,266,606	\$ (4,500)	\$ 32,262,106
Instructional Support	11,488,688	(16,951)	11,471,737
Student Services	8,410,196		8,410,196
Community Services	114,800		114,800
College Support Services	15,005,614	14,783	15,020,397
Plant Operations and Maintenance	6,083,763		6,083,763
Plant Additions	699,999	23,339	723,338
Debt Service	3,220,406	(16,671)	3,203,735
Financial Aid	1,101,534		1,101,534
Transfers	487,292		487,292
Contingency	5,467,764		5,467,764
Total Appropriations	84,346,662	-	84,346,662
Unappropriated Fund Balance	1,580,945	-	1,580,945
Total Budget	\$ 85,927,607	\$ -	\$ 85,927,607

<u>Aquatics Center Fund (42) - Function</u>	<u>Amended Budget May 2024</u>	<u>Transfer</u>	<u>Amended Budget</u>
Student Services	1,066,880	7,000	1,073,880
Plant Additions	726,412	(7,000)	719,412
Total Appropriations	1,793,292	-	1,793,292
Total Budget	\$ 1,793,292	\$ -	\$ 1,793,292

Transfer request by object:

<u>General Fund (01) - Object</u>	<u>Amended Budget May 2024</u>	<u>Transfer</u>	<u>Amended Budget</u>
Personnel Services	\$ 63,148,249		\$ 63,148,249
Materials & Services	10,221,418	(6,668)	10,214,750
Capital Improvements	699,999	23,339	723,338
Debt Service	3,220,406	(16,671)	3,203,735
Grants in Aid	1,101,534		1,101,534
Transfers	487,292		487,292
Contingency	5,467,764		5,467,764
Total Appropriations	84,346,662	-	84,346,662
Unappropriated Fund Balance	1,580,945	-	1,580,945
Total Budget	\$ 85,927,607	\$ -	\$ 85,927,607

<u>Aquatics Center Fund (42) - Object</u>	<u>Amended Budget May 2024</u>	<u>Transfer</u>	<u>Amended Budget</u>
Personnel Services	954,574		954,574
Materials & Services	112,306	7,000	119,306
Capital Improvements	726,412	(7,000)	719,412
Total Appropriations	1,793,292	-	1,793,292
Total Budget	\$ 1,793,292	\$ -	\$ 1,793,292



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *June 12, 2024*

ITEM TITLE: 7.5

CONTACT PERSON: *Hilda Pena-Alfaro, Executive Director of Child Development & Family Support Programs*

SUBJECT: HEAD START QUALIFICATIONS POLICY SECOND READING

MT HOOD COMMUNITY COLLEGE
CHILD DEVELOPMENT AND FAMILY SUPPORT PROGRAMS

STAFF QUALIFICATIONS
Head Start and Early Head Start

Purpose: The following criteria are set to meet the minimum qualifications set forth for Head Start and Early Head Start staff and to meet the requirements of section 548 (a)(3)(B) of the Head Start Act.

Applicable Performance Standards: Head Start Act- Section 648A; 1302.91

Staff must meet the minimum requirements for each position using the methods listed below.

Education Site Managers

At a minimum, a Baccalaureate (BA or BS) or advanced degree (M.A., M.S., Ed.D.) and equivalent course work in early childhood education with early education teaching experience.

Coaches, Education and Family Services Specialists

At a minimum, a Baccalaureate (BA or BS) degree in early childhood or a related field with equivalent coursework in early childhood education.

Head Start Teachers

At a minimum, an Associate's (AA) or Baccalaureate (BA) degree in child development or a related field with equivalent coursework in early childhood education, **OR** a minimum of a 9 or higher in the Oregon Registry.

Early Head Start Teachers

At a minimum, a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** a step 7 on the Oregon Registry with training or equivalent coursework in early childhood development with a focus on infant and toddler development.

Early Head Start Combo Teachers

At a minimum, a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** a step 7 on the Oregon Registry with training or equivalent coursework in early childhood development with a focus on infant and toddler development.

Approved by Head Start Policy Council
Approved by MHCC Board of Education

Head Start and Early Head Start Associate Teacher

At a minimum a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential **OR** has attained a step 7 on the Oregon Registry **OR** are enrolled in a program that will lead to an associate or a baccalaureate degree, **OR** are enrolled in a CDA credential program to be completed within two years of the date of hiring.

Waiver

Granted by the Head Start office, our program can obtain a waiver for a Head Start teacher who has, at a minimum

1. Child Development Associate credential; that is appropriate to the age of children being saved in center-based programs or
2. A State-wide awarded certificate for preschool teachers that meets or exceeds

Teachers who have a waiver must have a professional development plan and meet the minimum requirements within two years of hire.

