Regular Board Session
Monday, June 8, 2026 6:10 PM Pacific

Banks Middle School Library
12850 NW Main Street
Banks, OR 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Present

Present: 5.

1. Preliminaries
    - 1.1. Call to Order
    - 1.2. Flag Salute
    - 1.3. Roll Call
    - 1.4. Public Welcome/Recognition
    - 1.5. Approval of Agenda
    - 1.6. Banks High School Leadership
2. Recognitions
    - 2.1. 2026 Graduates
    - 2.2. 2026 Retirees
3. Audience Comment
4. Presentations/Reports
    - 4.1. Science Field Club
    - 4.2. Superintendent's Report
    - 4.3. Financial Update
5. Consent
    - 5.1. Approval of May 11th, 2026 Board Work Session Minutes
    - 5.2. Approval of May 11th 2026 Regular Board Meeting Minutes
    - 5.3. Approve Minutes for the May 14th, 2026 First Meeting of the Budget Committee
    - 5.4. Approval of May 14th 2026 Special Session Board Meeting Minutes
    - 5.5. Routine Personnel Matters
    - 5.6. Approve (2nd Reading) of OSBA Policy Updates
    - 5.7. Adopt the new Banks School District Science Curriculum
    - 5.8. Approve Furniture Vendor for Bond Project
    - 5.9. Approve summer overnight, out of state field trip for Boys Basketball.
    - 5.10. Approval of School and Building Use Fees 2026-27
    - 5.11. Bond Oversight Committee
6. Discussion Items
7. Action Items
    - 7.1. 2026-27 Organizational Appointments & Designations; **2526-JUN01**
    - 7.2. Adopt the 2026-27 Banks School District Budget
    - 7.3. Approval of the 2026-2029 BEA Bargaining Agreement
    - 7.4. Approval of the 1 year extension of the Superintendent's contract
    - 7.5. Elect 2026-27 Board Chair

- 7.5.1. Nominate 2026-27 Board Chair
- 7.5.2. Elect 2026-27 Board Chair
- 7.5.3. Vote for 2026-27 Board Chair

7.6. Elect 2026-27 Board Vice Chair

- 7.6.1. Nominate Vice Chair for the 2026-27 School Year
- 7.6.2. Elect 2026-27 Board Vice Chair
- 7.6.3. Vote for 2026-27 Board Vice Chair

8. Closing

8.1. Upcoming items

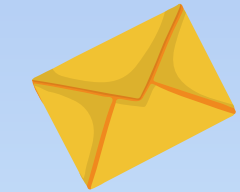
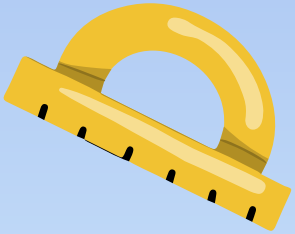
- 8.1.1. 8/4/2026: National Night Out
- 8.1.2. 8/10/2026: Next Board Meeting
- 8.1.3. 8/25/2026: First Day of School for 1st-12th grades

8.2. Board Comments

9. Adjourn

BHS SCIENCE FIELD CLUB

Sparking curiosity outside of the classroom

OUR MISSION & PURPOSE

- **Bridging the Gap:** As a small, rural school, us students rarely get science-focused field trips or direct access to labs, research centers, wildlife programs, and tech companies.
- **Real-World Experience:** This club fills that void by providing hands-on exposure to STEM environments outside the classroom.
- **Building Crucial Skills:** Beyond science, we focus on developing leadership, planning, teamwork, and communication skills essential for college and future careers.

GROWTH & ENGAGEMENT

- **30+ Active Members:** Incredible student turnout and consistent engagement throughout our very first year.
- **Student-Led Initiative:** Founded to give peers a meaningful, fun way to explore science together.

REGULAR MEETINGS

THE RECAP

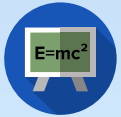
Groups present their team slides from the previous trips.

THE BRIEFING

We introduce the next destination and the specific science we will see.

THE LOGISTICS

We cover the schedule, safety rules, and trip requirements.

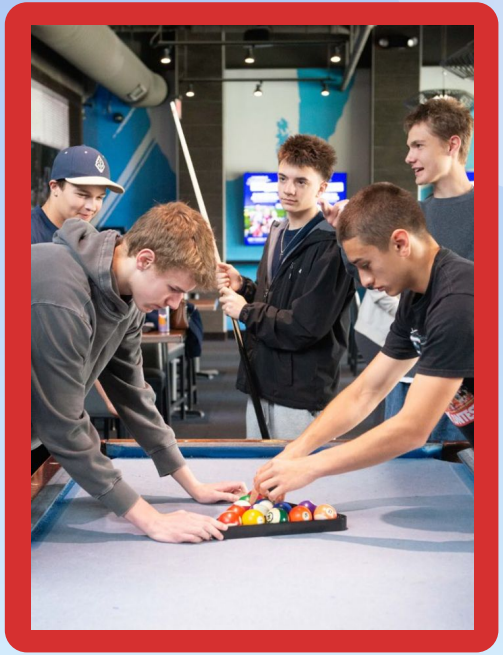


THE TEAMS

Students assemble new Trip Teams for the upcoming visit.

TRIP TEAMS

We use Trip Teams to keep everyone engaged and learning. Roles refresh for each trip to keep things fresh.



TRIP TEAMS

NOTE TAKERS

Write down important facts, observations, and things the group learned.

PHOTOGRAPHERS

Take pictures of exhibits, wildlife, or demonstrations.

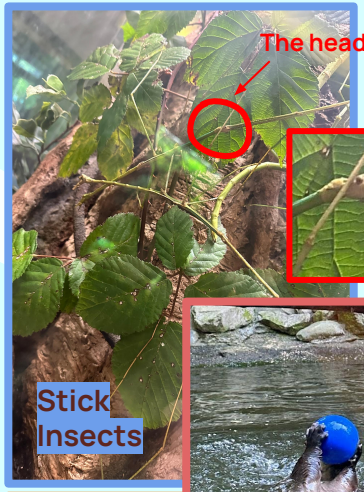
PRESENTATION CREATORS

Build a simple recap slide using the group's notes and photos.

