

# MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on December 9, 2015, with a **Board Workshop** in the President's Office at 6 p.m., followed by a **Regular Session** at 7 p.m. in the **Board Room** at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

## AGENDA SESSION #908

ITEM	TIME	EXHIBIT	INFO/ ACTION	AGENDA ITEM	PRESENTER
	5:30 p.m.			<i>Board Dinner: President's Office</i>	
1	6 p.m.			<b>Board Workshop:</b> Head Start Training, Open Discussion	Susie Jones
2	7:00 p.m.	CONVENE AS MHCCD BOARD		<b>CALL TO ORDER /DECLARATION OF A QUORUM</b>	Susie Jones
3		3.1	Action	Approval of the Agenda	Susie Jones
		3.2	Action	Consent Agenda: Approvals & Information  <ul style="list-style-type: none"> <li>a. Minutes from Board Mtg 11/18/15</li> <li>b. Monthly Personnel Report</li> <li>c. Monthly Financial Report</li> <li>d. Monthly Head Start Report (November)</li> <li>e. Acceptance/expenditure of projects funded in whole or partially by non-district funds</li> <li>f. Head Start Community Assessment Survey</li> </ul>	Susie Jones
4	7:05			<b>PUBLIC INPUT</b>	
5	7:10			<b>PRESENTATIONS AND REPORTS</b>	
		5.1	Info	Aquatics Report	Tanya Richardson, Kim Hyatt

		5.2	Info	Accreditation Report	Sheri Mosher
6	7:40			<b>BUSINESS/ACTION</b>	
		6.1		Program Approval	Christie Plinski
		6.2		Board Policy ( <i>first reading</i> )	Jarrold Hogue
7	8:00			<b>INFORMATION</b>	
		7.1	Info	President's Report & Potential GO Bond Update	Debra Derr
8	8:10			<b>CLOSING REMARKS</b>	Susie Jones
		8.1		<ul style="list-style-type: none"> <li>• ASG Representative Comments</li> <li>• Advisory Representatives comments</li> </ul>	
		8.2			
9	8:15			<b>ADJOURNMENT</b>	Susie Jones

**The next regular meeting is scheduled for January 13, 2015**

Individuals requiring accommodations due to a disability should contact the Disability Services office at 503/491-6923 or 503/491-7670 (TTD).

Please contact them as soon as possible to ensure availability.



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: **3.2a**

CONTACT PERSON: *Carrie Toth, Board of Education Relations*

---

SUBJECT: APPROVAL OF MINUTES

## Session #907

A meeting of the Mt. Hood Community College District Board of Education was held on November 18, with a workshop in the President's Office at 6 p.m. There was a Regular Session at 7:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

### **WORKSHOP**

Board members present: Susie Jones (Chair), Jim Zordich (Vice Chair), Michael Calcagno, Kenney Polson, Sonny Yellott, Teena Ainslie

Staff present: Debra Derr, Richard Doughty, Carrie Toth

Susie Jones began the workshop by reminding the board members that they are to submit workshop topics in advance for consideration or for future agenda items. The board can share ideas, bounce ideas off each other, and can determine as a whole whether or not to consider the item and to take staff time with information requests.

Jones distributed an excerpt from the Oregon Public Meeting law regarding agenda items. She noted that while the board can add items to that evening's meeting, they may not always have all the background information necessary to make a decision, and the public should be informed of agenda topics in advance whenever possible. She urged the board to be thoughtful when considering whether or not to add items. Ainslie and Polson agreed.

She noted that the board will have discussion at the regular session about the previous month's motion on recording. Currently, the board more than meets the legal requirements, providing meeting minutes and a recording (when requested).

Jones noted that when the board has a split decision, the Board Assistant must record votes by name; Jones will likely ask for a show of hands in the future on split decisions. She also noted that four affirmative votes must be cast to pass a resolution, regardless of the number of members present. The board can have a quorum of four members, but four positive votes are still required. Members can be present electronically. Board members should vote and not abstain habitually, unless there are conflicts of interests or other circumstances. Jones also noted that board members must be present to vote and cannot vote by proxy or in writing. She distributed a monograph on Carver Policy Governance to the board members.

Yellott asked the authority of the board to research information about a group of Law Enforcement Officers and military members who are donating their time to training selected students on how to respond in emergency situations like the Umpqua shooting. He does not have all the details but would like to pursue it. Jones asked what the College is already doing as far as training. Derr responded that we have had law enforcement and the FBI working with the College and that we have strong relationships with those groups through our Public Safety office. Calcagno asked if we are currently providing training to students; Derr responded that we currently train them to “run, hide, fight.” The board agreed that they would like further information about current training programs, specifically for students, by the next meeting. Yellott can provide Rick with information about the program he is referring to.

Ainslie asked about the proposed PSU payroll tax. Derr responded that the community colleges in the affected districts – PCC, Clackamas, and Mt. Hood - are working to put together a response to address their concerns. She will keep the board informed through the Friday letters.

Ainslie provided information on the ASVAB test, which she worked with previously and which many of the local high schools still use. MHCC does not currently provide ASVAB testing. Ainslie stated that the ASVAB gives students personal information about themselves and can help guide them toward a career and a goal in a way that they can afford. She said that it is also helpful for students with a military background in selecting a career. Her proposal is to offer the ASVAB at Mt. Hood. Derr stated that we only provide college placement testing, but that we are exploring different alternatives-there is a lot of activity around assessment at the state level and with Guided Pathways. Derr will speak with the President of Blue Mountain, where they use the ASVAB as a tool, and look at what schools in our district are using it. Ainslie would like to see be able to capitalize.

Calcagno presented a white paper on his concept for an Upward Mobility Center for the board’s consideration. He stated that community colleges traditionally do not provide stability or wraparound support for students in need. Tacoma Community College has been doing something similar with outstanding results. He asked that board to read the proposal and generate conversation for the December or January board meeting. He believes that this would increase success and completion for high-barrier students. The proposal would involve Home Forward, who receives funding from HUD. He sees this as a way to offer an “on ramp” to jobs and to the middle class and noted that MHCC will be a significant transit hub when the Powell-Division project is completed, which could provide access to other grant dollars. He emphasized that this is his concept and

not that of the board and asked the board to read the packet, ask questions, and consider the proposal – he would eventually seek a letter of interest from the board.