Early Head Start Family Support Specialist

A minimum of a Home Based CDA credential or comparable credential or equivalent course work as part of an associate's or bachelor's degree **OR** a Step 7 on the Oregon Registry

Certified Family Child Care Teacher

At a minimum, are enrolled in a Family Child Development Associate (CDA) program **OR** Oregon Registry Step 8 and acquire the credential within 18 months of beginning services **OR** an associate's or baccalaureate degree in child development or early childhood education.

Family Advocate

A minimum of a credential or certification in social work, human services, counseling **OR** a related field within eighteen months of hire.

Staff not meeting the above qualifications

Will be hired with the approval of the CDFS Executive Director and will complete a Professional Development and Training Plan designed to meet the requirements in the time framed established for each position.

Degrees from outside of the United States

Prospective employees and employees who have degrees from foreign countries will need to have their transcripts assessed to determine equivalency with U.S. higher education standards. Evaluation of degree equivalence must be by a private organization that is deemed qualified by the U. S. Department of Education and specializes in the evaluation/interpretation of foreign

education programs. The expense of this evaluation is the responsibility of the employee/prospective employee.

Failure to meet and maintain these requirements, within the required time frames, will result in termination of employment.

References/Resources: *Professional Development and Training Plan;*

10/2017

Revised, May 2024

2nd Reading

Student Development

John Hamblin

June 2024
Divisional Updates
Student Development Division

- **Goal A: Teaching and Learning.**
- *A.2 Create welcoming and trauma-informed learning environments that promote a sense of belonging and well-being, cultivating a learning mindset for all members of the campus community. Collaborate across units, divisions, and departments with curated topics.*

The Career Planning and Counseling Center's (CPCC) faculty counselors collaborated with Brand, Marketing, and Communications, The Advocate, and Student Life and Civic Engagement to conduct various activities for Mental Health Awareness Month in May, including:

- The Advocate wrote three articles within their May publications featuring mental health awareness and services in partnership with CPCC's faculty counselors.
 - The student Mental Health club hosted mental health activities in the MDRC.
 - Student Employment staff partnered with the CPCC's faculty counselors to create social media posts throughout May that centered on job satisfaction and well-being.
 - Brand, Marketing, and Communications featured several "Shine a Light on Mental Health" posts on the college's social media and Rise Vision screens across campus throughout May.
 - ASMHCC brought to campus [The I'Mpossible Project](#), an organization focused on educating and engaging students on suicide prevention and mental health.
 - CPCC staff partnered with the [Active Minds](#) organization to conduct training for Student Development staff on strategies and a particular conversational model to use when interacting with someone in distress.
- **Goal B: Educational Programs & Support Services.**
 - *B.3- Develop and implement a regularly occurring comprehensive review of student support services (advising, TRIO, AVID, etc.) to ensure continuous alignment with student needs.*



Student Development Update

Student Development Divisional Assessment Report: we will be publishing the end of your assessment report for Student Development at the end of June. We will include a copy of the assessment report in the July board packet.

Academic Advising- It was a busy May in the AATC-

- *In 2023 the AATC logged 1,290 appointments with 856 individual students, for 2024 AATC logged 1,315 appointments with 943 individual students*
- *This was a 10.16% increase in the number of individual students served. This indicates that more students are utilizing AATC services, which could reflect increased awareness of the services provided and a connection to our growing retention rates at the college.*

- **Goal C: Organizational Structure, Systems, & Processes.**

- *C.1- Address structural inequity to increase diverse representation of students and employees.*
- *C.2: Create a structural framework for equity to be a part of the student and employee experience throughout the life cycle.*

Student Life:

Barney's Bash End of Year Celebration the event took place on May 30 12-7pm at the main mall of the Gresham campus. We had over 1,500 Students, family members, and community members attend.

Some of the activities included:

Live music

Henna tattoos

Photo booth

Bounce Houses

Petting zoo

Student Development Update



Here are a few photos from the event:



Student Development Update



- **Goal D: Facilities and Technology.**

Technology: Progress Report on Navigate Configuration and Academic Planner Setup

- We continue to improve the Navigate system, focusing on tailoring the platform to meet the institution's specific needs.
- Collaboration with the Advising team has been essential in setting up the Academic Planner.
- Successful publication of course templates for all Health Professions degree programs, including Nursing, Medical Office, and other related fields.
- Comprehensive course templates for Health Professions degree programs are now available, providing students with a clear and structured pathway for their academic journey.

Next Steps:

- **Transfer Program Tracks:**
 - The immediate priority is to build out course plans for the Transfer program tracks. This will involve:
 - Identifying key courses and prerequisites for each transfer track.
 - Ensuring alignment with receiving institutions to facilitate smooth transitions for students.

