

AGENDA	CORBETT SCHOOL DISTRICT REGULAR SCHOOL BOARD MEETING MPB/Board Room/ZOOM-OWL 35800 E Historic Columbia River Highway Corbett, Oregon 97019	7:00 PM Monday, December 12, 2022
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1. PRELIMINARY BUSINESS

- 1. Call to Order / Flag Salute
- 2. Review and Acceptance of Agenda
- 3. Board Chair Report Information Item

2. Approval of Minutes Action Item

3

3. Introduction and Comments of Guests and Representatives

a.  
See policy link in description for the following excerpts:  
Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chair. Any person who is invited by the Board chair to speak to the Board during a meeting should state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.

Statements by members of the public should be brief and concise. The Board chair may use discretion to establish a time limit on discussion or oral presentation by visitors. **(3 minute timeline for each comment with no more than seven comments allowed per meeting is usual protocol).**

Questions asked by the public, when possible, will be answered by the Board chair or referred to the superintendent for reply. Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.

At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by **providing the Board secretary with a completed registration card or sign-in sheet, prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.**

Comments Regarding Staff Members - Speakers may offer objective criticism of district operations and programs. **The Board will not hear comments regarding any individual district staff member.** The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a legitimate complaint involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent.

- 1. Principal / Director/ Supervisor Reports
- 2. Student Representative to the Board Information Item

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4. FINANCIAL REPORTS / MATTERS

1. Report Information Item	19
2. Budget Committee Vacancy Interview Information Item	27
a. Patrick Murphy	
3. Appoint Budget Committee Position No.2 Action Item	
4. Budget Position Term Reappointment/Opening Action Item	30
5. Superintendent Dr. Fialkiewicz's Report Information item	
1. Enrollment Update	31
a. draft Charter Enrollment Policy	
2. Update on Corbett School campus upgrades and/or grants	
6. CONSENT AGENDA	
1. <b>Consent agenda **Resolution items 12.51-22** through 12.56-22** Action Items</b>	
7. CURRICULUM	
8. STUDENTS	
9. TRANSPORTATION, BUILDINGS AND MAINTENANCE	33
10. CO-CURRICULAR ACTIVITIES	
11. Personnel	
1. Vacant Positions Information Item	
a. See Consent Agenda for Items 11.2**-11.7**	
12. Policy	
13. Matters for the Good of the Order	
14. COMING EVENTS	
1. Friday, December 16, 2022-January 2, 2023 - Winter Break, No School	
2. Tuesday, January 3, 2023 - Return to School	
3. Friday, January 6, 2023 - Friday School Day	
4. Monday, January 16, 2023 - MLK Day, no school	
5. Wednesday, January 18, 2023 - Regular Board Meeting MPB/ZOOM, 7:00 p.m.	
15. ADJOURNMENT	

**November 21, 2022 - Corbett School District Regular Board Meeting Minutes**  
**Board Approved \_\_\_\_\_**

Regular Board Meeting of the Board of Trustees of Corbett School District was held Monday, November 21, 2022, beginning at 7:00 PM in the MPB/Board Room and via ZOOM-Owl virtual platform. Board members present were Michelle Vo, Board Chair; Bob Buttke; David Granberg and Todd Redfern. Katey Kinnear had an excused absence. Rebecca Bratton and Todd Mickalson, Vice Chairman, were present virtually. Also present were Administrators Derek Fialkiewicz, Ed.D., Superintendent; Brie Windust, Business Office Assistant/ZOOM moderator; Robin Lindeen-Blakeley, Deputy Clerk/HR Lead and Cindy Duley, Business Manager (virtual). Jeanne Swift, Assistant Superintendent/Student Services Director had an excused absence. HS Student Representatives, Anneliese Loveland and/or Elizabeth Loveland had excused absences.

NOTE: The minutes are prepared to coincide with time scheduled matters and the numbering system of the agenda and is not necessarily the actual order of happenings at the meeting.

1. PRELIMINARY BUSINESS – There were five attendees online and as many or more in person. The link below to join the webinar:

<https://us02web.zoom.us/j/86432510383>

Or iPhone one-tap :

US: +16699006833,,86432510383# or +12532158782,,86432510383#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099  
or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 864 3251 0383

International numbers available: <https://us02web.zoom.us/j/86432510383>

1.1. Call to Order / Flag Salute

Michelle Vo - Board Chair called the meeting to order at 7:01 p.m. and led all participants in the Pledge of Allegiance to the flag.

<https://policy.osba.org/corbett/1/INDB%20D1.PDF>

1.2. Review and Acceptance of Agenda

Michelle Vo - Board Chair

<https://policy.osba.org/corbett/AB/BDDC%20D1.PDF>

It was announced that under item 11.5 the amount to fill in the blank was \$4,147.00. David Granberg will be speaking under item 1.3 regarding the Board Legislative planning meeting he attended.

**1.3. Board Chair Report Information Item**

**Michelle Vo - Board Chair, introduced David Granberg. He had volunteered to go to MESD from Corbett School District to present any concerns for the pre-planning meeting of the legislative dinner under item 1.3c. There were other Multnomah County School Board members in attendance. David Granberg would like to pass on any future meetings, as he felt it was not as productive as he would have liked**

towards student focus.

Board discussion.

- a. OSBA Annual Convention November 11-13 – no information at this meeting.
- b. Board Retreat/Work Session – please consider January or February dates that will be forthcoming.
- c. Board Legislative Dinner - December 15 – with OSBA.
- d. Donation Receipt from CEF – scholarship information in the board packet.

Attachments: (1)

[https://policy.osba.org/corbett/AB/BD\\_BDA%20G1.PDF](https://policy.osba.org/corbett/AB/BD_BDA%20G1.PDF)

<https://policy.osba.org/corbett/AB/BBD%20G1.PDF>

## 2. Approval of Minutes Action Item

Todd Redfern moved and Bob Buttke seconded:

RESOLUTION NO. 11.38-22 - RESOLVED that the Board approved the minutes of the Regular School Board meeting of October 17, 2022.

The vote of the Board was 5-0-1; Rebecca Bratton abstained.

<https://policy.osba.org/corbett/AB/BDDC%20D1.PDF>

Attachments: (1)

## 3. Introduction and Comments of Guests and Representatives.

Michelle Vo - Board Chair announced no comments at this meeting.

<https://policy.osba.org/corbett/AB/BDDH%20D1.PDF>

### 3.1. Principal / Director/ Supervisor Reports

Derek Fialkiewicz, Ed.D. introduced Ms. Goodloomis.

<https://policy.osba.org/corbett/AB/BG%20D1.PDF>

- a. Rachel Goodloomis, CAPS/MS Principal, and Mark McIntire, CAPS K-8 Spanish/Intervention Specialist and students – reported on field trip plans for a culminating event in Mexico. Information was shared on screen regarding 8<sup>th</sup> grade trip to Guanajuato, Mexico. CAPS has been doing this trip successfully for the prior six years with Ms. Lori Luna, prior CAPS principal. The full experience integration includes tours of the city with architecture, history, museums, transportation, cafes and musicians along with daily core language and dance classes and staying with host families. Three former CAPS students, all seniors; Tatum Hills, Eden Conti and Isaiah Young spoke about their experiences in 2019 and how useful they were for language acquisition, affordability, and specialness overall for this trip to Guanajuato.
- b. Dr. Shelia Morgan Osborne, Curriculum, Assessment & School Improvement Coordinator - SIA Annual Report – Dr. Osborne reported that the link is online and shared her screen, reporting on the activities and spending categories for 2021-22 and 2022-23. We have purchased Panorama as an SEL (Social Emotional Learning)

component.