Derr asked about a timeline – are there dates that expire? For example the \$8m for the bond match will expire. She would like the board to consider the concept in relation to the bond, Academic Master Plan, Guided Pathways, and other items the board is discussing long-term. Calcagno responded that, no, it can be on the back burner – it is not time sensitive. The Powell-Division project is still a long way from completion. Doughty recommends that Calcagno keep the College in the loop; he does not see the center as being able to lessen the tuition burden for students – he stated that the Back 40 provides a number of possibilities for public-private partnerships. Calcagno believes that this can still happen and would increase enrollment; Doughty responds that it would need to be part of the Master Plan.

Zordich asked how many people have received this document; Calcagno responded that he does not know. Zordich responded that he is concerned that the document gives the impression to the community that the board has already given its support, when they have not received any preliminary information.

The board will read through the information and bring questions to a future meeting. Jones reminded the board that they must move forward together when advocating and requesting information.

#### **CALL TO ORDER/DECLARATION OF A QUORUM**

A meeting of the Mt. Hood Community College District Board was called to order at 7:06 p.m. on November 18, 2015. A quorum was present.

Board members present: Susie Jones (Chair), Jim Zordich (Vice Chair), Michael Calcagno, Kenney Polson, Sonny Yellott, Teena Ainslie

#### **APPROVAL OF THE AGENDA**

Calcagno moved to approve the agenda. The motion was seconded and passed unanimously.

#### **APPROVAL OF THE CONSENT AGENDA**

Zordich requested that the board pull item 3.2e off the consent agenda. Jennifer DeMent provided an explanation of the item, which is part of the Early Head Start program, and nearly all of the cost is through Head Start.

Zordich moved to approve the consent agenda. The motion was seconded and approved unanimously.

## **PUBLIC INPUT**

Omar Morante introduced himself to the board as the ASG Senator for Financial Support.

## **PRESENTATIONS AND REPORTS**

### **5.1 CHOIR PERFORMANCE**

Kevin Lambert and the choir students performed the song, "Wanting Memories," for the board.

### **5.2 SALMON SAFE**

Rick Doughty introduced Charles George, Director of Facilities; and Steve Wise, Executive Director of the Sandy River Basin Watershed Council. Doughty noted that the board has a policy devoted to Sustainability, and that the Sustainability Council have been hard at work this year. Wise thanked the board for the opportunity to present (*the presentation is included as part of the official minutes*). He joined the campus last year in the GE building, and the Council meets upstairs. MHCC has an opportunity to be the first community college to receive a Salmon Safe certification, which he views as a strong opportunity to highlight stewardship and promote sustainability. Many potential partners and funders are willing to work with the college; Intel, for example, is interested in using this as a test case. George noted that the project can be built into the campus Master Plan.

Jones asked if there are opportunities to tie the program to curriculum. George responded that there are multiple opportunities with our Fish & Wildlife Programs. Derr stated that part of the charge of the President's Climate Initiative, which she is pledged to, is to integrate sustainability programs across campus. George noted that one current issue is with warm water that drains from the pool; Calcagno asked what a possible solution would be. George responded that small steps to cool the water would be a first step, with longer-term steps such as removing the dam as a possibility. Polson asked if any bond money would be allocated for this purpose. Doughty responded that the initial cost is modest, with our proposed partnerships, and that could be part of the future bond cycle.

### **5.3 MESD**

The MESD Accountability report will be rescheduled.

#### 5.4 ELLUCIAN

Sharla Trimm of Ellucian provided an update on the Grants Office. Earlier this year, the board approved Ellucian as a vendor to assist with grant writing. Trimm wants to help the College develop a long-term grants strategy, focusing on all aspects of the grants process. New applications must align with our Strategic Plan. She is providing training sessions to MHCC staff and working to increase our capacity to pursue and manage grants. Al Sigala is currently the College's point of contact, with Sharla as the Ellucian Lead. She meets weekly via teleconference with College staff. Currently, there is about \$1.5m in pending grants, including one for Cybersecurity. Derr reminded the board that this new Ellucian contract is to help the college work toward financial stability and ramp up our Resource Development through the Foundation and grants. MHCC has not had an infrastructure to support the grant process.

### BUSINESS/ACTION

#### 6.1 OSBA ELECTIONS

Carrie Toth distributed ballots for the 2015 OSBA elections. Jones asked each board member to record their votes and return them to the Board Assistant to tally. The Board will submit one vote as a whole. Board members elected:

OSBA Board Position 17:

Francisco Acosta

LPC Position 17:

James Trujillo

OSBA Board Position 18:

Kris Howatt

LPC Position 18:

Amy Kohnstamm

OSBA Board Position 19:

Paul Anthony

ACTION LPC Position 19:

Kent Zook

Zordich moved to approve the vote and submit it to OSBA. The motion was seconded and passed unanimously.

## 6.2 BOARD MEETING RECORDING

Debra Derr read a summary of the cost for posting audio and video recordings of the board meeting. At the October meeting, the board had indicated an interest in having the audio recording posted following the November meeting, with a cost analysis to be provided for video recording. At the time, it was thought that the audio would be at no cost; however, because of our recent OCR complaint, our website must be ADA compliant, which would require a full audio transcript to be posted with the recording. Any video would have to have closed captioning, at a cost to the College.

Jones reminded the board that, as it stands, the board requested a posted audio recording following the November meeting. Calcagno clarified that the amendment was for the video only, not that the board would re-evaluate the audio. Jones responded that he is correct, but the board did not realize at the time that there was cost to the audio, so the board can reconsider with a motion.

Zordich moved to rescind the board's previous motion from the October meeting and bring it forward to be re-evaluated at the 2016 budget cycle. Yellott seconded the motion. Jones clarified that rescinding a motion would require a 2/3 vote of the board. Calcagno encouraged the board to vote no and to go ahead with the lower cost audio options. Jones noted that the board budget does not have the recording cost built in. She believes that the board is creating an expense for the College for a non-emergency situation, and that concerns her. Derr responded that she and DeMent will look at the budget to find the resources, or else the board can reexamine its budget. Polson asked when the budget cycle will begin. Derr responded that we are underway, but that the budget would be presented to the board in the spring. The fiscal year ends June 30<sup>th</sup>.