Strategic Importance:

- **Enhanced Student Planning:**
 - The integration of Navigate and the Academic Planner will empower students with better tools for academic planning, helping them stay on track for graduation.
 - The system will facilitate proactive support, identifying at-risk students and intervening early.

- **Goal E: Community Connections.**

Student Development Update

- *E.2 - Ensure the College is authentically engaging with historically excluded and multi-lingual communities.*

Our **TRIO Educational Talent Search Program**, which serves our K-12 districts is excited to report several TRIO students being accepted into higher educational institutions with exceptional financial packages as well!

Centennial High School (12th grade TRIO Students)

- ***Kui Gay*** was accepted to **Vanderbilt** and received a full ride scholarship (Queensbridge Scholarship)
- ***Vivian Dang*** was accepted to **Bard College** and received a Bard merit-based scholarship which will cover 90% of the total cost of attendance.
- ***Esther Solomon*** was accepted to **Oregon State University** and received a full ride scholarship (Gates Millennium)
- ***Naska Fabilius*** and ***Haishee Paw*** were both accepted to **Portland Community College** and received a full ride scholarship (Future Connect and Dale Kruger)
- ***David Nguyen*** was accepted to **Portland State University's** Pacific PharmD dual enrollment program and received a full ride scholarship.
- ***Dora Li*** and ***Kalia Sananixai*** were both accepted to **Oregon State University** and received a full ride scholarship (Ford Family Foundation)
- **David Douglas High School (12th grade TRIO students)**
 - ***Diana Luu*** was accepted to **Princeton** and received a full ride scholarship (Quest Bridge)
 - ***Nikki Truong*** was accepted to **MIT** and received a full ride scholarship (Quest Bridge)
 - ***Kim Pham*** and ***Katie Liang*** were accepted to **University of Virginia** and received full ride (institutional scholarships)
 - **Travis Meyer** was accepted to **Bostin University** and received a full ride (institutional scholarships)
 - ***Aubrey Jager, Mireya Salazar, Diana Luu, Michael Lopez, Liliana Gomez, Daisy Rabedeau, Tony Trinh*** and ***Rebecca Balderas*** were all accepted to **Portland Community College** and received the Future Connect Scholarship.
- **Gresham High School (12th grade students)**
 - ***Carla Martinez Balbuena, Yareli Santiago Salazar*** and ***Diosalinda Lopez González*** were all accepted to **Portland Community College** and received the Future Connect Scholarship
 - ***Chayse Richardson*** was accepted to **Portland State University** and received the Renaissance Scholarship
 - ***Ruby Cretsinger*** was accepted to **University of Oregon** and received the Logan Educational Scholarship

Instruction

Betsy Julian

June 2024

Goal A: Teaching & Learning:

A.1: Provide ongoing trainings and time for teaching staff to integrate best practices for effective and inclusive teaching into their classes, including culturally responsive teaching, experiential learning, and community connections.

- Full-time faculty members from the Health, Physical Education, Athletics, Aquatics, and Recreation Division, Josh Stratman and Petra LeBaron-Botts are attending the National Conference on Race & Ethnicity (NCORE)
- AVID|LSC|Library hosted our third Write-In Event created by Larry Gilius, writing lab coordinator. We had 18 readers - students, faculty, and staff share their own writing and the writings of others that have inspired them. Readings were in many languages including Arabic, Burmese, English, and Spanish. The event also featured a pop-up library with selected titles on writing and creativity that participants could check out and take with them to learn more.

A.2: Create welcoming and trauma-informed learning environments that promote a sense of belonging and well-being, cultivating a learning mindset for all members of the campus community. Collaborate across units, divisions, and departments with curated topics.

- The Mt. Hood Community College softball team won the Northwest Athletic Conference (NWAC) Championship Tournament. Ava Carroll was named the NWAC MVP of the tournament and was recently named the National Fastpitch Coaches Association (NFCA) Player of the Year, and Bella Carazo was named to the NWAC All-Tournament team and the NFCA Pitcher of the Year. Additionally, Jasmine Barela, Peyton Foreman, Sara Martin, and Madison Walker were named to the NWAC All-Tournament team. Carroll, Carazo, and Walker were also named to the NFCA All-American Team. Head Coach Brittany Hendrickson was named the NWAC Softball Coach of the Year and along with her staff were named the NFCA Coaching Staff of the Year.
- Three of our student-athletes were honored at the NWAC Hall of Fame Banquet for their outstanding performances in the classroom and on the field/track this past academic year.
 - Ava Carroll was named the NWAC Baden Softball Player of the Year.
 - Grace Lam Tiang was honored as the recipient of the NWAC Women's Sports Foundation award winner and received a \$1000 scholarship.
 - Andrea Bogdan received the NWAC Art Feiro Academic Excellence award for as the top women's scholar athlete in the NWAC. Andrea is also the NWAC representative for the 2024 National Alliance of Two-Year College Athletic Administrators (NATYCAA) Scholar Athlete award. She has maintained a perfect 4.0 GPA and received \$1000.



