



TILLAMOOK BAY COMMUNITY COLLEGE  
SERVICE DISTRICT

6385 Tillamook Avenue, Bay City, Oregon 97107

Phone: 503/377-2765  
Fax: 503/377-2219

Jerry Hallberg, *President*

September 21, 1994

Headlight Herald  
PO Box 444  
Tillamook OR 97141

LEGAL NOTICE SECTION:

Please publish the following in the September 28, 1994 edition of the Headlight Herald:

NOTICE IS HEREBY GIVEN, that the regular meeting of the Tillamook Bay Community College Service District Board of Education will be held Monday, October 3, 1994, at 7:30 p.m. at the Small Business Development Center, 401-B Main Street in Tillamook. On the agenda is an update on the Nehalem Bay Center Technical Study. The public is invited to attend.

*Artis van Rassel*  
Artis van Rassel  
Board of Education Secretary

/av

H94-807

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN, that the regular meeting of the Tillamook Bay Community College Service District Board of Education will be held Monday, October 3, 1994, at 7:30 p.m. at the Small Business Development Center, 401-B Main Street in Tillamook. On the agenda is an update on the Nehalem Bay Center Technical Study. The public is invited to attend.

9/28/94

## DISTRIBUTION OF MINUTES/PACKETS/BUDGET

SENT	NAME	AGENDA <del>54/14</del>	MINUTES <del>53</del>	BOARD PAK T
✓	Student Services - Peggy (posting)	X		
✓	Lavonne Bush, Superintendent	X	X	
✓	William Molendyke, Superintendent	X	X	
✓	Jim Van Dyke, PCC	X	X	
✓	Commissioner's Office	X	X	
✓	OCCA	X	X	
✓	Headlight Herald - Sally Ousley	X	X	
✓	Instructors - c/o Linda	30	30	
✓	Accounting - Mary Lou	X	X	
✓	Computer Services - Bob	X	X	
✓	SBDC - Mike	X	X	
✓	NBC - Alisa	X	X	
✓	Accounting - Patty	X	X	X
✓	Student Services - Jack	X	X	X
✓	Administrative Svcs	X	X	X
✓	Instruction - Fred	X	X	X
✓	Program Developer, Prof/Tech - Paula	X	X	X
✓	President - Jerry *	X	X	X
✓	Bill Dahlien	X	X	X
✓	Eva Noble	X	X	X
✓	vacant	X	X	X
✓	Wayne Jensen (give to Jerry)	X	X	X
✓	Sharon Rees (give to Jerry)	X	X	X
✓	Dale Walters	X	X	X
✓	Robert Weitman	X	X	X

\* PRESIDENT HALLBERG RECEIVES AN ADDITIONAL COPY OF THE BUDGET REPORT

**BOARD OF EDUCATION REGULAR MEETING**

**October 3, 1994**

**7:30 p.m.**

**401-B Main Street, Tillamook**

**A G E N D A**

- I. ADOPTION OF AGENDA**
- II. APPROVAL OF MINUTES - September 12, 1994 Regular Meeting**
- III. INTRODUCTION OF GUESTS**
  - A. "11 Year" Employee
  - B. Jack Lutes, Director, Student Services
- IV. BUDGET REPORT**
  - A. July / August, 1994
  - B. Resolutions
  - C. Transfers
- V. PERSONNEL REPORT**
  - A. October Report
  - B. Committee Report
- VI. FACILITIES REPORT**
  - A. Nehalem Bay Center Technical Study Update
  - B. Tillamook Campus / Building Plan
  - C. Meeting with College Architect
  - D. Painting and Yardwork Projects
- VII. BOARD MEMBER APPOINTMENT UPDATE**
- VIII. OCCA/OCCS/OSBA CORRESPONDENCE**
  - A. OCCA Annual Meeting, October 27-29, 1994, Shilo Inn, Bend
  - B. OSBA Regional Meeting Update
  - C. OSBA Annual Conference, November 11-13, 1994, Marriott Hotel, Portland
- IX. ANNOUNCEMENTS**
  - A. Next Regular Meeting: November 7, 1994, 7:30 p.m., SBDC
  - B. Personnel Committee Meeting: Monday, October 17, 1994, 4:00 p.m.
  - C. Facilities Committee Meeting: Tuesday, October 18, 1994, 12:00 noon
  - D. Finance Committee Meeting: Monday, October 24, 1994, 4:00 p.m.
- X. ADJOURNMENT**

**BOARD OF EDUCATION REGULAR MEETING**

**October 3, 1994**

**7:30 p.m.**

**Small Business Development Center  
401-B Main Street, Tillamook, Oregon**

**A G E N D A**

**I. ADOPTION OF AGENDA**

Action needed:        Motion to adopt the agenda.

**II. APPROVAL OF MINUTES**

The September 12, 1994 regular meeting minutes will be presented at the meeting for approval.

Action needed:        Motion to approve the September 12, 1994 regular meeting minutes.

**III. GUESTS**

A. "11 Year" Employee

A presentation will be made to Steve Kerr, Adjunct Faculty Member.

Action needed:        Informational

B. Jack Lutes, Director, Student Services

Jack Lutes will give the Board an update on Student Services.

Action needed:        Informational

**IV. BUDGET REPORT**

A. July / August, 1994

The July and August general fund summary is enclosed.

Action needed:        Informational

B. Resolution

Resolution #14 is enclosed for review and adoption.

Action needed:        Motion to adopt resolution.

C. Transfers

Budget transfers are enclosed and are presented for review and approval.

Action needed:        Motion to approve transfers.

V. **PERSONNEL REPORT**

A. October Report

Artis van Rassel will present the October personnel report. (enclosed)

Action needed:        Informational

B. Committee Report

The Personnel Committee met September 27, 1994 and discussed the following:

1. Actual costs of vision insurance as a result of information recently received from Blue Cross Blue Shield. (enclosure)
2. Blue Cross Blue Shield's group insurance requirements and their effect on our part-time employee benefits.
3. HMO Oregon

Action needed:        Possible motions as a result of employee benefits discussions.