Zordich, Yellott, and Jones voted yes. Ainslie, Polson, and Calcagno voted no. The motion failed.

Calcagno moved to continue with the posting of audio with full transcript and then re-evaluate the video portion with the new budget cycle. Ainslie seconded the motion. Jones called for a vote. Ainslie, Polson, Yellott, Calcagno, and Jones voted yes. Zordich voted no. The motion carried.

## 6.3 PRESIDENT'S GOALS

Derr provided a copy of her proposed goals for 2015-2016 for approval. She did not receive any comments from board members following the October meeting, so this version contains only very small edits but is otherwise the same. It includes big rocks like the bond, accreditation, financial stability, and the campus climate.

Calcagno asked about the Culture of Excellence training goal – can board members attend the training? Derr responded that, yes, they are welcome to attend. She will provide information on the current training and the overview.

Jim Zordich made a motion to approve the 2015-2016 President's Goals. The motion was seconded and passed unanimously.

## PRESIDENT'S REPORT & GO BOND UPDATE

Derr provided a hard copy of her President's Report. She then introduced Paige Richardson, the College's GO Bond consultant. Jones noted that Paige was the consultant for the recent bond passed by Beaverton. Richardson stated that she has been on successful teams for education bonds, and that she particularly enjoys education bonds. She is impressed by the vision for the bond and is excited to work with the College but noted that it will require a huge effort from the college community and the district.

Calcagno asked what the poll numbers reflect for the bond. Richardson responds that she has only seen poll numbers from the spring, but that it is at about 50%. The favorables are higher. The next survey will take place over the next two weeks, just after Thanksgiving. The board will receive a poll briefing and a poll summary. She noted that May elections tend to have small turnouts, while November, especially in Presidential election years, tends to be very high. The bond committee will explore both election dates and will ramp up fundraising.

Patiño asked how student government can help support the bond. Richardson responded that there are many ways – students telling stories is one of the most powerful ways to get the message out. She hopes to spend time talking to the student groups and allowing anyone who wants to help the opportunity. Social media, voter registration and turnout, and advocacy will be key. Derr noted that bond information is now posted on the web page. Richardson will continue to provide updates and information – she asks for feedback from the board members about their own questions or what they hear from the community.

## CLOSING REMARKS

### 8.1 ASG Representative Comments

Lindsay Patiño provided a copy of the CNN calendar of events that are posted in restrooms across campus. She brought attention to the Transgender Day of Remembrance on November

30<sup>th</sup> and the Multicultural Holiday Celebration on December 1. She stated that the calendar is also available on the Student Life App and will eventually be posted on the website.

ASG took 16 students to the Oregon Students of Color convention at PSU and will take one of the workshops to the ASG Senate. She and Seth Albert also attended an OER meeting, and she hopes to have a rally during winter term to spread awareness and help with textbook affordability.

She noted that ASG is currently working on the process for student complaints and students of concerns as our current process is unclear. They are also working with Lancer on more options for students – the options and hours do not necessarily work well for many of our students.

## 8.2 Advisory Committee Comments

No comments.

## **ADJOURNMENT**

The meeting adjourned at 9:21 p.m.

---

Clerk

Board Chair



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: 3.2b

CONTACT PERSON: *Gale Blessing, Director of Human Resources*

---

SUBJECT: MONTHLY PERSONNEL REPORT  
NEW EMPLOYEES:

**Administrators**

--	--	--	--

Faculty

--	--	--	--

Supervisors

--	--	--	--

Support

Ada, Kimberly	Infant/Toddler Teacher	CDFS – Early Head Start	11/2/15
Anderson, Sarah	Teacher	CDFS – Head Start	11/13/15
Elkinton, Sarah	Bus Driver	CDFS – Head Start	11/12/15
Hetzer, Roxanne	Teacher	CDFS – Head Start	11/12/15

Martinez, Maria	Bus Driver	CDFS – Head Start	11/18/15
-----------------	------------	-------------------	----------

**TRANSFERS/CHANGE IN STATUS:**

Megan Dugan	Manager – Library Services	Director – Library	11/01/2015
Andres Guzman	Executive Assistant to the HR Director and Labor Relations Advisor	Executive Assistant to VP of Student Success and Enrollment	11/09/2015
Donna Harrison	Admissions/Transcript Evaluator	Student Records Coordinator	11/01/2015
Megan Dugan	Manager – Library Services	Director – Library	11/01/2015

**CURRENT SEPARATIONS:**

		CDFS – Head Start	
--	--	-------------------	--



## INFORMATION

### MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *December 9, 2015*

**ITEM TITLE:** 3.2c

**CONTACT PERSON:** *Jennifer DeMent, Chief Financial Officer*

---

**SUBJECT: MONTHLY FINANCIAL REPORT**  
**2015-16 Activity through October:**

**Revenues:**

- State support revenue is received quarterly in August, October, January and April. The amount budgeted for 2015-16 reflects Mt. Hood's estimated share of the biennial state support amount of \$535 million. Actual state support was approved by the legislature at \$550 million, which will be reflected in the actual revenue column.
- Property tax revenue is received beginning in November. Revenue is turned over monthly from the counties, with the largest payments received in November and December.
- Tuition and fee revenue includes summer tuition of \$2.1 million and fall tuition of \$7 million. Preliminary enrollment numbers indicate a decline in tuition bearing classes as compared to 2014/15 final enrollment by 21.2% for summer term and 13.33% for fall term.

**Expenditures:**

As of October 31, four months of the fiscal year has passed. If expenditures occurred equally throughout the year, there would be 67% of the budget remaining. As an educational institution, the majority of costs are incurred between September and June.

- Salaries are not paid evenly over the year because most full-time faculty, who represent about 50% of total salary, work ten months and are paid over twelve months. Therefore, three months of faculty salary will be recorded in June. Extra-teach is calculated and paid in June, as well. Budgeted amounts include step increases and longevity for eligible employees and no cost of living increases.
- Healthcare shows a greater percentage remaining than might be expected due to the timing of premium rate increases, which are effective October 1 and paid in advance in September. Open enrollment has completed and new rates have been applied to the September payroll.
- Fringe and tax costs are paid based on a percentage of salary so the percentage of budget remaining is similar to salaries, as expected.
- Debt Service is paid according to a prescribed debt service schedule, with payments occurring in July, December, January and June.
- Transfers to Other Funds includes budgeted amounts of \$250 thousand for Student Aid, \$275 thousand for aquatic center support, and \$400 thousand for facilities capital projects. Year to date \$22 thousand has been transferred to Student Aid.