Instruction Update

- The Mt. Hood Community College Athletic Department has collaborated with community members and peer institutions to host and co-host several prestigious Northwest Athletic Conference (NWAC) events including the Southern Region Track and Field Championships, the NWAC Championship Softball Tournament at Delta Park, and the NWAC Track and Field Championships.
- The Multicultural & Diversity Resource Center and MHCC Library are hosting *Never Again*, an exhibit from Japan's Ground Zero Museum from May 20 - June 7. Posters and digital media describing the state of the Hiroshima A-bomb damage in 1945 are available for the community to observe and reflect on this devastating point in history.
 - Upcoming Lecture (Thursday, June 6th from 5 – 7 PM, AC1001)
As a part of this event, we will be able to hear from a speaker and survivor facilitated through Japan's Ground Zero Museum (hybrid, presenting from Japan). Attendees will be able to join the community live in room AC1001 at MHCC (Gresham Campus) where we will listen to the virtual lecture and have an opportunity for Q & A. Additionally, John Hasegawa, MHCC Ceramics Instructor, will discuss his collaboration on the Ireichō project, a large book that documents the names of all Japanese Americans incarcerated during WWII.
Join in person or [register here to join via Zoom](#).

A.4: Re-design and implement the teaching and course evaluation system to provide support: (i) for students to give feedback to teaching staff; and (ii) to incorporate meaningful formative and summative student feedback to teaching staff that will improve teaching and learning.

- Nursing is trialing a new teaching model for skills lab classes where there will be a combination of skills lab and then practice in a simulation scenario to re-enforce learning before going out to the clinical setting and build up student confidence in the application of skills.

Goal E: Community Connections:

E.1: Develop a process for capturing the work MHCC is doing to connect with the community, and coordinate our efforts for engaging and informing the public, as well as the campus community.

- The Small Business Development Center (SBDC) was interviewed by the Outlook, a Gresham online newspaper. Article available [here](#).
- The Small Business Development Center (SBDC) presented general information about the SBDC program and its impact on the local community (capital infusion, jobs created and retained, businesses assisted, counseling hours) for the past 10 years to the Sandy Chamber of Commerce at The Bite, a monthly networking luncheon.

Administrative Services

Jennifer DeMent

June 2024

Goal A-Teaching and Learning Improve Teaching and Learning Practices and Processes to Support Learning and Success for All Students.

OBJECTIVE A.1.: *Provide ongoing training and time for teaching staff to integrate best practices for effective and inclusive teaching into their classes, including culturally responsive teaching, experiential learning, and community connections.*

- CDFS (Child Development and Family Services) continues to partner with Lillian Tsai who is developing **DEI (Diversity, Equity and Inclusion) training relevant to our program staff**. These trainings will be tailored to our program and will be shaped by surveys, focus groups, and staff interviews.

OBJECTIVE A.2.: *Create welcoming and trauma-informed learning environments that promote a sense of belonging and well-being, cultivating a learning mindset for all members of the campus community. Collaborate across units, divisions, and departments with curated topics.*

- CDFS team members are meeting bimonthly with Maywood staff to better coordinate **communication and safety planning for Maywood Center**. The team has shared information around safety incidents and are problem-solving on how to create a welcoming center for students, families, and staff, while also providing an effective way to communicate during events that present risk of safety to those at Maywood.
- CDFS completed a successful **staff appreciation week** May 6th through May 10th. Managers and the Wellness Committee collaborated in planning, preparing, and delivering appreciation materials to staff throughout the week. Staff feedback was incredibly positive.
- CDFS held an **All-Staff Appreciation Day** that included various wellness activities. The day was highly interactive with lots of opportunities for team building and wellness.



There were opportunities for dancing where staff learned new dance steps and shared their own with their peers.



Administrative Services Update



One of our Education Site Managers planned and prepared a team building art project where individuals created their own canvas strip design and weaved it together with others, demonstrating how our unique selves are brought together in a common purpose to serve children and families.



