Board of Trustees Meeting  
Virtual, Via Zoom

Zoom Link: https://cptc-edu.zoom.us/j/84932103146?pwd=anRzaU1RM0h6eEZwNFcwS3E1ZH5QT09
Passcode: BOTMeeting

Wednesday, May 11, 2022
Study Session: CANCELED
Regular Meeting: 4:00-5:55 p.m.

Agenda

4:00 Call to Order, Introductions ................................................................. Carol Mitchell

Adoption of Agenda .............................................................................. Carol Mitchell

Approval of the Regular Minutes of .................................................. Carol Mitchell Tab 1
April 13, 2022

4:05 President’s Report ............................................................................. Joyce Loveday

- Student Success Story
- Trustee Recognition
- ctcLink “Go Live”
- Miscellaneous

4:20 College Reports or Highlights

ASG Report .............................................................................................. Tucker Yowell Tab 2

Pillar Lead Report (ctcLink) ................................................................. Brian Lee Tab 3

FY 2021-22 3rd Quarter Budget Report .............................................. Lisa Wolcott Tab 4

Union Update ......................................................................................... Union Leaders

Instruction Report ......................... Brandon Rogers/Jonathan Jackson/Christina Rupp Tab 5A
Palmer Scholars

5:00 Chair's Report................................................................................ Carol Mitchell
5:03 Board Reports and/or Remarks ................................................................. All

5:05 Public Comments ................................................................................... Carol Mitchell

5:10 New Business .......................................................................................... Carol Mitchell

2022-23 Nominations for Chair and Vice Chair ......................................... Carol Mitchell

Approval of Resolution 22-05-105, Lua Pritchard, ................................. Carol Mitchell

Recognition of Service.............................................................................. Carol Mitchell

5:20 Convene Executive Session for approximately 30 minutes for the purpose of reviewing the performance of a public employee ......................... Carol Mitchell

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for executive session and the time when the executive session is expected to conclude.

5:50 Action Items as a Result of Executive Session................................. Carol Mitchell

5:55 Adjournment ......................................................................................... Carol Mitchell
Call to Order: Acting Chair Taylor called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on April 13, 2022, at 4:01 p.m.

Board of Trustees Present:
Mark Martinez
Lua Pritchard
Eli Taylor

College President: Dr. Joyce Loveday

Excused Absences: Carol Mitchell, Chair; Alice Phillips, Vice Chair; Justin Kjolseth, Assistant Attorney General

Executive Team:
Dr. Tom Broxson, VP, Instruction
Dr. Scott Latiolais, VP, Student Success
Samantha Dana, Assoc. VP, Institutional Effectiveness
Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion
Lisa Wolcott, Int. VP, Finance & Administration

Adoption of the Agenda
MOTION:
Motion to adopt the agenda, as presented, was made by Trustee Martinez and seconded by Trustee Pritchard. Motion was approved unanimously.

Approval of Minutes (Tab 1)
MOTION:
Motion to approve the minutes of the Special Board meeting on March 9, 2022, as presented, was made by Trustee Pritchard and seconded by Trustee Martinez. Motion was approved unanimously.

President’s Report
Student Success Story
Shaun Mason is in the last quarter of the Graphics Technologies Program and is the first person in his family to attend college. After coming out to his family at 18, he left home, became homeless, had a substance abuse problem, and was HIV positive in 1986 – often a death sentence at that time. Eventually, he came to terms with his illness, was survivor not a victim, and found a great support group.
In 2020, Shaun was laid off work and decided to research colleges. He found CPTC’s orientation the best, everyone was supportive and helpful. In 2021, Shaun decided to apply for ASG, and it has been a rewarding experience. He and his partner run a small E-Bay store, and they hope to open a storefront. Another goal is to find graphics work within the LGBTQ community or non-profit. Anything is possible at any age.

Legislative Update
The 2022 Legislative Session has concluded. There were several opportunities for community and technical colleges (CTCs) available on a competitive basis:

- Refugee education
- Providing homeless student assistance
- Healthcare simulation lab equipment
- New enrollment slots for nursing education
- Pilot to infuse climate science into a broad variety of course curricula

Funding that impacts all CTC institutions:

- Cost of Living Adjustment for employees (funding will cover 85 percent of the cost)
- Additional Guided Pathways funding
- Health care workforce grants for students
- Expansion of financial aid outreach

ctcLink Update
There are eleven days until ctcLink implementation, Monday, April 25. As we go live, most offices will be closed April 18-May 6 for ctcLink implementation. One can still email offices or drop off paperwork.

Dr. Loveday thanked the ctcLink Team for how they prepared CPTC for this major transition, Lisa Wolcott for serving as the Executive Sponsor, and Dr. Lee for serving as Project Manager.

Miscellaneous

Charting Our Future Conference: Changing Systems, Changing Lives – April 5-6
CPTC had seven attendees at this in-person conference, presented by Graduate Tacoma. This exceptional conference provided an opportunity to strengthen connections with local partners and work toward collective action.

Policies
A new Running Start Fee Waiver Policy is to bring CPTC in line with legislative decisions.

Foundation 16th Annual Scholarship Celebration
The CPTC Foundation Scholarship Celebration will be held virtually again this year from May 16-20 with:

- Online auction
- Raise the paddle
- Gourmet to Go, Drive-Through Dinner will be a three-course meal provided by CPTC’s Culinary Arts Program and dessert created by the Pastry Arts Program – will be available for pick up on May 20 from 3:30-6:00 p.m.
The goal is to raise $65,000 to support student scholarships and emergency assistance to CPTC students in need. President Loveday thanked Janet Holm and Kara Snyder for their work on the virtual celebration.