**MT. HOOD COMMUNITY COLLEGE DISTRICT**  
**General Fund Financial Report**  
**Fiscal Year 2015/16**  
**As of October 31, 2015**

	<b>Actual</b>	<b>Adopted</b>	<b>Actual</b>	<b>Percentage</b>
	<b>Year to Date</b>	<b>Budget</b>	<b>October</b>	<b>of Budget</b>
	<b>Jun 30, 2015</b>	<b>2015/16</b>	<b>2015</b>	<b>Remaining</b>
	<b>(Pre-close)</b>			
<b>Revenues</b>				
State Support	24,935,144	27,062,523	13,756,737	49%
Property Taxes	10,964,362	10,920,663	109,997	99%
Tuition and Fees	26,517,078	25,638,074	9,820,821	62%
Uncollectible Receivables	(306,000)	(400,000)	-	n/a
Access Fee	827,680	793,156	315,105	60%
Other Revenues	2,017,180	1,084,700	242,367	78%
Transfers In	75,000	200,000	-	100%
<b>TOTAL REVENUES</b>	<b>65,030,444</b>	<b>65,299,116</b>	<b>24,245,027</b>	<b>63%</b>
<b>Expenditures</b>				
Salaries	35,108,191	36,796,514	9,416,657	74%
Health Care	5,223,279	5,851,426	1,440,176	75%
Fringe/Taxes	11,128,657	10,430,860	2,645,927	75%
Materials & Supplies	5,989,166	6,895,149	1,914,246	72%
Utilities	1,631,851	1,649,672	376,708	77%
Grants in Aid/Tuition Waivers	1,205,025	1,307,840	397,390	70%
Debt Service	2,359,990	2,397,478	326,363	86%
Transfers to Other Funds	565,304	925,000	22,045	98%
<b>TOTAL EXPENDITURES</b>	<b>63,211,463</b>	<b>66,253,939</b>	<b>16,539,512</b>	<b>75%</b>
<b>Rev Greater (Less) Than Exp</b>	<b>1,818,981</b>	<b>(954,823)</b>	<b>7,705,515</b>	
<b>Beginning Fund Balance</b>	<u><b>4,264,382</b></u>	<b>3,900,000</b>		
<b>Ending Fund Balance</b>	<u><b>6,083,363</b></u>	<u><b>2,945,177</b></u>		
<i>As a percentage of expenditures</i>	<i>9.6%</i>	<i>4.4%</i>		

## GLOSSARY

### Revenues:

State Support includes funds received through the Community College Support Fund allocated to each of the 17 community colleges in Oregon. Funding allocations are based on student full time equivalent (SFTE) and a growth management component. The 2015/16 budget was based on the assumption that community colleges will receive \$535 million for the 2015/17 biennium. The fund ultimately received \$550 million, which is not reflected in the 2015/16 adopted budget. MHCC currently represents approximately 10% of the state total, however a percentage of funding may be based on outcomes beginning in 2016/17.

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 generated for the General Fund. Tuition for 2015/16 generated \$95.50 per credit hour during summer 2015. Beginning in fall term tuition was lowered by the Board to \$94.00 per credit hour. A technology fee of \$5.25 per credit hour and an Associated Student Government (ASG) fee of \$3 per credit hour are in addition to the tuition rate and recorded in separate funds. A College Service Fee of \$45 per term is also assessed to students registered for a minimum of one credit. An Access Fee of \$35 per term is also assessed to students registered for a minimum of two credits.

Other Revenues include rental charges, interest earnings, and grant and foundation indirect cost recoveries and sales revenue.

Transfers In is primarily profit generated by the Bookstore. These transfers typically occur in June as part of the year-end closing process.

### Expenditures:

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

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

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

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

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

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

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

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



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *December 9, 2015*

**ITEM TITLE:** 3.2d

**CONTACT PERSON:** *Jean Wagner, Head Start Director*

---

**SUBJECT: MONTHLY HEAD START REPORT - November 2015**

**Head Start/Early Head Start News from the Director**

**November 2015**

News:

- The program welcomed a new Education Site Manager in October. Sonja Harvey oversees Mt. Hood and Kelly Place.
- The Early Head Start Child Care Partnerships recently added a partnership with Reynolds Learning Academy Teen Parent Program.
- The program's annual self-assessment is getting underway, volunteers will be contacted next week. All Policy Council and Board members are welcome to participate. Call Mavonnie at 503-491-6130 to find out more information.

Enrollment Report for October 2015

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.

**Number of children funded to serve**

<b>Head Start</b>		<b>Early Head Start</b>	
Federal	399	Federal	108
State	605	State	6
City of Portland	40	City of Portland	24
		MIECHV	20
		Child Care Partnerships	75
<b>Total:</b>	<b>1044</b>	<b>Total:</b>	<b>233</b>

**Enrollment for September**

<b>Head Start</b>	<b>Children</b>	<b>Early Head Start</b>	<b>Children</b>
Head Start	1044	Early Head Start	158
		EHS Child Care Partnerships	23
<b>Total:</b>	<b>1044</b>	<b>Total:</b>	<b>177</b>

**Number of children who have applied (as of 11/1/15)**

<b>Program</b>	<b>Children</b>
Head Start	194
Early Head Start	350
EHS Child Care Partnerships	1
<b>Total:</b>	<b>545</b>



Center	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Total
Russellville EHS*	90%	92%	95%	95%									93%
<b>Program ADA</b>	<b>81%</b>	<b>86%</b>	<b>96%</b>	<b>87%</b>									

\*children attending Russellville are subsidized by DHS child care subsidy

### Average Daily Attendance by Early Head Start Community Partner

Center	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Total
David Douglas High School			67%	73%									70%
Gresham High School			95%	82%									89%
Happy Go Lucky		100%	97%	93%									97%
Little Friend's Day School		100%	81%	88%									90%
Melody's Munchkins		97%	90%	88%									92%
Pixie Child Care		80%	88%	77%									81%
Reynolds Learning Academy													89%
<b>Program ADA</b>			<b>94%</b>	<b>86%</b>									

