Regular Meeting: Agenda

1) CALL TO ORDER:
   1) 1. Pledge of Allegiance
   1) 2. Adoption of Agenda

2) STUDENT & STAFF RECOGNITION
   2) 1. Linda Johnston
       Presenter: Anthony Medina, Vice Chair

3) REPORTS:
   3) 1. Bond Update
       Presenter: JJ Henri
   3) 2. ITS
       Presenter: Bob Clabaugh
   3) 3. High School Start Times & Schedule
       Presenter: HS Admin

4) PUBLIC FORUM:

5) CONFIRMATION ITEMS:
   5) 1. Regular Board Meeting Minutes of May 22, 2019; Budget Committee Minutes of May 28, 2019; Special Meeting Minutes of June 4, 2019.
   5) 2. Personnel
   5) 3. Financial: Revenue & Expenditures
   5) 4. Acceptance of Gift/Donations
   5) 5. Surplus Property Disposal Report
   5) 6. Funding Proposals & Applications (N/A)

6) BUDGET HEARING
   The Board will temporarily set aside any remaining business to conduct a public hearing on the 2019-2020 Budget approved by the Budget Committee on May 28, 2019.

7) BOARD ACTION ITEMS:

   7) 1. OLD BUSINESS
       7) 1. 1. Health and Social Studies Materials Adoptions
7) NEW BUSINESS

7) 2.1. Resolution No. 19-011
A Resolution Providing For Budget Appropriation Changes for Fiscal Year 2018-19
Presenter: Sarah Bishop

7) 2.2. Resolution No. 19-012
Presenter: Sarah Bishop

7) 2.3. Resolution No. 19-013
To Approve Triplett Wellman Construction as the General Contractor for the Washington Elementary Vestibule Project located at 777 E. Lincoln Street, Woodburn, OR 97071.
Presenter: Ivan Leigh

7) 2.4. Resolution No. 19-014
To Approve Triplett Wellman Construction as the General Contractor for the Woodburn High School Lab Remodel Project located at 1785 N. Front Street, Woodburn, OR 97071.
Presenter: Ivan Leigh

7) 2.5. Healthy and Safe Schools Plan
Presenter: Ivan Leigh

7) 2.6. Read & Accept Board Self-Evaluation

7) 2.7. Read & Accept Superintendent Evaluation

7) 2.8. Executive Search Services
Presenter: Jenne Marquez

8) EXECUTIVE SESSION:
8) 1. ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

9) BOARD ANNOUNCEMENTS

10) FUTURE AGENDA ITEMS:

11) ADJOURNMENT:
French Prairie Middle School
Project Status Report
June, 2019

Facility Expansion Project
Classroom Addition & Library Renovation

Project Status:

<table>
<thead>
<tr>
<th>Project Information Sheet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Schedule:</td>
</tr>
<tr>
<td>Project Start: January 2018</td>
</tr>
<tr>
<td>Final Completion: September 2019</td>
</tr>
<tr>
<td>Initial Project Estimate:</td>
</tr>
<tr>
<td>Amended Budget: $4,284,242</td>
</tr>
<tr>
<td>Current Status: Construction Document Phase</td>
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<tr>
<td>Forecast: $</td>
</tr>
<tr>
<td>Project Arch.: BLRB Architects</td>
</tr>
<tr>
<td>Project Arch.: Richard Higgins</td>
</tr>
<tr>
<td>Approach: General Contractor</td>
</tr>
<tr>
<td>General Contractor: Andy Metcalf Construction Co.</td>
</tr>
</tbody>
</table>

PROJECT MANAGEMENT:
J.J. Henri Co., Inc.
John O. Henri
(503) 982-3399
johenri@jjhenri.com

May, 2019:

Library Renovation Project
- Hazardous Materials Abatement
- Begin Demolition Activities
- Structural Upgrades
- Concrete Floor Demolition

Upcoming Activities
- Relocate Library Resources
- Hazardous Materials Abatement
- Continue Building Demolition
- Continue Structural Upgrades
- Interior Wall Framing
- Concrete Placement
- Underground Plumbing
Heritage Elementary School
Project Status Report
June, 2019

Facility Expansion Project
Classroom Addition
Library Renovation
Parking Lot Improvements

Project Status:

<table>
<thead>
<tr>
<th>Project Schedule:</th>
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<tr>
<td>Project Start:</td>
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<td>Project Arch.:</td>
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<tr>
<td>Approach:</td>
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<tr>
<td>Construction Manager:</td>
</tr>
</tbody>
</table>

- Project Schedule:
  - Project Start: January 2018
  - Final Completion: September 2020
- Initial Project Estimate: $9,163,787
- Amended Budget: $4,690,086
- Current Status: Construction Document Phase
- Forecast: $
- Project Arch.: BLRB Architects
- Approach: Design – Bid - Build
- Construction Manager: J.J. Henri Co., Inc.

PROJECT MANAGEMENT:
Project Management Company: J.J. Henri Co., Inc.
Bond Project Manager: John O. Henri
Telephone: (503) 982-3399
Email: johenri@jjhenri.com

May Activities:
- Complete Cost Saving/Value Engineering Reviews
- Begin Construction Document Phase

Upcoming Activities:
- Submit Land Use Documents
- Complete Construction Estimate
- Prepare Bid Documents
- Submit for Building Permit
- Advertise Bid Documents
Woodburn School District
2015 Capital Improvement Bond Program
Project Information Sheet

Lincoln Elementary School
Project Status Report
June, 2019

**Project Status:**

<table>
<thead>
<tr>
<th>Project Schedule:</th>
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<tr>
<td>Project Start:</td>
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<tr>
<td>Final Completion:</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Initial Project Estimate:</th>
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<tbody>
<tr>
<td>$5,935,920</td>
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<table>
<thead>
<tr>
<th>Amended Budget:</th>
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<tr>
<td>$10,076,690</td>
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<tr>
<th>Current Status:</th>
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<tbody>
<tr>
<td>Design Development</td>
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<tr>
<td>Design – Bid – Build</td>
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<tr>
<th>Construction Manager:</th>
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<tbody>
<tr>
<td>J.J. Henri Co., Inc.</td>
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</tbody>
</table>

**Facility Expansion Project**

- Classroom Addition
- Multipurpose Room Renovation
- Parking Lot Improvements

**Project Management:**

- Project Management Company: J.J. Henri Co., Inc.
- Bond Project Manager: John O. Henri
- Telephone: (503) 982-3399
- Email: johenri@jjhenri.com

**May Activities:**

- Complete Traffic Studies
- Begin Construction Document (CD) Phase

**Upcoming Activities:**

- Submit Conditional Use Application
- Review 50% Construction Document
- Prepare Construction Estimate
Nellie Muir Elementary School
Project Status Report
June, 2019

Facility Expansion Project
Classroom Addition
Gymnasium
Kitchen Renovation
Security Vestibule

Project Status:

<table>
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<tr>
<th>Project Schedule:</th>
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<tr>
<td>Project Start:</td>
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<tr>
<td>Final Completion:</td>
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</tbody>
</table>

| Initial Project Estimate: | $7,529,428                 |
| Amended Budget:           | $16,690,662                |
| Current Status:           | Construction Document Phase|
| Forecast:                 | $                           |

| Project Arch.:           | BLRB Architects            |
| Project Arch.:           | Richard Higgins            |
| Approach:                | Design – Bid - Build       |
| Construction Manager:    | J.J. Henri Co., Inc.       |

PROJECT MANAGEMENT:
Project Management Company: J.J. Henri Co., Inc.
Bond Project Manager: John O. Henri
Telephone: (503) 982-3399
Email: johenri@jjhenri.com

May Activities:

Building Re-Roofing Project
- Begin Contractor Coordination
- Construction Schedule Development

Facility Expansion Project
- Complete Traffic Studies
- Begin Construction Document (CD) Phase

Upcoming Activities

Building Re-Roofing Project
- Begin Construction on building Re-Roof

Facility Expansion Project
- Submit Conditional Use Application
- Review 50% Construction Document
- Prepare Construction Estimate
Woodburn School District
2015 Capital Improvement Bond Program
Project Information Sheet

Valor Middle School
Project Status Report
June, 2019

Facility Expansion Project
Classroom Expansion Project

Project Status:

<table>
<thead>
<tr>
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<table>
<thead>
<tr>
<th>General Contractor:</th>
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<tr>
<td>Corp Inc.</td>
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</table>

May, 2018:

- Award Construction Contract
- Design Specialty Deep Foundations
- Begin Construction Sequencing Scheduling

Upcoming Activities:

- Begin Site Development
- Erect Construction Security
- Begin Deep Foundation Installation
- Relocate District Equipment and supplies from construction zones
- Begin Building Demolition
- Remove Modular Classroom

PROJECT MANAGEMENT:
Project Management Company: J.J. Henri Co., Inc.
Bond Project Manager: John O. Henri
Telephone: (503) 982-3399
Email: johenri@jjhenri.com
ITS Year End Update
2018-2019

Bob Clabaugh, CISSP | CCNA
IT Coordinator
Woodburn School District

2018-2019 ITS Highlights

• Projects funded through federal E-Rate program (85%)
  • Replaced antiquated wiring across district
  • Continued to add capacity to wireless network with additional access points
  • Completed 10 GBPS dark fiber optic connections between schools
  • Continued improvements to infrastructure stability with additional network switch upgrades and additions
• Updated Internet connection to 1 GBPS
• Completed upgrade of intercom/clock/bell system
• Added new VOIP phones in all school offices
• Added cameras to elementary, middle schools, and Bridges
• Upgrades to district radio communications
• Added electronic access controls to district office, Success, and Washington
WSD ITS Device Count  
(As of 6/13/2019)

• iPads: 1,730
• Chromebooks: 5,328
• Laptops/Desktops (Windows): 3,200
• Servers/Others: 113

Coming Soon From ITS  
2019-2020

• Continue to upgrade/install electronic access control at schools
• Install wireless access point in all classrooms
• Add/replace 30 network switches
• 20% Computer Replacement - laptops/docking stations
• Replace core server switches
• Relocate/Improve Data Center
• Continue to support bond Projects
• Install new network at sports field
• Add VOIP phones to Heritage and Lincoln
Existing Data Center
High School Campus
Start Time

Rethinking the HS Schedule

Understanding the challenges...
Issues to Address

- Chronic Absenteeism
- 9th Grade On Track
- Social - Emotional - Mental Health Issues

### 2018-2019 Attendance Data

<table>
<thead>
<tr>
<th>Average # of students per day</th>
<th>MTTHF Tardies Period 1</th>
<th>MTTHF Tardies Period 2</th>
<th>Wednesday Tardies Period 1</th>
<th>Wednesday Tardies Period 2</th>
<th>MTTHF Absences Period 1</th>
<th>MTTHF Absences Period 2</th>
<th>Wednesday Absences Period 1</th>
<th>Wednesday Absences Period 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS-271</td>
<td>14.45 (5%)</td>
<td>5.96 (2.2%)</td>
<td>11.88 (4.4%)</td>
<td>4.64 (2%)</td>
<td>37.6 (13.9%)</td>
<td>36.21 (13.4%)</td>
<td>33.06 (12.2%)</td>
<td>32.47 (12%)</td>
</tr>
<tr>
<td>WAAST-412</td>
<td>24.76 (6%)</td>
<td>7.3 (1.8%)</td>
<td>19.88 (4.8%)</td>
<td>6.23 (1.5%)</td>
<td>60.21 (14.6%)</td>
<td>45.15 (13.2%)</td>
<td>44.18 (10.7%)</td>
<td>31.29 (7.6%)</td>
</tr>
<tr>
<td>WACA-353</td>
<td>21.57 (6.1%)</td>
<td>3.94 (1.1%)</td>
<td>15.4 (4.4%)</td>
<td>4.18 (1.2%)</td>
<td>57.87 (13.6%)</td>
<td>43.24 (12.2%)</td>
<td>39 (11%)</td>
<td>31.88 (9%)</td>
</tr>
<tr>
<td>WeBSS-398</td>
<td>31.41 (7.9%)</td>
<td>9.25 (2.3%)</td>
<td>24.59 (6.2%)</td>
<td>6.58 (1.7%)</td>
<td>60.76 (12.6%)</td>
<td>38.72 (9.7%)</td>
<td>43 (10.8%)</td>
<td>30.7 (7.7%)</td>
</tr>
</tbody>
</table>
There is a perception that more students are absent or tardy on Wednesday, indicating that a later start would have little to no impact on student attendance. However, we see a slight decrease/steady rate in tardies and absences on Wednesdays.