College Reports or Highlights
ASG Report (Tab 2)
ASG student Jacob Katz, Chair of Events and Activities Committee, presented the ASG report. New students were welcomed to campus with Week of Welcome (WOW) and received swag bags and could win prizes for games. Campus resources were shared with students.

The offices of Equity, Diversity & Inclusion and Department of Student Life offered 16 students the opportunity to participate in the 32nd Annual Students of Color Conference, to be held on April 21-22.

A new approach was taken to a portion of Student Orientation, where five student leaders participated in a student-led panel to educate new students about the Canvas online platform.

Enrollment Update (Tab 3)
Dr. Latiolais provided the attached Enrollment Report. Trustee Martinez noted that seven programs are being targeted, and asked which four are doing well. Dr. Latiolais replied that Architectural Engineering Design, Environmental Sciences, Heating & Air Conditioning/Refrigeration Service Technician, and Non-Destructive Testing have seen enrollment increases. The programs still experiencing challenges are Early Care and Education, Dental Assisting, and Network Operations and System Security.

Trustee Martinez followed up with a question concerning the downward trend in enrollment and asked if anyone knows why. President Loveday responded with some thoughts:
- Some students prefer in-person and hands-on training, not online (as many portions of programs have been over the last two years).
- People are getting employment to take care of their family’s immediate needs, rather than taking classes that would lead to higher wages.
- From President Loveday’s perspective, there has been a growing distrust of higher education and putting money into education, when people are obtaining well-paid jobs.

As the College works on a strategic plan, improving enrollment will be considered – how to do things differently; how the College better connects with the community to respond to their needs and the needs of industry; and offer programs/classes that are flexible, innovative, and that respond to the timeframes students need.

Dr. Latiolais added that when unemployment rates are low, enrollment is typically down at colleges. CPTC also lost many students during the pandemic, and it will take time to rebuild enrollment. Trustee Taylor noted that wage inflation is impacting the economy and suggested it may be trickling down to cause lower enrollment, because people can go out, get a job, and make a decent living.

Core Theme Report – Student Success Core Theme (Tab 4)
Ms. Dana gave the attached Core Theme Report – Student Success Core Theme. No questions followed.
Student Success Report (Tab 5)
Ms. Barre presented the attached report on Workforce Development. No questions followed.

Program Fees FY 22-23 (Tab 6)
Ms. Wolcott explained the FY22-23 Program Fees. No questions followed.

Chair’s Report
No Chair’s report.

Board Reports and/or Remarks
No Board reports or remarks.

Public Comments
No public comments.

New Business
No new business.

Next Meeting
May 11, 2022, details to follow.

Adjournment
MOTION:
Motion to adjourn the meeting at 5:04 p.m. was made by Trustee Martinez, and seconded by Trustee Pritchard. Motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Carol Mitchell
Chair, Board of Trustees
College District Twenty-Nine
CPTC ctcLink
Project Update

Dr. Brian Lee, CIO and PM
Kirk Walker, HCM Pillar Lead
Cindy Mowry, CS-SS Pillar Lead
Lisa Wolcott, FIN Pillar Lead
Jenna Pollock, CS-INS Pillar Lead
The ctcLink System in Brief

ctcLink is the implementation of a single, centralized system of online functions to give students, faculty and staff anytime, anywhere access to a modern, efficient way of doing their college business.

It is an Enterprise Resource Management System built on the PeopleSoft Platform

It replaces our 35 year old HP System

It is both a technology project and a people and process project, where colleges are required to examine their core business processes and practices to align with the delivered software solution and system level standardization.
System Level Deployment Groups - May 2022
The Project Team at CPTC

- Adrien, Jenn (SME-CS)
- Annemarie Solbrack (SME)
- Barre, Michelle (SME-CS)
- Beach, Lisa (TL)
- Bills, Kimberly (ML-FIN)
- Boon, Celva (PL-CS)
- Coleman, Mary (SME-FIN)
- Crosby, Kristy (SME-CS)
- Crouchet, Cristeen (SME-CS)
- Dana, Samantha (SME-CS)
- Eschbach, Jenn (ML-CS)
- Fortson, Lisa (PL-CS)
- Goulart, Audrey (BA)
- Gordon Walters (BA)
- Hawkins, Danielle (BA)
- Hike, Marla (SME-CS)
- Hoppe, Susan (SME-FIN)
- Ievers, Teresa (ML-HCM)
- Kelly, Dean (PL-CS)
- Lee, Brian (PM)
- Mandt, Kathleen (ML-HCM)
- McKinney, Brenda (SME-CS)
- Mowry, Cindy (PL-CS)
- Murphy, McKenzie (PL-CS)
- Nelson, Valarie (ML-FIN)
- Nuxoll, Brad (PL-IS/IT)
- Nuxoll, Angelique (ML-HCM)
- Nuxoll, Taylor (BA-HCM)
- Ott, Marie (PL-CS)
- Overton, Cindy (ML-CS)
- Perez, Kay (ML-FIN)
- Perkins, Petra (ML-CS)
- Petrov, Tanya (ML-FIN)
- Pieper, Micalah (PL-CS)
- Pollock, Jenna (PL-INS)
- Rogers, Bandon (SME-CS)
- Scanlan, Regina (SME-FIN)
- Songao, Tracey (PL-CS)
- Timmons, Amy (ML-HCM)
- Volk, Jason (BA)
- Walker, Kirk (PL-HCM)
- Wendland, Kate (SME-CS)
- Williams, Jonathen (SME-CS)
- Wolcott, Lisa (PL-FIN)
- Zaffino, Gina (ML-FIN)
ctcLink Goes Live for Clover Park, Columbia Basin, and Walla Walla

April 25, 2022 by ctcLink Communications

The second set of Deployment Group 6 colleges (DG6-B)—Clover Park Technical College, Columbia Basin College, and Walla Walla Community College—went live on ctcLink PeopleSoft this morning.