[https://docs.google.com/presentation/d/1\\_G4gPVCaWe1sTDU4aCbiZObv3p9dZgw\\_MJd9jRK1uo/edit#slide=id.gccecf1846c\\_0\\_0](https://docs.google.com/presentation/d/1_G4gPVCaWe1sTDU4aCbiZObv3p9dZgw_MJd9jRK1uo/edit#slide=id.gccecf1846c_0_0)

The Youth Truth Survey has helped with our priorities and in 2023-24 we are hopeful to reorganize and solve more problems. Dr. Osborne is thankful for the great counselors and teachers here.

Attachments: (1) (added after the meeting)

c. Michelle Dawkins, GS Principal, gave the Board handouts regarding new progress/report cards for Corbett Grade School. In 2006 the District moved from traditional report cards to narrative progress reports. This happened in conjunction with Ms. Dawkin's Master's degree and Superintendent Dunton's multi-age platform. Over the years it has become more cumbersome and can take three to four days to complete. The grade school staff came together to choose priority standards-based progress reports with three pages. An introduction is to go home to parents, and has already been introduced through parent meetings online, and in person, as well as through newsletter and site council. As of November 18 the grade school teachers used for the first time and most are done assessing as of November 21.

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3.2. Student Representative to the Board Information Item – no information at this meeting.

<https://policy.osba.org/corbett/AB/BCBA%20D1.PDF>

#### 4. FINANCIAL REPORTS / MATTERS

Derek Fialkiewicz, Ed.D., Superintendent and Cindy Duley, Business Manager  
Dr. Fialkiewicz thanked Ms. Duley for her hard work with the 2021-22 financials for the auditors.

Ms. Duley thanked the business office staff for keeping up with the requests.

<https://policy.osba.org/corbett/D/DIC%20D1.PDF>

#### 4.1. Report Information Item

Cindy Duley, Business Manager – presented the report as attached in the Board packet.

We are up to date except missing less than \$10,000.00 expected property tax revenue. However, not ready to give projection at this time, but not seeing any bumps in the road. The 2021-22 RV for Food Service was a positive boost, and free to all students (due to pandemic). We transferred about \$14,000.00 to the Debt Service fund for a one-year situation (due to not budgeting for tax uncollectible estimate). The projection for next year's budget from OSBA is 3-3.5% for biennium with a small decrease in SIA, since funded by corporate taxes which are down. This is our building block information.

<https://policy.osba.org/corbett/D/DIC%20D1.PDF>

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**Attachments: (1)**

**4.2. Budget Committee Vacancy Interview Information Item**

**a. Patrick Murphy – was not available for this meeting.**

**Michelle Vo - Board Chair, asked Dr. Fialkiewicz to reach out to him.**

**This item and item 4.3 will be placed on next month's agenda.**

**Position No. 2 is vacant. A District patron for a term that expires or is extended/renewed on December 31, 2024, is interviewing for the Budget Committee.**

**Attachments: (2)**

**~~4.3. Appoint Budget Committee Position No.2 Action Item~~**

**~~Presenter: Michelle Vo - Board Chair~~**

**~~Description: RESOLUTION NO. 11.39-22 - RESOLVED that the Board appoint Patrick Murphy to Position No. 2, for a term that will expire or is extended/renewed on December 31, 2024.~~**

**4.4. Budget Calendar Approval Action Item**

**Cindy Duley, Business Manager – received the OK from TSCC for the budget calendar dates.**

**Todd Mickalson moved and Bob Buttke seconded:**

**RESOLUTION NO. 11.40-22 - RESOLVED that the Board approved the Budget Calendar for fiscal year 2023-24.**

**The Board voted in favor 6-0.**

**Attachments: (1)**

**4.5. 2022 OSBA Board Election Action Item**

**Michelle Vo, Board Chair – announced the information is in the Board packet.**

**Todd Mickalson moved and Bob Buttke seconded:**

**RESOLUTION NO. 11.41-22 - RESOLVED that the Board vote for Katrina Doughty, Position #17, on the OSBA Board of Directors.**

**Board discussion.**

**The vote of the Board was 3 -3; Todd Redfern, David Granberg and Todd Mickalson voting nay. The resolution did not pass due to a lack of majority approval.**

**Attachments: (1)**

**4.6. 2022 OSBA Legislative Resolution Action Item**

**Todd Mickalson moved and Bob Buttke seconded:**

**RESOLUTION NO. 11.42-22 - RESOLVED that the Board adopted the proposed OSBA Legislative Priorities and Principles as attached in the Board packet.**

**The vote of the Board was 6-0.**

**Attachments: (1)**

**5. Superintendent Dr. Fialkiewicz's Report Information item**

**Presenter: Derek Fialkiewicz, Ed.D.**

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**Description: a. Woodard Road property project – see item 5.2. and item 9.**  
**b. Goals for 2022-23**

- 1.**
  - 1. Aligning for Student Success**
    - 1. ODE plan integrating six different ODE initiatives**
- 2.**
  - 1. Drive Corbett 5-year Plan**
  - 2. Include student, staff, family, community, and board input.**
  - 3. Complete by February 2023; Presented to the Board for vote March 2023**
- 3. #OneCorbett**
  - 1. Bringing the Corbett community together through the schools.**
  - 2. Including the community in various district events**
  - 3. Aligning efforts K-12**
- 4.**
  - 1. Use social media to promote the amazing things happening in classrooms, sports, activities, etc.**

**3. Promote CSD in the community and beyond**

**Remind everyone what makes Corbett great.**

**<https://policy.osba.org/corbett/C/CBG%20G1.PDF>**

**5.1. Enrollment Update**

**Derek Fialkiewicz, Ed.D. – stated that student counts are up three since the beginning of the year for a current enrollment of 1055.**

**5.2. Update on Corbett School campus upgrades and/or grants**

**Derek Fialkiewicz, Ed.D. – sent out a video update the week of November 14 with safety precautions reiterated. An accidental safety drill was generated at the school by a staff member, approximately two weeks ago, and communications were not handled perfectly. Student council met two days later and they suggested two way radios and are using them in the classrooms and with recent drill during the week of November 14. Dan Kraus from Clackamas ESD did our site assessment and then Dr. Fialkiewicz met with some parents on feedback. Our video surveillance needs to be updated/upgraded. One parent took the lead and is helping research the rekeying of door locks from inside and measured and**

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counted window coverings and will sew for all outside door windows for use during lockdowns.

**Board discussion.**

Dr. Fialkiewicz said that door locks from CMS can be transferred to Woodard campus. Mr. Kraus mentioned that the biggest deterrent to catastrophe is a culture of safety. The counselors have been doing empathy trainings in the classrooms and staff are wearing badges, along with visitors on campus. Planned safety committee meeting for next month of staff members, community parent, Deputy Kaiser and one of the Fire Chiefs.

MESD has gear funds set aside for funding of grant writing and to secure more funds for safety, facilities, and increased counselors on campus.

### **5.3. 2021-22 At-A-Glance School and District Profiles**

**IG (Integrated Guidance)**

**SBAC scores (Smarter Balanced Assessment Consortium)**

Derek Fialkiewicz, Ed.D. talked about the information shared on the screen which is a little different than what was shared in the board packet from May 2022. Class size reality in Corbett is that not many are larger than 25, and that is our goal for the majority of classes. Attendance is lower than in the past due to kids being kept home if they are sick, where they can also learn from home. Academic progress is not always noted because if less than 10 students there is no data to report. Our high school outcomes are great.