VI. **FACILITIES REPORT**

President Hallberg will update the Board on the following:

- A. NBC Technical Study Update
- B. Tillamook Campus / Building Plan
- C. Meeting with College Architect
- D. Painting and Yardwork Projects

Action needed:        Informational

VII. **BOARD MEMBER APPOINTMENT UPDATE**

Artis van Rassel will update the board on the board member appointment process.

Action needed:        Informational

VIII. **OCCA/OCCS/OSBA CORRESPONDENCE**

President Hallberg will review and discuss the following with the Board:

- A. OCCA Annual Meeting, October 27-29, 1994, Shilo Inn, Bend (enclosure)
- B. OSBA Regional Meeting Update

C. OSBA Annual Conference, November 11-13, 1994, Marriott Hotel, Portland

Action needed:        Informational

**IX. ANNOUNCEMENTS**

- A. Next Regular Meeting: November 7, 1994, 7:30 p.m., SBDC
- B. Personnel Committee Meeting: October 17, 4:00 p.m., SBDC
- C. Facilities Committee Meeting: October 18, 12:00 noon, SBDC
- D. Finance Committee Meeting: October 24, 4:00 p.m., SBDC

**X. ADJOURNMENT**

**TILLAMOOK BAY COMMUNITY COLLEGE SERVICE DISTRICT  
MINUTES - REGULAR MEETING  
BOARD OF DIRECTORS  
October 3, 1994  
Small Business Development Center  
401-B Main Street, Tillamook, Oregon**

**MEMBERS PRESENT** Sharon Rees, Eva Noble, Dale Walters, Bob Weitman, Bill Dahlien, Wayne Jensen (arrived late)

**STAFF PRESENT** Jerry Hallberg, Artis van Rassel, Sammie Morehouse, Anne Key

**GUESTS** Steve Kerr, Adjunct Faculty Member; Jack Lutes, Director of Student Services

**CALL TO ORDER** Chairperson Sharon Rees called the meeting to order at 7:34 p.m.

**"11 YEAR" EMPLOYEE** President Hallberg introduced Steve Kerr to the Board and acknowledged his eleven years of dedicated service as an adjunct faculty member with the college. President Hallberg and Sharon Rees, Board Chair, presented Steve with a Certificate of Recognition and a Cross pen engraved with his name. President Hallberg noted that Steve was the best math instructor in captivity, teaching remedial math to calculus.

**ADOPTION OF AGENDA** Bill Dahlien moved to adopt the agenda. Second - Dale Walters. Motion passed unanimously 5/0.

**APPROVAL OF MINUTES** Dale Walters moved to approve the September 12, 1994 regular meeting minutes. Second - Bob Weitman. Motion passed unanimously 5/0.

**INTRODUCTION OF GUESTS** President Hallberg introduced Jack Lutes, Director of Student Services. Jack joined TBCC July 1, 1994, coming from PCC and PSU.

Mr. Lutes distributed the most recent Student Services newsletter. He explained that the newsletter was a tool to get students involved and hoped to present student articles and profiles in future publications.

Student Services provides advising, assistance with financial aid, admissions, enrollment, placement and G.E.D. testing, arranges tutoring, and assistance to ADA students. Student Services wears many hats.

Director Lutes shared the following observations with the Board: high quality of instruction; excellent instructor to student ratio; students are priority (one hour advising with each student); diverse student population with an increase in younger students; and a greater emphasis on credit courses. He noted that Anne Key's Spanish class had 35 students.

Jack then discussed some of his concerns: low scores in writing and math from high school graduates; Student Service's role interfacing with high schools; and the increase in students with disabilities.

He praised his staff and noted their accomplishments: organized a student carpool, updated and produced student handbook, identified "quiet area" for students, and Jean Peterson is providing advising on Monday nights.

Jack would like to increase the college's presence in the community by involving students in projects, student leadership, and community service; distributing bumper stickers and decals; and working on articulation with other coastal community colleges. The challenges are resources and time. He discussed cross-training between areas in Student Services and the huge amount of reporting now required by the state and grant funding agencies.

Sharon Rees said she was glad to see Enrollment Services and Student Services combined once again in the same department.

Eva Noble was glad that the college was putting greater emphasis on high school students.

Jack noted that in a recent study, students from small community colleges have higher GPAs in four year colleges.

President Hallberg said that he and Jack are forming a strategy to reach out to the high schools.

## **BUDGET**

President Hallberg advised the Board that the first quarter general fund and special fund reports would be distributed in November. Revenue and expenditures are normal for this time of the year. The auditor will present his summary in December or January and report the true cash carryover.

## **RESOLUTIONS**

President Hallberg reviewed the resolution accepting \$7,000 from the Oregon Community Foundation for the NBC Technical Study.



**MOTION**

Eva Noble moved to adopt Resolutions #14, the Oregon Community Foundation Grant. Second - Bill Dahlien. Motion passed unanimously 5/0. (A copy of this resolution is attached to these minutes.)

**TRANSFERS**

President Hallberg noted a correction on transfer #4 under Special Fund: under the "TO" column, "Administration" should be changed to "Other Payroll Expenses."

President Hallberg then reviewed the General and Special Fund transfers.

**MOTION**

Bob Weitman moved to approve the transfers as amended. Second - Dale Walters. Motion passed unanimously 5/0. (A copy of these transfers is attached to these minutes.)

**PERSONNEL REPORT**

Artis van Rassel reviewed the October personnel report with the Board. There are three searches currently under way: Director, Administrative Services; Dean of Instruction; and NBC Recreational Coordinator.