Welcome to the ctcLink Connect!

Christy Campbell, SBCTC Chief Technology Officer-ctcLink Program, thanked the ctcLink team, Clover Park, Columbia Basin, and Walla Walla colleges for the months and months (and years) of hard work and partnership.

“Congratulations to DG6-B colleges! We are very excited for all of you. It’s been a long, many months for everyone and a very long weekend for the Project team,” Campbell said. “The extremely minimal go-live findings and issues translate to ‘clean data from Legacy,’ all thanks to the colleges’ outstanding work.”

Tara Keen, ctcLink Project Director and Solutions Architect, praised DG6-B colleges for the quality of their class builds (i.e. define elements for class sections including fees, meeting patterns, capacity, prerequisites, textbooks, and more) which led to a successful go-live conversion. “It was an excellent conversion execution overall and a nearly flawless go-live term conversion,” Keen said. “Today’s very quiet conversion validation activities demonstrate the quality of work done by the colleges and this team.”
• What We've Done Over the Past 90 Days
  • User Acceptance Testing
  • Mock Go-Live validation
  • Go-Live Validation
  • Cleaning Up Data Conversion Files

• What Challenges We've Had
  • Working with challenging payroll configurations
  • Time to configure and transition payroll data

• What Successes We've Had
  • Trained most employees on first time and leave entry
  • Trained most supervisors on approving time
  • Generated our first payroll in ctcLink

• What We're Planning Over the Next 90 Days
  • Become increasingly familiar with ctcLink functions
  • Additional payroll corrections
  • Additional benefit corrections
  • Additional employee training
  • Continued employee support
Campus Solutions - Student Success (CS-SS) Pillar

Cindy Mowry
Associate Dean of Student Success

• What We've Done Over the Past 90 Days
  • User Acceptance Testing
  • Mock Go-Live validation
  • Go-Live Validation
  • Cleaning Up Data Conversion Files
  • Submitting Homework Requests from the ctcLink Project Team
  • Staff trainings in the processing offices

• What Challenges We've Had
  • Length of time processing takes in ctcLink, it will take more time to assist students

• What Successes We've Had
  • Data came over very well – not too much clean-up in the CS SS pillar
  • Able to disburse funds to customer accounts and Bank Mobile for students – this is huge as other CTCs have struggled with this

• What We're Planning Over the Next 90 Days
  • Become increasingly familiar with ctcLink functions
  • Attending Instructor led trainings
  • Looking at student record data closely in ctcLink for accuracy
Finance (FIN) Pillar

Lisa Wolcott
Interim Vice-President, Finance and Administration

• What We’ve Done Over the Past 90 Days
  • User Acceptance Testing
  • Mock Go-Live validation
  • Go-Live Validation
  • Cleaning Up Data Conversion Files
  • Submitting Homework Requests from the ctcLink Project Team
  • Staff trainings in the processing offices
  • Post Go-Live activities

• What Challenges We’ve Had
  • The amount of time it takes for the system to process a request.
  • Salary expenses pushed to the wrong grants requiring Journal entries to correct.
  • Grants activities did not convert requiring journal entries to correct.
  • Security issues

• What Successes We’ve Had
  • Student Refunds
  • 2021-2022 Budget uploaded
  • Combo Codes created for grants and contracts

• What We’re Planning Over the Next 90 Days
  • Building Purchase Orders
  • General ledger corrections
  • Prepare for fiscal year end
  • Generate payments on invoices/purchase orders
• What We've Done Over the Past 90 Days
  • User Acceptance Testing
  • Cleaned Up Data Conversion Files
  • Submit Homework Requests from the ctcLink Project Team
  • Completed Spring schedule build (xxx classes)
  • Initial training for specific teams and processes

• What Challenges We've Had
  • Inflexibility of system and timelines

• What Successes We've Had
  • Only a handful of errors in Spring schedule conversion
  • Great participation, and positive attitudes

• What We're Planning Over the Next 90 Days
  • Continued roll-out of “just in time” training
  • Completion of summer and fall schedule builds
  • Faculty Workload
  • Revision of many related processes
  • Enrollment in new term! Summer registration May 23
The Post Go-Live Support Infrastructure

- Web Site Re-Development
- Faculty and Staff Training Resources
- Student Facing Resources
- TeamDynamix Ticketing Implementation
  - Tickets
  - Knowledgebase
- In-Person Lab Sessions
- Online Drop-In Support Sessions
What to Expect in the Near Term

For Students
• A gradual awareness of the system over the next few months
• New ID Numbers and ID Cards
• A heavy focus on registration activities in May and June
• Longer wait times in offices, shifts to person to person services
• A Fall transition for students who have “Old IDs” to using the New ID number for all campus services, included Canvas (LMS)

For Staff and Faculty
• Widespread Slowdowns in service delivery across all departments
  • Frayed Nerves, Maybe Some Short Tempers
• Less of an Impact on Instructional Delivery
• A 6 Month Stabilization Period
• But we are likely 18 months to 2 years away from Normalization
• Participating in Global System update processes, training and support
Questions?