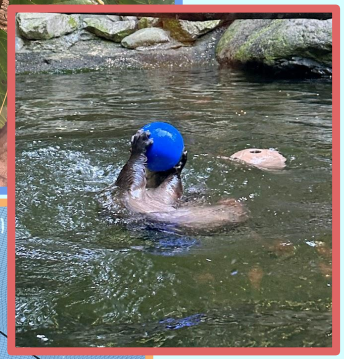
Noah, Mark, and Johnny

- We started by witnessing an amazing speech by the staff members at the zoo.
- We then proceed through the ticket gate, where we saw some mountain goats.
- After, we all got elephant ears and met with some of the other groups.
- After the group photo, we went to go see the giraffes—they were our favorite.
- On our departure, we explored the fascinating biodiversity of aquatic ecosystems and the specialized environments that sustain them.

Cassidy and Skylar

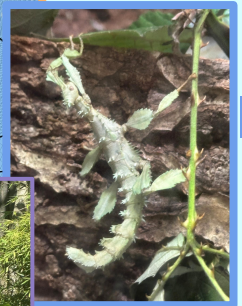


Stick Insects



- The otters were very playful, we saw how they streamlined themselves in the water.
- We saw the condors, who have bald heads because they are detritivores, and the baldness helps any gore dry and flake off in the sun.
- We learned that the polar bears Tasul and Conrad were the first in captivity to voluntarily have their blood drawn.
- We got to see how the zoo accommodates different environments. Some of the areas, like the aviary, were very hot and humid.
- We got to see camouflage in action in the bug area, with several different kinds of insect adapted to look like their environment, such as stick and leaf insects.

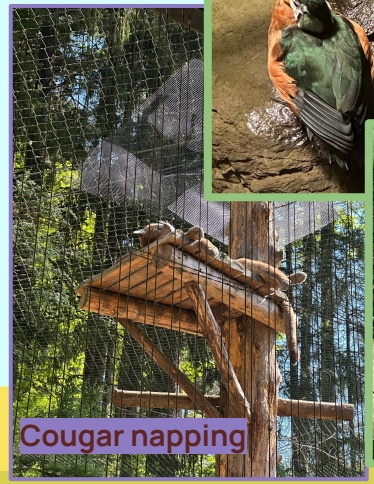
Condors



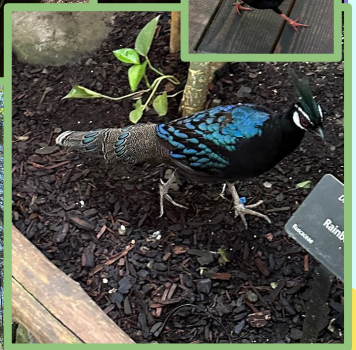
^ Leaf Insect

< Ibis I think??

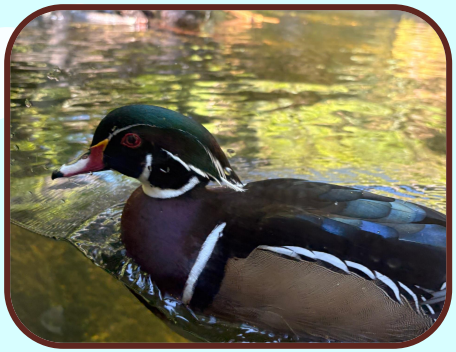
Naked Mole Rat



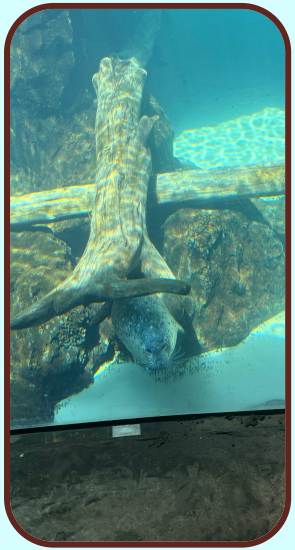
Cougar napping



Wyatt, Jack, Terron, and Fisher

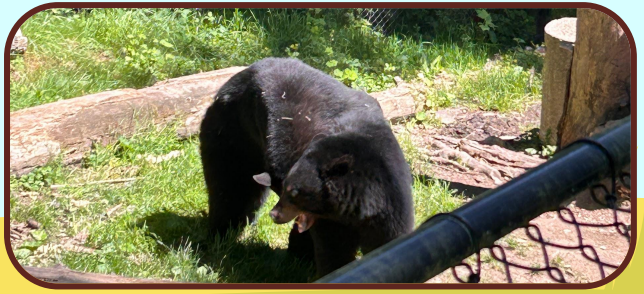


- We started the trip going over instructions and forming groups.
- We first saw a mountain goat, then saw two bears.
- After some more walking we saw birds, elephants and lots of marine animals.
- The best part of this trip was seeing the predators and the giraffes.
- We learned why animals go to the zoo, scientists need to learn how animals live and how to care for them so that they can preserve the species and in some cases save them from extinction.
- RIP zawadi the male lion.



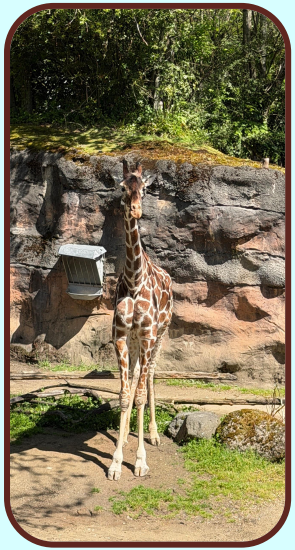
Adelaide, Malia, Leila, and Paula

- We saw the giraffes which were awesome and the otters which were really chill
- Paula had lots of fun mimicking the various animals and she did the sea lion in front of the sea lions
- We ate expensive elephant ears and cotton candy and then looked at the elephants for a while
- We learned how various animals require different habitats due to their different lifestyles, like how the bats were in a darker area