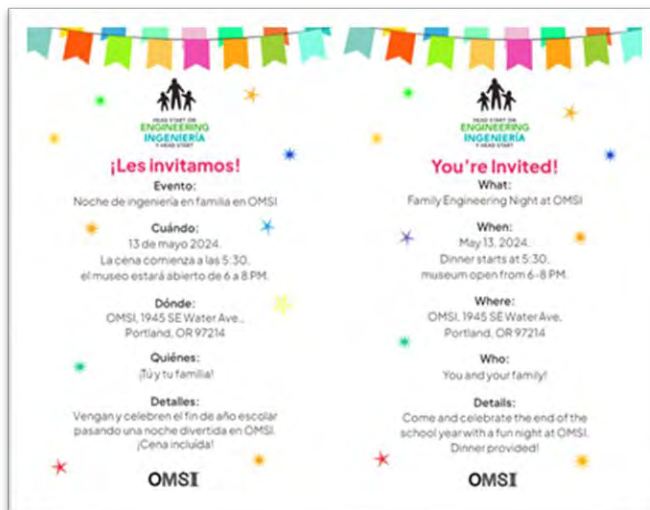
Our staff are spread over several separate locations and the All-Staff event allowed coworkers to reconnect. Many have worked together for over one or two decades

Goal B-Educational Programs and Support Services Provide the Full Range of Educational and Support Programs and Services Needed to Allow Students to Meet their Educational, Career, and Personal Goals

Objective B.1: Identify and align programs and offerings internally and with local and regional partners and community-based organizations to better meet industry and community needs.

Administrative Services Update

CDFS partnered with Head Start on Engineering (HSE) and OMSI to hold a **Family Engineering Night** at OMSI on May 13th and May 14th. We have had a long partnership with HSE and OMSI and have seen how this collaboration has provided multiple opportunities for learning for program staff, families, and children.



CDFS will hold a **“Let’s Go Fishing”**

event at Salish Ponds Wetland Park on June 1st in partnership with other community agencies such as City of Gresham, Oregon Fish and Wildlife, Get Hooked, and several more.

Objective B.4: *Identify and align support services to parallel student needs and interests (student basic needs, Barney’s pantry, Head Start, etc..).*

- IT prepared **25 Student Basic Needs laptops** to give back to students by re-imaging them.

Goal C - Organizational Structure, Systems, & Processes, Align the College’s Organizational Structure, Systems, and Processes to Reflect the Diversity of the Communities We Serve:

Objective C.1: *Address structural inequity to increase the diverse representation of students and employees.*

- CCR&R (Child Care Resource & Referral) continues to have conversations with stakeholders at a state and local level to **explore culturally responsive career pathways to engage new job seekers into the ECE (Early Care & Education) sector**, including a new partnership with Worksystems to provide career coaching and employment-ready training for individuals entering the ECE workforce.
- CDFS continues to address structural inequity by **providing interpretation for interviews and training**. CDFS continues to develop materials in Spanish and Arabic for our program since many our staff and families speak those languages.
- Human Resources conducted its inaugural yearly meeting with faculty members engaged in the **faculty recruitment process**. This meeting is required by the contract and was a chance for HR to find out how faculty procedures are happening throughout campus, what was successful and where there are possibilities for enhancement.

Administrative Services Update

Objective C.2: *Create a structural framework for equity to be a part of the student and employee experience throughout the life cycle.*

- Human Resources continues to **lead bargaining for management** with the **Classified Employees Association**. The required 150-day bargaining period will be met in early June, at which time either party could request mediation. Bargaining with the **Oregon School Employees Association** (Head Start) also continues. This process is still in its initial stages.
- Human Resources and Payroll added **two new staff members**—Melissa Bilyeu, who has worked at MHCC for a long time and transferred from the Business Office to be the Payroll Coordinator and Margaret Langnese, who is new to MHCC and works as the HR/Payroll Clerk.
- Human Resources is facilitating the **annual performance review process**. The process consists of two parts—an Individual Strategic Plan (ISP), crafted by the employee in partnership with the supervisor and the Progress Review, a reflection by the employee of the ISP and learnings. Classified and confidential employees and managers are completing their Progress Reviews now and will be drafting their ISPs for the year to come shortly.
- Human Resources continues to facilitate the **recruitment for a Vice President of Advancement**. Three candidates have been invited to participate in on-campus interviews in the first week of June.

Objective C.4: *Build a positive climate using principles of equity and trauma-informed care.*

- CCR&R staff attended a half day **equity training** with Dr. Lake and had the opportunity to engage in a community of practice that provides the space for reflection. CCR&R is in the process of exploring affinity groups for early care and education educator.
- Human Resources conducted training with managers on changes to the new Full Time Faculty contract. These training sessions were designed to **equip managers to administer the contract and provide a venue for questions**.
- CDFS is creating a new collaborative process between our education coaches and the mental health consultant team. This **new collaboration supports the partnership of both groups to work together in alignment with the classroom team goals**. They also will support the whole classroom team which includes the classroom aide, assistant teacher, and lead teacher. This is a shift from the past practice of meeting one-on-one with the teacher. Communicating with the whole team provides not only professional development opportunities for all classroom staff, but it also emphasizes the vital role all teachers have in the classroom.