The director of administrative services hiring committee has reviewed 48 applications and has selected 5 candidates for interviews on October 6, 7, 10, 12, and 13.

Debra Burkhead has submitted her resignation as NBC Recreational Coordinator, effective 10/13/94. Her husband received a transfer to a position in the Willamette Valley.

**FACILITIES  
COMMITTEE**

President Hallberg updated the Board on the following items:

Phase II of the NBC Technical Study was completed this week, a draft report will be submitted by EESI, the college and advisory committee will have one week to respond, EESI will answer questions, and produce final report.

President Hallberg is looking at the Tillamook Campus Building Program and the possibility of providing two classrooms and the student services area for next year. This would be eliminating new carpets, painting, and lighting from the current building program budget.

President Hallberg will meet with Anthony Stoppiello to re-examine the electrical renovation plans in order to scale back costs to approximately \$250,000. He hopes to go out for bid in February or March, 1995.

Painting and yardwork projects have been completed at the Tillamook Campus as part of the college's general maintenance program and in order to maintain the college's appearance.

**PERSONNEL  
COMMITTEE REPORT**

The Personnel Committee met September 27, 1994. Artis van Rassel presented an overview of the information discussed:

the actual costs of vision insurance as a result of information recently received from Blue Cross Blue Shield; Blue Cross Blue Shield's group insurance requirements and their effect on our part-time employee benefits; and HMO Oregon.

The Board discussed in detail the changes involving both vision insurance and benefits for part-time employees.

**MOTION**

Dale Walters moved to approve Vision Insurance for full-time employees and their dependents and part-time employees working 20 hours or more per week. Second - Wayne Jensen. Motion passed unanimously 6/0.

**MOTION**

In order to comply with Blue Cross Blue Shield's requirements for group dental insurance and because only two part-time employees are currently participating in group dental insurance, Bill Dahlien moved to discontinue group dental insurance for part-time employees effective 10/4/94 with the understanding that the two current participating part-time employees may continue their participation through September 30, 1995 on a self-pay basis. Second - Eva Noble. Motion passed unanimously 6/0.

**MOTION**

In order to comply with Blue Cross Blue Shield's requirements for group medical insurance and because no part-time employees are currently self-paying premiums for their dependents, Bill Dahlien moved to discontinue group medical insurance on a self-pay basis for part-time employees' dependents effective 10/4/94. Second - Wayne Jensen. Motion passed unanimously 6/0.

**BOARD MEMBER  
APPOINTMENT UPDATE**

Artis van Rassel updated the Board on the board member appointment process. As of this evening's meeting, one candidate has submitted application for each vacant position. Another news release will appear in the Headlight Herald this week and next week.

**OCCA/OCCS/OSBA  
CORRESPONDENCE**

Eva Noble, Wayne Jensen, and President Hallberg will attend the OCCA Annual Meeting/Conference in Bend, October 27-29, 1994.

Sharon Rees, Wayne Jensen, Eva Noble, Bob Weitman, Bill Dahlien, and President Hallberg attended the Regional OSBA Meeting. The college's presence was noted.

## ANNOUNCEMENTS

Next Regular Meeting: November 7, 1994, 7:30 p.m., SBDC

Personnel Committee Meeting: October 17, 4:00 p.m., SBDC

Facilities Committee Meeting: October 18, 12:00 noon, SBDC

Finance Committee Meeting: October 24, 4:00 p.m., SBDC

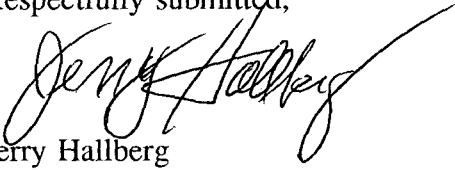
Sharon Rees announced that this would be her last Board meeting. She has accepted a position with a software company in Ohio.

President Hallberg presented Sharon Rees a plaque commemorating her time as Board of Education Chair. He also presented the Board with plaques listing all of the individuals names who have served as Chairs since the inception of the college.

## ADJOURNMENT

There being no further business, Wayne Jensen moved to adjourn the meeting at 9:08 p.m. Second - Bob Weitman. Motion passed unanimously 6/0.

Respectfully submitted,

  
Jerry Hallberg  
Clerk

/av

# TILLAMOOK BAY WINDS

## HONORS FOR TBCC STUDENTS!



### STUDENTS RECOGNIZED FOR HIGH ACHIEVEMENT:

The Tillamook Bay Community College Students listed below have worked hard to achieve academic excellence. Some are still studying at the college; some have gone on to bigger things.

HIGHEST HONORS (3.75+ GPA Graduates): Nikki Pillar, Jill Holzworth

PRESIDENT'S LIST (3.50 Fulltime for the Year): Katie Olson, Kate Hoggins, Rebecca Carlton, Susan Steele, Becky Smith, Beckie Tempel, Debbie Carr, Peter Harris, Jennifer Hanks, Amy Lovenguth, Kristi Dunn, Margaret Denmark, Bruce Ecclestone, Craig Winters, Vernon Miller, Gail Hartford, Judith Roth and Sheryl Neu.

DEAN'S LIST (3.5 GPA Fulltime for Spring): Debra Orr, Amber Udenby, Gail Hartford, Melvira Sigle, Edward Eaton, Natalie Williams, Diana May.

**WHAT'S NEW?** *Women's History and Chemistry 100 for Winter Term.*

*History of Women, a two-term sequence, will be offered beginning Winter Term. Chemistry 100, chemistry for allied health majors, is also planned.*

*Early Childhood Education (ECE100 and 102) will also be offered Winter Term.*

## CHECK IT OUT!



2510 First Street  
Tillamook, OR 97141



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# Visit 180 Colleges and suffer no jet-lag!

Students and their parents can talk with representatives of some 180 colleges from across the country at the 1994 PORTLAND NATIONAL COLLEGE FAIR at the OREGON CONVENTION CENTER.