**Attachments: (1)**

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## **6. CONSENT AGENDA**

**Todd Mickalson moved and Bob Buttke seconded:**

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**6.1. Consent agenda \*\*Resolution items 11.43-22\*\* through 11.46-22\*\***

**Action Items**

**11.2\*\*RESOLUTION NO. 11.43-22\*\* - RESOLVED that the Board confirmed the expected Family and Medical Leave date of January 17, 2023-April 9, 2023 for Allis Johnson, 1.0 FTE Occupational Therapist.**

**11.3\*\*RESOLUTION NO. 11.44-22\*\* - RESOLVED that the Board confirmed the expected Family and Medical Leave date of November 14, 2022-January 2, 2023 for Brian Lutes, 1.0 FTE 6th/7th Grade Teacher.**

**11.4\*\*RESOLUTION NO. 11.45-22\*\* - RESOLVED that the Board confirmed the expected Oregon Family Leave date of November 21, 2022-February 5, 2023 for Ak Steichen, 1.0 FTE 3rd-5th Grade CAPS Teacher.**

**11.5\*\*RESOLUTION NO. 11.46-22\*\* - RESOLVED that the Board approved the extra period stipend for Roger Binschus, Secondary Math Teacher, of \$4,147.00 for the 2022-23 school year.**

**The vote of the Board was 6-0.**

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**7. CURRICULUM**

Derek Fialkiewicz, Ed.D. – We have a Frontline contract which also does Focus 5. The Frontline product has a dashboard to see where students are at a glance for focused help on grades, formative assessments, attendance, etc. Principals are looking forward to using this. The Panorama product mentioned by Dr. Osborne under item 3.1b is a screener purchased with grant funding. The week of November 28 the students will take a survey for emotional learning. Dr. Fialkiewicz has experience with this product in his prior school district and it helped find students that needed help, so he is excited to use it at CSD.

**8. STUDENTS**

Derek Fialkiewicz, Ed.D. expressed the Homecoming scrimmage game was awesome with Corbett playing Corbett and a Corbett win! This supported more than 100 students with lots of fun. There was also a successful CMS/CAPS MS dance prior to the game hosted at CAPS.

The report under item 3.1a referring to the following resolution will be postponed to the December meeting when Principal Goodloomis will report further and action to be taken then.

Board discussion.

Ms. Goodloomis reported that the trip is scheduled for the week before spring break.  
~~RESOLUTION NO 11.47-22 – RESOLVED that the Board approves the 8th Grade CAPS trip planned for out of state.~~

<https://policy.osba.org/corbett/I/IICA%20D1.PDF>

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**9. TRANSPORTATION, BUILDINGS AND MAINTENANCE**

Derek Fialkiewicz, Ed.D. reported that some shingles have blown off of the CGS roof from winds the week of November 14. The contractor is now repairing.

Negotiations are underway with Bremik Construction, so we are not ready yet to take action on the following resolution:

~~RESOLUTION NO. 11.48-22 – RESOLVED that the Board issue a Contract approval/Notice to Proceed with Demo between Corbett School District and Bremik Construction.~~

When we are ready the Board will be notified and can decide to hold a Special School Board meeting or wait to meet until the December 12 Regular Board meeting, based on the decision regarding time constraints.

Selection of four General Contractors for bid opening was announced September 22, 2022:

Bremik Construction, Deacon Construction, LLC., P & C Construction and Robinson Construction Co.

Notice of Intent to Award was awarded on October 25, 2022 to Bremik Construction at 8:21 p.m.

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### **G.O. Bond Oversight Committee:**

**Tamie Tlustos-Arnold - Bond Oversight Committee Chair, gave an overview since the community passed the G.O. Bond in November 2020. This committee was set up and had its first virtual meeting in February 18, 2021, where Interim Superintendent David Wold, introduced the roles and responsibilities, the committee met with the architects and looked at the budget.**

**At the May 18, 2021 virtual meeting facility space concerns and septic were the top and the once 250-person accommodation capacity was down to 175 with the old field approved. Virtual meetings followed on August 31, 2021 and November 30, 2021. At the latter meeting Ian Mickelson, Architect, shared Multnomah County permitting issues. Other virtual meetings were held February 22, 2022 and May 24, 2022. The latter meeting presented the maximum allotted time for Multnomah County, with review between 120 and 150 days. All virtual committee meetings have discussed budget shortage concerns. The August 16, 2022 virtual meeting was brief and postponed to the September 16 meeting held on September 26, 2022, with reporting on the cost of the CGS roofing. The next G.O. Bond committee meeting will be virtual on November 28, 2022. Ms. Tlustos-Arnold suggested the G.O. Bond Committee may want to meet more often to monitor progress and liaison to the Board for improved processes. A sample structure is to be sent to Ms.**

**Lindeen-Blakeley.**

**Board discussion.**

**8:31 p.m. Dr. Fialkiewicz noted that in the Youth Truth Survey that students mentioned facilities. He is working with Maintenance Supervisor, Steve Salisbury, for baseline grants and continuing upkeep, since oftentimes the first things cut are maintenance and custodial needs. By August more defined budget section will be maintained.**

**Attachments: (2)**

### **10. CO-CURRICULAR ACTIVITIES**

**Derek Fialkiewicz, Ed.D. – noted that in sports the girls’ volleyball and boys’ soccer team went to State playoffs and the girls’ soccer team made it to State quarter finals. Next month we will have the Athletic Director and a student athlete at the board meeting for a recap of the fall season.**

### **11. Personnel**

**Resignation for Acceptance: Last Day of Work effective October 20, 2022, for .85 FTE GS SPED Assistant I, Jennifer Adams.**

**Recommendation for Hire: Ashley Brooks, .85 HS Special Education Assistant I, effective November 7, 2022.**

#### **11.1. Vacant Positions Information Items**

**<https://corbett.tedk12.com/hire/Index.aspx>**

**.85 FTE K-12 Special Education Assistant I**

**Bus Driver/.4 FTE (16 hours’/week base)**

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**Substitute Bus Drivers**

**K-12 .85 FTE Special Education Assistant I (FLS)**

**11.1.a. See Consent Agenda for Items 11.2\*\*-11.5\*\***

**Board discussion.**

**12. Policy – none at this meeting.**

**13. Matters for the Good of the Order**

**Presenter: Board of Directors**

- a. David Granberg asked if he could ask questions of the Athletic Director next month.
- b. Dr. Fialkiewicz suggested sending questions to him and they might be addressed in December.
- c. Todd Mickalson concluded that the intent of the Athletic committee is done.
- d. Dr. Fialkiewicz intends to reach out to the committee to see if moving in right direction.

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**14. COMING EVENTS – Chair Vo read aloud and noted Regular Board meetings are back to Wednesdays in January:**

**14.1. Wednesday, November 23-Friday, November 25, 2022 - Thanksgiving Break**

**14.2. Monday, December 12, 2022, Regular School Board meeting, 7:00 p.m. MPB/Board Room/ZOOM**

**14.3. Thursday, December 15, 2022 - Board Legislative Dinner - tentative West Gre Elementary School (start time TBD) and Friday, December 16, 2022 - January 2, 2023, Winter Break**

**14.4. Tuesday, January 3, 2023 - Return to School and Friday, January 6, 2023 - Friday School Day**

**14.5. Monday, January 16, 2023 - no school, MLK Day**

**15. ADJOURNMENT – The Board adjourned at 8:38 p.m.**



# CAPS 8th-Grade Trip to Guanajuato, México



# 6 Years of Successful Trips



# Incredible History in Guanajuato

- One of oldest cities in the Americas. Established in 1554.
- Students explore museums and see incredible architecture.



# Academics

- Daily Spanish classes at the Escuela Mexicana, a well known language program.
- Traditional dance classes
- Host families



# Activities

- Tours of the city
- Museums
- Sit down with musicians of the symphony.





**Corbett School District**  
**Financial Report to the Board of Directors**  
**Monday, December 12, 2022**

This report includes all revenue received through November 30, 2022, and most expenditures incurred through November 30.

Business office staff continues to work closely with TKW to finalize Corbett's 2021-22 financials, and anticipate presenting the audited financial statements at the January Board meeting.