Thank You
Finance Department
3rd Quarter
Period Ending
March 31, 2022

Prepared by:
Finance Department
## Statement of Expenditures Summary by Fund

### FY2021-22 Period Ending March 31, 2022

**Cumulative beginning July 1, 2021**

<table>
<thead>
<tr>
<th>Revenues</th>
<th>%</th>
<th>Expenditures</th>
<th>Balance</th>
<th>% Expended</th>
<th>Net to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>001 State Allocations</td>
<td>20,081,983</td>
<td>13,693,583</td>
<td>6,388,400</td>
<td>68%</td>
<td>-</td>
</tr>
<tr>
<td>060 Capital Debt</td>
<td>2,517,750</td>
<td>708,875</td>
<td>1,808,875</td>
<td>28%</td>
<td>-</td>
</tr>
<tr>
<td>08A Education Legacy Trust</td>
<td>2,255,653</td>
<td>1,373,856</td>
<td>881,797</td>
<td>61%</td>
<td>-</td>
</tr>
<tr>
<td>24J WorkForce Acct</td>
<td>3,312,765</td>
<td>1,620,348</td>
<td>1,692,417</td>
<td>49%</td>
<td>-</td>
</tr>
<tr>
<td>149 Operating Fees/Tuition</td>
<td>8,410,301</td>
<td>10,664,820</td>
<td>(1,654,519)</td>
<td>120%</td>
<td>4,175,695</td>
</tr>
<tr>
<td><strong>Operating Subtotal</strong></td>
<td>36,578,452</td>
<td>27,461,483</td>
<td>9,116,969</td>
<td>75%</td>
<td>4,175,695</td>
</tr>
<tr>
<td>145 Grants and Contracts</td>
<td>13,806,090</td>
<td>7,707,750</td>
<td>6,098,340</td>
<td>56%</td>
<td>-</td>
</tr>
<tr>
<td>146 Local Contracts</td>
<td>565,000</td>
<td>337,513</td>
<td>227,487</td>
<td>60%</td>
<td>-</td>
</tr>
<tr>
<td>147 Plant</td>
<td>500,000</td>
<td>441,541</td>
<td>58,459</td>
<td>88%</td>
<td>-</td>
</tr>
<tr>
<td>148 Local Dedicated</td>
<td>2,324,198</td>
<td>1,634,062</td>
<td>690,136</td>
<td>70%</td>
<td>-</td>
</tr>
<tr>
<td>522 Associated Students</td>
<td>1,130,938</td>
<td>1,788,625</td>
<td>(657,687)</td>
<td>158%</td>
<td>1,049,444</td>
</tr>
<tr>
<td>528 Parking</td>
<td>140,861</td>
<td>125,775</td>
<td>15,086</td>
<td>89%</td>
<td>-</td>
</tr>
<tr>
<td>561 Innovation Fund</td>
<td>225,791</td>
<td>204,484</td>
<td>21,307</td>
<td>91%</td>
<td>-</td>
</tr>
<tr>
<td>570 Hayes Child Development Ctr</td>
<td>599,000</td>
<td>267,621</td>
<td>331,379</td>
<td>45%</td>
<td>-</td>
</tr>
<tr>
<td>570 Event Services</td>
<td>183,000</td>
<td>229,098</td>
<td>(46,098)</td>
<td>125%</td>
<td>142,263</td>
</tr>
<tr>
<td>570 Bookstore Commissions</td>
<td>80,000</td>
<td>169,953</td>
<td>(89,953)</td>
<td>212%</td>
<td>70,744</td>
</tr>
<tr>
<td>846 Grants in Aid</td>
<td>8,349,457</td>
<td>7,864,584</td>
<td>484,873</td>
<td>94%</td>
<td>-</td>
</tr>
<tr>
<td>849 Student Loan</td>
<td>4,370,000</td>
<td>1,329,233</td>
<td>3,040,767</td>
<td>30%</td>
<td>-</td>
</tr>
<tr>
<td>850 Work Study</td>
<td>120,000</td>
<td>18,023</td>
<td>101,977</td>
<td>15%</td>
<td>-</td>
</tr>
<tr>
<td>860 CPTC Financial Aid</td>
<td>320,928</td>
<td>289,554</td>
<td>31,374</td>
<td>90%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Other Subtotal</strong></td>
<td>32,715,263</td>
<td>44,561</td>
<td>10,307,447</td>
<td>0%</td>
<td>-</td>
</tr>
<tr>
<td>057 State Capital Projects</td>
<td>4,868,014</td>
<td>808,754</td>
<td>4,059,260</td>
<td>17%</td>
<td>-</td>
</tr>
<tr>
<td>060 Capital Projects</td>
<td>893,300</td>
<td>293,035</td>
<td>600,265</td>
<td>33%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Capital Subtotal</strong></td>
<td>5,761,314</td>
<td>1,101,789</td>
<td>4,659,525</td>
<td>19%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>75,055,029</td>
<td>28,607,833</td>
<td>24,083,941</td>
<td>38%</td>
<td>7,695,830</td>
</tr>
</tbody>
</table>