Friday, October 4 (9 a.m. to 2 p.m.) and Saturday, October 15 (10a.m. to 3p.m.)

FREE!.



## EVENING ADVISING NOW AVAILABLE ON MONDAYS

Jean Peterson, institutional researcher for TBCC, will be available to students for academic advising Mondays 5 - 8:00 pm or by appointment. Jean has degrees in Math and Adult Education and is a computer-whiz. Take advantage.



## WHERE HAVE ALL THE RIDES GONE?

*So far, only a couple of students have signed up for ride-sharing in the "lounge area" outside Student Services. If you need some help with transportation, this may be a way to get some help.*

*Also, here is your chance to... share.*

*bumper stickers available through student services...*

**L**eadership. What is it? Leadership. Who is it? What? Student Services at Tillamook Bay Community College is pleased to announce the formation of a Student Leadership Development Council. What does that mean? Interested? Contact Jack Lutes at 842-8222. Thanks.



## EDUCATION

### DID YOU KNOW?

### JOBS

“Educational level is increasingly important in determining labor market success and wage levels. The average college graduate in Oregon now earns twice the income of a high school graduate and suffers only half the unemployment.

An increasing number of workers, including new workers, are in low-wage jobs with little prospect of moving up the pay scale without additional education. High-skilled workers continue to do well while less educated

workers have lost significant wages...”

From an article by David Allen, Oregon Employment Department, in "North Coast Labor Trends", October, 1994.

**TILLAMOOK COUNTY:**  
**POPULATION:**  
**22,900**

GENERAL FUND: RESOURCES

1994-95

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ACCOUNT #	DESCRIPTION	ADOPTED	REVISED	RECEIVED AUGUST	TOTAL RECEIVED	BUDGET BALANCE	% OF BUDGET
01	GENERAL FUND RESOURCES	01-03-XXXXXX-XX					
200000-00	STATE SOURCES						
10000-00	GRANT IN-AID ALLOCATION	\$167,904.00	\$167,904.00	\$41,976.00	\$41,976.00	\$125,928.00	75.00%
30000-00	MEASURE 5 REPLACEMENT	\$108,263.00	\$108,263.00	\$27,066.00	\$27,066.00	\$81,197.00	75.00%
40000-00	LOTTERY GRANT IN-AID ALLOCATION	\$133,293.00	\$133,293.00		\$0.00	\$133,293.00	100.00%
50000-00	LOTTERY BENCHMARK ALLOCATION	\$47,561.00	\$47,561.00		\$0.00	\$47,561.00	100.00%
300000-00	LOCAL SOURCES						
10000-00	CURRENT TAXES	\$467,870.00	\$467,870.00		\$0.00	\$467,870.00	100.00%
20000-00	PRIOR YEARS TAXES	\$50,000.00	\$50,000.00		\$0.00	\$50,000.00	100.00%
30000-00	COUNTY TIMBER REVENUE	\$50,000.00	\$50,000.00		\$0.00	\$50,000.00	100.00%
400000-00	TUITION AND FEES						
10000-00	TUITION	\$210,500.00	\$208,500.00	\$22,139.00	\$32,347.00	\$176,153.00	84.49%
10000-05	TUITION - SBDC	\$0.00	\$2,000.00		\$0.00	\$2,000.00	100.00%
20000-00	FEES	\$42,500.00	\$16,400.00	\$1,201.00	\$1,954.60	\$14,445.40	88.08%
20000-05	FEES - SBDC	\$0.00	\$3,000.00	\$600.00	\$680.00	\$2,320.00	77.33%
20000-97	FEES - FITNESS CENTER	\$0.00	\$3,000.00	\$119.00	\$291.00	\$2,709.00	90.30%
20000-99	FEES - NBC POOL	\$0.00	\$20,000.00	\$1,163.50	\$1,988.50	\$18,011.50	90.06%
20001-99	FEES - NBC OTHER	\$0.00	\$100.00		\$0.00	\$100.00	100.00%
500000-00	OTHER REVENUE						
10000-00	SALE OF GOODS/SERVICE	\$8,500.00	\$0.00		\$0.00	\$0.00	ERR
10001-00	SALE OF GOODS/SER - GED TEST	\$0.00	\$3,500.00	\$250.00	\$400.00	\$3,100.00	88.57%
10002-00	SALE OF GOODS/SER - COFFEE	\$0.00	\$1,500.00		\$19.47	\$1,480.53	98.70%
10003-00	SALE OF GOODS/SER - POP	\$0.00	\$500.00	\$26.00	\$26.00	\$474.00	94.80%
10004-00	SALE OF GOODS/SER - PHONE	\$0.00	\$500.00		\$0.00	\$500.00	100.00%
10005-00	SALE OF GOODS/SER - OTHER	\$0.00	\$2,400.00	\$87.00	\$102.00	\$2,298.00	95.75%
10000-99	SALE OF GOODS/SERVICE - NBC	\$0.00	\$100.00	\$15.98	\$15.98	\$84.02	84.02%
20000-00	INTEREST INCOME	\$20,000.00	\$20,000.00	\$1,499.54	\$2,858.48	\$17,141.52	85.71%
30000-00	RENTAL INCOME	\$6,000.00	\$1,000.00	\$22.50	\$42.50	\$957.50	95.75%
30000-99	RENTAL INCOME - NBC ROOM	\$0.00	\$4,000.00	\$879.00	\$1,107.00	\$2,893.00	72.33%
30001-99	RENTAL INCOME - NBC POOL	\$0.00	\$1,000.00	\$200.00	\$280.00	\$720.00	72.00%
50000-00	MISCELLANEOUS INCOME	\$2,000.00	\$1,950.00	\$25.00	\$2,680.06	(\$730.06)	-37.44%
50000-99	MISCELLANEOUS INCOME - NBC	\$0.00	\$50.00	\$15.00	\$15.00	\$35.00	70.00%
40000-00	AVAILABLE WORKING CAPITAL	\$250,000.00	\$250,000.00		\$0.00	\$250,000.00	100.00%
RESOURCES TOTAL		\$1,564,391.00	\$1,564,391.00	\$97,284.52	\$113,849.59	\$1,450,541.41	92.72%

BUDGET SUMMARY - AUGUST

1994-95

TILLAMOOK BAY COMMUNITY COLLEGE S.D.