Objective C.6: *Seek additional funding through a variety of potential revenue sources such as a local bond measure, grants, and philanthropic and industry funding and support to implement the objectives defined in this Strategic Plan.*

Administrative Services Update

- The Preschool and Early Learning Division of Multnomah County has increased the FY24-25 budget for the CCR&R to include **funding for five new positions that will provide cultural and linguistic professional development** to Instructional Coaches and newly licensed childcare providers who are interested in becoming a Preschool for All provider.

Goal D - Facilities & Technology, Provide Facilities and Technology Platforms to Serve the Needs of All Students:

Objective D.2: *Improve MHCC's website presence to streamline, improve readability level, include language translation, and refine focus to ensure it is geared towards student and the community.*

- IT Application Team continues to add **enhancements/improvement to the new MHCC website:**
 - Added the ability to upload PDFs for the Office of the President
 - Created a new themed template and athletics roster.
 - Developed an added content row for the homepage announcements.
 - Completed the 2024 commencement page and populated content.
 - Created a CMS (Content Management System) groups/permissions report to help manage the content system.
 - Addressed some issues that improved our website SEO score.

Objective D.3: *Spread awareness of IT and facilities initiatives and improvements on Campus.*

Administrative Services Update

Shared plans in the All-Campus Update for this summer and next fiscal year **parking lot improvements**. Targeted lots are F, G, H, P, L, and South campus ring road, marked in red on the map to the right.

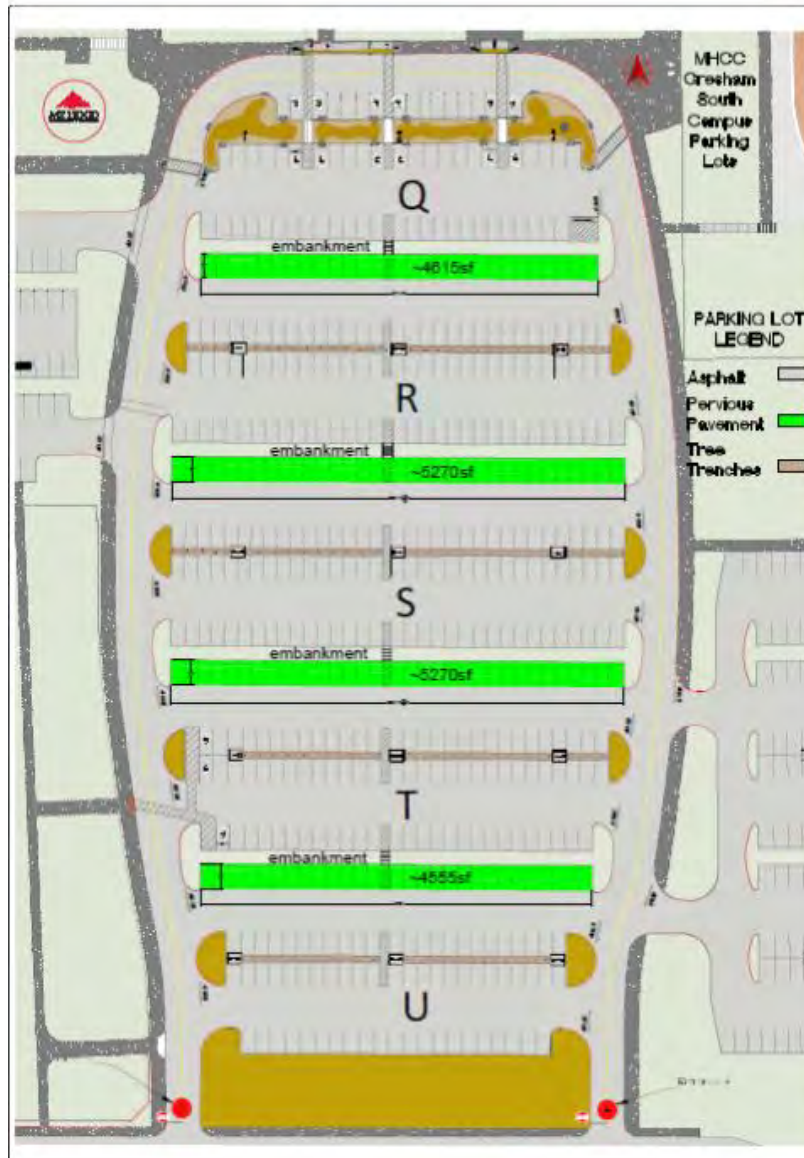
Made repairs to the front fountain for Barneys Bash and Commencement:



Objective D.4: *Identify gaps, consider feedback to identify priority improvements, put together a funding and resource plan based on priorities identified, and implement priority projects for Online Learning.*

- Applied for a **Nature in Neighborhoods (NIN) grant from Metro** for FY 24/25 to do phase two of the South Campus stormwater projects, putting in pervious pavement on the North part of parking lots R, S, T, U. Grant results will be announced in July.