### Prior Year (2020-21)

| Operating | 36,020,046 | 25,491,745 | 10,528,301 | 71% | 2,276,711 |
| Other Subtotal | 35,088,395 | 18,730,627 | 16,357,768 | 53% | 2,438,465 |
| Capital Subtotal | 2,814,904 | 1,313,029 | 1,501,875 | 47% | - |
| **Total** | 73,923,345 | 45,535,401 | 28,387,944 | 62% | 4,715,176 |

As a percent of this year

- **Operating**: 98%
- **Other Subtotal**: 159%
- **Capital Subtotal**: 98%
- **Total**: 94%
**Clover Park Technical College**

**Statement of Expenditures Summary by Program**

**FY2021-22 Period Ending December 31, 2021**

*Cumulative beginning July 1, 2021*

### By Program

<table>
<thead>
<tr>
<th>Program Index</th>
<th>Budget</th>
<th>YTD</th>
<th>Balance</th>
<th>% Expended</th>
<th>2020-2021 of LYTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>010 Instruction</td>
<td>16,101,421</td>
<td>10,785,864</td>
<td>5,315,557</td>
<td>67.0%</td>
<td>10,640,336 101%</td>
</tr>
<tr>
<td>040 Primary Support Services</td>
<td>2,968,341</td>
<td>1,830,577</td>
<td>1,137,764</td>
<td>61.7%</td>
<td>1,608,074 114%</td>
</tr>
<tr>
<td>050 Libraries</td>
<td>443,328</td>
<td>329,103</td>
<td>114,225</td>
<td>74.2%</td>
<td>303,202 109%</td>
</tr>
<tr>
<td>060 Student Services</td>
<td>4,466,200</td>
<td>2,957,776</td>
<td>1,508,424</td>
<td>66.2%</td>
<td>4,544,922 90%</td>
</tr>
<tr>
<td>080 Institutional Support</td>
<td>6,498,326</td>
<td>4,078,174</td>
<td>2,420,152</td>
<td>66.2%</td>
<td>2,802,382 106%</td>
</tr>
<tr>
<td>090 Plant and Facilities</td>
<td>6,100,836</td>
<td>3,304,293</td>
<td>2,796,543</td>
<td>64.2%</td>
<td>3,316,118 100%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>36,578,452</td>
<td>23,285,788</td>
<td>13,292,664</td>
<td>63.7%</td>
<td>23,215,034 100%</td>
</tr>
</tbody>
</table>

### By Type

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Budget</th>
<th>YTD</th>
<th>Balance</th>
<th>% Expended</th>
<th>2020-2021 of LYTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Salaries &amp; Wages</td>
<td>22,175,367</td>
<td>15,101,413</td>
<td>7,073,954</td>
<td>68.1%</td>
<td>14,831,031 102%</td>
</tr>
<tr>
<td>B Employee Benefits</td>
<td>7,368,598</td>
<td>4,792,112</td>
<td>2,576,486</td>
<td>65.0%</td>
<td>4,946,729 97%</td>
</tr>
<tr>
<td>C Personal Services</td>
<td>119,510</td>
<td>48,773</td>
<td>70,737</td>
<td>40.8%</td>
<td>43,289 113%</td>
</tr>
<tr>
<td>E Goods &amp; Services</td>
<td>4,415,857</td>
<td>2,954,254</td>
<td>1,461,603</td>
<td>66.9%</td>
<td>4,544,922 90%</td>
</tr>
<tr>
<td>G Travel</td>
<td>102,154</td>
<td>33,348</td>
<td>68,806</td>
<td>32.6%</td>
<td>6,521 511%</td>
</tr>
<tr>
<td>J Capital Outlays</td>
<td>777,438</td>
<td>364,678</td>
<td>312,760</td>
<td>59.8%</td>
<td>119,724 388%</td>
</tr>
<tr>
<td>N Grants to Students</td>
<td>83,272</td>
<td>32,760</td>
<td>50,512</td>
<td>39.3%</td>
<td>2,834 1156%</td>
</tr>
<tr>
<td>P Debt Service</td>
<td>777,438</td>
<td>708,875</td>
<td>1,808,875</td>
<td>28.2%</td>
<td>684,476 104%</td>
</tr>
<tr>
<td>S Interagency Reimbursement</td>
<td>2,517,750</td>
<td>708,875</td>
<td>1,808,875</td>
<td>28.2%</td>
<td>684,476 104%</td>
</tr>
<tr>
<td>T Transfers</td>
<td>(981,494)</td>
<td>(850,426)</td>
<td>(131,068)</td>
<td>86.6%</td>
<td>(217,914) -390%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>36,578,452</td>
<td>23,285,788</td>
<td>13,292,664</td>
<td>63.7%</td>
<td>23,215,034 100%</td>
</tr>
</tbody>
</table>

### Diagrams

**By Program**

- Instruction: 44%
- Primary Support Services: 8%
- Student Services: 12%
- Libraries: 1%
- Institutional Support: 18%
- Plant and Facilities: 17%

**By Type**

- Salaries & Wages: 59%
- Employee Benefits: 20%
- Goods & Services: 12%
- Capital Outlays: 2%
- Grants to Students: 0%
- Debt Service: 7%
- Travel: 0%
- Personal Services: 0%
## By Program