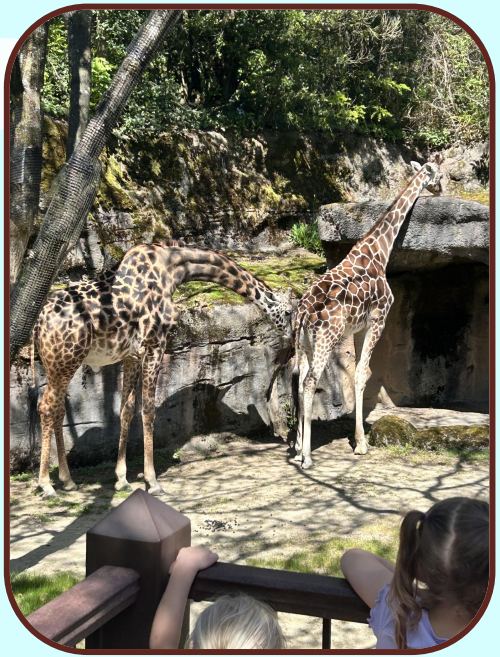


Khloe, Taylor, and Sydney

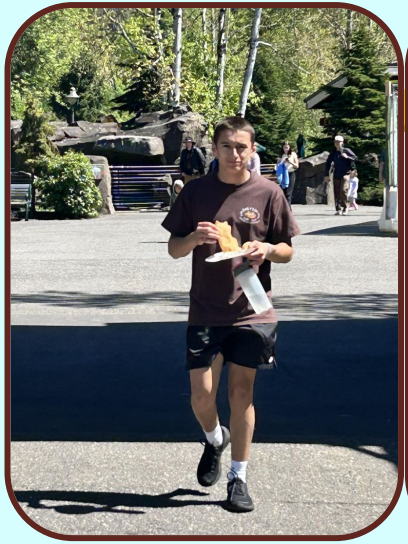
- We explored the safari and saw lots of animals like lions, giraffes and hippos
- We also learned that otters are very playful and love to swim around in the water
- We also saw the flamingos sleeping on one leg in their habitat



Saiyan, Damian, Ryder, Noah, Emmett, and Finan

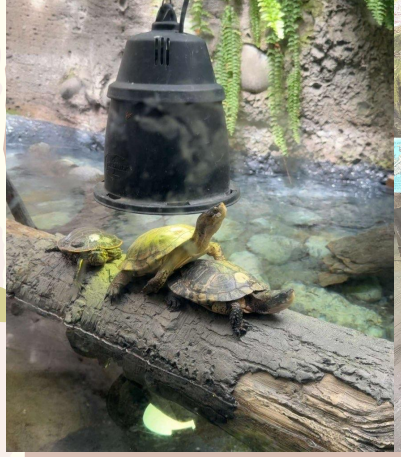


- Emmett really wanted to go see the Orangutans, His favorite animal there.
- After entering the park we all stopped and grabbed an elephant ear.
- We went through the safari exhibit, saw giraffes, lions, tigers and rhinos.
- And the penguin exhibit didn't stink as bad as normal.



Jane, Kaitlin, Dylan, Bo, Justin, Kaden, Frank

We learned a lot about animals' natural biomes and the specific habitat that the animals require (such as how the bird and reptile area was very warm and humid and the bat area was dark).

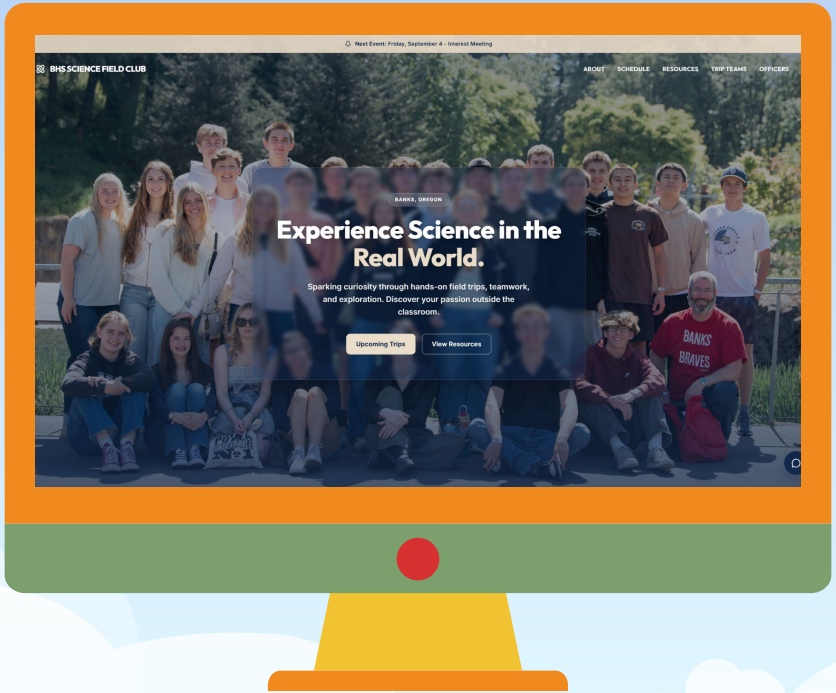


We learned about reproduction and why animals just do it in public with no shame. We have to recognize that it is normal animal activity; we have to be mature about animal functions, bodily fluids, and animal instincts.

Jane, Kaitlin, Dylan, Bo, Justin, Kaden, Frank

OUR WEBSITE

I developed a custom club website to organize resources, archive our journeys, and showcase student work.