### Mt. Hood Community College Head Start Financial Report October 2015

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)

#### BUDGET JULY 2015-JUNE 2016

Funding Source	Total Funds
Federal/State Head Start	\$9,893,967
Head Start Training	\$42,472
Portland Children's Levy HS	\$428,331
Federal Early Head Start	\$1,415,899
Federal EHS Training	\$35,397

<b>Funding Source</b>	<b>Total Funds</b>
EHS Child Care Partnerships	<b>\$1,643,474</b>
EHS Child Care Partnerships Training	<b>\$34,056</b>
Portland Children's Levy EHS	<b>\$301,137</b>
State EHS	<b>\$78,238</b>
Maternal/Infant & Early Childhood Home Visit (MIECHV)	<b>\$121,465</b>
<b>Total</b>	<b>\$13,992,166</b>

Expenditure Report

<b>Budget Category</b>	<b>Budget</b>	<b>Spent in September</b>	<b>Percent Spent</b>
Salaries and Fringe Benefits	\$10,069,667	\$2,163,696	21.49%
Equipment	\$13,000	\$0	0.00%
Travel/Training	\$250,456	\$25,417	9.95%
Supplies	\$387,428	\$238,768	61.63%
Contractual	\$792,442	\$10,050	1.27%
Other	\$2,474,173	\$504,701	20.40%
<b>Total</b>	<b>\$13,987,173</b>	<b>\$2,942,631</b>	<b>21.03%</b>

Reimbursement Funds

<b>Source</b>	<b>Amount Budgeted</b>	<b>Amount Received Year to Date</b>
DHS Child Care*	\$200,000	\$42,686
USDA Funds*	\$500,000	\$29,246.11

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

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

Visa Purchasing Cards used by Head Start staff are monitored monthly 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.

### Closing Date 10/21/15

Description	Head Start	EHS	Children's Levy EHS	Oregon EHS	MIECHV	EHS CCP	Totals
Center Supplies	\$6410.02	\$224.95					\$6,634.97
Child Food							\$0.00
Computer Supplies							\$0.00
Dental/Medical							\$0.00
Education Supplies						\$12,054.2	\$0.00
Family Services							\$0.00
Health Supplies	\$21.00	\$2.36					\$23.36
Maintenance							\$0.00
Office Supplies						\$310.99	\$0.00
Other Costs							\$0.00
Parent Activities	\$764.21	\$147.25	\$7.19		\$48.33	\$97.68	\$966.98
Postage						\$39.20	\$0.00
Pre-Employment							\$0.00
Site Repair	\$1,072.04	\$7.48					\$1,079.52
Training	\$1,767.65	\$1,381.20	\$473.00		\$167.00	\$2,125.00	\$3,788.85
Vehicle Costs	\$304.82						\$304.82
Utilities	\$1,882.67	\$383.21	\$240.59		\$160.41	\$630.97	\$2,666.88
<b>Total</b>	<b>\$12,222.41</b>	<b>\$2,146.45</b>	<b>\$720.78</b>	<b>\$0.00</b>	<b>\$375.74</b>	<b>\$0.00</b>	<b>\$15,465.38</b>

This is a list of frequently used vendors where purchasing cards are used and the purpose.

Frequent Vendors	Supplies
Cash n Carry	Parent Center Committee Meeting (PCCM) Supplies
Discount School Supply	Classroom Supplies

<b>Frequent Vendors</b>	<b>Supplies</b>
Dollar Tree	PCCM Supplies
Fred Meyer	Classroom/Site/PCCM Supplies
Grocery Outlet	PCCM Supplies
Safeway	PCCM Supplies
Target	Classroom/Site/PCCM Supplies
Walgreens	Site Supplies (Photo Processing)
Walmart	Classroom/Site Supplies
Home Depot	Site Repair Supplies

This is a list of all the VISA purchasing cardholders.

<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Default Account No.</b>
<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Default Account No.</b>
Burt	Naomi	Family Worker	16-5100-00-7404, 16-5102-00-7404 16-5119-00-7404
Cahill	Jennifer	Home Visit Manager	16-5119-00-7414
Chamberlin	Carolina	Family Worker	16-5100-00-7401, 16-5102-00-7401
Christensen	Craig	Food Service Driver	16-5105-00-7327
Cooley	Velvet	Education Site Manager	16-5100-00-7400, 16-5102-00-7400
Davis	Maurita	Operations Manager	16-5105-00-7327
Davison	Kate	Family Worker	16-5100-00-7402, 16-5102-00-7402
Deitz	Mavonnie	Exec. Assistant	16-5100-00-7406, 16-5102-00-7406 16-5119-00-7406
Hendricks	Melissa	Family Worker	16-5100-00-7415, 16-5102-00-7415
Smith	Cynthia	Education Site Manager	16-5100-00-7415, 16-5102-00-7415
Corrie	Pam	Associate Director	16-5100-00-7020, 16-5102-00-7020
Johnson	Tandi	Family Worker	16-5100-00-7402, 16-5102-00-7402

Last Name	First Name	Position	Default Account No.
Lihs	Karen	Fiscal Specialist	Various
Love-Taylor	Carrie	Education Site Manager	16-5100-00-7402, 16-5102-00-7402
Salas-Umana	Erica	Health & Nutrition Manager	16-5100-00-7410, 16-5102-00-7410
McClenahan	Bernice	Education Site Manager	16-5100-00-7403, 16-5102-00-7403 16-5119-00-7403
Perez	Erlinda	Family Worker	16-5100-00-7412, 16-5102-00-7412
Recken	Roberta	Education Site Manager	16-5100-00-7404, 16-5102-00-7404 16-5119-00-7404
Sellers	Cindy	Family Worker	16-5100-00-7415, 16-5102-00-7415
Szimonisz	Anna	Family Worker	16-5100-00-7403, 16-5102-00-7403 16-5119-00-7403
Takkunen	Ali	Education Manager	16-5100-00-7020, 16-5102-00-7020
TBA		Education Site Manager	16-5100-00-7401, 16-5102-00-7401
Wald	Bella	Family Worker	16-5100-00-7404, 16-5102-00-7404
Wald	Wolff	Transportation Specialist	16-5100-00-7061, 16-5102-00-7061
Weathersbee	Steve	Facilities/Transportation Technician	16-5100-00-7700, 16-5102-00-7700 16-5119-00-7700
Strom	Abby	Education Site Manager	16-5100-00-7412, 16-5102-00-7412
Willow	Eirian	Family Worker	16-5100-00-7412, 16-5102-00-7412
Zanotti	Nikki	Administrative Assistant-Health	16-5100-00-7410, 16-5102-00-7410