<table>
<thead>
<tr>
<th>Program Index</th>
<th>Program</th>
<th>Budget</th>
<th>YTD Balance</th>
<th>Balance Expended</th>
<th>% Expended 2020-2021</th>
<th>% of LYTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>010</td>
<td>Instruction</td>
<td>16,101,421</td>
<td>10,785,864</td>
<td>5,315,557</td>
<td>67.0%</td>
<td>10,640,336</td>
</tr>
<tr>
<td>040</td>
<td>Primary Support Services</td>
<td>2,968,341</td>
<td>1,830,577</td>
<td>1,137,764</td>
<td>61.7%</td>
<td>1,608,074</td>
</tr>
<tr>
<td>050</td>
<td>Libraries</td>
<td>443,328</td>
<td>329,103</td>
<td>114,225</td>
<td>74.2%</td>
<td>303,202</td>
</tr>
<tr>
<td>060</td>
<td>Student Services</td>
<td>4,466,200</td>
<td>2,957,776</td>
<td>1,508,424</td>
<td>62.8%</td>
<td>2,802,382</td>
</tr>
<tr>
<td>080</td>
<td>Institutional Support</td>
<td>6,498,326</td>
<td>4,078,174</td>
<td>2,420,152</td>
<td>66.2%</td>
<td>4,544,922</td>
</tr>
<tr>
<td>090</td>
<td>Plant and Facilities</td>
<td>3,583,086</td>
<td>2,595,418</td>
<td>987,668</td>
<td>72.4%</td>
<td>2,631,642</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>34,060,702</td>
<td>22,576,913</td>
<td>11,483,789</td>
<td>66.3%</td>
<td>22,530,558</td>
</tr>
</tbody>
</table>

## By Type

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Budget</th>
<th>YTD Balance</th>
<th>Balance Expended</th>
<th>% Expended 2020-2021</th>
<th>% of LYTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Salaries &amp; Wages</td>
<td>22,175,367</td>
<td>15,101,413</td>
<td>7,073,954</td>
<td>68.1%</td>
<td>14,831,031</td>
</tr>
<tr>
<td>B Employee Benefits</td>
<td>7,368,598</td>
<td>4,792,112</td>
<td>2,576,486</td>
<td>65.0%</td>
<td>4,946,729</td>
</tr>
<tr>
<td>C Personal Services</td>
<td>119,510</td>
<td>48,773</td>
<td>70,737</td>
<td>40.8%</td>
<td>303,202</td>
</tr>
<tr>
<td>E Goods &amp; Services</td>
<td>4,415,857</td>
<td>2,954,254</td>
<td>1,461,603</td>
<td>66.9%</td>
<td>2,455,071</td>
</tr>
<tr>
<td>G Travel</td>
<td>102,154</td>
<td>33,348</td>
<td>68,806</td>
<td>32.6%</td>
<td>6,521</td>
</tr>
<tr>
<td>J Capital Outlays</td>
<td>777,438</td>
<td>464,678</td>
<td>312,760</td>
<td>59.8%</td>
<td>119,724</td>
</tr>
<tr>
<td>N Grants to Students</td>
<td>83,272</td>
<td>32,760</td>
<td>50,512</td>
<td>39.3%</td>
<td>2,834</td>
</tr>
<tr>
<td>S Interagency Reimbursement</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td>(92,556)</td>
</tr>
<tr>
<td>T Transfers</td>
<td>(981,494)</td>
<td>(850,426)</td>
<td>(131,068)</td>
<td>86.6%</td>
<td>217,914</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>34,060,702</td>
<td>22,576,913</td>
<td>11,483,789</td>
<td>66.3%</td>
</tr>
</tbody>
</table>

Clover Park Technical College
Statement of Expenditures Summary by Program Excluding Debt Service
FY2021-22 Period Ending December 31, 2021
Cumulative beginning July 1, 2021

- **By Program**
  - Instruction: 47%
  - Primary Support Services: 19%
  - Libraries: 1%
  - Student Services: 13%
  - Institutional Support: 11%
  - Plant and Facilities: 11%

- **By Type**
  - Salaries & Wages: 63%
  - Employee Benefits: 13%
  - Goods & Services: 2%
  - Grants to Students: 0%
  - Travel: 0%
  - Capital Outlays: 2%
  - Interagency Reimbursement: 0%
  - Transfers: -390%
## Revenues