Administrative Services Update



Objective D.5: *Ensure student and employee facing electronic systems, including the Community College website and registration system, are user friendly and easy to navigate; utilizing business process review to identify and prioritize improvements.*

- IT Application Services completed some general updates to forms to **improve the student experience**, including some minor updates to the Admissions form.
- IT Application Services created an automated workflow to process data submitted related to **Preferred Name Change Requests**.
- Testing for a Cognos (reporting product) upgrade was completed in preparation for a June rollout.

Administrative Services Update

Objective D.6: *Update the comprehensive facilities plan to be integrated with the Academic Program and Strategic Enrollment plans, and proactively seek funding sources or partnerships to implement strategies that will support a welcoming, safe, and inclusive physical setting.*

- Reviewed Final Draft of the **Comprehensive Facilities and Campus Plan** with the Architect. Content is completed, sent to Brand, Marketing, and Communications for photo review and updates.

Objective D.7: *Ensure that all employees and students have modern and up-to-date office and classroom technology that is consistent with current workplace/industry needs.*

- IT Client Services completed most FY 23-24 staff computer upgrades with the final 15 planned for June.
- Six **student labs** were re-imaged and upgraded to Windows 11 – they were also moved to a more efficient infrastructure.
- Eight iPads were set up for the **Welding** program.
- Updates were made to support Pearson VUE (student testing services) at **Maywood**, and the testing workstations were upgraded to Windows 11.
- A new **KMHD** workstation was set up for Sylvan tower.
- A new patching system was deployed to our Mac environment for increased **security**.
- The IT Application Team upgraded the HR and Public Safety databases to a more secure version and moved them to a new server.
- **Cyber-Security – Recap of email risks identified and/or blocked for May:**

Type	Instances Blocked
Phishing	6,121
Spam	82,005
Email Malware	98

Goal E: Coordinate Community Connections, Increase Our Visibility and Strengthen the Connection Between the College and Our Local and Regional Community Partners:

Objective E.2: *Ensure the College is authentically engaging with historically excluded and multi-lingual communities.*

- CDFS partners with our **mental health consultants who can provide culturally and linguistically relevant support** for our program teams and classrooms. Including multiple perspectives can better support children and families and meet the needs of our diverse classroom teams.

Objective E.4: *Partner with local organizations to create a community hub to exchange and share resources.*

Administrative Services Update

- To **recruit bilingual/ bicultural community trainers and leverage collective resources** CCR&R is partnering with IRCO (Immigrant and Refugee Community Organization), OCCD (Oregon Center for Career Development in Childhood Care and Education), PEL (Preschool and Early Learning) and Worksystems to create a comprehensive recruitment flyer and pathway that will provide technical assistance to support new community-based trainers.

College Advancement and District Communications

Al Sigala

June 2024

Teaching and Learning:

Shelley McFarland attended NCORE – National Conference on Race and Ethnicity in Higher Education where she learned best practices for equity and equality regarding higher education. The four-day conference had over 5,500 attendees including 17 from MHCC.

Brand, Marketing, and Communications completed our marketing campaign for BAS (bachelor's in applied sciences) in cybersecurity digitally. This campaign promoted our open houses. Our Trimet bus ads are set to run through August 25.

Education Programs and Support Services:

The final dollar amount for scholarships awarded for the 2023-24 school year is \$949,801.41. There were 248 total scholarships awarded.

Award notifications for the 2024-25 academic year were emailed to students on May 14. Currently, \$806,836.21 is being offered and students have until June 1 to accept. Any declined scholarships will be re-awarded if possible.

The Foundation attended the Corbett High School award ceremony where Shelley gave out the MHCC Foundation Scholarship for High School Students – Corbett. Award ceremonies are scheduled for the other district high schools and the Foundation plans to have a representative attend if possible.

Marketing continues our monthly meetings with the enrollment and recruitment team to continue the strategic enrollment progress and ensure alignment of marketing and enrollment initiatives.

Our team met with the CDFS program to provide insight and direction in updating the Maywood Campus with updated branding. Additionally, we met with the CDFS team to onboard them onto our new digital marketing and emailing platform, streamlining messaging.

We crafted and produced a printed poster to promote enrollment for two Fall 2024 English courses as well as a new collaborative course titled “Race and Representation in the United States.”

Our team worked with the foundation to produce various deliverables for its Heroes of Education and Annual Dinner through designing and producing invitations.

College Advancement and District Communications Update

BMC (Brand, Marketing and Communications) worked with Performing Arts, assisting with visual direction for their upcoming spring concerts through updated programs. We also helped produce the program for the State Jazz Championships, hosted at MHCC.