We believe that both of these rates could be addressed with the later start time, as well as other attendance efforts the HS is making through our High School Success plan.
Finding Solutions
Changing Start Time

- Adolescence brings with it changes to sleep cycles
  - Students go to bed later, and wake up later.
  - Current start times shortens sleep cycles.
  - Studies show that “bed times” don’t change with changes in start times. But sleep cycles do change.
- Teens are currently in a state of chronic sleep deprivation.
- We don’t currently see changes on Wednesday’s due to the fact that you can’t “catch up” on sleep.

Impacts of Sleep Deprivation

- Emotional well being - depression and anxiety
- Brain Development
  - Reasoning
  - Problem Solving
  - Good Judgement
- Irritability
- Tired by Wired Generation
  - Misdiagnosed with ADHD
Researchers at the University of Washington studied the high school students both before and after the start-time change. Their findings appear in a study published in the journal *Science Advances*.

- Delayed school start times result in later sleep offset and longer sleep.

- "This study shows a significant improvement in the sleep duration of students, all by delaying school start times so they’re more in line with the natural wake-up times of adolescents," says senior author Horacio de la Iglesia, a University of Washington researcher and professor of biology.
Schools who have shifted to a later start time see...

- Increased attendance
- Fewer tardies
- Increased engagement during 1st period
- Increased achievement (short and long term)
- General improvement in social/emotional health
  - Decreased rates of depression
  - Improvement of mood
  - Decreased anxiety

Current start times do not meet the minimum sleep requirements for kids (8-10 hours)
Getting to School On Time - Currently

10:45 pm Sleep Time (based on averages from research)

Taking The Bus
- Pick up times starting at 6:37 am
- Average pick up time at 7:00 am
- Working Backwards
  - Bus picks up at 6:37 am
  - Get up at 6:00 am to get ready
  - Alarm starts at 5:30 am
  - **6.75 Hours of sleep**

Walking
- Students who live within 1.5 miles must walk (or get dropped off)
- To arrive by 7:40
  - Leave house by 7:10 am
  - **20-30 min. walk**
  - Get up by 6:40 am
  - Alarm starts at 6:10 am
  - **7.5 hours of sleep**
- Walking in the dark / rain

Getting to School On Time - Currently

10:45 pm Sleep Time (based on averages from research)

Getting Dropped Off
- Arrive by 7:40
- 10 mins of travel - Leave by 7:30
- Working Backwards
  - Get up at 7:00 am to get ready
  - Alarm starts at 6:30 am
  - **8 Hours of sleep**

Other Impacts
- Getting siblings to school who start later
- Transporting parents
- Parents who transport - Wait for their start time, or elementary start time
- Parents who work late and don’t get up on time

25
“Many high school students work at the After School Club. They are released early to make it to work on time. How will this affect them? Also, how will students get tutoring from their teachers with this new schedule? I’m a teacher at elementary level in Woodburn, and I worry that students at the elementary level will be tardy more often because their high school siblings take them to school often, and if the HS student gets the opportunity to sleep in, he won’t want to take his little sibling to school on time.”

Resources

Phi Delta Kappan - Later start time for teens improves grades, mood, and safety
Ted Talk - Wendy Troxel - Why school should start later for teens
NEA Today - Let Them Sleep? Later School Start Times Improves Graduation and Attendance Rates
Time - Teens May Do Better When School Starts Later
NPR - Sleepless No More in Seattle - Later School Start Time Pays Off For Teens
Teacher Feedback

The proposed student schedule would be from 8:40-3:30

93 responses

- 77.4% believe this schedule would be beneficial for students.
- 22.6% believe this schedule would not be beneficial for students.
I believe this proposed student schedule from 8:40-3:30 would support students in the following ways:

72 responses

<table>
<thead>
<tr>
<th>Statement</th>
<th>Support</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>A later start time would better meet the needs of students</td>
<td>48 (66.7%)</td>
<td>66 (91.7%)</td>
</tr>
<tr>
<td>A later start time would have a positive effect</td>
<td>46 (63.9%)</td>
<td>-</td>
</tr>
<tr>
<td>One thing to consider is that this would work</td>
<td>53 (73.6%)</td>
<td>-</td>
</tr>
<tr>
<td>Opportunity to have am clubs; plus early</td>
<td>-1 (1.4%)</td>
<td>-1 (1.4%)</td>
</tr>
<tr>
<td>The attendance in the first period would</td>
<td>-1 (1.4%)</td>
<td>-1 (1.4%)</td>
</tr>
</tbody>
</table>

I believe this proposed student schedule from 8:40-3:30 would negatively impact students in the following ways:

21 responses

<table>
<thead>
<tr>
<th>Statement</th>
<th>Support</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students are asked to support younger students</td>
<td>-16 (76.2%)</td>
<td>-17 (81%)</td>
</tr>
<tr>
<td>Athletes would miss more school in the</td>
<td>-15 (71.4%)</td>
<td>-</td>
</tr>
<tr>
<td>Students would have not have as much opportunity</td>
<td>-9 (42.9%)</td>
<td>-</td>
</tr>
<tr>
<td>Some parents bring their children very</td>
<td>-1 (4.8%)</td>
<td>-1 (4.8%)</td>
</tr>
<tr>
<td>Some parents bring their children very</td>
<td>-1 (4.8%)</td>
<td>-1 (4.8%)</td>
</tr>
</tbody>
</table>
Summary of Teacher Results

In Support
- Sleep research
- Time to meet as staff
- Opportunities to provide actual office hours in morning

Areas of Concern
- Impacts on family
- Students missing class because of sports
- Providing after school support without substantially lengthening the day

The proposed staff schedule would be from 7:30-3:45

- This proposal WOULD be beneficial for staff.
- This proposal WOULD NOT be beneficial for staff.
Family Feedback

Feedback Collection Methods

- Survey in English and Spanish posted on district and school websites
- Information provided at major events like Migrant Student Celebration
- Autodialer reminder
- Added to finals reminder
- Email blast to student for feedback
- Total of 506 Respondents (53 Spanish - 453 English)
  - Student and Parent responses ended up grouped together
Summary of Results

- Slight leaning towards keeping start time as is
- Even families who do not want the change, acknowledge the benefits of the change
- Family concerns focus mostly on
  - After school impacts
    - Family
    - Sports
    - Studying

Additional Considerations
Time is the Coin of the Realm

- Current staff start time is 7:15 (classes start at 7:50) - Leaving 30 mins of captured time
- Current staff end time is 3:30 (classes end at 2:50 - general duty from 2:50-3:10) - Leaving less than 30 mins of captured time
- This lack of sustained time for potential professional development, staff meetings, or team meetings is different from every other level

Wednesday Late Start

- Leaves us only with Wednesdays...
  - Demands on Wednesday
    - PLCs / Data Teams
    - Specialized Team Meetings
    - Departments
    - SIT Teams
    - Attendance Teams
    - 9th Grade Success Teams
    - SIP Leadership Teams
Wednesday Late Start

- Leaves us only with Wednesdays...
  - Professional Development
    - Sheltering / Language Support
    - Social Emotional Learning
    - Assessment Practices
    - Instructional Practices
    - AVID
    - School Based SIP Plans

THE DEMANDS ON WEDNESDAYS ARE TOO GREAT

<table>
<thead>
<tr>
<th>Staff Start and End Times - 7:30-3:45</th>
</tr>
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<tbody>
<tr>
<td><strong>AIS / WACA</strong></td>
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<tr>
<td><strong>WAAST / WeBSS</strong></td>
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<tr>
<td><strong>M/T/TH/F</strong></td>
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<tr>
<td><strong>Wednesday</strong></td>
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<tr>
<td><strong>M/T/TH/F</strong></td>
</tr>
<tr>
<td><strong>Wednesday</strong></td>
</tr>
<tr>
<td>1   8:40 - 9:30</td>
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<tr>
<td>4   11:55 - 12:45</td>
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<tr>
<td>5   12:50 - 1:40</td>
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<tr>
<td>6   1:45 - 2:35</td>
</tr>
<tr>
<td>7   2:40 - 3:30</td>
</tr>
</tbody>
</table>
Problems To Solve

- How do we use captured staff time
- Athletics - Cutting down on missed instruction
- Structures for after school tutoring and support
- Student Schedules / Impacts
  - Structured Work Experience - Early Release
  - District After School Club
  - Family Supports

Moving forward...
The Woodburn School Board of Directors met for a regular meeting at the Woodburn School District Office, Woodburn, OR. The following individuals were present:

Linda Johnston, Board Chair
Linda Reeves, Board Member
Noemi Legaspi, Board Member
Chuck Ransom, Superintendent
Jenne Marquez, Board Secretary

Absent: Anthony Medina and Laura Isiordia

Regular Meeting: Agenda

1) **CALL TO ORDER: 5:45 pm**

1) 1. Pledge of Allegiance
1) 2. Adoption of Agenda
   Linda Reeves moved to approve the agenda as presented. Noemi Legaspi seconded the motion. The motion passed.

2) **STUDENT & STAFF RECOGNITION**

2) 1. 2019 Retirees
   Presenter: Casey Woolley
   375 years of service combined.

2) 2. Varsity Wrestling Team
   Presenter: Chad Waples

2) 3. Charles Sanderson, Willamette Region Teacher of the Year
   Presenter: Chuck Ransom

2) 4. Business Office
   Presenter: Sarah Bishop

3) **REPORTS:**

3) 1. Bond Update
   Presenter: JJ Henri
   FP- Awarded contract to Andy Med
   Demo of old DO has begun.
   Existing library and vestibule will begin when school is out.
   Heritage:
   Planning rec in the next few weeks.
   Lincoln and Nellie- submitted for conditional use in the next 2 weeks.
   Received both estimates- a little high.
Valor design has been completed. Presenting a bid tonight for a contractor. Building permit has been approved. One modular classroom will need to be removed.