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Budget</th>
<th>YTD</th>
<th>Balance</th>
<th>Expended to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>149</td>
<td>90 Operating Funds</td>
<td>9,144,613</td>
<td>9,144,613</td>
<td>-</td>
<td>100% 9,144,613</td>
</tr>
<tr>
<td>149</td>
<td>FY 21-22 One-time Funds</td>
<td>1,279,351</td>
<td>1,279,351</td>
<td>-</td>
<td>100% 1,279,351</td>
</tr>
<tr>
<td>149</td>
<td>FY 21-22 Recovery Funds</td>
<td>2,541,855</td>
<td>2,541,855</td>
<td>-</td>
<td>100% 2,541,855</td>
</tr>
<tr>
<td>149</td>
<td>FY 22-23 Recovery Funds</td>
<td>1,000,000</td>
<td>1,000,000</td>
<td>-</td>
<td>100% 1,000,000</td>
</tr>
<tr>
<td>149</td>
<td>Unrestricted Funds</td>
<td>4,554,671</td>
<td>4,554,671</td>
<td>-</td>
<td>100% 4,554,671</td>
</tr>
<tr>
<td>149</td>
<td>Debt Service (Student Union COP)</td>
<td>3,586,307</td>
<td>3,586,307</td>
<td>-</td>
<td>100% 3,586,307</td>
</tr>
<tr>
<td>149</td>
<td>Litigation</td>
<td>887,639</td>
<td>887,639</td>
<td>-</td>
<td>100% 887,639</td>
</tr>
<tr>
<td>149</td>
<td>Local Capital</td>
<td>840,597</td>
<td>840,597</td>
<td>-</td>
<td>100% 840,597</td>
</tr>
<tr>
<td></td>
<td><strong>Reserves Subtotal</strong></td>
<td>23,835,033</td>
<td>23,835,033</td>
<td>-</td>
<td>100% 23,835,033</td>
</tr>
<tr>
<td>148</td>
<td>ctcLink</td>
<td>455,697</td>
<td>865,378</td>
<td>(409,681)</td>
<td>190% 445,697</td>
</tr>
<tr>
<td>148</td>
<td>Recovery Funds for Programs</td>
<td>1,279,351</td>
<td>1,279,351</td>
<td>-</td>
<td>100% 1,279,351</td>
</tr>
<tr>
<td>148</td>
<td>Tuition Installment Plan</td>
<td>77,796</td>
<td>74,846</td>
<td>2,950</td>
<td>96% 77,796</td>
</tr>
<tr>
<td>149</td>
<td>Childcare Support</td>
<td>46,345</td>
<td>46,345</td>
<td>-</td>
<td>100% 46,345</td>
</tr>
<tr>
<td></td>
<td><strong>Earmark Subtotal</strong></td>
<td>1,859,189</td>
<td>2,265,920</td>
<td>(406,731)</td>
<td>122% 1,849,189</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>25,694,222</td>
<td>26,100,953</td>
<td>(406,731)</td>
<td>122% 25,684,222</td>
</tr>
</tbody>
</table>

### College Comprehensive Funding Sources

<table>
<thead>
<tr>
<th>Source</th>
<th>Budget</th>
<th>YTD</th>
<th>2nd Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Allocation</td>
<td>28,168,151</td>
<td>17,396,663</td>
<td>34%</td>
</tr>
<tr>
<td>Tuition</td>
<td>8,410,301</td>
<td>10,064,820</td>
<td>20%</td>
</tr>
<tr>
<td>Grants &amp; Contracts</td>
<td>14,371,090</td>
<td>8,045,263</td>
<td>16%</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>6,261,314</td>
<td>1,543,330</td>
<td>3%</td>
</tr>
<tr>
<td>Self Support</td>
<td>2,324,198</td>
<td>1,634,062</td>
<td>3%</td>
</tr>
<tr>
<td>Associated Students</td>
<td>1,130,938</td>
<td>1,788,625</td>
<td>4%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>1,228,652</td>
<td>666,672</td>
<td>1%</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>13,160,385</td>
<td>9,501,394</td>
<td>19%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>75,055,029</td>
<td>50,640,829</td>
<td>100%</td>
</tr>
</tbody>
</table>

### General Operating Funding Sources

<table>
<thead>
<tr>
<th>Source</th>
<th>Budget</th>
<th>YTD</th>
<th>YTD %</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Allocation</td>
<td>28,168,151</td>
<td>17,396,663</td>
<td>62%</td>
</tr>
<tr>
<td>Tuition</td>
<td>8,410,301</td>
<td>10,064,820</td>
<td>36%</td>
</tr>
<tr>
<td>Local Support</td>
<td>1,513,300</td>
<td>721,609</td>
<td>3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>38,091,752</td>
<td>28,183,091</td>
<td>100%</td>
</tr>
</tbody>
</table>
## Tuition Distribution

**FY2021-22 Period Ending December 31, 2021**

*Cumulative beginning July 1, 2021*

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>% Projected</th>
<th>Projected Budget</th>
<th>Actuals</th>
<th>+/- Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>C011</td>
<td>SUMMER</td>
<td>40%</td>
<td>2,392,635</td>
<td>2,856,017</td>
<td>463,382</td>
</tr>
<tr>
<td>C012</td>
<td>FALL</td>
<td>25%</td>
<td>1,495,397</td>
<td>1,786,364</td>
<td>290,967</td>
</tr>
<tr>
<td>C013</td>
<td>WINTER</td>
<td>27%</td>
<td>1,615,028</td>
<td>1,861,481</td>
<td>246,453</td>
</tr>
<tr>
<td>C014</td>
<td>SPRING</td>
<td>8%</td>
<td>478,527</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**100%** 5,981,587 6,503,862 1,000,802

### Graphical Representation

- **SUMMER**
- **FALL**
- **WINTER**
- **SPRING**

- **Actuals**
- **Projected Budget**
Palmer Pathways (PPPA) is a recognized apprenticeship preparation program through the Washington State Apprenticeship and Training Council. The initiative serves young adults of color age 18-26 who are interested in pursuing a career in the trades or other "under-emphasized" or "under-accessed" career paths. Our program combines career exploration and hands-on experience and is rooted in our belief that Scholars will achieve greater satisfaction in their careers, and life in general, if they choose the best-fit path for them. We believe that Scholars possess the inherent strengths and ability to succeed in their chosen path. We strive to eliminate barriers to construction trades exposure, access, and opportunity.