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

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

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

USDA Reimbursement Rates for 2015-16

Meal	Rate per Meal
Breakfast	1.62
Lunch	2.98
Snack	0.82

October 2015

Meal	Number of meals served
Breakfast	<b>15,337</b>
Lunch	<b>15,622</b>
Snack	<b>2,716</b>
<b>Total Reimbursement for the month:</b>	<b>\$67,200.44</b>

## Head Start and Early Head Start Non Federal Share Report

2014-2015

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

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

Total Annual Budget	
Federal EHS Grant	\$1,451,296.00
Federal EHS Child Care Partnerships	\$1,677,530.00
Federal HS Grant	\$4,312,944.00
TOTAL GRANT	\$7,441,770.00
Match Needed:	\$1,860,442.50

In-kind Match:			
Month	Projected Monthly:	Match	Cumulative %
July	\$155,036.88	\$155,036.88	8.33%
August	\$155,036.88	\$155,036.88	16.67%
September	\$155,036.88	\$155,036.88	25.00%
October	\$155,036.88	\$155,036.88	33.33%
November	\$155,036.88	\$155,036.88	41.67%
December	\$155,036.88	\$155,036.88	50.00%
January	\$155,036.88	\$155,036.88	58.33%
February	\$155,036.88	\$155,036.88	66.67%
March	\$155,036.88	\$155,036.88	75.00%
April	\$155,036.88	\$155,036.88	83.33%

In-kind Match:			
May	\$155,036.88	\$155,036.88	91.67%
June	\$155,036.88	\$155,036.88	100.00%
<b>Yearly Total</b>	<b>\$1,860,442.50</b>	\$1,860,442.56	<b>100.00%</b>

Available Match:	
Oregon Head Start	\$5,621,225.00
Oregon EHS	\$78,238.00
Portland Children's Levy	\$301,137.00
<b>Total</b>	<b>\$121,465.00</b>



# ACTION

**MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION**

*DATE: December 9, 2015*

**ITEM TITLE:** 3.2e

**CONTACT PERSON:** *Jennifer DeMent, Chief Financial Officer*

---

**SUBJECT: ACCEPTANCE/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	\$237,303
Adult Basic Education, Accountability	47,644
Adult Basic Education, EL Civics	100,894

Adult Basic Education, ESL	130,885
Adult Basic Education, Program Income	15,450
<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>	
Childcare Resource & Referral	738,766
Childcare Resource & Referral, CHIF	410,850
Childcare Resource & Referral, Integrated	217,701
<i>Funds to provide child care referral services to parents; child care provider training and business/employer awareness of child care support options and related work-life issues; with the overall goal of improving child care affordability, access and quality. (Federal, State, Other)</i>	
Cooperative Work Experience, Metro	56,076
Cooperative Work Experience, Portland	5,435
<i>Funds to administer the payment of students placed in cooperative education assignments. (State, Other)</i>	
Head Start, AFS	200,000
Head Start, CHIF	428,331
Head Start, Early HS Expansion State	78,238
Head Start, Early HS Federal	1,415,899
Head Start, Federal	4,272,472
Head Start, Maternal, Infant & Early Childhood Home Visiting Program Federal	121,465
Head Start, Migrant Education	5,943
Head Start, Oregon Home Care	2,000

Head Start, Parents as Teachers (PAT)	350,615
Head Start, State	5,621,225
Head Start, Training Federal	75,869
Head Start, USDA	550,000

*Funds to provide services to low income or special needs families with infants, toddlers, preschoolers and pregnant mothers. (Federal, State, Local)*

IRCO Upward Bound	5,681
-------------------	-------

*Funds to provide a preparatory academic support to low-income and first generation college bound middle and high school students from David Douglas School District. (Federal)*

Kaiser Transitions Administration Grant	27,000
---	--------

*Funds to provide administration of Kaiser Health insurance for Transitions students and other qualifying students. (Other)*

National Science Foundation	9,399
-----------------------------	-------

*Funds to provide funding for curriculum development. (Federal)*

Perkins Consortium	1,000,000
--------------------	-----------

Perkins, Regional Alliance	50,000
----------------------------	--------

Perkins, Reserve	150,000
------------------	---------

*Funds to further develop the academic and professional technical skills of professional technical students through high standards. (Federal)*

Project Yess	300,000
--------------	---------

Project Yess, Alternative Education	6,131
-------------------------------------	-------

Project Yess, Bureau of Land Management	46,499
Project Yess, Metro	13,494
Project Yess, Patterns in Conservation	13,750
Project Yess, Youth 1	15,000
Project Yess, Youth 2	9,599

*Funds to identify at risk youth in East Multnomah County and assist them in becoming employable and ultimately employed. (Federal, Other)*

Small Business Development Center	1,062,263
Small Business Development Center, Program Income	94,994

*Funds to provide comprehensive services and resources to existing and potential small businesses; and to account for program income generated by the Small Business Administration federal grant. (Federal, Other)*

TRIO Student Support Services Grant	247,583
-------------------------------------	---------

*Funds to provide support services to at risk students on campus. (Federal)*

TRIO Talent Search Grant	281,092
--------------------------	---------

*Funds to help low-income and first-generation students achieve success in secondary education and ultimately enroll in a post-secondary educational institution. (Federal)*

Workforce Connections, Adult English Language Learner	56,366
Workforce Connections, CHW Education Consortium	22,876
Workforce Connections, Dislocated Workers Program English Language Learner	53,634
Workforce Connections, Dislocated Workers Program Readjustment	307,526
Workforce Connections, ECE Career Pathways Certificate	70,000
Workforce Connections, Foundation Skills	20,370