3) 2. Business Office
   Presenter: Sarah Bishop
   Bringing student body accounts will be brought into the BO
   Credit and Debit card payment processing at each school
   Improve P-card process.

4) **PUBLIC FORUM:**
   Cherene Mills, WEA President
   85% of WEA members signed to support of May 8
   In support of a make-up day. Respect the decision the Board makes.

5) **CONFIRMATION ITEMS:**
   Linda Reeves moved to approve confirmation items as presented. Noemi Legaspi seconded the motion. The motion passed.
   5) 1. Regular Board Meeting Minutes of April 16, 2019 and Special Meeting Minutes of April 30, 2019
   5) 2. Personnel
   5) 3. Financial: Revenue & Expenditures
   5) 4. Acceptance of Gift/Donations
   5) 5. Surplus Property Disposal Report
   5) 6. Funding Proposals & Applications
   5) 6. 1. Small Bites Grant- After School Club

6) **BOARD ACTION ITEMS:**

6) 1. **OLD BUSINESS**

6) 1. 1. Policy Updates: Second Reading
   Recommendation to adopt with changes: BBAA, ECACB, GBEBA, GBH/JECAC, GBNA, GBNA-AR, GCBDC/GDBDC, IKF, JEC, JECAC/GBH, JECB, JECB-AR, JECF, JECF-AR, JFCF, JFCF-AR, LBE
   Linda Johnston moved to adopt the Policy Updates as presented. Linda Reeves seconded the motion. The motion passed.
   To table: GBDA Mother Friendly Workplace*, IGDJ Interscholastic Activities
   Noemi Legaspi moved to table policies GBDA and IGDJ.
   Linda Reeves seconded the motion. The motion passed.

6) 2. **NEW BUSINESS**

6) 2. 1. Emergency Closure day- May 8, 2019
   Some tax payers felt like the District closed in support. The reason was we felt it would not be able to operate because of staff.
2 associations are involved.
No indication of classified to intend to miss work. 2 units seem disconnected from the decision.
The other problem- late in the year that the calendar the board adopted. Kids finish school on the 15th.
Change the calendar- work day, have a student contact day.
Staff will be paid whether they make it up or not.
Linda Johnston moved to forgive May 8 in the 2018-19 calendar for all employees.
Linda Reeves seconded the motion. The motion passed.

6) 2. 2. High School Success Building Fund BAAC (Bond Advisory Accountability Committee)
Board will need to direct to revise Charter or create a new committee and charter.
2 aspects of committee- schedule and cost
Chuck will bring revised charter at next meeting.

6) 2. 3. Resolution No. 19-008
A Resolution providing for budget appropriation changes for fiscal year 2018-19.
Presenter: Sarah Bishop
Allowing issuance of the Full Faith Credit- setting up account.
Debt service- refinanced older ffc from the past.
Linda Reeves moved to approve Resolution 19-008 as presented. Noemi Legaspi seconded the motion. The motion passed.

6) 2. 4. Resolution 19-009 to approve TRIPLETT WELLMAN as the CMGC for the WHS CTE EXPANSION PROJECT Located at 1785 North Front Street Woodburn, Oregon 97071
Advertised, reviewed proposals and included interviews.
Linda Reeves moved to approve Resolution 19-009 as presented. Noemi Legaspi seconded the motion. The motion passed.

6) 2. 5. Resolution No. 19-010 Approve Corp Inc. as the contractor for the Valor Middle School Addition and Renovation Project located at 450 Parr Rd. NE, Woodburn, Oregon 97071
Presenter: JJ Henri
Low bidder.
Linda Reeves moved to approve Resolution No. 19-010 as presented.
Noemi Legaspi seconded the motion. The motion passed.

6) 2. 6. Health and Social Studies Materials Adoptions
Presenter: Laurie Cooper
Health adoption process begun last school year.
Required topics to teach- sometimes can be uncomfortable.
Committee reviews materials, score and recommended or move to independent process.
2 of 3 levels of state adopted list.
Middle school- did go through the independent process
Principals shared with Site Councils,
Elementary, K-5: The Great Body Shop
High School: Goodheart Wilcox
Middle School: Goodheart Wilcox- independent process followed
In the fall go to parents to- standards;
Need to develop a system of consistency for parents to understand how they can opt out.
Professional learning for teachers and counselors who are teaching the unit.
Teachers are able to supplement and flexibility.
Some are subjects are uncomfortable for teachers as well. Some of these subjects.
Level and baseline.
The scripted by law? These are supports for teaching the standards.
Board Member Noemi mentioned that her daughter would look at this and say no
one looks like me. Would Is there anything that is representative of our student
population. Is there any material of that representative of our student population?
They have white, Asian, black children but not my children.
Social studies process: New social studies standards were adopted.
Pearson didn’t have the language support we need.
Middle and High: Independent process
Digital,
Secondary: Newsela Custom Collection
Elementary: no decisions yet, maps just completed, will pilot next Fall.
15% not available in Spanish. Content can be translated. As move forward, T&L
Company- working towards it.
2020-21 not an adoption level.
Grant through AT&T- local access for internet. Digital HW will need to be for
students who don’t have access.

6) 2. 7. Interdistrict Transfers 2019-20
   Presenter: Chuck Ransom, Jenne Marquez
   K-8 no limit
   And to close 9-12th grade program.
   Subject to revision by Board if necessary.
   Linda Johnston moved to approve K-8 Interdistrict Transfers and close 9-12th grade
   program. Linda Reeves seconded the motion. The motion passed.

6) 2. 8. Gift/Donation proposal: Futsal courts
   Presenter: Casey Woolley
   Melinda Avila- Community Member
   Operation pitch invasion, Fields for All.
   Site visit- walk all fields
   They would like to consider Woodburn for 2 futsal courts. Court next to tennis-
great location.
   $100,000 up to $80,000-
   We would support the $47,000 for fencing.
   VP is well aware of Woodburn and soccer.
   2 courts-
   They wanted to put 4. Woodburn is thinking big.
   Community health care assessment- adults and teens need to be more active.
Discussed with foundations. Let’s reallocate some funds. Timbers: The exposure, partnerships. Huge for students and community. We have such a humble community. US Bank, Foundations, Grant Writing process-
Part of the urgency- they would like to get this project going this summer. They can only do 2. The ask to move forward tonight- if the fundraising would fall through that the District would cover the cost. Fencing part- covered by District 8ft fence. Court- size of 2 tennis courts
Linda Reeves moved to accept the donation of $100,000 for 2 futsal courts. Linda Johnston seconded the motion. The motion passed.

7) **BOARD ANNOUNCEMENTS**
   May 28, 2019 Second Budget Meeting, 5:45 pm
   June 4, 2019 Work Session, 5:45 pm
   June 7, 2019 Class of 2019 Graduation, 5:30 pm
   June 18, 2019 Regular Meeting, 5:45 pm

8) **FUTURE AGENDA ITEMS:**
   Budget community: communications and community outreach

Superintendent Evaluation- Executive Session- June 4th

9) **ADJOURNMENT: 8:35 pm**
The Woodburn School Budget Committee met for a budget committee meeting at the Woodburn School District Office, Woodburn, OR. The following individuals were present:

Noemi Legaspi, Board Member/Committee Chair  
Anthony Medina, Board Member  
Laura Isiordia, Board Member  
Linda Reeves, Board Member  
Linda Johnston, Board Member  
Pat Hyatt, Committee Member  
John Rivas, Committee Member  
Chuck Ransom, Superintendent  
Jenne Marquez, Board Secretary  
Absent: Matt Lesh and Robert Marquez

Budget Committee Meeting: Agenda

1) **CALL TO ORDER: 6:31 am**  
Presenter: Noemi Legaspi, Budget Committee Chair  
   1) 1. Pledge of Allegiance

   1) 2. Adoption of Agenda  
      Anthony Medina moved to approve the agenda as presented.  
      Linda Johnston seconded the motion. The motion passed.

2) **APPROVAL OF MINUTES FROM MAY 14, 2019**  
Presenter: Budget Committee Chair  
Linda Reeves moved to approve the minutes as presented.  
Laura Isiordia seconded the motion. The motion passed.

3) **PRESENTATION AND REPORTS TO BUDGET COMMITTEE:**  
   3) 1. Teacher Mentor Program  
      Presenter: Claudia Kis, Serge Lopez, Marilyn McCully  
      Claudia started the mentor program 10 years ago.  
      Losing new teachers- national level 30% of teachers leaving at 3 years and 50 at 5 years.  
      ODE grant- partnered with Salem-Keizer- Used the New Teacher Center model.  
      In a short time principals were seeing the difference in a short time.  
      Partnered with Salem-Keizer gave us the benefits.  
      New Teachers were visited every week. Finding support for them. Goal was to keep them in the profession and accelerate their profession. Help them become leaders.  
      Serge- 3rd year. Training to become quality mentor.  
      Monthly training for the Mentor. Processed to grow as a mentor.  
      Types of support for teachers:  
      2 year program for New Teachers.  
      Weekly meeting with Mentor.
3 new teacher seminars throughout the year. Bring teachers together.
Bring trainings for classroom management to support teachers.
Serge feels as he is still impacting the Woodburn Community in a different role.
Looking at changes for the moment.
The funds have been shifted to the Educator advancement council. It is not clear how those funds will re-emerge. The Supers have been advocating. Even if the grant stays- we don’t have the funds to sustain the program. Teachers are aging out. In the coming years we will need more mentors. We cannot allow new teachers to work in isolation. We have to do it for the kids. It is for student growth. By helping the teachers we create both.
Work closely with
Mentor would ask for help and ask the Instructional Coach.
First step is building trust. Mentor asses the new teacher. Evaluate strong or gentle approach. As we grow it would be best to have more specialized staff to fully support teacher’s district wide.

3) 2. Advancement Via Individual Determination (AVID)
Presenter: Laurie Cooper
Other cost not in the packet- .33 Site coordinator at the middle school
The other money: Nike and Miller Foundation grants
FPMS- Miller grant covering school fee for 3weeks, 4 people for summer institute, and AVID weekly.
397 students are currently enrolled
Elective- extra push whose family doesn’t know the pathway to college. Additional support.

3) 3. High School Success (Measure 98)
Presenter: High School Team
Peer review process with different staff looked at plan with consultants. It does incorporate CTE but more.
Areas in plan: CTE, dropout prevention, College level ed opportunities, successful 8th grade transitioning.
Discovered in peer review from CTE coordinator to High School Success Act Program Coordinator.
How can HS students get credit and externships?
Breaking the gender biases in careers.
Do you see this happening at the regional level?
Partnerships with other districts, colleges and businesses.
CTE:
What are we offering, what we want to offer or expanding current programs?
We are the only schools left with Small school model.- Small schools2.0 visioning team.
College-level course offering;
IB and AP, Willamette Promise Course
College-level course offerings- funding
Staff increase- currently only have 1
Dropout prevention - on track for graduation and 9th grade on-track teams
9th Grade Success Teams - counselors, coaches, principals, 9th grade teachers
Identify students - work with students and get them back on-track status
Instructional coach - expanding their role to work with students. PD for staff on data analysis.
Current spending first biennium:

Student by student case. Student intervention team.
Empathy interviews -
Support varies by student. The more data we track the more feedback we will get.
Need for functioning skills - organization
Work Source? Would the work source be coming in?
Family and connecting with them? How will be connect families in this process.
High School Success coaches - pull in the family. Where can we partner? Include parents?
Families are working early and working late. HS students are making the choice of coming to school or not. Sometimes the parents aren’t even knowing.
Immigration status - how do we make sure we bring equity to those students, jobs and internships? Are we going to be working with parents, are the staff we are hiring? Bilingual?
When the visits family - we have to be intentional when we hire and bring on staff.
Thinking about our mission.
Getting our kids to school - students are self-defeated by the political climate
How intentional have we been?
We want a diverse workforce? Shortage of workforce?
We may want to think about to think about our recruit?