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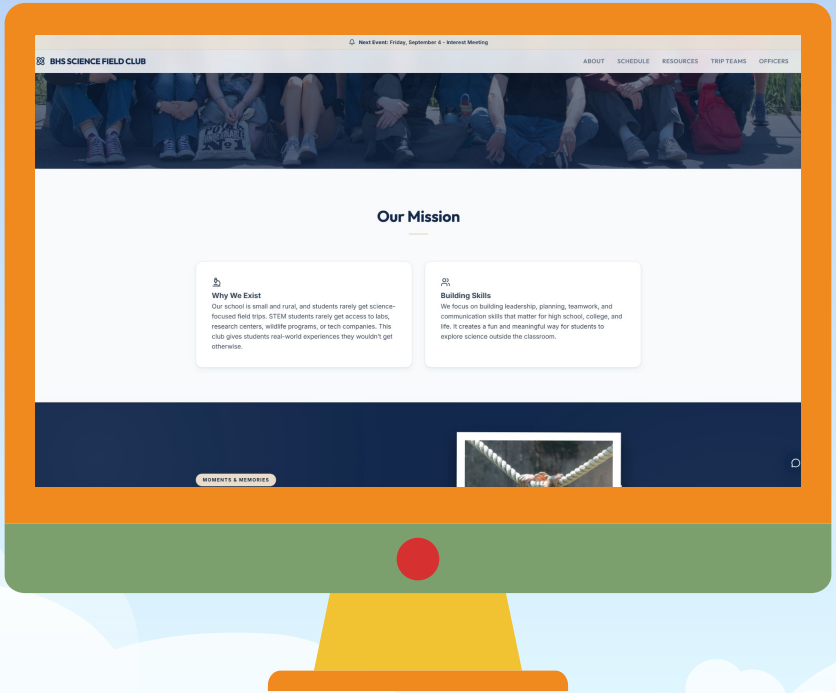

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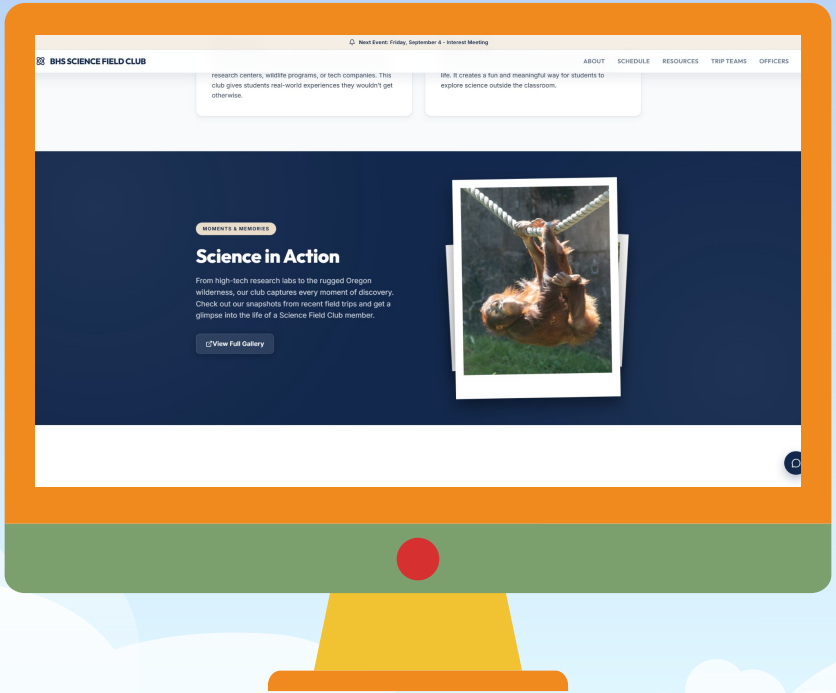

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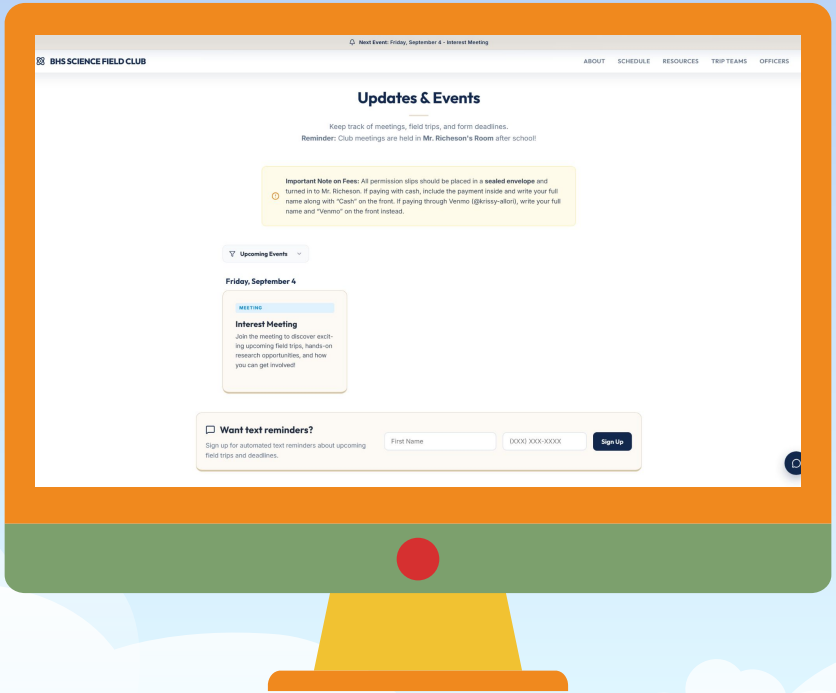

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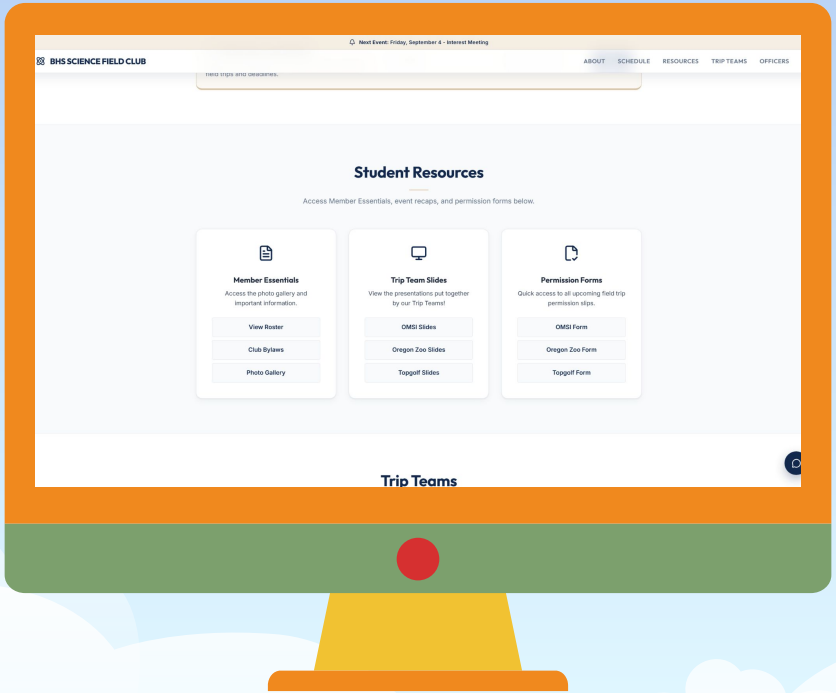