Workforce Connections, Liaison Services	93,600
Workforce Connections, Housing Works	36,000
Workforce Connections, Metro	139,411
Workforce Connections, National Emergency Grant Dislocated Workers	91,546
Workforce Connections, National Emergency Grant Job Driven	89,466
Workforce Connections, Reboot Northwest	227,198
Workforce Connections, Participant Training	157,521
Workforce Connections, Training Implementation	323,539
<i>Funds to provide re-employments and/or retraining opportunities for dislocated workers. (Federal, State, Other)</i>	
Total	20,104,599



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: 3.2f

CONTACT PERSON: *Jean Wagner, Head Start Director*

---

SUBJECT: HEAD START COMMUNITY ASSESSMENT SURVEY

## **Community Assessment Executive Summary 2015-2018**

### **Population**

- When compared to population change in the county as a whole, the Mt. Hood Community College Head Start (MHCCHS) service area population is growing at a faster pace on average. Both total population and the population of children under six years old within the service area increased at an average annual rate that outpaced Multnomah County as a whole between 2000 and 2013.
- Children under six years old comprise a larger share of the total population within the service area than they do countywide.
- We estimate an average of 273 children younger than six years old have been added to the service area each year since 2000, which accounts for 81 percent of the average annual number added countywide over the same time period.
- The population under six years old in the service area is estimated to have captured an increasing share of county population of the same age group since 2000 (42 percent in 2000, 44 percent in 2010, and 45 percent in 2013).

### **Race and Ethnicity**

- Ethnic Minority population is estimated to have increased at a faster rate within the MHCCHS service area than in the county as a whole since 2000.
- As growth in the Minority population outpaces that of the White non-Hispanic population, its share of total population also increased, rising from 22 percent in 2000 to more than 35 percent in 2013.
- Persons identifying as Hispanic were estimated to be the largest Minority group—nearly 17 percent of the total population—in 2013.
- In recent years (i.e., 2010 to 2013) the Black population is estimated to have increased at the fastest average annual rate—about six percent per year—within the service area.

### **Births**

- Although the total fertility rate declined in both the service area and the county as a whole, it remained above replacement fertility within the service area in 2010 (countywide, the fertility rate is below the replacement rate).
- When compared to the county as a whole, women living within the service area are much more likely to have children at younger ages (i.e., in their teens and twenties).
- The MHCCHS service area accounted for an increasing share of countywide births between 2000 and 2013.
- The MHCCHS service area recorded an average annual increase of 23 births between 2000 and 2013. During the same time, countywide there was an average decrease of two births per year.
- The share of births to White non-Hispanic mothers has increased slightly in recent years, while the share of births to Minority mothers has decreased slightly. This decrease is most likely due to a decline in births to Hispanic mothers—a population that composes the largest share of births to Minority mothers.

The full report can be found at :

[http://mhccheadstart.org/publ/head\\_start\\_early\\_head\\_start\\_news/community\\_assessment\\_2015\\_18/7-1-0-156](http://mhccheadstart.org/publ/head_start_early_head_start_news/community_assessment_2015_18/7-1-0-156)

**Households** (Note that we updated the data for children’s households to represent children in all households, not only in family households, unless indicated.)

- On average, the number of households increased at a faster pace within the service area than they did countywide from 2000 to 2013.
- The average household size also increased, and remained higher, within the service area than in the county throughout the entire 2000 to 2013 time period.
- Relative to the county as a whole, the service area has a higher percentage of households with children. About 36 percent of all service area households have children younger than 18 years old, whereas countywide around 26 percent of all households have children under age 18.
- On average single parent households increased at a faster pace within the service area than countywide throughout the 2000 to 2013 time period. This was particularly noticeable for single mother households.
- In 2013 about 48 percent of all single parent households in the county as a whole were estimated to live in the service area.

## **Language**

- When compared to the county as a whole, a larger share of the population five years old and older in the MHCCHS service area speaks English less than very well.
- Between 2010 and 2013, there was an estimated increase in the number of persons speaking English less than very well in the service area, while a slight decrease was estimated in the county as a whole.
- In the service area nearly 47 percent of those persons who spoke English less than very well in 2013, spoke Spanish.
- The number of persons residing in the service area who spoke English less than very well, but spoke a language other than Spanish or an Asian or Pacific Islander language, increased at the fastest rate—nearly 270 persons per year—between 2010 and 2013.

## **Mobility**

- For all years estimated, a higher percentage (27 percent) of persons in the service area moved within the past 12 months than did so in the county as a whole.
- Of persons that moved within the previous 12 months, those residing in the service area were more likely to have moved from a foreign country than those residing in the county as a whole.

## **Educational Attainment**

- In 2013, we estimate around 69 percent of persons ages 25 years or older (almost 128,000) had no college degree in the service area, which is 18 percentage points higher than in Multnomah County.
- Around 30,500 persons ages 25 years or older in the service area in 2013 had not obtained a high school diploma or GED; this represents over 16 percent of the 25 and older population and is over 6 percentage points higher than the in county as a whole.
- The largest increase in educational attainment within the service area has been for persons who attained an Associate’s degree or higher level of education.

## Employment and Income

- Although we estimate that the unemployment rate within the service area was slightly lower than that observed countywide, the unemployment rate for women with young children within the service area was consistently higher than that observed countywide for 2000, 2010, and 2013.
- When compared to the county as a whole, we estimate that fewer service area persons are participating in the labor force. The service area participation rate for 2013 was estimated to be about 66 percent, while it was about 68 percent countywide.
- An increasing number of service area women with children younger than six years old are participating in the labor force. We estimate the participation rate to be a little more than 72 percent in 2013, up from about 66 percent in 2000. These participation rates are similar to those for the county as a whole.
- Even though a similar percentage of women with young children are participating in the labor force, those living in the service area consistently experienced a higher unemployment rate than women with young children countywide.
- We estimate that within the service area women with young children experience a higher unemployment rate when compared with all persons in the labor force.
- Within the service area we estimate that the largest numbers of jobs per year were added in managerial and professional occupations in both the 2000 to 2010 and more recent 2010 to 2013 time periods. Generally, jobs in these occupations require at least a college degree, making them out of reach for many job seekers residing in the service area.
- Median household income within the service area is estimated to be \$53,281, slightly lower than that observed for the county as a whole.
- We estimate that the number of service area households with annual incomes below \$25,000 increased at a faster rate between 2000 and 2013 than households with similar incomes did countywide.
- Despite our estimated increase in poverty rates, fewer service area households received public assistance income between 2000 and 2013.