4) **BUDGET REVIEW AND UPDATES:**

4) 1. ADMr vs. ADMw
   Presenter: Sarah Bishop
   ESL numbers have decreased.
   Where are young families with children going to live in the future? The City has been in the works for housing.
   The City - how they can change building codes to create affordable housing.

4) 2. Information Services
   Presenter: Sarah Bishop
   Survey for community? Finding out what works for our families?
   In place: Phone calls, Facebook, website.
   We have increased the communication in the district.

5) **BUDGET COMMITTEE DISCUSSION OF PROPOSED BUDGET**
   Presenter: Budget Committee Chair
   Area codes - happening at the school level
   ASB - to support business needs
   Suggestion for next year planning - equity, diverse,
   Line item for next year about - DEI - inclusion, diverse,
   Diversity, Equity and Inclusion - training for staff.
How can we bring that perspective as a staff?
More Support for College and Career at HS.
HR- need more support- Human Resources Specialist

6) **PUBLIC COMMENT:**
None.

7) **APPROVE PROPOSED BUDGET**
Presenter: Budget Committee Chair
Noemi Legaspi moved to approve the budget as presented. Linda Johnston seconded the motion.
The motion passed.

Noemi Legaspi moved to approve the taxes as presented.
Linda Johnston seconded the motion. The motion passed.

8) **ADJOURNMENT**
8:28 pm
The Woodburn School Board of Directors met for a special meeting at the Woodburn School District Office, Woodburn, OR. The following individuals were present:

Linda Johnston, Board Chair
Linda Reeves, Board Member
Noemi Legaspi, Board Member
Chuck Ransom, Superintendent
Jenne Marquez, Board Secretary
Absent: Laura Isiordia and Anthony Medina

Special Meeting: Agenda

1) **CALL TO ORDER 5:50 pm**
   1) 1. Pledge of Allegiance
   1) 2. Adoption of Agenda
       Linda Reeves moved to approve the agenda as presented. Noemi Legaspi seconded the motion. The motion passed.

2) **Public Input**
   None

3) **New Business**
   3) 1. July Organizational Meeting
       Tent: Tuesday, July 2, 2019
       Summer Board Conference- July 19- 21, 2019
       Presenter: Jenne Marquez

4) **Executive Session** called at 5:55 pm
   4) 1. Per ORS 192.660 (2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
       Executive Session closed at 7:36 pm

   Board resumed regular meeting at 7:37 pm

5) **Board Announcements back into regular 7:37 pm**
   June 7, 2019 Class of 2019 Graduation, 5:30 pm
   June 18, 2019 Regular Board Meeting, 5:45 pm

6) **Adjourn 7:45 pm**
Action Requested: It is recommended that the Board approve the following licensed staff.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>FUNDING</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canepa, Joseph</td>
<td>Advanced Math/Science</td>
<td>Success</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Chacon Martinez, Fatima</td>
<td>Social Studies Teacher</td>
<td>French Prairie MS</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Chambers, Sabra</td>
<td>Special Ed Teacher</td>
<td>WACA</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Lemanske, Peter</td>
<td>Social Studies Teacher</td>
<td>Valor MS</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Miller, Bethany</td>
<td>Speech Language Pathologist</td>
<td>Heritage/Valor</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Ortiz Pedrisco, Maribel</td>
<td>Elementary Bilingual Teacher</td>
<td>Lincoln Elem</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Pfifger, Michael</td>
<td>Language Art Teacher</td>
<td>Success</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Porter, Naomi</td>
<td>Music</td>
<td>Lincoln Elem</td>
<td>Local</td>
<td>8/26/19</td>
</tr>
<tr>
<td>Salazar, M Teresa</td>
<td>Elementary Counselor</td>
<td>Washington Elem.</td>
<td>Local</td>
<td>8/19/19</td>
</tr>
<tr>
<td>VanBergen, Erich</td>
<td>Advanced Math</td>
<td>Success</td>
<td>Local</td>
<td>8/26/19</td>
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OTHER PERSONNEL ACTIONS FOR YOUR INFORMATION

HIRING

RESIGNATION

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<tr>
<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>FUNDING</th>
<th>DATE</th>
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</thead>
<tbody>
<tr>
<td>Chaudhary, Sarah</td>
<td>Elementary Teacher</td>
<td>Lincoln</td>
<td>Local</td>
<td>6/17/19</td>
</tr>
<tr>
<td>Courtney, Matthew</td>
<td>Principal</td>
<td>French Prairie</td>
<td>Local</td>
<td>6/28/19</td>
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<tr>
<td>Nunimaker, Tara</td>
<td>Art Teacher</td>
<td>AIS</td>
<td>Local</td>
<td>6/17/19</td>
</tr>
<tr>
<td>Peterkin, Dawn</td>
<td>PE Teacher</td>
<td>French Prairie</td>
<td>Local</td>
<td>6/17/19</td>
</tr>
<tr>
<td>Schut, Hannah</td>
<td>Elementary Teacher</td>
<td>Lincoln</td>
<td>Local</td>
<td>6/17/19</td>
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<tr>
<td>Starke, Kyle D</td>
<td>Nutrition Service II</td>
<td>WHS</td>
<td>Local</td>
<td>6/17/19</td>
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<tr>
<td>Thomas, Jennifer E</td>
<td>Special Ed. Educational Assistant</td>
<td>District Office</td>
<td>Local</td>
<td>6/14/19</td>
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</table>

RETIREMENT

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<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>FUNDING</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ransom, Chuck</td>
<td>Superintendent</td>
<td>District Office</td>
<td>Local</td>
<td>7/31/19</td>
</tr>
</tbody>
</table>

TERMINATION

LAYOFF

CHANGE OF STATUS

Chelsea Allen is moving from Nutrition Services Specialist to Nutrition Services Supervisor, starting 07/01/2019.
## Woodburn School District
### Board of Director’s General Fund Budget Report
#### May 31, 2019 (Unaudited)

### Revenues 2018-2019 Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>2018-2019 Budget</th>
<th>Rec’d as of 5/31/19</th>
<th>Budget Balance</th>
<th>% Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>8,183,262</td>
<td>8,507,392</td>
<td>-324,130</td>
<td>104.0%</td>
</tr>
<tr>
<td>Intermediate (County &amp; ESD)</td>
<td>630,000</td>
<td>624,990</td>
<td>5,010</td>
<td>99.2%</td>
</tr>
<tr>
<td>State</td>
<td>53,559,193</td>
<td>52,320,271</td>
<td>1,238,922</td>
<td>97.7%</td>
</tr>
<tr>
<td>Federal</td>
<td>37,000</td>
<td>28,229</td>
<td>8,771</td>
<td>76.3%</td>
</tr>
<tr>
<td>Sale of Fixed Assets</td>
<td>2,000</td>
<td>26,548</td>
<td>0</td>
<td>1327.4%</td>
</tr>
<tr>
<td>Beginning Fund</td>
<td>11,739,564</td>
<td>16,673,590</td>
<td>-4,934,026</td>
<td>142.0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$74,151,019</strong></td>
<td><strong>$78,181,020</strong></td>
<td><strong>-4,005,453</strong></td>
<td><strong>105.4%</strong></td>
</tr>
</tbody>
</table>

