



503/377-2241

Roy B. Mason, President

Tillamook Bay Area Education District
6385 Tillamook Ave., Bay City, Oregon 97107

MINUTES - TILLAMOOK BAY AREA EDUCATION DISTRICT

September 13, 1982
7:30 PM
Tillamook Bay Campus

ITEM	DISCUSSION
Members Present	George Hamilton, Ron Hays, Carl Hensley, Wayne Jensen, Helen Myers, Elwood Stait
Members Absent	none
Non-members Present	President Roy Mason, Dean of Instruction Dick Minisce, Student Services Director Barbara Rice, Secretary Cheryl Van Natta
Call to Order	The meeting was called to order at 7:30 PM.
Minutes	The minutes were accepted as presented.
Budget Report	President Mason presented the Budget Reports for End of 1981-82 Year, July and August.
Motion	Wayne Jensen moved that the End of the Year Budget be adopted.
Second	Carl Hensley
	Approved Unanimously
Motion	Ron Hays moved that the Budget Reports for the months of July and August be adopted as presented.
Second	George Hamilton
	Approved Unanimously
Election of Chairperson	George Hamilton moved that Elwood Stait be re-elected as Chairperson.
Second	Wayne Jensen
	Approved Unanimously
Catalogue/ Schedule	Dick Minisce reported that the Fall Term Schedule and the Catalogue had both been taken to the printer. The "Educational

ITEM	DISCUSSION
Fall Term	<p>Planner" - Fall Schedule will be released in Wednesdays Headlight Herald. The format is completely changed from past terms. More needed information is enclosed in the Educational Planner for the individual student. The catalogue will be out the week of the 20th of September.</p>
Board Member Resignation	<p>The term will start the 27th of September. There are approximately 150 course offerings. Sixty of this amount are credit courses. Dean Minisce feels that a strong set of classes have been developed.</p>
Motion	<p>President Mason read the letter of resignation from Joyce Thompson.</p>
Second	<p>Ron Hays moved to accept the resignation with regret.</p>
Motion	<p>Helen Myers</p>
Second	<p>Approved Unanimously</p>
Student Services Director	<p>Carl Hensley moved to have a press release developed announcing Joyce Thompson's resignation and that this seat on the Board was vacant. People expressing an interest should contact President Mason or Elwood Stait. Candidates will attend the October Board Meeting and selection will be made at the November 1st Meeting.</p>
Second	<p>Helen Myers</p>
Senior Citizen Tuition	<p>Approved Unanimously</p>
Motion	<p>Wayne Jensen moved to accept the Personal Committee's nomination of Barbara Rice as Student Services Director.</p>
Second	<p>Carl Hensley</p>
Motion	<p>Approved Unanimously</p>
Second	<p>Board Resolution - The Senior Citizen reimbursement for the Year 1982-1983 be a continuation of the previous policy for District #9 and District #56.</p>
Motion	<p>Ron Hays moved to adopt the above resolution.</p>
Second	<p>Wayne Jensen</p>
Motion	<p>Approved Unanimously</p>
Second	<p>George Hamilton moved to continue the Family Tuition Policy.</p>
Second	<p>Ron Hays</p>
	<p>Approved Unanimously</p>

ITEM
Scholarships

DISCUSSION

Student Services Director Barbara Rice reported that Jason Nirri had been chosen to receive the third scholarship offered by the District. Jason Nirri is a former GED student at Tillamook Bay Campus. The offering of this scholarship to a GED student is a first in the nation and the state. Robin Swain received the scholarship from North County and Cheryl Farrell from District #9.

Ron Hays informed the Board that Phyllis Hanharan received a \$1,000 March of Dimes scholarship in nursing at Portland Community College.

Barbara Rice stated that the District will have a fulltime student this Fall Term who is blind. The District has applied for a \$250 Grant to help handicapped students.

Community Service

Ms. Rice presented the Tillamook County Directory of Services and the Oregon College Guide to the Board. The Directory of Services is a District project and the College Guide is helpful to students because all the Community Colleges, Area Education Districts, and Universities are in the book.

President Mason stated that the Directory of Services fulfills one of the major policy statements of interaction with the local community agencies.

GED Study

President Mason presented the "Oregon 1981 GED Test Performance Studies" published by the Oregon Department of Education. President Mason was instrumental with the data collection and analysis of this report. There is the technical report and summary. This report is a study of the comparison of 1981 High School graduates and GED test candidates. This type of study is the first of this type of report done nationwide. It has been presented at a national meeting of GED representatives. Of the Oregon GED candidates 96% have successfully completed the test compared to 69% nationwide. Of the High School students given the test 88% passed compared to 69% nationwide.

Computer

The District's computer is installed. Wires were put in leading to Room 2 so it can be used as a computer classroom. The District purchased an accounting package, word processing package and a general data package.

Yearly Meeting Schedule

Ron Hays moved to accept the yearly Board meeting schedule that President Mason presented.

