

Sheridan School District 48J



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ACTION PLAN

Desired Results for District Facilities

ACTIONS STEPS	TIMELINE	ESTIMATED RESOURCES	PERSON (S) RESPONSIBLE
1.) Develop a checklist for cleaning facilities within the District, which provides for comment/evaluation notes during scheduled walk through.	August 2012	N/A	Bill/A.J.
2.) Create a walk through schedule for (Bill ever 2 weeks, Admin monthly and Board end of Trimester)	August 2012	Time	Bill, Admin. Team, Facility Board Committee
3.) Update and Revise the District Custodial/Grounds/Maintenance Handbook	Fall 2012	Time	Bill, Admin. Team, Facility Board Committee
4.) Create a grounds check list	August 2012	Time	Bill, Admin. Team, Facility Board Committee
5.) Complete contracts and implementation for; School Dude, Yamhill County Mowing and Rueben Landscaping.	July 2012	Mowing \$6,000 School Dude \$4,000 Rueben \$4,000	Bill, Admin. Team, Facility Board Committee