### Expenditures 2018-2019 Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>2018-2019 Budget</th>
<th>Spent YTD</th>
<th>Encumbered</th>
<th>Budget Balance</th>
<th>% Spent/Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>1111 K-3 Instruction</td>
<td>5,570,338</td>
<td>3,472,521</td>
<td>1,311,725</td>
<td>786,092</td>
<td>86%</td>
</tr>
<tr>
<td>1114 Elementary IB</td>
<td>19,333</td>
<td>13,234</td>
<td>0</td>
<td>6,099</td>
<td>68%</td>
</tr>
<tr>
<td>1121 Middle School</td>
<td>5,598,341</td>
<td>4,020,936</td>
<td>1,085,307</td>
<td>492,099</td>
<td>91%</td>
</tr>
<tr>
<td>1122 Middle Extra Curr</td>
<td>187,372</td>
<td>169,142</td>
<td>4,279</td>
<td>32,952</td>
<td>93%</td>
</tr>
<tr>
<td>1131 High School</td>
<td>8,085,776</td>
<td>5,582,937</td>
<td>1,730,379</td>
<td>772,460</td>
<td>90%</td>
</tr>
<tr>
<td>1132 HS Extra Curr</td>
<td>755,998</td>
<td>648,963</td>
<td>67,510</td>
<td>39,525</td>
<td>95%</td>
</tr>
<tr>
<td>1133 IB &amp; Adv Placement</td>
<td>216,811</td>
<td>161,880</td>
<td>21,979</td>
<td>32,952</td>
<td>85%</td>
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<tr>
<td>1134 Intramurals</td>
<td>3,666</td>
<td>2,534</td>
<td>266</td>
<td>866</td>
<td>76%</td>
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<tr>
<td>1140 Creative Lrng Ctr</td>
<td>283,265</td>
<td>199,165</td>
<td>65,995</td>
<td>18,104</td>
<td>94%</td>
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<tr>
<td>1210 Talented &amp; Gifted</td>
<td>360,162</td>
<td>298,441</td>
<td>90,083</td>
<td>-28,362</td>
<td>100%</td>
</tr>
<tr>
<td>1220 Students with Disabilities</td>
<td>1,364,988</td>
<td>919,782</td>
<td>288,767</td>
<td>156,439</td>
<td>89%</td>
</tr>
<tr>
<td>1223 Bridges Program</td>
<td>411,766</td>
<td>301,748</td>
<td>88,373</td>
<td>21,645</td>
<td>95%</td>
</tr>
<tr>
<td>1224 Life Skills Program</td>
<td>985,975</td>
<td>738,457</td>
<td>221,040</td>
<td>26,478</td>
<td>97%</td>
</tr>
<tr>
<td>1225 Out of District Programs</td>
<td>80,000</td>
<td>89,423</td>
<td>0</td>
<td>-9,423</td>
<td>100%</td>
</tr>
<tr>
<td>1250 Resource</td>
<td>2,258,987</td>
<td>2,337,325</td>
<td>659,252</td>
<td>-737,591</td>
<td>100%</td>
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<tr>
<td>1260 Early Intervention</td>
<td>1,000</td>
<td>116</td>
<td>0</td>
<td>884</td>
<td>12%</td>
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<tr>
<td>1271 Remediation</td>
<td>34,665</td>
<td>1,066</td>
<td>0</td>
<td>33,599</td>
<td>3%</td>
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<tr>
<td>1280 Alt Education</td>
<td>564,413</td>
<td>491,466</td>
<td>109,388</td>
<td>-36,442</td>
<td>100%</td>
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<tr>
<td>1288 Charter Schools</td>
<td>1,200,000</td>
<td>1,160,764</td>
<td>0</td>
<td>39,236</td>
<td>97%</td>
</tr>
<tr>
<td>1291 ESL</td>
<td>11,356,199</td>
<td>8,499,085</td>
<td>2,528,739</td>
<td>328,375</td>
<td>97%</td>
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<tr>
<td>1299 Other programs</td>
<td>45,562</td>
<td>0</td>
<td>0</td>
<td>45,562</td>
<td>0%</td>
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<tr>
<td><strong>Total Instruction</strong></td>
<td><strong>$39,384,617</strong></td>
<td><strong>$29,108,984</strong></td>
<td><strong>$ 8,273,082</strong></td>
<td><strong>$2,002,550</strong></td>
<td><strong>95%</strong></td>
</tr>
<tr>
<td>2112 Attendance Svcs</td>
<td>537,963</td>
<td>365,062</td>
<td>108,319</td>
<td>64,582</td>
<td>88%</td>
</tr>
<tr>
<td>2113 Social Work Services</td>
<td>2,000</td>
<td>918</td>
<td>0</td>
<td>1,082</td>
<td>46%</td>
</tr>
<tr>
<td>2114 Student Accounting Services</td>
<td>436,426</td>
<td>419,354</td>
<td>69,359</td>
<td>-52,287</td>
<td>100%</td>
</tr>
<tr>
<td>2115 School Safety</td>
<td>227,507</td>
<td>182,963</td>
<td>36,893</td>
<td>21,645</td>
<td>95%</td>
</tr>
<tr>
<td>2122 Counseling</td>
<td>1,725,468</td>
<td>1,237,201</td>
<td>387,267</td>
<td>101,058</td>
<td>94%</td>
</tr>
<tr>
<td>2126 Welcome Center</td>
<td>295,098</td>
<td>262,256</td>
<td>34,842</td>
<td>-1,795</td>
<td>100%</td>
</tr>
<tr>
<td>2134 Nursing Svcs</td>
<td>216,439</td>
<td>119,098</td>
<td>24,624</td>
<td>72,717</td>
<td>66%</td>
</tr>
<tr>
<td>2135 Medicaid</td>
<td>1,400</td>
<td>3,923</td>
<td>2,240</td>
<td>-4,763</td>
<td>100%</td>
</tr>
<tr>
<td>2137 Other Hlth/Student Ins</td>
<td>2,000</td>
<td>0</td>
<td>0</td>
<td>2,000</td>
<td>0%</td>
</tr>
<tr>
<td>2142 Psych Testing</td>
<td>331,989</td>
<td>215,353</td>
<td>86,873</td>
<td>29,763</td>
<td>91%</td>
</tr>
<tr>
<td>2143 Psych Counseling</td>
<td>61,991</td>
<td>45,108</td>
<td>14,883</td>
<td>2,298</td>
<td>96%</td>
</tr>
<tr>
<td>2150 Speech Pathology</td>
<td>523,849</td>
<td>434,698</td>
<td>121,541</td>
<td>-32,391</td>
<td>100%</td>
</tr>
<tr>
<td>2160 Other Student Treatment (OT/PT)</td>
<td>23,000</td>
<td>22,676</td>
<td>0</td>
<td>-30,147</td>
<td>100%</td>
</tr>
<tr>
<td>2190 Service Direction, Student Support</td>
<td>1,215,327</td>
<td>1,049,010</td>
<td>166,263</td>
<td>55</td>
<td>100%</td>
</tr>
<tr>
<td>2210 Improvement of Instruction Services</td>
<td>848,880</td>
<td>321,680</td>
<td>88,267</td>
<td>438,933</td>
<td>48%</td>
</tr>
<tr>
<td>2211 Curriculum Area Direction</td>
<td>289,294</td>
<td>274,406</td>
<td>24,889</td>
<td>-6,601</td>
<td>100%</td>
</tr>
<tr>
<td>2219 Other Improvement of Instruction</td>
<td>289,142</td>
<td>20,824</td>
<td>0</td>
<td>268,319</td>
<td>7%</td>
</tr>
<tr>
<td>2222 Library/Media</td>
<td>921,866</td>
<td>758,529</td>
<td>206,221</td>
<td>-42,883</td>
<td>100%</td>
</tr>
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</table>

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48
<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>2018-2019 Budget</th>
<th>Spent YTD</th>
<th>Encumbered</th>
<th>Budget Balance</th>
<th>% Spent/Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>2223 Audiovisual Svcs</td>
<td>8,700</td>
<td>2,858</td>
<td>70</td>
<td>5,772</td>
<td>34%</td>
</tr>
<tr>
<td>2230 Assessment &amp; Testing</td>
<td>44,165</td>
<td>39,764</td>
<td>0</td>
<td>4,401</td>
<td>90%</td>
</tr>
<tr>
<td>2240 Instr Staff Development</td>
<td>329,336</td>
<td>177,647</td>
<td>15,111</td>
<td>136,579</td>
<td>59%</td>
</tr>
<tr>
<td>2311 Board of Education</td>
<td>223,383</td>
<td>173,507</td>
<td>13,440</td>
<td>36,436</td>
<td>84%</td>
</tr>
<tr>
<td>2314 Election Services</td>
<td>5,000</td>
<td>0</td>
<td>0</td>
<td>5,000</td>
<td>0%</td>
</tr>
<tr>
<td>2315 Legal Services</td>
<td>25,350</td>
<td>65,304</td>
<td>29,322</td>
<td>-69,276</td>
<td>100%</td>
</tr>
<tr>
<td>2317 Audit Services</td>
<td>50,000</td>
<td>48,850</td>
<td>0</td>
<td>1,150</td>
<td>98%</td>
</tr>
<tr>
<td>2320 Office of Superintendent</td>
<td>431,126</td>
<td>344,232</td>
<td>27,764</td>
<td>59,131</td>
<td>86%</td>
</tr>
<tr>
<td>2329 Other Executive Administrative</td>
<td>20,000</td>
<td>0</td>
<td>0</td>
<td>20,000</td>
<td>0%</td>
</tr>
<tr>
<td>2410 Office of Principal</td>
<td>4,947,285</td>
<td>4,150,006</td>
<td>624,616</td>
<td>172,663</td>
<td>97%</td>
</tr>
<tr>
<td>2520 Fiscal Services</td>
<td>637,243</td>
<td>583,053</td>
<td>49,476</td>
<td>4,714</td>
<td>99%</td>
</tr>
<tr>
<td>2529 Other Fiscal Services</td>
<td>98,681</td>
<td>118,492</td>
<td>0</td>
<td>-19,811</td>
<td>120%</td>
</tr>
<tr>
<td>2541 Direction Operation &amp; Maintenance</td>
<td>369,605</td>
<td>353,257</td>
<td>32,111</td>
<td>-15,763</td>
<td>100%</td>
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<tr>
<td>2542 Building Care &amp; Upkeep</td>
<td>3,799,096</td>
<td>3,040,648</td>
<td>673,705</td>
<td>84,743</td>
<td>98%</td>
</tr>
<tr>
<td>2543 Grounds</td>
<td>443,742</td>
<td>359,157</td>
<td>52,654</td>
<td>31,931</td>
<td>93%</td>
</tr>
<tr>
<td>2544 Maintenance</td>
<td>712,243</td>
<td>642,898</td>
<td>77,947</td>
<td>-8,601</td>
<td>101%</td>
</tr>
<tr>
<td>2545 Veh Purch/Maint</td>
<td>37,879</td>
<td>12,170</td>
<td>6,779</td>
<td>18,930</td>
<td>50%</td>
</tr>
<tr>
<td>2546 Security Services</td>
<td>3,206</td>
<td>3,014</td>
<td>60</td>
<td>133</td>
<td>96%</td>
</tr>
<tr>
<td>2552 Transportation</td>
<td>1,927,616</td>
<td>1,686,453</td>
<td>765</td>
<td>240,398</td>
<td>88%</td>
</tr>
<tr>
<td>2554 Student Transp Repairs &amp; Maint</td>
<td>19,080</td>
<td>4,692</td>
<td>3,476</td>
<td>10,911</td>
<td>43%</td>
</tr>
<tr>
<td>2558 SPED Transportation</td>
<td>788,749</td>
<td>636,673</td>
<td>150,060</td>
<td>2,016</td>
<td>100%</td>
</tr>
<tr>
<td>2572 Purchasing Services</td>
<td>37,000</td>
<td>23,178</td>
<td>4,253</td>
<td>9,569</td>
<td>74%</td>
</tr>
<tr>
<td>2573 Warehousing &amp; Distribution</td>
<td>11,048</td>
<td>9,293</td>
<td>1,725</td>
<td>30</td>
<td>100%</td>
</tr>
<tr>
<td>2626 Grant Writing</td>
<td>2,500</td>
<td>0</td>
<td>0</td>
<td>2,500</td>
<td>0%</td>
</tr>
<tr>
<td>2630 Information Services</td>
<td>125,433</td>
<td>55,163</td>
<td>16,728</td>
<td>53,542</td>
<td>57%</td>
</tr>
<tr>
<td>2633 Public Information Services</td>
<td>112,220</td>
<td>89,029</td>
<td>7,232</td>
<td>15,959</td>
<td>86%</td>
</tr>
<tr>
<td>2640 Personnel</td>
<td>525,056</td>
<td>446,589</td>
<td>36,430</td>
<td>42,037</td>
<td>92%</td>
</tr>
<tr>
<td>2645 Health Services</td>
<td>14,334</td>
<td>10,654</td>
<td>16</td>
<td>3,664</td>
<td>74%</td>
</tr>
<tr>
<td>2646 Safety</td>
<td>8,450</td>
<td>419</td>
<td>0</td>
<td>8,031</td>
<td>5%</td>
</tr>
<tr>
<td>2649 Other Staff Services</td>
<td>38,512</td>
<td>0</td>
<td>0</td>
<td>38,512</td>
<td>0%</td>
</tr>
<tr>
<td>2660 Technology</td>
<td>1,362,626</td>
<td>1,066,292</td>
<td>252,657</td>
<td>43,676</td>
<td>97%</td>
</tr>
<tr>
<td>2669 Other Technology</td>
<td>43,366</td>
<td>5,216</td>
<td>0</td>
<td>38,150</td>
<td>12%</td>
</tr>
<tr>
<td>3300 Community Service</td>
<td>9,533</td>
<td>2,142</td>
<td>0</td>
<td>7,392</td>
<td>22%</td>
</tr>
<tr>
<td>5200 Transfer of Funds</td>
<td>1,655,200</td>
<td>1,655,200</td>
<td>0</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td>6110 Contingency</td>
<td>750,000</td>
<td>500,000</td>
<td>0</td>
<td>250,000</td>
<td>67%</td>
</tr>
<tr>
<td><strong>TOTAL OTHER EXPENDITURES</strong></td>
<td><strong>$27,566,402</strong></td>
<td><strong>$22,038,905</strong></td>
<td><strong>$3,464,646</strong></td>
<td><strong>$2,062,851</strong></td>
<td><strong>93%</strong></td>
</tr>
<tr>
<td><strong>TOTAL ALL EXPENDITURES</strong></td>
<td><strong>$66,951,019</strong></td>
<td><strong>$51,147,889</strong></td>
<td><strong>$11,737,729</strong></td>
<td><strong>$4,065,401</strong></td>
<td><strong>94%</strong></td>
</tr>
</tbody>
</table>