We worked closely with ARR to provide all deliverables (programs – both digital and print, posters, speeches, and reader cards) for the 2024 Commencement.

Organizational Structure, Systems, & Processes:

The Greater Assistance League of Portland has committed to a \$30,000 donation for scholarships in the trades for the 2024-25 school year.

BMC worked with the business office in the design and completion of the 2023-24 adopted budget document, juggling multiple sources and stakeholders to ensure accuracy.

Our team continued on-boarding staff for constant contact, continuing to refine the process for efficiency in means of email communication and distribution.

Facilities and Technology:

Currently, the Foundation is collecting scholarship recipient post-acceptance packages (thank you letter, biography and photograph) to create Scholarship Reports to be sent to donors in our continued stewardship endeavors.

Performance for mhcc.edu on *Google Search* (May 1-31):

Overall:

521k impressions

35.8k total clicks

6.9% Average Click Through Rate (CTR)

Top Performing Queries:

“mhcc”: 3.8k clicks, 10.2k impressions

“Mt hood community college”: 3.3k clicks, 9.9k impressions

BMC wrapped up phase 2 of the campus beautification project with the installment of wall wraps and decals in the Testing Center.

Community Connections:

The Foundation has been preparing for the Heroes for Education Reception on June 5 at 5:00 p.m. in the Student Union. We will recognize the new and ascending members of the donor wall and the 2024 Hero for Education, Warner Allen. Here are this year’s donor wall honorees:

SUMMIT (\$250,000+)

Edward M and Helen B Nelson

CLOUD CAP (\$100,000 +)

Wintz Family Foundation

College Advancement and District Communications Update

Marilyn and Ronald Zook

GLACIER (\$50,000 +)

Arthur Dusdall RLT

TIMBERLINE (\$25,000 +)

AARP

City of Gresham

Dan and Olivia Corcoran

Landers-Bree Heritage Woodwork and Millwright Foundation

Deanna Spooner Sundstrom

MEADOWS (\$10,000 +)

Warner Allen

Estate of Janice Entenmann)

Anne Furniss

Kia of Portland

OPB

Portland Cremation Center

Mortenson

In coordination with the Fundraising and Planned Giving Committees, staff is preparing lists of priority stewardship opportunities in advance of the change in Foundation leadership. We hope to continue building the relationships that the Foundation has cultivated over many years.

In May, the Planned Giving Committee determined the quarterly outreach topics for the coming year as part of the Crescendo Marketing platform. They are:

- *Spring 2024* *Capital Gains Strategies*
- *Summer 2024* *Wills and Bequests with a focus on Endowed Funds*
- *Fall 2024* *End-of Year Campaign with a focus on IRAs/RMDs*
- *Winter 2025* *Donor Engagement Survey*

We are also preparing for the Foundation's annual board dinner on June 26 at Edgefield's Ballroom. Invitees include current, honorary, and emeritus board Foundation board members, past Foundation board that served under Al's tenure, District Board members, Patron Saints and key donors. We will celebrate the Foundation board's year in accomplishments and Al's impact at the college as he retires at the end of June. Invitees are encouraged to bring a guest.

The Foundation tabled three sporting events in May – baseball, softball, and a track and field meet. Outreach for alumni was through a newsletter email. Alumni attendance was poor – 0 at softball, 4 at baseball, and 2 at the track and field meet. The Alumni Committee will meet to discuss better methods of outreach for creating an alumni community.

College Advancement and District Communications Update

In mid-May, alumni were also offered tickets to the MHCC theater production of “Everybody.” Nearly 35 tickets were reserved for alumni to attend.

On May 20, Shelley was the keynote speaker at the installation ceremony for the AAUW – American Association of University Woman. She spoke about the MHCC Foundation, scholarships and advancement. With her was Jaclyn McCrae, a former scholarship recipient who spoke to the AAUW about how scholarships helped her.

The Foundation was also represented at the May 22 Rotary luncheon where MHCC students are awarded scholarships. Shelley presented the Radak Scholarship to MHCC student Alexis Norwood.

The team is working with the President’s Office and other consultants to establish and develop a marketing plan around the college’s bond endeavor. We continued digital ads bolstering the college ahead of the bond, we launched a billboard on Highway 26. We also started doing a social media campaign with organic as well as paid media components. We will continue to create more opportunities for recognition in our district. We also worked on a one-page flyer on the bond translated into our district languages. Our team has put together “kits” for folks tabling at events to bring awareness about the bond. These kits include paper deliverables like quick facts and look books, as well as MHCC swag and merchandise like pennants, pens, and various swag items.

We completed our work on the summer 2024 community education trifold and sent it to print and have gathered all content needed for the digital editorial and have begun the design phase. The editorial is set to be published in mid-June.