Thank you,

Cindy Duley, Business Manager  
[cduley@corbett.k12.or.us](mailto:cduley@corbett.k12.or.us)

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**Board Financial Reports Guide:**

**Summary of Budget and Actual Expenditures by Fund and Major Function**

Shows the year-to-date expenditures compared to the legally appropriated budget. Actual expenditures cannot exceed appropriation.

**Year-to-Year Fund Statements**

Shows the current year-to-date revenues and expenditures compared to the same time last year for the following funds:

- General Fund
- Food Services Fund
- Federal Funds
- Student Investment Account
- GO Bond 2021

**Year-to-Year General Fund Revenues and Expenditures by Month**

Shows prior year and current year-to-date revenues and expenditures in more detail, by major category and month, for the General Fund.

**Corbett School District 39**  
**Monthly Financial Report**  
**As of November 30, 2022**

**Summary of Budget and Actual Expenditures by Fund and Major Function**

<b>Current Budget vs Actual Total Expenses</b>	<b>Current Budget</b>	<b>Nov 30 2022 YTD Actuals</b>	<b>Nov 30 2022 Balance</b>
<b>Fund: 01 General Fund</b>			
0000 Not Applicable - need correction	-	331	(331)
1000 Instruction	8,044,251	2,878,242	5,166,009
2000 Support Services	5,409,230	2,106,234	3,302,996
3000 Enterprise & Community Services	131,130	42,909	88,221
4000 Facilities Acquisition/Construction	2,038,074	224,282	1,813,792
5100 Debt Service	296,742	69,563	227,179
5200 Transfers Out	195,000	-	195,000
6000 Contingencies	150,000	-	150,000
<b>Fund: 01 General Fund Total</b>	<b>16,264,427</b>	<b>5,321,561</b>	<b>10,942,867</b>
<b>Fund: 02 Food Services Fund</b>			
3000 Enterprise & Community Serves	442,000	112,378	329,622
<b>Fund: 02 Food Services Fund Total</b>	<b>442,000</b>	<b>112,378</b>	<b>329,622</b>
<b>Fund: 03 Federal Funds</b>			
1000 Instruction	454,949	177,894	277,056
2000 Support Services	17,000	-	17,000
6000 Contingencies	311,004	-	311,004
<b>Fund: 03 Federal Funds Total</b>	<b>782,953</b>	<b>177,894</b>	<b>605,059</b>
<b>Fund: 04 Student Investment Account</b>			
1000 Instruction	639,439	224,304	415,135
2000 Support Services	226,431	81,082	145,349
<b>Fund: 04 Student Investment Account Total</b>	<b>865,870</b>	<b>305,386</b>	<b>560,484</b>
<b>Fund: 09 GO Bond 2021</b>			
0000 Not Applicable - need correction	-	505	(505)
2000 Support Services	43,876	-	43,876
4000 Facilities Acquisition/Construction	476,124	2,067	474,057
<b>Fund: 09 GO Bond 2021 Total</b>	<b>520,000</b>	<b>2,572</b>	<b>517,428</b>
<b>Fund: 10 Bond Matching Grant</b>			
4000 Facilities Acquisition/Construction	4,000,000	-	4,000,000
<b>Fund: 10 Bond Matching Grant Total</b>	<b>4,000,000</b>	<b>-</b>	<b>4,000,000</b>
<b>Fund: 20 Energy Projects Fund</b>			
4000 Facilities Acquisition/Construction	14,000	-	14,000
<b>Fund: 20 Energy Projects Fund Total</b>	<b>14,000</b>	<b>-</b>	<b>14,000</b>
<b>Fund: 11 Debt Service Fund</b>			
5100 Debt Service	380,295	31,115	349,180
<b>Fund: 11 Debt Service Fund Total</b>	<b>380,295</b>	<b>31,115</b>	<b>349,180</b>
<b>Fund: 06 Student Body Trust Fund</b>			
1000 Instruction	300,000	-	300,000
<b>Fund: 06 Student Body Trust Fund Total</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>
<b>Grand Total - All Funds</b>	<b>23,569,545</b>	<b>5,950,905</b>	<b>13,618,640</b>

**Corbett School District No. 39**  
**Board Financial Report**  
**Fund 01: General Fund**

	Fiscal Year 2021-2022			Fiscal Year 2022-2023			
	Year End Actuals	Year to Date Nov 30 2021	% of YE Actuals	Adopted Budget	Projected Actual	Year to Date Nov 30 2022	% of Projected
<b>Revenues</b>							
Property Taxes	2,051,752	1,316,198	64%	2,025,100	51,100	550,637	1078%
State School Fund	9,695,017	4,664,810	48%	9,812,587	135,000	4,891,524	3623%
Local Sources	345,874	96,239	28%	441,000	155,165	97,706	63%
Intermediate Sources	200,128	-	0%	201,200	10,013,087	-	0%
State Sources	569,491	69,600	12%	856,760	316,653	308,153	97%
Federal Sources	464	-	0%	49,172	4,209,889	25,315	1%
<b>Total Revenues</b>	<b>12,862,726</b>	<b>6,146,847</b>	<b>48%</b>	<b>13,385,819</b>	<b>14,880,894</b>	<b>5,873,336</b>	<b>39%</b>
<b>Expenditures</b>							
Salaries	7,004,892	2,482,302	35%	7,079,031	4,787,932	2,675,430	56%
Associated Payroll	3,883,638	1,177,064	30%	3,521,838	8,893,101	1,501,522	17%
Purchased Services	1,636,551	573,832	35%	3,741,460	11,018,839	365,810	3%
Supplies & Materials	677,655	361,213	53%	840,375	7,137,900	223,229	3%
Capital Outlay	(126)	(126)	100%	146,750	1,092,881	26,277	2%
Debt Service	250,472	103,970	42%	296,742	8,890	69,563	782%
Other Objects	317,257	245,520	77%	293,231	804,149	235,448	29%
Contingency	-	-	-	150,000	7,770	-	0%
<b>Total Expenditures</b>	<b>13,770,339</b>	<b>4,943,777</b>	<b>36%</b>	<b>16,069,427</b>	<b>33,751,462</b>	<b>5,097,279</b>	<b>15%</b>
<b>Other Sources (Uses)</b>							
Other Sources	-	-	-	195,000	80,000	-	0%
Transfer Out	-	-	-	(195,000)	(27,900)	-	0%
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>52,100</b>	<b>-</b>	<b>0%</b>
<b>Change in Fund Balance</b>	<b>(907,613)</b>	<b>1,203,071</b>		<b>(2,683,609)</b>	<b>(18,818,468)</b>	<b>776,057</b>	
<b>Fund Balance - Beginning</b>	<b>2,313,045</b>	<b>2,313,045</b>		<b>4,207,289</b>	<b>25,000</b>	<b>1,405,432</b>	
<b>Fund Balance - Ending</b>	<b>1,405,432</b>	<b>3,516,116</b>		<b>1,523,680</b>	<b>(18,793,468)</b>	<b>2,181,489</b>	

	FY 2021-22	FY 2022-23	Variance	% Change
<b>YTD Revenues</b>				
Property Taxes	1,316,198	550,637	(765,561)	-58%
State School Fund	4,664,810	4,891,524	226,714	5%
Local Sources	96,239	97,706	1,467	2%
State Sources	69,600	308,153	238,553	343%
Federal Sources	-	25,315	25,315	
<b>Total Revenues</b>	<b>6,146,847</b>	<b>5,873,336</b>	<b>(273,512)</b>	<b>-4%</b>