ADOPTED BUDGET	REVISED BUDGET	EXPENSES OR RECEIVED	TOTAL EXPENDED/ RECEIVED	BUDGET BALANCE	% OF BUDGET
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RESOURCES:

REVENUE	\$1,564,391.00	\$1,564,391.00	\$97,284.52	\$113,849.59	\$1,450,541.41	92.72%
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REQUIREMENTS:

INSTRUCTIONAL	\$424,768.00	\$424,768.00	\$17,836.63	\$35,852.17	\$388,915.83	91.56%
INSTRUCTIONAL SUPPORT SERVICES	\$284,169.00	\$284,169.00	\$23,114.09	\$45,266.28	\$238,902.72	84.07%
STUDENT SERVICES	\$220,251.00	\$220,251.00	\$18,246.57	\$34,693.41	\$185,557.59	84.25%
COLLEGE SUPPORT SERVICES	\$331,329.00	\$331,329.00	\$33,262.73	\$58,934.24	\$272,394.76	82.21%
PLANT OPERATION & MAINTENANCE	\$107,698.00	\$107,698.00	\$18,802.56	\$25,849.19	\$81,848.81	76.00%
COMMUNITY SERVICES	\$350.00	\$350.00		\$0.00	\$350.00	100.00%
FINANCIAL AID	\$24,120.00	\$24,120.00	\$768.00	\$2,917.33	\$21,202.67	87.90%
DEBT SERVICES	\$51,706.00	\$51,706.00		\$0.00	\$51,706.00	100.00%
BOARD RESERVES	\$120,000.00	\$120,000.00		\$0.00	\$120,000.00	100.00%
TRANSFERS	\$0.00	\$0.00		\$0.00	\$0.00	ERR

REQUIREMENTS TOTAL	\$1,564,391.00	\$1,564,391.00	\$112,030.58	\$203,512.62	\$1,360,878.38	86.99%
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RESOLUTION 14

Tillamook Bay Community College Service District  
Board of Education  
October 3, 1994

THE OREGON COMMUNITY FOUNDATION GRANT

The President RECOMMENDS adoption of the following resolution:

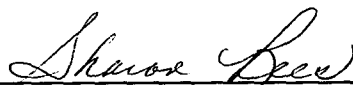
WHEREAS, the 1994-1995 budget of Tillamook Bay Community College Service District (TBCC) did not predict an additional \$7,000 in The Oregon Community Foundation Grant; and

WHEREAS, Oregon Local Budget Law, under ORS 294.326(2), provides that unanticipated funds which have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriation resolution:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of TBCC hereby adopts this resolution in the full amount of \$7,000 for the purposes shown below, hereby appropriated as follows:

INSTRUCTIONAL SUPPORT	\$4,000.00
PLANT OPERATION & MAINTENANCE	\$3,000.00
TOTAL	\$7,000.00

RESOLVED this 3<sup>RD</sup> day of October, 1994, by the Board of Education, Tillamook Bay Community College Service District.

  
\_\_\_\_\_  
Chairperson, Board of Education

Attest:

  
\_\_\_\_\_  
President, Clerk of Board



THE OREGON COMMUNITY FOUNDATION GRANT

Description	Adopted 1994-95
LOCAL SOURCES	\$7000.00
INSTRUCTIONAL SUPPORT	
Travel	1000.00
Telephone	500.00
Postage	250.00
Printing	1250.00
Other Contracted Services	1000.00
PLANT OPERATIONS & MAINTENANCE	
Other Contracted Services	3000.00
TOTAL	\$7000.00

1994-95  
**BUDGET TRANSFERS**  
 October 3, 1994

**GENERAL FUND**

	FROM	TO	AMOUNT	REASON
1	BOARD CONTINGENCY -	INSTRUCTION - Materials and Services - Other Expenses Other Course Expenses	\$2,000.	Change in Procedures
2	BOARD CONTINGENCY -	PLANT OPERATION AND MAINTENANCE - Material and Services - Other Contracted Services	1,500.	Architectural Fees for Building Remodel/Renovation
3	BOARD CONTINGENCY -	COLLEGE SUPPORT - Capital Outlay - Equipment Replacement	500.	Fire Proof Filing Cabinet
4	BOARD CONTINGENCY -	PLANT OPERATION AND MAINTENANCE - Physical Plant - Repairs	4,000.	Painting Project at Tillamook Campus

**SPECIAL FUND - NBC DONATION FUND**

	FROM	TO	AMOUNT	REASON
1	PLANT - Repairs	INSTRUCTIONAL SUPPORT - Administration - Technical Study	\$890.	Accomplish Technical Study and Community Interaction.
2	PLANT - Capital Outlay -Equipment	INSTRUCTIONAL SUPPORT - Administration - Technical Study	2,250.	Accomplish Technical Study and Community Interaction.
3	PLANT - Building Improvement	INSTRUCTIONAL SUPPORT - Administration - Technical Study	515.	Accomplish Technical Study and Community Interaction.
4	PLANT - Building Improvement	INSTRUCTIONAL SUPPORT - <del>Administration</del> - Technical Study	985.	Accomplish Technical Study and Community Interaction.