Second

Helen Myers

Approved Unanimously

Joint Meetings

It was the general feeling of the Board that they would like to hold some joint meetings with other local school Boards in the area.

ITEM	DISCUSSION
Governors Conference	Elwood Stait reported on the Governor's Conference that he attended. He brought up the fact that North Carolina had 52 Community Colleges - apparently very education oriented. They are doing some very innovative programs.
Foundation Committee Report	Ron Hays presented this report. He stated that Tillamook County is in the process of establishing a Community Foundation Committee so there will be a cooperative effort throughout the County. Chairperson Stait appointed George Hamilton to replace Joyce Thompson on the Foundation Committee. Carl Hensley's resignation from the Committee was accepted. The Committee presently will consist of Ron Hays - Chairperson, George Hamilton and Helen Myers.
Ballot Measure #3	President Mason encouraged all Board Members to read the information that Roger Bassett has sent all Members. The effect on Tillamook County will be drastic and Tillamook Bay Campus will probably have to shut our doors.
Motion	George Hamilton moved to adjourn the meeting.
Second	Ron Hays

Approved Unanimously

The meeting was adjourned at 9:30 PM.

Respectfully submitted,

Cheryl Van Natta

Cheryl Van Natta, Board Secretary

BUDGET 1982-83 FUND General - Revenue FUNCTION	ADOPTED BUDGET	EXPENDITURES OR RECEIPTS	TOTAL EXPENDED OR ENCUMBERED	REMAINING BUDGET BALANCE	
STATE SOURCES					
<u>Operational Reimbursement:</u>					
State FTE Reimbursement: (147.96 FTE X \$1245)	184,210	56,200*	56,200	128,010.00	*46,054-Advance & 10,146-Summer
<u>Grants & Contracts:</u>					
Adult Developmental Education Program	9,000	0	0	9,000.00	
LOCAL SOURCES					
<u>Current Taxes:</u>					
Taxes 1981-82 196,769 X 90%	177,092	1,161.93*	1,161.93	175,930.07	*Land Sale
Previously levied taxes estimated to be received:	4,500	878.92	878.92	3,621.08	
TUITION					
<u>Tuition</u> (\$553/FTE X 140 FTE)	77,420	2,812.90*	2,812.90	74,607.10	*2,289.50-Previously billed tuition from 81-82 budget
OTHER SOURCES					
<u>Investments: Interest on Investments</u>	10,000	0	0	10,000.00	
<u>State Managed Timber Revenue:</u>	46,390	0	0	46,390.00	
<u>Textbook Sales:</u>	10,000	61.60	61.60	9,938.40	
<u>Laboratory Fees:</u>	2,000	0	0	2,000.00	
<u>Available Cash on Hand:</u>	38,786	0	0	38,786.00	
Defensive Drivers' Education	0	0	0	0	
Indirect and Inkind Income	0	0	0	0	
Loan	0	0	0	0	
TOTAL REVENUE	559,398	61,116.35	61,115.35	498,282.65	

BUDGET 1982-83 FUND <u>General - Revenue</u> FUNCTION	ADOPTED BUDGET	EXPENDITURES OR RECEIPTS	TOTAL EXPENDED OR ENCUMBERED	REMAINING BUDGET BALANCE		
STATE SOURCES						
<u>Operational Reimbursement:</u>						
State FTE Reimbursement: (147.96 FTE X \$1245)	184,210	0	56,200	128,010		
<u>Grants & Contracts:</u>						
Adult Developmental Education Program	9,000	0	0	9,000		
LOCAL SOURCES						
<u>Current Taxes:</u>						
Taxes 1981-82 196,769 X 90%	177,092	0	2,040.85	175,051.15		
Previously levied taxes estimated to be received:	4,500	0	0	4,500		
TUITION						
<u>Tuition</u> (\$553/FTE X 140 FTE)	77,420	6,961.50	6,961.50	70,458.50		
OTHER SOURCES						
<u>Investments: Interest on Investments</u>	10,000	0	0	10,000		
<u>State Managed Timber Revenue:</u>	46,390	0	0	46,390		
<u>Textbook Sales:</u>	10,000	103.30	164.90	9,835.10		
<u>Laboratory Fees:</u>	2,000	0	0	2,000		
<u>Available Cash on Hand:</u>	38,786	0	0	38,786		
Defensive Drivers' Education	0	0	0	0		
Indirect and Inkind Income	0	0	0	0		
Loan	0	0	0	0		
TOTAL REVENUE	559,398	7,064.80	65,367.25	494,030.75		

BUDGET 1982-83
 FUND General - Expenses
 FUNCTION
Object:

ADOPTED
BUDGETEXPENDITURES
OR
RECEIPTSTOTAL
EXPENDED
OR
ENCUMBEREDREMAINING
BUDGET
BALANCE

INSTRUCTION

Materials & Services:

Instructional Supplies

4,000 91.80 270.24 3,729.76

College Instructional Contract

216,565 468.20 3,762.24 212,802.76

Staff Development

1,910 0 409.60 1,500.40

Special Contracts - Set up Costs

0 0 0 0

Lab Supplies

2,000 0 0 2,000.00

Textbooks

10,000 966.87 1,669.66 8,330.34

Library Development

4,000 0 0 4,000.00

Equipment Repair & Replacement:

Equipment Repair/Maint/Rental

1,500 0 162.69 1,337.31

Capital Equipment:

Instructional

12,000 0 0 12,000.00

COLLEGE SUPPORT SERVICES

Direct Personnel Services:

President

29,906 2,492.17 7,476.51 22,429.49

Dean of Instruction

24,500 2,041.67 6,125.01 18,374.99

Curriculum Director

0 0 0 0

Administrative Assistant to the
President

14,300 1,070.00 3,210.00 11,090.00

Secretary III

0 0 0 0

Student Service Director (.3FTE)

6,275 916.70 916.70 5,358.30

Continued on next page

FUND <u>BUDGET 1982-83</u> General - Expenses	ADOPTED BUDGET	EXPENDITURES OR RECEIPTS	TOTAL EXPENDED OR ENCUMBERED	REMAINING BUDGET BALANCE		
FUNCTION						
<u>Object:</u>						
<u>Direct Personnel Services Continued:</u>						
Secretary II	11,400	880.00	2,640.00	8,760.00		
Secretary II	11,400	863.00	2,589.00	8,811.00		
Janitorial Staff	6,600	335.75	1,109.25	5,490.75		
Federal College Work Study/Part-time	9,500	750.00	2,241.00	7,259.00		
Outreach Coordinators	7,000	0	0	7,000.00		
<u>Materials & Services:</u>						
Publications	275	0	0	275.00		
Capital Equipment	12,000	3,846.65	4,514.15	7,485.85		
Telephone	4,800	612.30	1,304.60	3,495.40		
Professional Association Membership	4,000	40.00	70.00	3,930.00		
Governing Board	4,500	49.00	802.93	3,697.07		
Advisory Committee	1,550	0	0	1,550.00		
Administrative Travel	6,000	695.70	2,159.60	3,840.40		
Postage	4,000	500.00	500.00	3,500.00		
Office Supplies	5,000	729.46	1,281.17	3,718.83		
Student Recognition	500	0	0	500.00		
Copy Machine Rental	0	0	0	0		
Legal Services	1,500	125.00	375.00	1,125.00		
Auditing & Accounting	3,000	0	0	3,000.00		
Insurance	3,450	0	0	3,450		
Continued on next page						

BUDGET 1982-83						
FUND	General - Expenses	ADOPTED BUDGET	EXPENDITURES OR RECEIPTS	TOTAL EXPENDED OR ENCUMBERED	REMAINING BUDGET BALANCE	
FUNCTION	Object					
<u>Materials & Services Continued:</u>						
	Printing (Commercial-RAM, Etc.)	4,000	0	0	4,000.00	
	Contracted Services	5,500	1,029.21	2,081.57	3,418.43	
	Advertising & Publicity	4,000	1,262.96	1,801.50	2,198.50	
	Schedule Production	4,000	0	0	4,000.00	
PLANT OPERATION & MAINTENANCE						
<u>Materials & Services:</u>						
	Utilities	4,000	163.91	398.89	3,601.11	
	Sign Installation/Painting	0	0	0	0	
	Classroom Rent	3,000	50.00	50.00	2,950.00	
	All Other Expenses	4,000	112.63	1,050.86	2,949.14	
	Building Repair	4,000	1,902.89	7,465.25	-3,465.25	
	Office Maintenance	0	0	0	0	
INDIRECT COSTS						
	Inkind Services	0	0	0	0	
	Employee Benefits	38,875	3,295.83	8,939.97	29,935.03	
	Board Contingency	28,500	0	0	28,500.00	
	Unappropriated Ending Fund Balance	27,092	0	0	27,092.00	
	Loan	0	0	0	0	
TOTAL		550,398	7,817.48	21,788.04	105,178.96	

BUDGET 1982-83

FUND - Adult Developmental Program

FUNCTION

Object:

ADOPTED
BUDGETEXPENDITURES
OR
RECEIPTSTOTAL
EXPENDED
OR
ENCUMBEREDREMAINING
BUDGET
BALANCE

ABE - Materials & Supplies

400

67.25

67.25

332.75

Copy Machine Use

350

0

0

350.00

Printing
(Commercial-RAM/Etc.)

200

0

0

200.00

Telephone

200

0

0

200.00

Travel - Head Teacher

375

0

82.00

293.00

In-Service

250

0

0

250.00

Postage

150

0

0

150.00

ABE/GED Tuition Waivers

3,000

0

0

3,000.00

ADE Center Coordinator (.2FTE)

0

0

0

0

Student Serviced Director (.2FTE)

4,075

407.50

407.50

3,667.50

TOTAL

9,000

474.75

556.75

8,443.75

GRAND TOTAL FOR 1982-82 BUDGET

559,398

25,564.50

65,934.14

493,463.86