Our Model

- Scholars participate in six weeks of training (Phase One) focused on career exploration and preparation, wellbeing/soft skill development, safety training, workplace competencies, physical conditioning, construction math, and foundational trades skill knowledge.
- At the end of Phase One, Scholars choose their path: direct-to-employment, matriculation into a postsecondary institution, or participation in our intensive eight-week construction trades pre-apprenticeship (Phase Two).
- Phase Two dives into hands-on construction competencies and skill development to pass apprenticeship entrance testing. Scholars participate in try-a-trade experiences, meet with apprenticeship representatives, and receive additional industry-recognized certifications (total of 8).

Qualifications

- 18-26 years old
- Pierce County resident
- Authorized to work in U.S.
- Diploma or GED
- Not currently enrolled in high school or post-secondary courses
- Current insufficient income

How to apply

Interest Card: www.palmerscholars.org/pathways
Email: pathways@palmerscholars.org
Call: 253.617.5928 or 253.572.9008
About Palmer Scholars

- Founded in Tacoma, 1983
- First two Scholars from Reverend Davis’ Eastside Community Church, attended Lincoln High School
- Over 600 young adults throughout Pierce County are Palmer Scholars
- Our team is devoted to serving young people from historically marginalized communities in our area

Wherever they start. Whatever their path. We are committed.
We are committed to supporting underrepresented Pierce County students of color to overcome financial, cultural, and social barriers in their pursuit of higher education and wealth-building career paths.

Wherever they start. Whatever their path. We are committed.
Our Legacy Scholars Receive...

18 months of Postsecondary Readiness Training

Support from a trained adult mentor

Freshmen year send-off packages and regular college visits

Renewable scholarships of $2,500

$1,000 in book and personal expense stipends

Connection with job-shadow and internship opportunities

Ongoing support from our Staff, Board, and volunteers

Wherever they start. Whatever their path. We are committed.
Our Work is Far from Done

26% of Pierce County Residents aged 25 or older have a bachelors year degree
17% of Pierce County Residents of color aged 25 or older have a bachelors year degree
15,021 Young Adults (16-24) are unemployed or not enrolled in school

*2018 American Community Survey
*2018 American Community Survey
*2019 Tacoma/Pierce County Workforce Central
15,021 young adults between 16-24 in Pierce County alone are disconnected from education and employment, as of 2019.

The "Silver Tsunami" is looming. As the aging workforce retires, industry jobs will remain vacant if young adults don't have avenues to access these opportunities.

$13.88 is the average wage for young adults between 16-24 in Pierce County.

18.2% of Pierce County residents are unemployed, as of April, 2020.

The trades have historically been dominated by white males. Nationwide, union membership among Black men and women is at an all-time low of 12.5%.

Largest Job Sectors and Average Annual Earnings for Young Adults Ages 16-24

- Food Services: $21,263
- Gambling and Recreation: $23,913
- Clothing Stores: $19,322

Potential Annual Earnings for Young Adults in Apprenticeships

- Meter Apprentice: $68,598-$81,112
- Wire Apprentice: $66,934-$78,644
- Line Apprentice: $67,558-$79,996
For the 2021-22 program year, we are partnering with Pierce County Workforce Central to serve **50 young adults** across Pierce County who are disconnected from education and employment, helping them gain access to family-wage careers in the construction trades!
**Phase ONE**

- **140 Hours** of Training
  - Three Days a Week (Mon-Wed), 8A-5P
  - **3 Certifications:** Construction First Aid / CPR / BBP / PPE, Flagger, Forklift
  - Career planning 1:1 with a Pathways Navigator
  - **Scholarships:** up to $1500 per year at a technical college program of your choice, and additional funding available through the DRCS for apprenticeships / technical college degrees

**Phase TWO**

- **194 Hours** of Intensive Construction Curriculum
  - Three Days a Week (Mon-Wed), 7A-4P
  - **5 Certifications:** OSHA 30 Construction, Scaffolding CP, Fall Protection, Mentorship Matters Apprentice, MC3 Certification
  - Apprenticeship preparation 1:1 with a Pathways Navigator
  - **Try-A-Trade Events:** Brick Masons, Carpenters, Sheet Metal Workers, Ironworkers, Roofers, and more.
  - **Direct Entry Apprenticeships:** 12
  - **Preferred Entry Apprenticeships:** 4
  - Average Starting Pay: $23.50+ / hour

Wherever they start. Whatever their path. We are committed.
We’d Love to Hear From You!

Jonathan Jackson, MBA
Executive Director
jjackson@palmerscholars.org

Christina Rupp, MA Ed.
Director of Postsecondary Pathways
crupp@palmerscholars.org
WHEREAS, the members of the Board of Trustees wish to commend Lua Pritchard for outstanding performance while serving as a member of the Board of Trustees of Clover Park Technical College, District Twenty-Nine; and

WHEREAS, Trustee Pritchard faithfully participated in meetings and activities in her role as a Trustee from 2011-2022, and served as Chair of the Board of Trustees during 2013-14 and 2017-18; and

WHEREAS, Trustee Pritchard generously volunteered her time representing the College and participating in strategic College initiatives;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of College District Twenty-Nine hereby recognizes and acknowledges Lua Pritchard’s contributions to Clover Park Technical College.

May 11, 2022

Attested by:                Approved by:

[Signature]
Dr. Joyce Loveday
President
College District Twenty-Nine

[Signature]
Carol Mitchell
Chair, Board of Trustees
College District Twenty-Nine