*OTHER PAYROLL EXPENSES*

**PERSONNEL REPORT**  
**October 3, 1994**

**Searches in Progress:**

Director, Administrative Services

Effective: To be determined

Salary: \$32,729 per year (Grade 11, Step 1)

Status: Regular, full-time

Deadline: September 7, 1994

Hiring Committee has reviewed 48 applications and has selected 5 candidates for interviews on October 6, 7, 10, 12, and 13.

Dean of Instruction

Effective: To be determined

Salary: \$36,001 per year (Grade 12, Step 1)

Status: Regular, full-time

Deadline: November 14, 1994

Recreational Coordinator

Effective: As soon as possible

Salary: \$8.07 per hour (Grade 4, Step 1)

Status: Regular, part-time (.15 FTE), 6 hours per week

Deadline: October 17, 1994

**Resignations:**

Debra Burkhead, NBC Recreational Coordinator

Effective: 10/13/94

# BOARD OF EDUCATION

## Lunch with Director of Administrative Service Candidates

Day/Date	Time	Place	Candidate	Attending Board Members
Thursday October 6	12:00 noon	Shilo Restaurant	Mark Sybouts	
Monday October 10	12:00 noon	Shilo Restaurant	James Ackerman	
Wednesday October 12	12:00 noon	Shilo Restaurant	Ron Geason	
Thursday October 13	12:00 noon	Shilo Restaurant	Ken Upshaw	
Tuesday October 18	12:00 noon	Shilo Restaurant	Kathleen Close-LeRoy (not confirmed)	



## PART-TIME EMPLOYEES - DENTAL INSURANCE

The insurance program we participate in with Blue Cross Blue Shield of Oregon (BCBSO) through our affiliation with the Oregon School Board Association (OSBA) is by definition group insurance. It does not allow school districts to offer participation on an individual employee basis. School districts may offer dental coverage only if a group, by BCBSO and OSBA's definition, will participate. The district must agree to enroll and submit applications for 75% of eligible employees. The district must pay a minimum of 50% of eligible employees' premiums, or any portion of the premium greater than 50% up to and including 100%. For benefit plans where the employer pays less than 100% the employee must pay the remaining percentage of the premium. If 75% of our employees (a group) do not wish to participate by paying the remaining percentage of the premium the college can not offer the benefit to that group.

TBCC has offered dental insurance to part-time employees on a self-pay basis for both the employee and their dependents for as long as can be remembered. We have just discovered that this policy does not comply with the "group" requirements specified by BCBSO and the OSBA because the college does not contribute a minimum of 50% of the employee premium rate.

In order for the college to offer the dental benefit to part-time employees:

1. The district must pay 100% of the premium, or
2. Six of the eight part-time employees must participate by paying their portion of the premium.

Note: At this time only two of the eight eligible part-time employees are self-paying their dental insurance; no employees are self-paying for dependents.

Part-time Employees	Current Policy 0 / employee		100% District Paid \$29.55/emp		75% District Paid \$22.16/emp		50% District Paid \$14.78/emp		\$5.00 Employee Co-pay \$24.55/emp	
	per month	per year	per month	per year	per month	per year	per month	per year	per month	per year
8	0	0	\$236.40	\$2,836.80	\$177.30	\$2,127.60	\$118.20	\$1,418.40	\$196.40	\$2,356.80

The recommendation of the President and the Coordinator of Human Resources is to discontinue dental insurance coverage for part-time employees effective 10/1/94. Blue Cross Blue Shield will extend coverage to the two participating part-time employees through 10/1/95.

# HMO OREGON

HMO in Tillamook County anticipated in 1995

1. Blue Cross Blue Shield of Oregon/HMO is contracting with local doctors
2. BCBSO/HMO is currently working out details with Tillamook County General Hospital
3. Service will be in conjunction with Adventist Hospital and Good Samaritan Hospital in Portland for "specialized" medical services

BCBSO/HMO benefits and costs compared to BCBSO Medical Plan I

1. increased benefits (particulars not yet available)
2. comparison of current unit rates (coverage for employee and dependents)

HMO	\$243.00 per eligible employee per month
Plan I	\$308.80 per eligible employee per month

Potential Savings (based on current rates):

1. \$65.80 savings per month per employee  
\$789.60 savings per year per employee
2. If five employees selected HMO: \$3,948.00 savings per year  
If ten employees selected HMO: \$7,896.00 savings per year

## Saturday, October 29

- |             |              |   |
|-------------|--------------|---|
| 8:00-9:15   | Ballroom     | Breakfast <i>work</i> session   |
| 9:30-10:15  | Ballroom     | General Session:<br>Just Doing It: 1995 legislative agenda for Oregon's community colleges.<br><i>Estle Harlan, Clackamas Board, introduction</i><br>Karen Garst  |
| 10:30-11:45 | Ball-Emerald | The legislature for real — lobbying from a member's perspective, getting your issues across.<br><i>Bill Bellamy, COCC Board, introductions</i><br>Sen. Neil Bryant, R-Bend<br>Rep. Kate Brown, D-Portland<br>Rep. Dennis Luke, R-Bend   |
| 10:30-11:45 | Ball-Diamond | Federal action from the ground up — examples of successes, discussion of the process of federal legislation in Washington.<br><i>Jerry Watson, Chemeketa Board, introductions</i><br>Ray Pirkl (PCC)<br>Sue Hildick (office of Sen. Mark O. Hatfield)<br>Ray Taylor (ACCT) if available, or another |
| 10:30-11:45 | Topaz        | Involving students in an effective lobbying effort. How to do it, and what the results can be.<br><i>Cindy Weeldreyer, Lane Board, introductions</i><br>Roger Bassett, OCCS<br>Ed Dennis, Oregon Student Lobby<br>Dia Leavenworth, CCOSAC   |
| 12:00-1:30  | Ballroom     | Lunch   |
| 1:45-4:30   | Topaz/Opal   | OCCA Board of Directors meeting<br><i>Open to anyone</i>  |
| 1:45-4:30   | Ruby         | OCMPR (college public information officers) meeting   |
| 6:00-7:00   | Topaz group  | Gossip Hour & Reception   |
| 7:00-8:30   | Ballroom     | Buffet Dinner & Entertainment. Host: Ron Daniels. Very Special Awards to Very Special People....  |