1 - Increased staff benefit costs  
2 - Salary & Benefits to continue to meet MOE  
3 - Increase in Cost Pool for claiming  
4 - Ongoing legal services  
6 - Additional services required for students  
7 - Prepaid several years of program licenses  
8 - Additional services required for students  
9 - Incidental work being done to meet student needs  
10 - Salary Placement greater than budgeted  
11 - Unemployment Costs Higher than budgeted
### Woodburn School District

**Board of Director’s Major Maintenance Fund Budget Report**

**May 31, 2019 (Unaudited)**

#### REVENUES

<table>
<thead>
<tr>
<th></th>
<th>2018-2019 Budget</th>
<th>Rec’d as of 5/31/19</th>
<th>Budget Balance</th>
<th>% Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest on Investments</td>
<td>40,000</td>
<td>61,980</td>
<td>-21,980</td>
<td>155.0%</td>
</tr>
<tr>
<td>Interfund Transfers</td>
<td>1,000,000</td>
<td>1,000,000</td>
<td>0</td>
<td>100.0%</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>1,500,000</td>
<td>1,631,363</td>
<td>-131,363</td>
<td>108.8%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$2,540,000</strong></td>
<td><strong>$2,693,343</strong></td>
<td><strong>-$153,343</strong></td>
<td><strong>106.0%</strong></td>
</tr>
</tbody>
</table>

#### EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>2018-2019 Budget*</th>
<th>Spent YTD</th>
<th>Encumbered</th>
<th>Budget Balance</th>
<th>% Spent/Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>2544.322 Repairs &amp; Maintenance</td>
<td>175,000</td>
<td>117,037</td>
<td>0</td>
<td>57,963</td>
<td>67%</td>
</tr>
<tr>
<td>2544.390 Other Purchased Services</td>
<td>0</td>
<td>56,401</td>
<td>0</td>
<td>-56,401</td>
<td>100%</td>
</tr>
<tr>
<td>2660.390 Other Purchased Services</td>
<td>0</td>
<td>1,428</td>
<td>0</td>
<td>-1,428</td>
<td>100%</td>
</tr>
<tr>
<td>4150.355 Printing &amp; Binding</td>
<td>0</td>
<td>113</td>
<td>0</td>
<td>-113</td>
<td>100%</td>
</tr>
<tr>
<td>4150.383 Architect/ Engineering Services</td>
<td>0</td>
<td>1,680</td>
<td>0</td>
<td>-1,680</td>
<td>100%</td>
</tr>
<tr>
<td>4150.520 Building Acquisition</td>
<td>185,000</td>
<td>95,367</td>
<td>0</td>
<td>89,633</td>
<td>52%</td>
</tr>
<tr>
<td>5200 Transfer Out</td>
<td>890,000</td>
<td>890,000</td>
<td>0</td>
<td>0</td>
<td>100%</td>
</tr>
<tr>
<td><strong>TOTAL ALL EXPENDITURES</strong></td>
<td><strong>$1,250,000</strong></td>
<td><strong>$1,162,027</strong></td>
<td><strong>$0</strong></td>
<td><strong>$87,973</strong></td>
<td><strong>93%</strong></td>
</tr>
</tbody>
</table>

|                              | 1,290,000         | 0          | 0          | 1,290,000      | 0%                |

*Adjusted
### GIFT RECEIPT

**Donor Name**

**Address**

**City, State, Zip**

**Phone**

Woodburn School District Tax ID: 93-6000798

### GIFT DESCRIPTION

Donating to support Student Registration to Oregon State Teacher Conference

### Office Use

<table>
<thead>
<tr>
<th>Received By:</th>
<th>Caleb Trueter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Received:</td>
<td>5/23/2019</td>
</tr>
<tr>
<td>Destination of Gift:</td>
<td>Trustee ASB Account</td>
</tr>
</tbody>
</table>
GIFT RECEIPT

Angela Garcia
Donor Name

Address
Woodburn, OR 97071
City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

<table>
<thead>
<tr>
<th>GIFT DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>5th grade promotion $20-</td>
</tr>
</tbody>
</table>

Office Use

Received By: Rosalinda Giron
Date Received: 6-4-19
Destination of Gift: Money to be used for 5th grade promotion
GIFT RECEIPT

Ofelia Chavez
Donor Name

Woodburn 97071
City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $ 30.00

Office Use

Received By: Rosalinda Dixon
Date Received:
Destination of Gift: Money to be used for 5th grade promotion
**GIFT RECEIPT**

**Donor Name:** Jay Caraan

**Address:** 17th Avenue

**City, State, Zip:** Woodburn, OR 97075

**Phone:** [Number]

Woodburn School District Tax ID: 93-6000798

<table>
<thead>
<tr>
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<tr>
<td>5th Grade Promotion $5.</td>
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</table>

<table>
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<tr>
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<tr>
<td>Received By:</td>
</tr>
<tr>
<td>Date Received:</td>
</tr>
<tr>
<td>Destination of Gift:</td>
</tr>
</tbody>
</table>
GIFT RECEIPT

Eber Morales

Donor Name

Woodburn, OR 97071

City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th Grade Promotion $20

Office Use

Received By: Rosalinda Griot
Date Received: 5-31-79
Destination of Gift: Money to be used for 5th grade promotion
GIFT RECEIPT

Amanda Cox
Donor Name

336 Hillsboro Sr.
Address

Woodburn OR 97071
City, State, Zip

503-670-2204
Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $10.00

Office Use
Received By: Rosalinda Giron
Date Received: 5-17-19
Destination of Gift: money to be used for 5th grade promotion
GIFT RECEIPT

Jessica Comerford
Donor Name

Address

City, State, Zip: 97071

Phone: 503-640-4041

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th Grade Promotion $20.00

Received By: Rosalinda Aguirre
Date Received: 5-29-19
Destination of Gift: Money to be used for 5th grade promotion.
CATHERINE ESPINOZA

Donor Name

97071

City, State, Zip

Gift Description

5th Grade Promotion $10

Crandell

Office Use

Received By: Rosalinda Giran

Date Received: 6-4-19

Destination of Gift: Money to be used for 5th grade promotion
GIFT RECEIPT

Maria Ramos
Donor Name

Address

Woodburn OR 97071
City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $30

Office Use

Received By: Rosalinda Giron
Date Received: 5-17-19
Destination of Gift: money to be used for 5th grade promotion
GIFT RECEIPT

Lucia Ray

Address

Woodburn OR

City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $20.00

Office Use

Received By: Rosalinda Huico
Date Received: 5-31-19
Destination of Gift: money to be used for 5th grade promotion
GIFT RECEIPT

Marisol Fernandez
Donor Name

5776
Address

9707
City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

Donation for 5th grade Promotion $20.00

Office Use
Received By: Rosalinda Giron
Date Received: 5-29-19
Destination of Gift: Money to be used for 5th grade promotion
GIFT RECEIPT

Amanda Egan

Address

Woodburn OR 97071

City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $9.00

Office Use

Received By: Rosalinda Garcia
Date Received: 5-17-19
Destination of Gift: money to be used for 5th grade promotion
GIFT RECEIPT

Maria del Carmen Sarmiento
Donor Name

Woodburn OR 97071
City, State, Zip

Woodburn School District Tax ID: 93-6000798

<table>
<thead>
<tr>
<th>GIFT DESCRIPTION</th>
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<tbody>
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<td>5th grade promotion $50.00</td>
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Office Use

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<tr>
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<td>5-21-19</td>
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<tr>
<td>Destination of Gift:</td>
<td>Money to be used for 5th grade promotion</td>
</tr>
</tbody>
</table>
GIFT RECEIPT

Brandy Puente
Donor Name

Address

Woodburn OR
City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $1.00

Office Use

Received By: Rosalinda Giron
Date Received: 6-4-19
Destination of Gift: Money to be used for 5th grade promotion
**GIFT RECEIPT**

**Donor Name**

Guadalupe Virgen

**Address**

Woodburn, OR 97071

**City, State, Zip**

**Phone**

Woodburn School District Tax ID: 93-6000798

---

**GIFT DESCRIPTION**

5th grade promotion $20.00 for Cinco de Mayo

---

<table>
<thead>
<tr>
<th>Office Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Received By:</td>
</tr>
<tr>
<td>Date Received:</td>
</tr>
<tr>
<td>Destination of Gift:</td>
</tr>
</tbody>
</table>
GIFT RECEIPT

Donor Name
Lucia Ray

Address
Woodburn OR

City, State, Zip

Phone

Woodburn School District Tax ID: 93-6000798

GIFT DESCRIPTION

5th grade promotion $20.00

Office Use

Received By: Rosalinda Huia
Date Received: 5-31-19
Destination of Gift: money to be used for 5th grade promotion
**GIFT RECEIPT**

**Donor Name**

Tiffany Johnson

**Address**

Woodburn OR

**City, State, Zip**

**Phone**

Woodburn School District Tax ID: 93-6000798

**GIFT DESCRIPTION**

| 5th grade promotion | $20.00 |

**Office Use**

<table>
<thead>
<tr>
<th>Received By:</th>
<th>Rosalinda Giron</th>
</tr>
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<tbody>
<tr>
<td>Date Received:</td>
<td>6-3-19</td>
</tr>
<tr>
<td>Destination of Gift:</td>
<td>money to be used for 5th grade promotion</td>
</tr>
</tbody>
</table>
Surplus Property Disposal Request/Record

A. Requester’s Name: Sara Knight  Date: 6/5/2019

B. ITEM INFORMATION

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION (make, model, serial number, if applicable)</th>
<th>ESTIMATED VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Broken File Cabinet</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Broken Monitor Stand</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Broken Slider for Keyboard</td>
<td></td>
</tr>
</tbody>
</table>

Total Value: $0

C. DISPOSAL APPROVAL

Principal/Supervisor Signature:  Date: 6/6/19

District Signature:  Date: 6/6/19

D. DISPOSITION RECORD

- [ ] SALE  Vendor Name:  $ Amount (Remit to Business Office):  Date:  
- [ ] DONATION Organization Name:  Date:  
- [ ] RECYCLE Date:  
- [ ] DISPOSAL Date:  

Explanation of action taken for disposition:

Date of Board Notice:  

Original - DO  Copy - Maintenance  Copy - Building
### Surplus Property Disposal Request/Record