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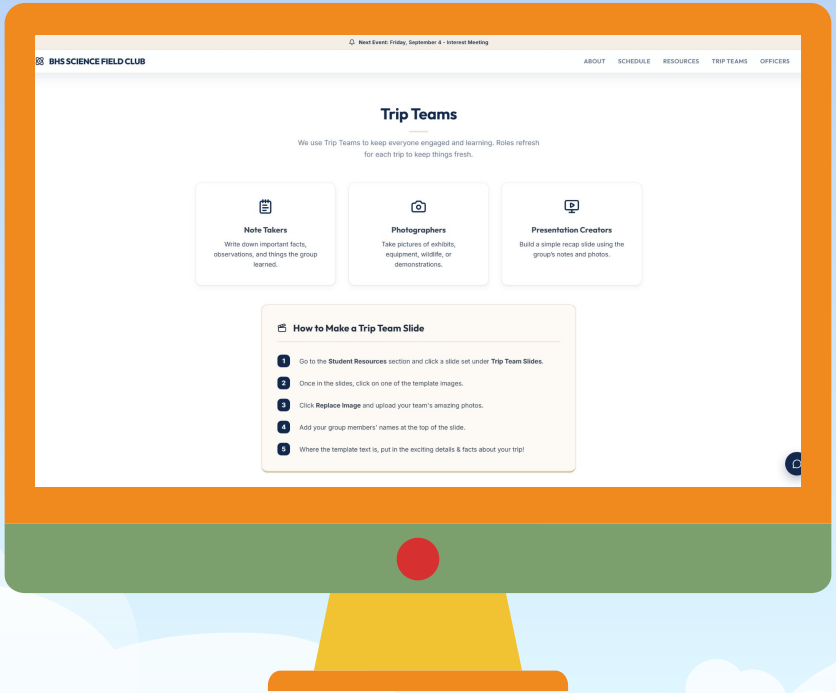

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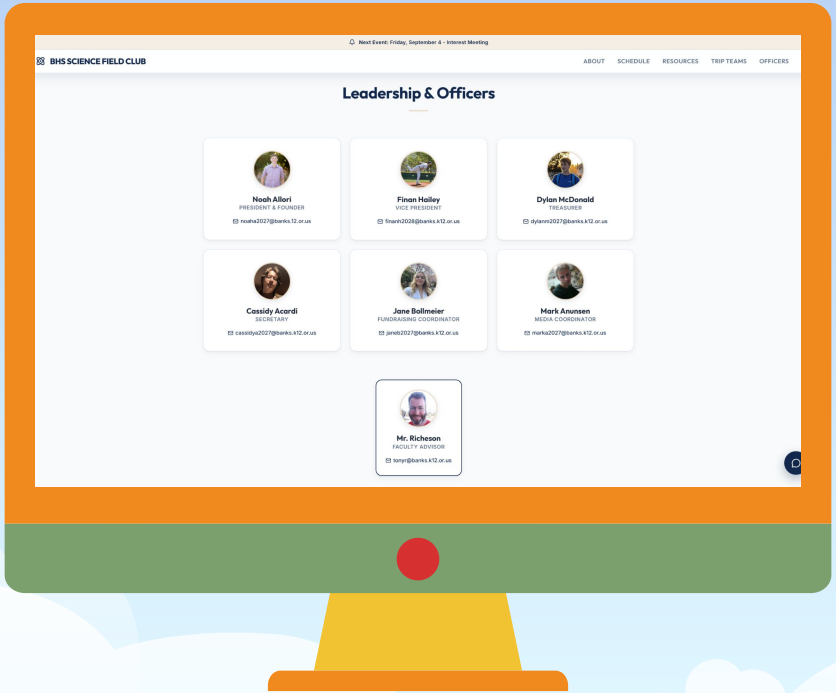

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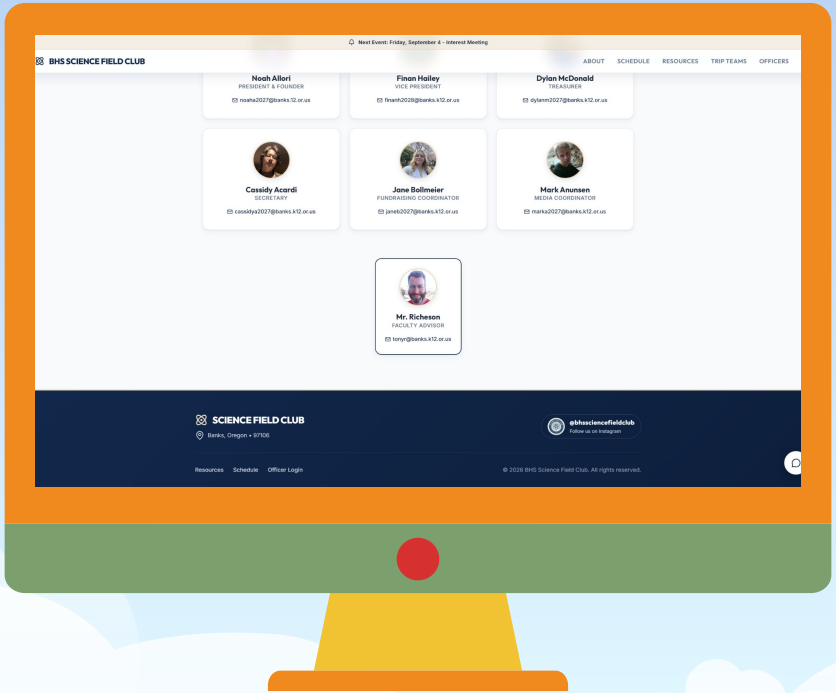