	FY 2021-22	FY 2022-23	Variance	% Change
<b>YTD Expenditures</b>				
Salaries	2,482,302	2,675,430	193,128	8%
Associated Payroll	1,177,064	1,501,522	324,457	28%
Purchased Services	573,832	365,810	(208,022)	-36%
Supplies & Materials	361,213	223,229	(137,985)	-38%
Capital Outlay	(126)	26,277	26,402	-21019%
Debt Service	103,970	69,563	(34,407)	-33%
Other Objects	245,520	235,448	(10,072)	-4%
<b>Total Expenditures</b>	<b>4,943,777</b>	<b>5,097,279</b>	<b>153,502</b>	<b>3%</b>

**Corbett School District No. 39**  
**Board Financial Report**  
**Fund 02: Food Services Fund**

	Fiscal Year 2021-2022			Fiscal Year 2022-2023			
	Year End Actuals	Year to Date Nov 30 2021	% of YE Actuals	Current Budget	Projected Actual	Year to Date Nov 30 2022	% of Projected
<b>Revenues</b>							
State School Fund	-	-		2,000	-	-	
Local Sources	(35)	209	-605%	120,000	-	23,427	
State Sources	3,250	193	6%	4,000	-	285	
Federal Sources	379,803	23,242	6%	121,000	-	99,475	
<b>Total Revenues</b>	<b>383,018</b>	<b>23,644</b>	<b>6%</b>	<b>247,000</b>	<b>-</b>	<b>123,188</b>	
<b>Expenditures</b>							
Salaries	86,970	44,974	52%	132,883	-	38,958	
Associated Payroll	54,855	20,609	38%	62,299	-	25,602	
Purchased Services	17,419	10,540	61%	6,000	-	3,750	
Supplies & Materials	156,910	53,784	34%	237,318	-	47,180	
Debt Service	(696)	(586)	84%	-	-	(3,196)	
Other Objects	3,359	1,301	39%	3,500	-	84	
<b>Total Expenditures</b>	<b>318,818</b>	<b>130,623</b>	<b>41%</b>	<b>442,000</b>	<b>-</b>	<b>112,378</b>	
<b>Other Sources (Uses)</b>							
Transfer In	-	-		195,000	-	-	
<b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>		<b>195,000</b>	<b>-</b>	<b>-</b>	
<b>Change in Fund Balance</b>	<b>64,200</b>	<b>(106,978)</b>		<b>-</b>	<b>-</b>	<b>10,810</b>	
<b>Fund Balance - Beginning</b>	<b>27,901</b>	<b>27,901</b>		<b>-</b>	<b>-</b>	<b>92,102</b>	
<b>Fund Balance - Ending</b>	<b>92,102</b>	<b>(79,077)</b>		<b>-</b>	<b>-</b>	<b>102,912</b>	

YTD Revenues	FY 2021-22	FY 2022-23	Variance	% Change
Local Sources	209	23,427	23,218	11088%
Federal Sources	23,242	99,475	76,233	328%
<b>Total Revenues</b>	<b>23,644</b>	<b>123,188</b>	<b>99,543</b>	<b>421%</b>

YTD Expenditures	FY 2021-22	FY 2022-23	Variance	% Change
Salaries	44,974	38,958	(6,016)	-13%
Associated Payroll	20,609	25,602	4,994	24%
Purchased Services	10,540	3,750	(6,791)	-64%
Supplies & Materials	53,784	47,180	(6,605)	-12%
Debt Service	(586)	(3,196)	(2,610)	446%
Other Objects	1,301	84	(1,217)	-94%
<b>Total Expenditures</b>	<b>130,623</b>	<b>112,378</b>	<b>(18,245)</b>	<b>-14%</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 03: Federal Funds**

	Fiscal Year 2021-2022			Fiscal Year 2022-2023			
	Year End Actuals	Year to Date Nov 30 2021	% of YE Actuals	Current Budget	Projected Actual	Year to Date Nov 30 2022	% of Projected
<b>Revenues</b>							
Local Sources	543	-	0%	-	-	-	
Federal Sources	347,297	-	0%	828,948	-	18,510	
<b>Total Revenues</b>	<b>347,840</b>	<b>-</b>	<b>0%</b>	<b>828,948</b>	<b>-</b>	<b>18,510</b>	
<b>Expenditures</b>							
Salaries	228,213	43,327	19%	225,134	-	114,216	
Associated Payroll	134,785	19,567	15%	155,369	-	57,826	
Purchased Services	8,092	2,544	31%	72,754	-	-	
Supplies & Materials	46,142	7,902	17%	18,693	-	5,852	
Other Objects	249	249	100%	-	-	-	
Contingency	-	-		311,004	-	-	
<b>Total Expenditures</b>	<b>417,480</b>	<b>73,589</b>	<b>18%</b>	<b>782,953</b>	<b>-</b>	<b>177,894</b>	
<b>Change in Fund Balance</b>	<b>(69,640)</b>	<b>(73,589)</b>		<b>45,995</b>	<b>-</b>	<b>(159,384)</b>	
<b>Fund Balance - Beginning</b>	<b>7,656</b>	<b>7,656</b>		<b>-</b>	<b>-</b>	<b>(61,984)</b>	
<b>Fund Balance - Ending</b>	<b>(61,984)</b>	<b>(65,933)</b>		<b>45,995</b>	<b>-</b>	<b>(221,367)</b>	

YTD Expenditures	FY 2021-22	FY 2022-23	Variance
Salaries	43,327	114,216	70,889
Associated Payroll	19,567	57,826	38,259
Purchased Services	2,544	-	(2,544)
Supplies & Materials	7,902	5,852	(2,050)
Other Objects	249	-	(249)
<b>Total Expenditures</b>	<b>73,589</b>	<b>177,894</b>	<b>104,305</b>

**Corbett School District No. 39**  
**Board Financial Report**  
**Fund 04: Student Investment Account**

	Fiscal Year 2021-2022			Fiscal Year 2022-2023			
	Year End Actuals	Year to Date Nov 30 2021	% of YE Actuals	Current Budget	Projected Actual	Year to Date Nov 30 2022	% of Projected
<b>Revenues</b>							
State Sources	837,315	-	0%	865,870	-	425,398	
<b>Total Revenues</b>	<b>837,315</b>	<b>-</b>	<b>0%</b>	<b>865,870</b>	<b>-</b>	<b>425,398</b>	
<b>Expenditures</b>							
Salaries	472,740	161,449	34%	556,386	-	198,274	
Associated Payroll	243,482	63,451	26%	291,470	-	106,621	
Supplies & Materials	62,929	36,343	58%	18,014	-	491	
Other Objects	2,502	8	0%	-	-	-	
<b>Total Expenditures</b>	<b>781,651</b>	<b>261,250</b>	<b>33%</b>	<b>865,870</b>	<b>-</b>	<b>305,386</b>	
<b>Change in Fund Balance</b>	<b>55,664</b>	<b>(261,250)</b>		<b>-</b>	<b>-</b>	<b>120,012</b>	
<b>Fund Balance - Beginning</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>55,664</b>	
<b>Fund Balance - Ending</b>	<b>55,664</b>	<b>(261,250)</b>		<b>-</b>	<b>-</b>	<b>175,676</b>	

YTD Expenditures	FY 2021-22	FY 2022-23	Variance
Salaries	161,449	198,274	36,825
Associated Payroll	63,451	106,621	43,171
Supplies & Materials	36,343	491	(35,852)
Other Objects	8	-	(8)
<b>Total Expenditures</b>	<b>261,250</b>	<b>305,386</b>	<b>44,136</b>