# Community Colleges and the changing face of Oregon

OCCA Annual Meeting • October 27-29, 1994 • Shilo Inn • Bend

## Thursday, October 27

7:30 PM	Ballroom	<i>Board Member Leadership Institute</i> Boards that make a difference: the Central Oregon experience. Boad chair Kate Van Voorhees and other COCC board members
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## Friday, October 28

7:30-11:30	Topaz/Opal	State Board of Education meeting
11:30-12:15	Ballroom	Lunch
12:15-1:00	Ballroom	General session. Keynote speaker: John Mitchell, Vice-President and chief economist, U.S. Bank of Oregon; Chair, Oregon Council of Economic Advisors
1:15-2:30	Topaz	Community colleges: a private sector view <i>Jim Carnahan, Central Oregon Board, introductions.</i> Bob Johnson, Hewlett-Packard, Corvallis Mary Spilde, Dean of Business/Health, Linn-Benton; member, Workforce Quality Council Stewart Weitzman, Weitech, Inc., Sisters
1:15-2:30	Ball-Emerald	Oregon's economy: past, present and future <i>Dean Wendle, Rogue Board, introductions</i> Paul Warner, Director, Oregon Office of Economic Analysis Joe Cortright, Oregon legislative staff ?, Bank of America, Portland
2:45-4:00	Ball-Diamond	Demographic changes in Oregon and their impact on community colleges <i>Marcia Atkinson, PCC Board, introductions</i> Susan Bach, PCC Director of Research Ed Schafer, PSU Center for Population Research and Census Roger Haugen, Umpqua ? <i>Dean of Lib Arts + Sci.</i>
2:45-4:00	Ball-Sapphire	OCCA — it's YOUR organization! Board members' informal chat with Karen Garst
5:30-6:30	Topaz group	Reception
6:30-8:30	Ballroom	Dinner. Host: Maureen Thomas, Treasure Valley Board. Howard Cherry Awards. Board Member Service awards.

**48th  
ANNUAL**

# CONVENTION SCHEDULE

OSBA's Annual Convention is the only event specifically designed to help school board members find exactly what they need to know to keep pace with the ever-changing demands of public education.

The 1994 OSBA Annual Convention features the latest information on school improvement; outstanding speakers; sessions on school councils, foundations, school funding and exemplary programs. Board members will learn the skills necessary to meet the challenges ahead.

At Friday's Legislative Workshop OSBA members will adopt the Association's action plan for the 1995 Legislative Session.

## **Friday, November 11**

7:30 a.m. to 5 p.m.

Exhibit Hall open

8 a.m.

Registration - Ballroom Foyer

8:45 to 10:15 a.m.

### **FIRST GENERAL SESSION**

*Reflections on the November Election and Direction for 1995*  
Norma Paulus, Oregon Superintendent of Public Instruction

*Increasing Options: Lowering Risks*

Stephen G. Barkley, executive vice president, Performance Learning Systems, Emerson, NJ

9 a.m. to 4 p.m.

Oregon Council of School Attorneys' Annual Fall Conference  
Marriott Hotel

9 a.m. to 4 p.m.

School Board Secretaries Workshop  
Downtown Red Lion Inn

10:15 to 11:45 a.m.

Special interest clinics

11:50 a.m.

### **LUNCHEON**

Senator Mark O. Hatfield

1:45 to 3:15 p.m.

Special interest clinics (morning sessions repeated)

1:45 to 5 p.m.

Oregon School Safety Officers' meeting

3:15 to 5 p.m.

OSBA Legislative Business Meeting

OSBA's 1995 Legislative policies, positions and priorities will be reviewed and approved

## **Saturday, November 12**

7:30 a.m.

### **BREAKFASTS**

Oregon Association of School Business Officials  
Board Chairmen  
New Board Members  
Hot Topics

8 a.m. to 3 p.m.

Exhibit Hall open

9 to 11 a.m.

### **SECOND GENERAL SESSION**

Oregon's 1995 Teacher of the Year (to be announced)

*Preparing Young Americans for the 21st Century - Why We Must Reinvent Our Schools*

David Pierce Snyder, futurist and editor of *Futurist Magazine*, Bethesda, MD.

11 a.m. to 12:15 p.m.

Special interest clinics and exemplary curriculum programs

12:30 p.m.

### **LUNCHEON**

*Leadership for Children*

Paul Houston, executive director, American Association of School Administrators, Arlington, VA

2 to 3:15 p.m.

Special interest clinics and exemplary curriculum programs (morning sessions repeated)

3:15 p.m.

OSBA Annual Business meeting

Oregon Association of School Executives meeting

6:30 p.m.

### **ANNUAL BANQUET**

Martin Luther King Choir - Portland Public School District

*Public Education - America's Greatest Success Story*

Forrest J. "Frosty" Tray, editor, *The Oklahoma Observer*

## **Sunday, November 13**

7:30 a.m.

### **BREAKFASTS**

Oregon School Study Council

ESD Board Members and Superintendents

Oregon Small School Association

Big Five School Districts

9:30 to 11 a.m.

### **THIRD GENERAL SESSION**

*Our Children are Reachable, Teachable, Lovable and Savable*

Dr. Lonise Bias

## **SPECIAL MEETINGS AND INFORMATION**

### **Friday, November 11**

9 a.m. to 4 p.m.

#### **Fall Conference of Oregon School Attorneys**

Marriott Hotel

Agenda includes: Breathalyzer Testing, Early School Closure, Video Monitoring, Drug Testing Bus Drivers, Product Liability and Warranties, ESD Mergers, PERS, Special Education and IEPs

9 a.m. to 4 p.m.