<table>
<thead>
<tr>
<th>Code: DN-AR</th>
<th>Revised/Reviewed: 01/11; 2/21/13</th>
<th>Orig. Code(s): DN-AR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>THIS FORM MUST BE COMPLETED FOR ANY ITEMS BEING DISPOSED OF</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A.</strong></td>
<td>Requester’s Name</td>
<td>Date</td>
</tr>
<tr>
<td><strong>B. ITEM INFORMATION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>QUANTITY</strong></td>
<td><strong>DESCRIPTION (make, model, serial number, if applicable)</strong></td>
<td><strong>ESTIMATED VALUE</strong></td>
</tr>
<tr>
<td>10</td>
<td>5th grade books</td>
<td>8</td>
</tr>
<tr>
<td>10</td>
<td>Math books investigation</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>ESL 2 books</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>ESL 1 books</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Dictionaries</td>
<td></td>
</tr>
<tr>
<td><strong>Total Value:</strong></td>
<td>8</td>
<td></td>
</tr>
<tr>
<td><strong>C. DISPOSAL APPROVAL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Principal/Supervisor Signature</strong></td>
<td>6/12/19</td>
<td></td>
</tr>
<tr>
<td><strong>District Signature</strong></td>
<td>6/14/19</td>
<td></td>
</tr>
<tr>
<td><strong>D. DISPOSITION RECORD</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SALE</strong></td>
<td>Vendor Name</td>
<td>$ Amount (Remit to Business Office)</td>
</tr>
<tr>
<td><strong>DONATION</strong></td>
<td>Organization Name</td>
<td></td>
</tr>
<tr>
<td><strong>RECYCLE</strong></td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td><strong>DISPOSAL</strong></td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td><strong>Explanation of action taken for disposition:</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date of Board Notice: 

Original - DO  Copy - Maintenance  Copy - Building

Surplus Property Disposal Request/Record - DN-AR

1-1
**Surplus Property Disposal Request/Record**

---

**A. Requester's Name**

KAREN

**Date**

6-10-19

---

**B. ITEM INFORMATION**

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION (make, model, serial number, if applicable)</th>
<th>ESTIMATED VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Ciencias book</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Communidades book</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Reading Street books</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Lectura</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>ESOL 1 Book</td>
<td></td>
</tr>
</tbody>
</table>

**Total Value:**

---

**C. DISPOSAL APPROVAL**

**Principal/Supervisor Signature**

---

**Date**

6-12-19

**District Signature**

---

**Date**

6/14/19

---

**D. DISPOSITION RECORD**

- **SALE**
  - Vendor Name
  - $ Amount (Remit to Business Office)
  - Date

- **DONATION**
  - Organization Name
  - Date

- **RECYCLE**
  - Date

- **DISPOSAL**
  - Date

**Explanation of action taken for disposition:**

---

**Date of Board Notice:**

---

**Original - DO**  |  **Copy - Maintenance**  |  **Copy - Building**
# Surplus Property Disposal Request/Record

This form must be completed for any items being disposed of.

## A. Requester's Information

<table>
<thead>
<tr>
<th>Requester's Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kaito Kazen</td>
<td>6.10.19</td>
</tr>
</tbody>
</table>

## B. Item Information

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (make, model, serial number, if applicable)</th>
<th>Estimated Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Scholastic literacy place</td>
<td>$18</td>
</tr>
<tr>
<td>1</td>
<td>Solaris Scholastic</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Beginners thesaurus</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Books on tape</td>
<td></td>
</tr>
</tbody>
</table>

Total Value: $27

## C. Disposal Approval

<table>
<thead>
<tr>
<th>Principal/Supervisor Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6.12.19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>District Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6/14/19</td>
</tr>
</tbody>
</table>

## D. Disposition Record

<table>
<thead>
<tr>
<th>Sale</th>
<th>Donations</th>
<th>Recycle</th>
<th>Disposal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>$ Amount (Remit to Business Office)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Explanation of action taken for disposition:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

Date of Board Notice: 

Original - DO   Copy - Maintenance   Copy - Building
# Surplus Property Disposal Request/Record

**Code:** DN-AR  
**Revised/Reviewed:** 01/11; 2/21/13  
**Orig. Code(s):** DN-AR

### A. Requester's Name

<table>
<thead>
<tr>
<th>Requester's Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>GB Bargi</td>
<td>6/4/19</td>
</tr>
</tbody>
</table>

### B. ITEM INFORMATION

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION (make, model, serial number, if applicable)</th>
<th>ESTIMATED VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Yamaha 5115MT, S/N 12210, Circa 1981, Water damaged in fire</td>
<td>$</td>
</tr>
</tbody>
</table>

**Total Value:**

### C. DISPOSAL APPROVAL

<table>
<thead>
<tr>
<th>Principal/Supervisor Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6/4/19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>District Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6/14/19</td>
</tr>
</tbody>
</table>

### D. DISPOSITION RECORD

<table>
<thead>
<tr>
<th>SALE</th>
<th>$ Amount (Remit to Business Office)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>DONATION</td>
<td>Organization Name</td>
<td>Date</td>
</tr>
<tr>
<td>RECYCLE</td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>DISPOSAL</td>
<td>Date</td>
<td></td>
</tr>
</tbody>
</table>

Explanation of action taken for disposition:

Date of Board Notice:

Original - DO  Copy - Maintenance  Copy - Building
Request for Board Approval of Independently Adopted Instructional Materials

Independent Adoption Recommendations

**Middle School Health:** Comprehensive Health Skills for Middle School; Publisher: GoodHeart-Wilcox

**Middle and High School Social Studies:** Custom Collections; Publisher: Newsela

**Motion 1:** To approve the independent adoption of the Middle School Health Instructional Materials: Comprehensive Health Skills for Middle School, published by Goodheart-Wilcox

**Motion 2:** To approve the independent adoption of the Middle School and High School Social Studies Materials: Custom Collections, curated by Newsela.
RESOLUTION NO. 19-011

A RESOLUTION PROVIDING FOR BUDGET APPROPRIATION CHANGES FOR FISCAL YEAR 2018-19

RECITALS:

WHEREAS, the Woodburn School District’s 2018-19 budget is in need of adjusting various funds, organization units, departments, and category of expense accounts for additional appropriation authority; and,

WHEREAS, under the provisions of Oregon Local Budget Law, fund units and accounts are required to reflect sufficient authorized appropriations; and,

WHEREAS, appropriation authority may be made by transfers of appropriations within organization units, transfers within categories of expense and/or transfers of contingency appropriations with a specific fund when authorized by official resolution of the governing body as provided by ORS 294.463 and ORS 294.338; and,

WHEREAS, additional appropriation authority for expenditures may be made by transfer of contingency appropriations between specific funds when authorized by official resolution of the governing body as provided by Oregon Local Budget Law.

THEREFORE the Board of Directors for the Woodburn School District approves the following appropriation transfer for the purpose of transferring budgeted appropriations from the General Fund and the Facilities Acquisition & Construction Fund (Major Maintenance) to the Athletic Reserve Fund to pay for a turf field.

THEREFORE the Board of Directors for the Woodburn School District approves the following appropriation adjustment for a specific purpose grant in the Special Revenue fund.
### Athletic Reserve Fund

<table>
<thead>
<tr>
<th>Budget</th>
<th>Change</th>
<th>Budget After</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contributions and Donations (Revenue)</strong></td>
<td>-</td>
<td>60,000</td>
</tr>
<tr>
<td><strong>Transfers In (Revenue)</strong></td>
<td>500,000</td>
<td>502,060</td>
</tr>
<tr>
<td><strong>Instruction (Expense)</strong></td>
<td>75,000</td>
<td>(22,940)</td>
</tr>
<tr>
<td><strong>Facilities Acquisition &amp; Construction (Expense)</strong></td>
<td>1,870,000</td>
<td>585,000</td>
</tr>
</tbody>
</table>

### Major Maintenance

<table>
<thead>
<tr>
<th>Budget</th>
<th>Change</th>
<th>Budget After</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfer Out (Expense)</strong></td>
<td>890,000</td>
<td>87,800</td>
</tr>
<tr>
<td><strong>Facilities Acquisition &amp; Construction (Expense)</strong></td>
<td>28,815,000</td>
<td>(87,800)</td>
</tr>
</tbody>
</table>

### General Fund

<table>
<thead>
<tr>
<th>Budget</th>
<th>Change</th>
<th>Budget After</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfer Out (Expense)</strong></td>
<td>2,155,200</td>
<td>414,260</td>
</tr>
<tr>
<td><strong>Contingency (Expense)</strong></td>
<td>250,000</td>
<td>(250,000)</td>
</tr>
<tr>
<td><strong>Instruction (Expense)</strong></td>
<td>39,384,617</td>
<td>(25,000)</td>
</tr>
<tr>
<td><strong>Support Services (Expense)</strong></td>
<td>25,151,669</td>
<td>(139,260)</td>
</tr>
</tbody>
</table>

### Special Revenue

<table>
<thead>
<tr>
<th>Budget</th>
<th>Change</th>
<th>Budget After</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Other Restricted Grants In Aid (Revenue)</strong></td>
<td>1,989,642</td>
<td>2,500,000</td>
</tr>
<tr>
<td><strong>Instruction (Expense)</strong></td>
<td>6,349,371</td>
<td>(500,000)</td>
</tr>
<tr>
<td><strong>Facilities Acquisition &amp; Construction (Expense)</strong></td>
<td>1,000,000</td>
<td>3,000,000</td>
</tr>
</tbody>
</table>
RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of the Woodburn School District No. 103 hereby adopts the budget for fiscal year 2019-2020 in the total amount of $168,417,109*

This budget is now on file at 1390 Meridian Drive in Woodburn, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2019 for the following purposes:

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Special Revenue Funds 200</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction ..................................</td>
<td>Instruction ..................................</td>
</tr>
<tr>
<td>42,405,578</td>
<td>9,459,949</td>
</tr>
<tr>
<td>Support Services ............................</td>
<td>Support Services ............................</td>
</tr>
<tr>
<td>26,947,639</td>
<td>7,704,039</td>
</tr>
<tr>
<td>Enterprise &amp; Community Services ............</td>
<td>Enterprise &amp; Comm..... ........................</td>
</tr>
<tr>
<td>8,340</td>
<td>467,385</td>
</tr>
<tr>
<td>Facilities Acquisition ........................</td>
<td>Facilites Acquisition ........................</td>
</tr>
<tr>
<td>0</td>
<td>671,500</td>
</tr>
<tr>
<td>Transfers ....................................</td>
<td>Transfers ....................................</td>
</tr>
<tr>
<td>1,421,368</td>
<td>428,500</td>
</tr>
<tr>
<td>Contingency ..................................</td>
<td>Total............................................</td>
</tr>
<tr>
<td>750,000</td>
<td></td>
</tr>
<tr>
<td>Total........................................</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Debt Service Fund 301, 302, 304, 314</th>
<th>Nutrition Services Fund 205</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt Service ..................................</td>
<td>Enterprise &amp; Comm..... ........................</td>
</tr>
<tr>
<td>6,134,648</td>
<td>5,251,753</td>
</tr>
<tr>
<td>Total........................................</td>
<td>Total............................................</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Facilities Acquisition &amp; Constr Fund 405, 414, 426</th>
<th>Construction Excise Tax Fund 410</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Services ..................................</td>
<td>Facilities Acquisition ........................</td>
</tr>
<tr>
<td>407,000</td>
<td>1,020,000</td>
</tr>
<tr>
<td>Facilities Acquisition ............................</td>
<td>Total............................................</td>
</tr>
<tr>
<td>57,288,000</td>
<td></td>
</tr>
<tr>
<td>Total........................................</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Athletics Reserve Fund 420</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction ..................................</td>
<td></td>
</tr>
<tr>
<td>50,000</td>
<td></td>
</tr>
<tr>
<td>Facilities Acquisition ..........................</td>
<td>Total............................................</td>
</tr>
<tr>
<td>285,000</td>
<td></td>
</tr>
</tbody>
</table>

| Total APPROPRIATIONS, All Funds ..............| $160,690,699                                 |
| Total Unappropriated and Reserve Amounts, All Funds ...........| 0 |
| TOTAL ADOPTED BUDGET ...........| $160,690,699 * |

(* amounts with asterisks must match)

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2019-2020:

1) At the rate of $4.5247 per $1,000 of assessed value for permanent rate tax;
2) In the amount of $4,868,600 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

**Subject to the Education Limitation**

Permanent Rate Tax...........$4.5247 /$1000

**Excluded from Limitation**

General Obligation Bond Debt Service.....$4,868,600
ENDING FUND BALANCE COMMITMENTS AND POLICIES

Ending Fund Balance Assignments
BE IT RESOLVED that in compliance with GASB 54 the authority to classify portions of the ending fund balance be granted to the Superintendent and the Director of Business

Spending As It Relates To Ending Fund Balance Policy:
The Board of Directors considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classification of fund balances are spent, the Board will consider that committed amounts will be reduced first, followed by assigned amounts and then unassigned amounts.