2026 TRIPS

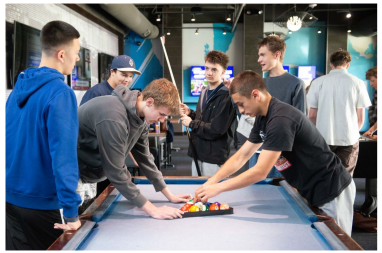
OMSI

OREGON ZOO

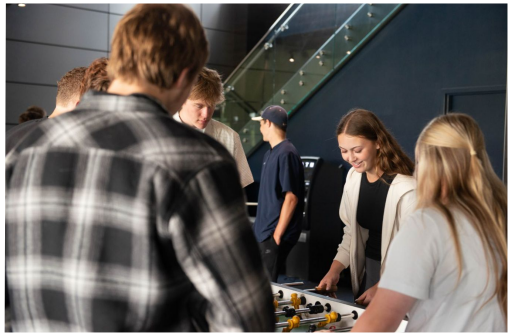
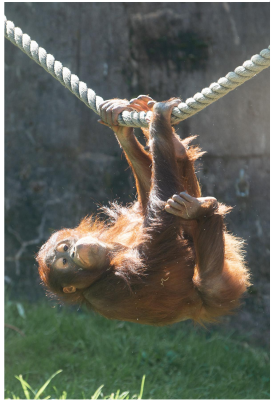
TOPGOLF

SEATTLE
EST 1851
WASHINGTON

Gas Giant



NASH.

ZOO RW

LOOKING AHEAD TO NEXT YEAR

01 FULL-YEAR SCHEDULE

Building on the momentum of our late-year launch, we will establish a consistent, monthly field trip schedule right from the start of the new school year.

02 STRATEGIC PLANNING

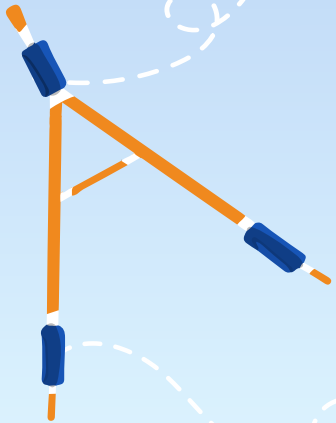
Trips will be carefully mapped around testing weeks to ensure balance.

03 SECURING GRANTS

Actively seeking grant opportunities to fund student entry fees, ensuring all trips remain accessible and affordable for every member.

THANKS!

Thanks for listening! Any questions?



Superintendent's Report

June 8, 2026

Cafeteria and Performing Arts Space

Board members have requested a report on the cafeteria/auditorium that focuses on the usage by our performing arts groups.

Background:

In the Spring of 2022 the Banks School District Community approved bond sales of just over $49M. Through premium pricing, state and federal grants, and interest earned, the budget for the project is estimated at approximately $59M. The rapid influx of resources is tremendous for the district and community as it allows for a near full replacement of the high school learning spaces as well as deferred maintenance across campus. However, it falls significantly short of meeting the full needs of the campus. For context, in 2018-2019 the firm DLR led a master planning/pre bond process that estimated the needs of the campus to be over $100M (not adjusted to current dollars). Because of this, the bond promise to the community was narrow:

Requirements:

- Replace the majority of the learning space at the high school with a two-story building
- Improve campus wide circulation and traffic flow
- Remodel the HS locker rooms to modernize and comply with TItle IX
- Add an Auxiliary Gym
- Upgrades to safety and security across the campus
- ES HVAC and Roof Repair.

The district continued to acknowledge that the capital needs far outweighed the scope. As a result, the district created a "wish list" that has evolved over time. The wish list represents projects of high need that are not funded by bond dollars. However, there is potential for wish list items to be funded if actual costs come in below budget. The district will consider adding wish list items in the fall of 2026.

Similarly, in January of 2025 the school board adopted a comprehensive master plan for the campus. The master plan includes upgrades to all facilities and assumes significant community growth.

Cafeteria/Performing Arts Space.

The adopted master plan includes a performing arts center to be added to campus. The center will be designed in coordination with expected upgrades to the east end of the existing high school campus that currently houses our music programs. However, the master plan is a long

range vision and the performing arts center is not part of any current projects. Because of this the cafeteria/auditorium was included in the wish list, with the following items:

- Exterior hallway refresh (paint/flooring)
    - Scheduled for the end of the high school remodel to ensure flow between the new and existing construction
- Interior wall repair (closing off the table storage for aesthetics)
    - Completed, Spring 2026
- Interior Paint
    - Completed Spring 2026
- Modernized Appliances
    - Completed Spring 2026
- HVAC Replacement
    - The Cafeteria HVAC was not operational. The unit has been replaced, however, the transition from no HVAC to a working unit has created challenges due to noise. We are currently managing through operational procedures with a more durable solution added to the wish list.
        - See HVAC Memo.
- New stage lights and curtain.
    - Planned for summer of 2027 pending bond budgets.
- Storage
    - Storage during construction will be a challenge until the project is complete. The former DO, Barn, and South Wing of the HS included storage space for custodial, maintenance, activities and athletics.
    - Replacement spaces are included in the maintenance wing of the Auxiliary Gym, the athletic space of the Auxiliary Gym, the Locker Room Refresh, and the design of the new high school.
        - In addition, the district has purchased two “Conex” storage containers and two portable classroom units.
    - All of the new storage space will be allocated by school administration when time allows.
    - All groups have been asked by school administration to purge items that are not regularly used. This includes everything from old athletic equipment for stage items of past performances.
        - Staff members tasked with leading these groups continue to be encouraged to work with school administration for unique solutions.