#### **Board Secretaries' Workshop**

Downtown Red Lion Inn

*How People React to Change*

Marilyn Turner

### **Saturday, November 12**

7:30 a.m.

#### **New Board Members' Breakfast**

*How School Boards and Superintendents Can Work Together Successfully*

#### **Hot Topics Breakfast**

25 topics of interest to you

### **Important Housing Information**

#### **READ IMMEDIATELY**

To be fair to all districts wanting rooms in the Marriott Hotel, and to cope with the erratic mail system in outlying areas of Oregon, we will use a lottery system for hotel reservations. All registration forms received are held through Friday, Oct. 7. On Monday, Oct. 10, we will randomly draw hotel reservation requests until all requests have been filled. Reservations received after Oct. 7 will be filled after the drawing is completed.

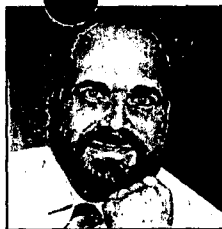
### **Registration and Billing**

Convention registrations must accompany hotel reservations. After Oct. 21, a \$25 fee is charged for each canceled convention registration. Registration materials and meal tickets are mailed to the school district office prior to convention. To receive a refund, meal tickets must be returned 48 hours before the meal.

Marriott Hotel registered guest parking is \$10 per day. Be prepared to pay parking fees in cash at checkout.

# SPEAKERS

Highly skilled educators have many options for responding to students' learning needs. Stephen G. Barkley, executive vice president, Performance Learning Systems, will encourage you to consider staff development, coaching, restructuring, risk taking and community involvement to increase instructional options. Positive, enthusiastic, sensitive, witty, Steve is a true role model—he practices what he teaches!

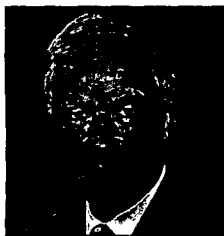


**Friday Morning**  
Increasing Options:  
Lowering Risks

Children have no vote. They depend on us, adult leaders to care for their education, health, safety and security. Dr. Paul Houston, executive director of the American Association of School Administrators, will call for a National Declaration of Children's Rights and a Children's Investment Trust during this stirring presentation.



**Saturday Noon**  
Leadership for Children



**Friday Noon**  
Senator Mark Hatfield

Senator Mark Hatfield will update you on national legislation that impacts public education, including the President's Goals 2000, and reflect on the November election. Senator Hatfield's many legislative initiatives include his efforts to improve the technological literacy of American students through regional math and science education centers and through parental involvement in education. He has consistently opposed increases in defense spending while focusing on improving health, education and social services programs throughout his 28 years in the Senate.

Despite an avalanche of social problems—from drugs, alcohol, teen pregnancy and violence—public schools today are more successful than at any other time in history. If you doubt it, sit back and listen to America's foremost champion of public education, Forrest J. "Frosty" Troy, editor of The Oklahoma Observer. Troy is a blunt, dynamic and witty defender of public education and an unrelenting champion of school staff and board members. He promises to give you a lift and a feeling that public education is worth preserving.



**Saturday Night**  
America's Best Kept Secret

America's public schools, designed in the age of steam, served the nation's young people—and employers—admirably for the past 100 years. Today, however, as America enters the information age, we must reinvent the content and methods of public education to enable schools to provide all students with mastery of a much more sophisticated array of information handling skills than have been required in the past if Americans—and America—are to remain productive and prosperous in the 21st Century. Join David Pierce Snyder, futurist and Life-Styles editor of The Futurist magazine, for a peek into public education's future.



**Saturday Morning**  
Preparing Young  
Americans for the 21st  
Century — Why We Must  
Reinvent Our Schools

Dr. Lonise Bias is the mother of the late Len Bias, the University of Maryland basketball player who died in 1986 of a drug related death two days after being drafted by the Boston Celtics. In 1990 the Bias family suffered the loss of a second son Jay, who was murdered in a drive-by shooting at a local mall. Dr. Bias uses the deaths of her two sons as an opportunity to inspire and encourage young people as well as adults. Dr. Bias is sensitive to the problems of the youth of this nation. She believes that our young people are "reachable, teachable, lovable and savable" and adults must become more sensitive to the needs of the young.



**Sunday Morning**  
Our Children are  
Reachable, Teachable,  
Lovable and Savable

# OSBA

## WORKS FOR YOU

### ... In Your Districts

- ▶ **Labor Relations**  
Contract Analysis, At-the-Table Bargaining, Alternative Bargaining, Representation at Hearings
- ▶ **Superintendent Searches**  
Selection Criteria, Recruitment, Screening So Your Board Can Make the Best Choice
- ▶ **Policy Services**  
Analysis to Complete Re-write
- ▶ **Communications**  
Audits, PR in Action, Focus Groups, Surveys, Planning

For information on a specific program or assistance with an issue facing your board or district, please call or visit the OSBA office and talk with our staff.

### ... In Board Development

#### OSBA Provides

- ▶ Workshops
- ▶ Quality Leadership Training
- ▶ Annual Convention
- ▶ Regional Meetings
- ▶ Individual Board Sessions on Topics of Your Choice

### ... In Salem

#### OSBA Provides

- ▶ Representation for School Boards
- ▶ Positions to the Legislature and State Agencies
- ▶ Research and Response to Your Questions
- ▶ Informative Publications

### ... In Keeping School Costs Down

#### OSBA Sponsors

- ▶ Employee and Student Insurance
- ▶ Property and Casualty Coverage
- ▶ Workers' Compensation
- ▶ Pooled Short-Term Borrowing Program
- ▶ FlexFund
- ▶ Legal Assistance Trust

**OSBA . . . As Close As Your Phone . . . 1-800-578-OSBA**