**Corbett School District No. 39  
Board Financial Report  
Fund 09: GO Bond 2021**

	Fiscal Year 2021-2022			Fiscal Year 2022-2023			
	Year End Actuals	Year to Date Nov 30 2021	% of YE Actuals	Current Budget	Projected Actual	Year to Date Nov 30 2022	% of Projected
<b>Revenues</b>							
Local Sources	5,985	1,716	29%	20,000	-	6,155	
<b>Total Revenues</b>	<b>5,985</b>	<b>1,716</b>	<b>29%</b>	<b>20,000</b>	<b>-</b>	<b>6,155</b>	
<b>Expenditures</b>							
Purchased Services	239,980	200,454	84%	520,000	-	2,067	
Capital Outlay	21,984	21,984	100%	-	-	-	
Other Objects	9,593	7,345	77%	-	-	505	
<b>Total Expenditures</b>	<b>271,557</b>	<b>229,783</b>	<b>85%</b>	<b>520,000</b>	<b>-</b>	<b>2,572</b>	
<b>Change in Fund Balance</b>	<b>(265,572)</b>	<b>(228,067)</b>		<b>(500,000)</b>	<b>-</b>	<b>3,583</b>	
<b>Fund Balance - Beginning</b>	<b>899,254</b>	<b>899,254</b>		<b>500,000</b>	<b>-</b>	<b>633,681</b>	
<b>Fund Balance - Ending</b>	<b>633,681</b>	<b>671,187</b>		<b>-</b>	<b>-</b>	<b>637,264</b>	

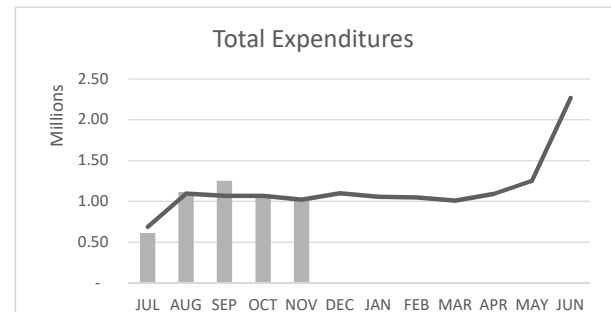
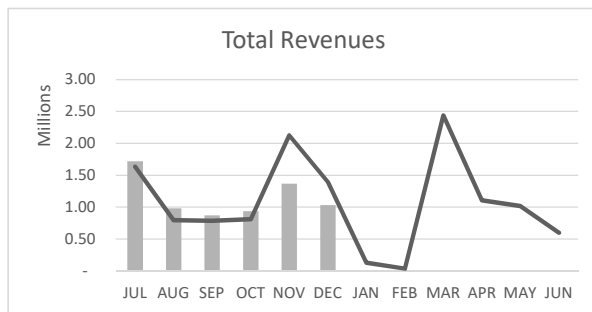
	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>Variance</b>
<b>YTD Revenues</b>			
Local Sources	1,716	6,155	4,439
<b>Total Revenues</b>	<b>1,716</b>	<b>6,155</b>	<b>4,439</b>

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>Variance</b>
<b>YTD Expenditures</b>			
Purchased Services	200,454	2,067	(198,387)
Other Objects	7,345	505	(6,840)
<b>Total Expenditures</b>	<b>229,783</b>	<b>2,572</b>	<b>(227,211)</b>

**FUND 01: GENERAL FUND  
Revenues and Expenditures by Month**

<b>FY 2021-2022</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>Revenues</b>													
Property Taxes	-	-	-	2,746.55	1,313,451.34	590,300.54	25,998.75	14,539.61	48,341.65	7,834.38	6,533.84	42,004.99	2,051,751.65
State School Fund	1,549,748.00	774,409.00	774,409.00	774,409.00	791,835.00	791,835.00	-	-	2,375,505.00	978,626.00	884,241.26	-	9,695,017.26
Local Sources	12,316.65	20,676.54	11,483.66	33,128.60	18,633.93	12,473.61	34,637.61	18,985.16	13,521.26	121,263.64	12,220.08	36,533.65	345,874.39
Intermediate Sources	-	-	-	-	-	-	-	-	-	-	128.06	200,000.00	200,128.06
State Sources	68,928.53	-	-	671.63	-	-	66,685.03	-	-	-	111,963.04	321,242.94	569,491.17
Federal Sources	-	-	-	-	-	-	-	-	-	-	463.84	-	463.84
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,630,993.18</b>	<b>795,085.54</b>	<b>785,892.66</b>	<b>810,955.78</b>	<b>2,123,920.27</b>	<b>1,394,609.15</b>	<b>127,321.39</b>	<b>33,524.77</b>	<b>2,437,367.91</b>	<b>1,107,724.02</b>	<b>1,015,550.12</b>	<b>599,781.58</b>	<b>12,862,726.37</b>
<b>Expenditures</b>													
Salaries	142,445.67	581,019.11	610,000.66	582,704.46	566,132.14	555,835.41	552,826.20	587,733.18	559,691.70	557,793.19	581,470.75	1,127,239.29	7,004,891.76
Associated Payroll	105,625.73	322,324.84	220,388.89	212,312.59	316,412.37	346,533.12	348,194.86	337,319.64	343,710.04	345,103.23	353,244.36	632,468.58	3,883,638.25
Purchased Services	67,116.90	84,733.41	153,181.87	173,600.78	95,199.38	141,159.49	104,738.39	81,685.96	42,188.11	127,207.94	121,923.93	443,814.34	1,636,550.50
Supplies & Materials	97,052.64	100,584.51	55,681.37	69,580.98	38,313.75	18,187.14	39,497.40	17,786.66	12,323.45	37,941.78	134,297.74	56,407.95	677,655.37
Capital Outlay	-	(125.61)	-	-	-	-	-	-	-	-	-	-	(125.61)
Debt Service	47,874.09	4,168.00	20,286.00	27,473.64	4,168.00	29,005.12	4,168.00	24,217.00	4,168.00	21,457.00	59,319.00	4,168.00	250,471.85
Other Objects	228,141.73	4,116.70	7,674.10	3,465.42	2,122.41	9,094.75	5,393.79	1,577.64	46,447.96	3,384.13	1,140.57	4,697.81	317,257.01
<b>Total Expenditures</b>	<b>688,256.76</b>	<b>1,096,820.96</b>	<b>1,067,212.89</b>	<b>1,069,137.87</b>	<b>1,022,348.05</b>	<b>1,099,815.03</b>	<b>1,054,818.64</b>	<b>1,050,320.08</b>	<b>1,008,529.26</b>	<b>1,092,887.27</b>	<b>1,251,396.35</b>	<b>2,268,795.97</b>	<b>13,770,339.13</b>

<b>FY 2022-2023</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>Revenues</b>													
Property Taxes	6,974	4,560	5,351	2,792	530,960	1,030,769	-	-	-	-	-	-	1,581,406
State School Fund	1,631,160	815,091	815,091	815,091	815,091	-	-	-	-	-	-	-	4,891,524
Local Sources	13,384	19,208	23,828	18,257	23,030	-	-	-	-	-	-	-	97,706
Intermediate Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
State Sources	66,685	123,504	17,964	100,000	-	-	-	-	-	-	-	-	308,153
Federal Sources	-	19,792	5,524	-	-	-	-	-	-	-	-	-	25,315
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>1,718,202</b>	<b>982,155</b>	<b>867,758</b>	<b>936,139</b>	<b>1,369,081</b>	<b>1,030,769</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,904,105</b>
<b>Expenditures</b>													
Salaries	154,658	640,751	597,617	633,847	648,558	-	-	-	-	-	-	-	2,675,430
Associated Payroll	138,516	352,314	323,117	344,161	343,413	1,267	-	-	-	-	-	-	1,502,789
Purchased Services	68,565	60,193	151,618	67,159	18,275	2,633	-	-	-	-	-	-	368,443
Supplies & Materials	23,411	53,020	129,019	7,747	10,032	-	-	-	-	-	-	-	223,229
Capital Outlay	-	-	16,469	9,808	-	-	-	-	-	-	-	-	26,277
Debt Service	29,973	4,168	20,286	4,168	10,968	-	-	-	-	-	-	-	69,563
Other Objects	197,528	6,533	14,702	1,708	14,977	-	-	-	-	-	-	-	235,448
<b>Total Expenditures</b>	<b>612,651</b>	<b>1,116,979</b>	<b>1,252,828</b>	<b>1,068,597</b>	<b>1,046,223</b>	<b>3,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,101,179</b>



# Corbett School District 39

Code: DBEA  
Adopted: 3/12/14  
Revised/Readopted: 8/18/21  
Orig. Code: DBEA

## Budget Committee

By law, the budget committee is charged with making recommendations concerning financial priorities.