Golf Practice Facility

The development of Quail Valley Golf Course has created a void in practice space for the Banks Golf Team. The school Board approved the use of the space south of our Baseball field as the future site of an on-campus practice facility. Holt Homes donated $250K as well as surplus supplies from the former course. The Board also approved a detailed facilities plan in the Fall of 2025 that included a building, practice green, and additional features. A status update is below:

- The board approved Five Star Builders as the CM/GC for the project.
- There has been coordination with Holt Homes on the district receiving the driving range net and poles, but no date is set for delivery.
- A pre-application meeting was held with the City of Banks.
- A neighborhood meeting was conducted
    - See Slidedeck.
- There has been no additional fundraising completed
    - The internal team would like to proceed forward with the construction of the building and hitting net and engage fundraising for completion.
- The golf team has been practicing at Pumpkin Ridge Golf and Country Club in the interim.

Committees and Board Representation.

In September of 2025 the Board and Superintendent re-engaged with our agreements, in particular those that referenced Board involvement on Superintendent Advisory Committees. The following committees were in place during the 2025-2026 school year and the Board representative is listed. A list of committees will be available in August where board members will have the opportunity to express interest in joining.

- Bond Steering Committee/Owner/Architect/Contractor
    - Meets weekly to review changes in scope, timeline, and budget. Previews items to be discussed in other committees and public events. Is the main decision making body for the Bond Projects.
- Bond Management Team (**Will Moore)**
    - Meets weekly for informal status checks with our owner's representative. The Banks City Council/School Liaison also participates
- Bond Oversight Committee
    - Meetings quarterly or as needed to inform the superintendent, board, and community if the district is working within the "bond promise". Formally reports to the board following every meeting.
- Bond Design Team
    - Meets as needed to provide feedback on the design of the new high school addition.
- Long Range Facilities Planning Team
    - Meetings virtually (often asynchronous) and only as needed. Is charged with reviewing "non-bond" requests for facilities improvements (alignment to master plan, budget, etc).
- Traditions and Innovations Committee
    - Meets periodically to determine solutions regarding the transitions occurring from the bond projects.
- Community Curriculum Advisory Team
    - Reviews the work of our internal curriculum teams. Give community voice to our implementation of state standards and appropriate curricular materials.

- Contract Negotiations/Review (**Will Moore)**
    - Meets in the Spring to collaborate with our labor partners regarding contracts. Procedures are explicitly outlined in statute and CBA's In the Spring of 2026, we will be working with our Licensed Bargaining Unit.
- Student Success Committee
    - By statute, Board Members and Superintendents are not to be on this committee

100 GENERAL FUND | Revenue & Expense Summary
Fiscal Year 2025 - 2026
For the Period Ending May 31, 2026

REVENUES	Period 1 Actual Jul '25	Period 2 Actual Aug '25	Period 3 Actual Sept '25	Period 4 Actual Oct '25	Period 5 Actual Nov '25	Period 6 Actual Dec '25	Period 7 Actual Jan '26	Period 8 Actual Feb '26	Period 9 Actual Mar '26	Period 10 Actual Apr '26	Period 11 Actual May '26	Period 12 Projected Jun '26	Projected 2025-26 Totals		Adopted 2025-26 BUDGET	Year-To-Date 2025-26 Actuals	Variance Budget vs. Projected	% of Budget
STATE SCHOOL FUND FORMULA:																		
Local Taxes	-	-	6,185	6,451	733,227	3,127,131	63,181	20,673	73,929	8,718	38,640	88,670	4,166,804		4,028,372	4,078,134	138,432	101%
County School Funds	-	-	4,775	-	-	-	3,429	-	-	3,908	-	3,081	15,193		35,000	12,112	(19,807)	35%
State School Fund	1,573,545	786,300	786,300	786,172	786,172	778,649	778,649	778,649	746,316	746,316	710,276	0	9,257,344		9,326,423	9,257,344	(69,079)	99%
Common School Fund	79,937	-	-	-	-	-	-	80,835	-	-	-	5,804	166,576		159,874	160,772	6,702	101%
State Managed Timber	-	-	-	-	105,539	-	-	-	146,867	-	42,857	27,228	322,491		750,000	295,263	(427,509)	39%
SSF Formula Total	**1,653,482**	**786,300**	**797,260**	**792,623**	**1,624,938**	**3,905,780**	**845,259**	**880,157**	**967,113**	**758,942**	**791,772**	**124,783**	**13,928,408**		**14,299,669**	**13,803,625**	**(371,261)**	**97%**
Local Sources (1000)	20,152	16,836	18,620	21,346	15,510	23,342	21,887	20,617	21,550	18,120	18,205	15,430	231,615		191,000	216,186	40,615	113%
Intermediate Sources (2000)	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	
State Sources (3000)	-	-	-	-	-	-	-	-	-	-	(8,365)	-	(8,365)		98,875	(8,365)	(107,240)	-8%
Federal Sources (4000)	-	-	-	-	-	-	-	-	-	1,113	-	-	1,113		-	1,113	1,113	
Other Sources (5000)	-	-	-	-	-	-	-	-	12,000	-	-	-	12,000		-	12,000	12,000	
Total Operating Revenue	**1,673,634**	**803,136**	**815,880**	**813,968**	**1,640,449**	**3,929,122**	**867,146**	**900,774**	**1,000,663**	**778,175**	**801,612**	**140,212**	**14,164,771**		**14,589,544**	**14,024,559**	**(424,773)**	**96%**
Beginning Fund Balance (5400)	1,943,283	-	-	-	-	-	-	-	-	-	-	-	1,943,283		1,607,729	1,943,283	335,554	121%
Total Monthly Revenues	**3,616,917**	**803,136**	**815,880**	**813,968**	**1,640,449**	**3,929,122**	**867,146**	**900,774**	**1,000,663**	**778,175**	**801,612**	**140,212**	**16,108,055**		**16,197,273**	**15,967,842**	**(89,218)**	**99%**
CUMULATIVE RESOURCES	**3,616,917**	**4,420,053**	**5,235,933**	**6,049,902**	**7,690,351**	**11,619,473**	**12,486,619**	**13,387,392**	**14,388,055**	**15,166,230**	**15,967,842**	**16,108,055**						
EXPENDITURES BY OBJECT																		
Salaries (100)	123,775	140,776	565,293	559,140	553,609	548,172	545,181	544,660	541,940	539,038	541,641	1,370,218	6,573,442		6,757,588	5,203,224	(184,145)	77%
Employee Benefits (200)	31,382	98,873	356,871	325,749	342,956	345,796	345,213	346,631	342,365	344,259	348,880	921,388	4,150,364		4,481,835	3,228,976	(331,471)	72%
Purchased Services (300)	44,115	179,842	221,730	135,813	333,754	187,731	404,942	112,251	306,466	270,403	294,964	342,972	2,834,983		2,558,200	2,492,011	276,783	97%
Supplies & Materials (400)	8,583	(940)	52,920	36,535	25,412	14,064	18,461	22,901	14,285	49,438	17,921	50,725	310,304		325,850	259,579	(15,546)	80%
Capital Outlay (500)	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	
Insurance/Other (600)	7,422	184,758	4,708	7,896	2,789	1,743	4,084	3,327	2,663	1,917	1,044	2,516	224,867		208,500	222,351	16,367	107%
Interfund Transfers (700)	-	-	-	-	-	-	-	-	-	-	-	560,300	560,300		560,300	-	-	0%
Total Operating Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,205,055**	**1,204,450**	**3,248,119**	**14,654,260**		**14,892,273**	**11,406,141**	**(238,013)**	**77%**
Contingency (810)	-	-	-	-	-	-	-	-	-	-	-	-	-		500,000	-	(500,000)	0%
Unapprop. Ending Fund (820)	-	-	-	-	-	-	-	-	-	-	-	-	-		805,000	-	(805,000)	0%
Total Monthly Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,205,055**	**1,204,450**	**3,248,119**	**14,654,260**		**16,197,273**	**11,406,141**	**(1,543,013)**	**70%**
CUMULATIVE EXPENDITURES	**215,277**	**818,586**	**2,020,107**	**3,085,240**	**4,343,760**	**5,441,266**	**6,759,147**	**7,788,917**	**8,996,636**	**10,201,691**	**11,406,141**	**14,654,260**						
Month-end Fund Balance	**3,401,640**	**3,601,468**	**3,215,826**	**2,964,662**	**3,346,591**	**6,178,206**	**5,727,471**	**5,598,475**	**5,391,418**	**4,964,539**	**4,561,701**	**1,453,794**				**4,561,701**	**1,453,794**	