Authority
The Board of Directors reserves the authority to establish and modify commitments of ending fund balance.

The above resolution statements were approved and declared adopted on June 18, 2019.

X____________________________________________  X_______________________________
  Board Chair                          Attested to: Superintendent
RESOLUTION NO. 19-013

Approve TRIPLETT WELLMAN Construction as the General Contractor for the WASHINGTON ELEMENTARY VESTIBULE PROJECT Located at 777 E. Lincoln Street, Woodburn OR 97071

NOW, THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WOODBURN SCHOOL DISTRICT NO.103, MARION COUNTY approves the hire of TRIPLETT WELLMAN Construction Inc., as the General Contractor for the WASHINGTON ELEMENTARY VESTIBULE REMODEL PROJECT located at 777 E Lincoln St Street, Woodburn OR 97071. The total contract value of the project has been established at a COST OF $55,424.49. The work will be completed in accordance the requirements of the WSD 1141309\v3 small work contract.

ADOPTED BY THE BOARD OF DIRECTORS OF MARION COUNTY SCHOOL DISTRICT NO.103 {WOODBURN SCHOOL DISTRICT} on the 18th Day of June 2019.

Dated this 18th day of June 2019

__________________________________
Linda Johnston, Chair

__________________________________
Chuck Ransom, Superintendent
RESOLUTION NO. 19-014

Approve TRIPLETT WELLMAN Construction as the General Contractor for the Woodburn High School LAB REMODEL PROJECT Located at 1785 N. Front Street, Woodburn OR 97071

NOW, THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE WOODBURN SCHOOL DISTRICT NO.103, MARION COUNTY approves the hire of TRIPLETT WELLMAN Construction Inc., as the General Contractor for the Woodburn High School LAB REMODEL project located at 1785 N Front Street, Woodburn OR 97071. The total contract value of the project has been established at a COST OF $99,340.00 The work will be completed in accordance the requirements of the WSD 1141309\v3 small work contract.

ADOPTED BY THE BOARD OF DIRECTORS OF MARION COUNTY SCHOOL DISTRICT NO.103 {WOODBURN SCHOOL DISTRICT} on the 18th Day of June 2019.

Dated this 18th day of June 2019

__________________________________________

Linda Johnston, Chair

__________________________________________

Chuck Ransom, Superintendent
WOODBURN SCHOOL DISTRICT NO. 3
MODEL HEALTHY AND SAFE SCHOOLS PLAN

Introduction
In 2017, the Oregon State Legislature passed SB 1062, which requires that, every school district, education service district, and public charter school develop a Healthy and Safe Schools Plan (HASS Plan). Each organization’s HASS Plan has specific requirements that must be included for the HASS Plan to comply with state law. Below is the Plan for the Woodburn School District.

Woodburn School District No. 103
Healthy and Safe Schools Plan.

1. Responsible Person
The person responsible for administering and implementing the Healthy and Safe Schools Plan:

Name: Ivan L Leigh
Position Title: Facilities Supervisor
Phone Number: 503-981-2715
Email Address: ileigh@woodburnsd.org
Mailing Address: 1390 Meridian Drive, Woodburn OR 97071

The person who is the designated IPM Coordinator:

Name: Larry Hartleben
Position Title: Assistant Facilities Supervisor
Phone Number: 503-981-2722
Email Address: lhartleben@woodburnsd.org
Mailing Address: 1390 Meridian Drive, Woodburn OR 97071

The person responsible for AHERA information:

Name: Ivan L. Leigh
Position Title: Facilities Supervisor
Phone Number: 503-981-2715
Email Address: ileigh@woodburnsd.org
Mailing Address: 1390 Meridian Drive, Woodburn OR 97071
2. **List Facilities**

All facilities owned and leased by Woodburn School District No. 103 where students or staff are present on a regular basis are covered by this HASS Plan. The list of those buildings and facilities is below:

<table>
<thead>
<tr>
<th>Facility Name Elementary</th>
<th>Facility Address</th>
<th>(ALL Woodburn OR, 97071)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington Elementary</td>
<td>777 E Lincoln St.</td>
<td></td>
</tr>
<tr>
<td>Nellie Muir Elementary</td>
<td>1800 W Hayes St.</td>
<td></td>
</tr>
<tr>
<td>Lincoln Elementary</td>
<td>1041 N Boones Ferry Rd.</td>
<td></td>
</tr>
<tr>
<td>Heritage Elementary</td>
<td>440 Parr Rd.</td>
<td></td>
</tr>
<tr>
<td>Valor Middle School</td>
<td>450 Parr Rd.</td>
<td></td>
</tr>
<tr>
<td>French Prairie Middle School</td>
<td>1025 N Boone Ferry Rd.</td>
<td></td>
</tr>
<tr>
<td>Woodburn High School</td>
<td>1785 N Front St.</td>
<td></td>
</tr>
<tr>
<td>Success High School</td>
<td>1316 Meridian Drive</td>
<td></td>
</tr>
<tr>
<td>Bridges</td>
<td>1495 Aztec St.</td>
<td></td>
</tr>
<tr>
<td>Cipriano</td>
<td>1274 Sth St.</td>
<td></td>
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<tr>
<td>District Offices</td>
<td>1390 Meridian Drive</td>
<td></td>
</tr>
<tr>
<td>Nutrition Services</td>
<td>1091 Newberg Hwy.</td>
<td></td>
</tr>
<tr>
<td>IT</td>
<td>1081 Newberg Hwy.</td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td>1091 Newberg Hwy</td>
<td></td>
</tr>
</tbody>
</table>

3. **Elevated Levels of Lead in Water Used for Drinking or Food Preparation**

All school districts, education service districts, and public charter schools are required to test for and eliminate exposure to elevated levels of lead in water used for Drinking and Food Preparation through either remediation or eliminating access, according to OAR 333-061-0400 and OAR 581-022-2223. In conformance with those administrative rules, Woodburn School District No. 103 certifies the following:

1. All testing was done according to the testing requirements in OAR 333-061-0400;
2. All samples were analyzed by a lab accredited by Oregon Health Authority to test for those materials;
3. All water fixtures required to be tested under OAR 333-061-0400 were tested for elevated levels of lead in accordance with the testing schedule developed by the Oregon Health Authority; and
4. The testing schedule for each building covered by this plan is set forth below:
### Table: Facility Name, Year of Last Test, Next scheduled test (per 6 year schedule), Schedule or Exemption Reason

<table>
<thead>
<tr>
<th>Facility Name</th>
<th>Year of Last Test</th>
<th>Next scheduled test (per 6 year schedule)</th>
<th>Schedule or Exemption Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington Elementary School</td>
<td>2018 FY</td>
<td>2024 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Nellie Elementary School</td>
<td>2018 FY</td>
<td>2024 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Lincoln Elementary School</td>
<td>2018 FY</td>
<td>2024 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Heritage Elementary School</td>
<td>2018 FY</td>
<td>2024 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Valor Middle School</td>
<td>2018 FY</td>
<td>2025 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>French Prairie Middle School</td>
<td>2018 FY</td>
<td>2025 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Woodburn High School</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Success High School</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
</tr>
<tr>
<td>Bridges</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
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<td>Cipriano</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
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<td>District Offices</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
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<td>2018 FY</td>
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<td>Facilities</td>
<td>2018 FY</td>
<td>2026 FY</td>
<td>6-Year Schedule</td>
</tr>
</tbody>
</table>

4. **Lead Paint**

In order to comply with the United States Environmental Protection Agency’s Renovation, Repair and Painting Program Rule, the district will either contract only with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board, or use District staff that are certified by the Oregon Health Authority to perform the work.

5. **Asbestos**

Woodburn School District No. 103 complies with the federal Asbestos Hazard Emergency Response Act (AHERA). All required asbestos management plans are available for viewing by submitting a request to the Ivan Leigh, Woodburn School District Facilities Department. 1091 Newberg Hwy, Woodburn OR 97071 ileigh@woodburnsd.org.

6. **Radon**

Woodburn School District No. 103 has developed a radon plan as required by ORS 332.167. Community members can access a copy of the radon plan here: [http://www.woodburnsd.org/wp-content/uploads/2017/06/Healthy-Safe-Schools-Plan-WBSD-09-2016-9-08-16-v5.pdf](http://www.woodburnsd.org/wp-content/uploads/2017/06/Healthy-Safe-Schools-Plan-WBSD-09-2016-9-08-16-v5.pdf)

Test results will be made public and are available here: When available, under construction.
7. Integrated Pest Management

8. Carbon Monoxide Detectors
Woodburn School District No. 103 certifies that all buildings subject to the Healthy and Safe Schools Plan comply with the carbon monoxide detection standards in the state building code that was in effect when the building was originally constructed or as required by building code due to addition, upgrade, or remodel.

9. Test Results Publication
Woodburn School District No. 103 is complying with the requirement to provide access to test results, as defined by OAR 581-022-2223 within 10 business days as defined by ORS 332-334. Test results can be found on Woodburn School District No. 103 website at [http://www.woodburnsd.org](http://www.woodburnsd.org). Specific test results can be found as follows:

- Radon: Under Construction

Additionally, copies of all test results are available at Woodburn School District, Facilities Department, 1091 Newberg Highway 97071. Woodburn School District 1390 Meridian Drive, will also use current district email lists or communications programs to provide final test results to staff, students, parents of minor students, and other members of the community. This includes providing actual final test results or providing direct access to final test results through links in the communications. Please contact Ivan Leigh Woodburn School District Facilities Department ileigh@woodburnsd.org to be added to current district email lists and programs.

I certify that the above information is true and accurate to the best of my knowledge.

<table>
<thead>
<tr>
<th>Ivan Leigh</th>
<th>Facilities Supervisor</th>
<th>6/10/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Electronic signature of authorized representative</td>
<td>Title</td>
</tr>
</tbody>
</table>

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