The budget committee will have the responsibility for reviewing the financial programs of the district, reviewing the proposed district budget as presented by the superintendent, and recommending an annual or biennial district budget in keeping with the provisions of applicable state laws.

Educational policy decisions, however, are the responsibility of the Board, not the budget committee. The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease. The committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount that changes the recommended budget and may request the administration make such changes in accordance with priorities set by the Board.

The following will govern the make up and process of establishing the district's budget committee:

1. The budget committee consists of seven members appointed by the Board plus the elected Board members of the district. To be eligible for appointment, the appointive member must:
  - a. Live and be registered to vote in the district;
  - b. Not be an officer, agent or employee of the district.
2. No budget committee member may receive any type of compensation from the district.
3. At its first meeting in July, the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons during the month of July. Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee and to adhere to the policies of the district. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate.
4. At the first regular Board meeting in August, the Board will review the names of persons filing applications and names of those persons who have served previously and are willing to be reappointed. At the first regular meeting in September, the Board will appoint persons to fill the vacant positions.
5. The appointive committee members of a budget committee in a district that prepares an annual budget will be appointed for three-year terms. The terms will be staggered so that, as near as practicable, one-third of the appointive members' terms end each year. The appointive members of a budget committee in a district that prepares a biennial budget shall be appointed to four-year terms.

The terms shall be staggered so that as near as practicable, one-fourth of the terms of the appointive members expire each year.

6. If any appointive member is unable to complete the term for which he/she was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at the next regular Board meeting.

### **Budget Committee Responsibilities**

The following items explain the budget committee's responsibilities:

7. At its first meeting after appointment, the budget committee will elect a presiding officer from among its members. It may also establish other ground rules as necessary for successful operation of the committee.
8. A majority of the constituted committee is required for passing an action item. Majority for a 14-member budget committee is 8. Therefore, if only 8 members are present, a unanimous vote is needed for passing an action.
9. The budget committee shall hold one or more meetings to receive the budget message, receive the budget document and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer shall announce the time and place for all meetings, as provided by law. All meetings of the budget committee are open to the public.
10. The budget committee may request any information used in the preparation of or for revising the budget document from the superintendent or business manager. The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the superintendent or as subsequently revised by the committee.
11. After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

END OF POLICY

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#### **Legal Reference(s):**

[ORS 174.130](#)  
[ORS 192.610 to -192.695](#)

[ORS 294.305 to -294.565](#)  
[ORS 433.835 to -433.875](#)

#### **Cross Reference(s):**

DBD - Budget Priorities

CORBETT SCHOOL DISTRICT NO.39

CANDIDATE INFORMATION SHEET  
BUDGET COMMITTEE

Please fill out and return to the school district office.

Name Murphy Patrick J 8/17/2022  
Last First Initial Date

Home Address 1105 SE Christensen Road Corbett, OR 97019

Mailing Address if different \_\_\_\_\_ Phone 303-522-9027

Home e-mail address Reilly25@icloud.com

Business Address \_\_\_\_\_

Business e-mail Address \_\_\_\_\_ Phone \_\_\_\_\_

Occupation Group Benefits Subject Matter Expert @ Hartford Insurance Group

No. of years in District 8

Do you have children in the school district? Yes

Which schools? High School, Middle School & Grade School

Have you worked on any school committees? No

If so, which committees? \_\_\_\_\_

Other community or business activities \_\_\_\_\_

Do you have other commitments which may conflict with your participation and attendance at school budget meetings? No

Why do you wish to be appointed to the school budget committee? \_\_\_\_\_

Assessment of vendor services, cost/benefit analysis and presentations of data/recommendations are what I do for a living.  
Trying to provide any assistance I can to district.

**Corbett School District  
 Calendar for Fiscal Year 2023-2024 Budget**

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January 2023 to April 2023

- |   |           |
|---|-----------|
| • CSD Board appoints Budget Committee members (ORS 294.414) <i>if necessary</i> | CSD Board |
| • CSD Management develops the Proposed Budget                                   | CSD Staff |

Friday, March 31, 2023                      Publish Notice of Budget Committee Meetings

- Newspaper notice within 5-30 days before meeting (ORS 294.426)
- Online notice for at least 10 days before meeting (ORS 294.426)

Wednesday, April 12, 2023                      1<sup>st</sup> Budget Committee Meeting                      Budget Committee

- Proposed budget document available to committee and public (ORS 294.426)
- Elect Presiding Officer, appoint Recorder
- Superintendent’s Budget Message and Proposed Budget Presentation (ORS 294.403)
- Budget Committee discussion

Wednesday, April 26, 2023                      2<sup>nd</sup> Budget Committee Meeting                      Budget Committee

- Public Comment
- Continue discussion of proposed budget presentation for approval
- Budget Committee Recommendations
- Approve Budget Document (ORS 294.428) *(Resolution)*

Wednesday, May 3 2023                      3<sup>rd</sup> Budget Committee Meeting *if necessary*                      Budget Committee

- Continue discussion of proposed budget presentation for approval

Monday, May 15, 2023                      Deadline to submit Approved Budget to TSCC  
 ORS 294.431(1), “thirty days before hearing” or May  
 15<sup>th</sup>, whichever comes first. May request extension.

Friday, June 9, 2023                      Publish Notice of CSD Public Hearing on the Budget

- Newspaper notice within 5-30 days before hearing (ORS 294.438)
- Online notice for at least 10 days before meeting (ORS 294.438)

Wednesday, June 21, 2023                      CSD Public Hearing & Board Meeting                      CSD Board

- CSD Public Hearing on the Budget (ORS 294.453)
- Adopt Budget Appropriation & Certify Tax Levy - (ORS 294.456) *(Resolution)*
- Each fund cannot be increased by more than 10% of Approved Budget

Saturday, July 15, 2023                      Deadline to File Certification of Tax Levy with Counties  
 Deadline to File Budget with TSCC (ORS 294.458)

## **DRAFT**

### **Corbett Charter School Non-resident Admission Procedure**

Public charter schools are voluntary schools of choice to which students apply for enrollment. All students who reside within Corbett School District boundaries are guaranteed admission and do not need to apply to attend. Students who live outside the Corbett School District boundaries are eligible for enrollment if space is available. A public charter school may not limit enrollment based on race, religion, sex, sexual orientation, ethnicity, national origin, disability, the terms of an individualized education program, income level, proficiency in the English language, or athletic ability.

Corbett Charter School has limited the capacity and may limit their numbers to a specific number of grades, class size, and/or overall enrollment. All students who reside within current school district boundaries are guaranteed admission.

#### **Enrollment Eligibility:**

- During the current school year, students who do not attend the school district for more than ten consecutive days will be considered unenrolled and forfeit their enrollment.
- During the current school year, students who enroll in a different school district will be considered unenrolled and forfeit their enrollment.
- Students who live outside of the Corbett School District boundaries and are no longer enrolled must reapply for enrollment.

#### **Priority will be given to:**

- Students who have siblings enrolled in the Corbett Charter School.
- Students who have been enrolled in the district pre-kindergarten program in the prior school year.
- Students enrolled/attending in Corbett Charter School on the last day of the school year are automatically enrolled for the following school year.

#### **Application Process to Attend:**

1. The district will advertise the application process and timeline on the district website, social media, and local media outlets.