## Poverty

- Since 2000, we estimate a higher percentage of individuals and households live in poverty within the service area than in the county as a whole.
- We estimate that in 2013 the percentage of young children residing in households with income below poverty is higher in the service area than in the county as a whole.
- We estimate the number of young children residing in households with income below poverty increased at a faster rate in the service area than in the county as a whole from 2000 to 2013.
- Our estimates show that while child poverty in the service area decreased between 2010 and 2013, it remains higher than poverty for the total population.
- A higher percentage of impoverished children lived in married-couple and single-father families within the service area than the county as a whole in 2013. Additionally, we estimate that the service area accounts for more than 75 percent of the county's impoverished children in single-father families.
- Two large school districts in the service area, Gresham-Barlow and Reynolds, reported the largest increase in students eligible for free or reduced lunch between 2011-2012 and 2013-2014 school years. In the 2013-2014 school year, more than 61 percent of Gresham-Barlow and nearly 72 percent of Reynolds students were eligible for free and reduced lunch.

- We estimate that the number of children ages three and four in the service area who were eligible to participate in Head Start increased between 2000 and 2013, however, the proportion that were served by Head Start services declined.
- According to our estimates, the majority of eligible children not served by Early Head Start or Head Start services in Multnomah County reside in the MHCCHS service area.

### **Indicators of Special Children Populations**

- From 2000 to 2013 poverty among children younger than six years old increased, both within the county as a whole and the service area, and there was a corresponding increase in the number of young children who received public health and social services.
- Despite the overall decline of births to teen mothers, the service area accounted for an increasing share of countywide births to mothers younger than 20 years old between 2000 and 2013. By 2013 the service area accounted for more than 67 percent of countywide births to teen mothers.
- Both countywide and within the service area, teen mothers are more likely to be an ethnic Minority than they are White non-Hispanic.
- Between 2000 and 2013 more pregnancies are resulting in births, both countywide and within the service area, but teen pregnancies remain much less likely to result in a birth than pregnancies to older women.
- We estimate a smaller share of teen mothers received adequate prenatal care in recent years compared to the early 2000s. Even so it appears that in recent years the share who received adequate prenatal care did slightly increase.
- In recent years a higher percentage of teen mothers have attained at least some college education, both countywide and within the service area, than what was recorded in the early 2000s.
- More than 50 percent of the estimated need for child care in east Multnomah County went unmet during 2013.

Mt. Hood Community College Head Start  
Community Assessment for 2015-2018  
Considerations for Program Planning

- The service area was home to 81% of the annual growth of children under six. MHCC Head Start should continue to seek opportunities for expansion of both Head Start and Early Head Start. Opportunities for partnerships with other agencies to serve young children should be supported. MOUs and transition agreements should be signed with other agencies to see that children receive the program which fits the family needs.
- In light of continuing growth of minority populations, staff training should focus on increasing cultural competence. Training and program philosophy should be shared by all staff.
- Due to the younger ages of parents and larger family size in the service area, all staff who home visit should be aware of resources for pregnant mothers and be familiar with the reasons for early and consistent prenatal care.
- The steady increase of low income families and single parents in the service area will continue to cause shortages in housing. New rules on evictions and rent increases pose new problems for families. MHCC Head Start staff should join parents on community groups advocating for low income housing in order to keep the issue in the forefront.
- Continue to hire staff with diverse backgrounds and languages. Consider the issue of staff qualifications with regard to prospective staff members who were educated in other countries. Consider creating short term classrooms for specific language groups in order to help parents entrust their children to a school system and become comfortable in a parent group.
- Since 69% of the adults in the service area lack a college degree, staff should receive training on the community resources in GED, ESL, and community college including knowledge of financial aid. Encourage staff and families to use the tuition waiver in order to be role models for families.
- All home visiting staff should know the research on attendance and be able to share and problem solve with parents about their Head Start child and their older school children.
- Since the service area had a larger share of two parent families in poverty, strategies for working with parents, including fathers, on their vocational goals and the community resources available to them should be developed for home visitors.



## INFORMATION

### MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: **5.1**

CONTACT PERSON: *Tanya Richardson, Aquatics Manager*

---

SUBJECT: **AQUATICS REPORT**



## INFORMATION

### MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: **5.2**

CONTACT PERSON: *Sheri Mosher, Director of Accreditation*

---

**SUBJECT: ACCREDITATION UPDATE**



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: 6.1

CONTACT PERSON: *Christie Plinski, Vice President of Instruction*

---

SUBJECT: NEW PROGRAM APPROVAL



## INFORMATION

### MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *December 9, 2015*

ITEM TITLE: **6.2**

CONTACT PERSON: *Jarrold Hogue, Associate Vice President of Applied Technologies, Workforce & Partnerships*

---

SUBJECT: **BOARD POLICY 6220: CONTINUING EDUCATION CREDITS** (*first reading*)

Section [6000]  
**Continuing Education Units (CEU)**  
**Board Policy: 6220**

Draft Date: [January 2015]  
Board of Education (BE) Approval: [approval date]

---

The Continuing Education Unit (CEU) is a form of recognition given for completion of a unit of training for selected occupational supplementary courses. CEUs are based on time attended and not on the assessment of learning. Mt. Hood Community College may grant Continuing Education Units (CEU) for professional-related courses and trainings under the following guidelines:

1. Courses shall be approved and on file with the Office of Instruction
2. Courses shall relate to or support an occupation, industry or professional development, and
3. The college shall maintain a record of completion (transcribed or record in non-credit records)

In accordance with the state and national standards, one Continuing Education Unit (CEU) equals ten (10) contact hours, or .1 is equal to one (1) contact hour.

---

End of Policy

Legal Reference:

OAR 589-006-0050(16)



## INFORMATION

### MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *December 9, 2015*

**ITEM TITLE:** 7.1

**CONTACT PERSON:** *Debra Derr, President*

---

**SUBJECT:** PRESIDENT'S REPORT & POTENTIAL G.O. BOND UPDATE