2. Students interested in attending Corbett Charter School will apply for admission beginning January 15 for the following school year.
3. The initial application window will close on March 30. Applicants will be randomly sorted on April 1.
4. Any applications received after March 30 will be placed on the late application list in chronological order.
5. Corbett School Board will approve recommended enrollment numbers for each grade level at the April school board meeting.
6. Students will be accepted based on their placement number and grade-level availability for the following school year.
7. Notification of selection status will be sent to the parents' or guardians' email specified in the application by May 1. The email will contain a link to an online form to accept or decline the invitation.
8. Once a student has been invited to attend they will have four calendar days to accept or decline the invitation. If no reply is received within the four calendar day period, it will be considered a decline of the seat. Those students that choose to decline or not respond to the invitation, would need to reapply to be considered for enrollment the following year.
9. Enrollment will continue through the Friday after Labor Day. Additional spaces will be filled by late applicants in the order in which they applied.
10. Applicants not invited to attend will be notified of their application number and will remain on the waiting list through the Friday after Labor Day.
11. All applicants that are not invited to attend the current school year must reapply to attend for the following school year.

**Corbett School District 39**  
**Call for GC Bidding Pre-Qualification**

**NOTICE**  
**CORBETT SCHOOL DISTRICT IS SEEKING A GENERAL CONTRACTOR TO REMODEL WOODARD CAMPUS MIDDLE SCHOOL**

THIS INITIAL REQUEST IS FOR LICENSED GENERAL CONTRACTORS TO SUBMIT APPLICATIONS SHOWING THEY QUALIFY TO BID ON SUCH A PROJECT. TIMELY SUBMISSION OF AN APPLICATION TO PRE-QUALIFY IS A PRE-REQUISITE FOR ACTUAL BIDDING

**PROJECT DESCRIPTIONS: *Woodard Campus Middle School, 31520 E. Woodard Road, Troutdale, OR 97060***

Scope includes structural, architectural, mechanical, plumbing, and electrical upgrades to the existing facility 1-story buildings (approximate 7,055 SF) and new building addition (approximate 7,522 SF). Existing construction is wood frame on concrete stem wall foundations. The addition is wood frame and Hybrid PEMB on concrete slab on grade. Remodel of other buildings on site consist of 1,488 SF tenant improvement of existing 3,598 SF office building. Upgrades include, but are not limited to the following: **Site** - Demolition of exiting storage building, correcting grades to provide drainage away from structures, addition and modification of site sidewalks to meet ADA requirements, modifications to building entrances to meet ADA requirements, addition of paved parking to meet ADA requirement, and structural/seismic upgrades. **Building** - Removal of interior finishes (carpet, wall coverings, ceilings as required for access, casework, etc.), demolition required for seismic upgrades (roofing, drywall, framing, etc.), demolition required for remodel of existing buildings, seismic upgrades as required to meet applicable codes (shear walls, roof sheathing, increased nailing patterns, etc.), modification of building transitions to meet ADA requirements, addition of ACT ceilings to allow for mechanical chases, new interior finishes (acoustical wall panels, abuse resistant panels in the corridors, casework, ceramic wainscot in restrooms, sheet goods at classroom sinks, sheet goods at entrances, carpeting in common areas and classrooms, and new paint throughout), new door hardware to meet current codes, all work associated with the modification of interior wall layout to account for required improvements, upgrades and replacement of mechanical, plumbing, and electrical systems, modification and additions to existing fire alarm/sprinkler system and windows, exterior trim, exterior flashing, and interior window wraps as required. The scope of work must conform to the highest standards prevalent in the commercial building construction industry. Prevailing wages will be as determined by the Bureau of Labor and Industries of Oregon.

**PRE-QUALIFICATION APPLICATION FORMS:** Interested general contractors, who are licensed as such by the Oregon Construction Contractor Board, need to first fill out and return a pre-qualification application. Only general contractors, not subs, need to apply at this time. The intention of the pre-qualification is to enable the Selection Committee to pre-select those general contractors capable of doing the construction based on expertise, resources, track record and ability to meet the time table. The final bidding on the project will be limited to those who meet the criteria as determined solely by the Selection Committee. The necessary forms are available from Robin at [rlindeen@corbett.k12.or.us](mailto:rlindeen@corbett.k12.or.us) The fully completed pre-qualification application (three original and one electronic with attachments) must be received in the District Office, Corbett School District 39, 35800 E. Historic Columbia River Highway, Corbett, OR 97019 no later than **4:00 pm September 15, 2022** to be considered for permission to subsequently bid on the project.

**FOR THOSE WHO TIMELY PRE-QUALIFY:** Bid packages will be provided to qualifying bidders on September 23, 2022. A mandatory pre-bid meeting for the successful pre-qualified applicants will be held at the job site, September 28, 2022. The deadline for actual bids on the projects is currently 4:00 pm October 20, 2022.

General Contractors are encouraged to develop and implement a minority business outreach plan, attending Prebid conferences, and providing notice to minority businesses at least ten days prior to bid opening. must identify on their bids the minority businesses that they will use on the project and the total dollar value of the bid that will be performed by minority businesses. We are hopeful and have aspirations to be inclusive with including COBID, DBE, and Locally owned businesses (10-mile radius around project site).

**Preliminary Project Schedule**

<b>Advertise Invitation for GC Prequalification</b>	<b>September 7, 2022</b>
<b>GC Prequalification due to CSD</b>	<b>September 15, 2022 before 4pm</b>
<b>Selected GC's Announced</b>	<b>September 21, 2022</b>
<b>Issue bid documents to selected GC's</b>	<b>September 23, 2022</b>
<b>Mandatory pre-bid meeting</b>	<b>September 28, 2022 at 3pm</b>
<b>Bid Opening</b>	<b>October 20, 2022 before 4 pm</b>
<b>Subcontractor breakdown from all bidders</b>	<b>October 21, 2022 before 4 pm</b>
<b>Notice of Intent to Award</b>	<b>October 25, 2022</b>
<b>Value Engineering if required</b>	<b>October 25 to November 11, 2022</b>
<b>Contract approval/Notice to Proceed with Demo</b>	<b>November 15, 2022</b>
<b>Substantial Completion</b>	<b>June 23, 2023</b>

DEREK FIALKIEWICZ, EdD  
Superintendent  
JEANNE SWIFT  
Assistant Superintendent  
ROBIN LINDEEN-BLAKELEY  
Deputy Clerk  
CINDY DULEY  
Business Manager  
KATHY CHILDRESS  
Secondary Principal  
MICHELLE DAWKINS  
K-5 Principal  
RACHEL GOODLOOMIS  
Middle School & CAPS Principal



**CORBETT SCHOOL DISTRICT  
NO. 39**

35800 E. Historic Columbia River Highway  
Corbett, Oregon 97019-9629

Administrative Office 503-261-4200  
Grade School 503-261-4236  
Middle/High School 503-261-4226  
Fax 503-695-3641  
CAPS 503-261-4294

**To:** Bremik Construction

**From:** Dr. Derek Fialkiewicz, Superintendent

**Date:** October 25, 2022

Corbett School District is issuing this Notice of Intent to Award for the Woodard Campus Middle School Remodel to Bremik Construction, the apparent low bidder. The intent of the District is to accept all Alternate Deducts at this time and begin review of costs and develop an acceptable schedule of values.

This Notice of Intent to Award is subject to negotiation and execution of a written contract and, as a result, this notice does **NOT** constitute the formation of a contract between Corbett School District and Bremik Construction.

Bremik Construction shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to Corbett School District is executed. If Bremik Construction fails to execute a contract with Corbett School District, Corbett School District may revoke the award and award the contract to the next lowest company.

Corbett School District further reserves the right to cancel this notice of intent to award at any time prior to the execution of a written contract.

Notice of Intent to Award, October 25, 2022