EXPENDITURES BY FUNCTION																		
Instruction (1000)	(25,603)	20,343	647,065	635,683	670,485	625,673	740,470	632,475	630,340	674,600	708,770	2,024,472	7,984,771		8,321,414	5,960,299	(336,643)	72%
Support Services (2000)	240,880	582,966	554,457	429,450	588,035	471,833	577,411	397,295	577,380	530,455	495,680	663,347	6,109,189		6,010,559	5,445,842	98,631	91%
Enterprise & Comm Svc (3000)	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	
Facilities Acq & Constr (4000)	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	
Other Uses (5000)	-	-	-	-	-	-	-	-	-	-	-	560,300	560,300		560,300	-	-	0%
Total Operating Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,205,055**	**1,204,450**	**3,248,119**	**14,654,260**		**14,892,273**	**11,406,141**	**(238,013)**	**77%**
Contingencies (6000)	-	-	-	-	-	-	-	-	-	-	-	-	-		500,000	-	(500,000)	0%
Unapprop. Ending Fund (7000)	-	-	-	-	-	-	-	-	-	-	-	-	-		805,000	-	(805,000)	0%
Total Monthly Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,205,055**	**1,204,450**	**3,248,119**	**14,654,260**		**16,197,273**	**11,406,141**	**(1,543,013)**	**70%**
CUMULATIVE EXPENDITURES	**215,277**	**818,586**	**2,020,107**	**3,085,240**	**4,343,760**	**5,441,266**	**6,759,147**	**7,788,917**	**8,996,636**	**10,201,691**	**11,406,141**	**14,654,260**						
Month-end Fund Balance	**3,401,640**	**3,601,468**	**3,215,826**	**2,964,662**	**3,346,591**	**6,178,206**	**5,727,471**	**5,598,475**	**5,391,418**	**4,964,539**	**4,561,701**	**1,453,794**				**4,561,701**	**1,453,794**	

Board Work Session
Monday, May 11, 2026 4:30 PM Pacific

Banks Middle School Library
12850 NW Main Street
Banks, OR 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Absent
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Absent

Present: 3, Absent: 2.

Corissa Mazurkiewicz:	Present

Present: 4, Absent: 1.

1. Preliminaries
   - 1.1. Call to Order
   - 1.2. Roll Call
   - 1.3. Approval of Agenda

     I make a motion to approve the May 11th, 2026 agenda as presented. This motion, made by William Moore and seconded by Leslee Sipp, Carried.
     Corissa Mazurkiewicz: Absent, Daniel Streblow: Absent, Ron Frame: Yea, William Moore: Yea, Leslee Sipp: Yea
     Yea: 3, Nay: 0, Absent: 2
2. Discussion Items
   - 2.1. DO documentary

     Four students from the FAD club were present to share the District Office documentary that they have been working on. Students spent several months collecting videos, photos and collecting information with a goal of educating the community, but also giving honor to the building and its history.

     Each student shared an intro statement prior to the Board viewing the video.
   - 2.2. Bond Update
     - 2.2.1. Scope, budget and timeline

       John Abel with Cornerstone Management presented an update on the Bond timeline and scope of project.

       Highlights include:

       SCHEDULE
       Grading Permit received! A pre-construction meeting was held w/ CWS and Washington County.
       - Erosion Control measures installed, Tree Protection being installed.
       - Grading commenced this week, Concrete crusher to be delivered next week.
       - BHS Substantial Completion is approx 8/12/27
       - Locker Room Renovations have begun
       - Locker Room Substantial Completion is 8/14/26

BUDGET
- Additional value engineering items have been reviewed and approved.
- Value engineering report card system was used to evaluate and recommend items.
- Guaranteed Max Price agreed upon with P&C for the BHS project
- Carrying items for potential "add back" during construction if contingency funds becomes available
OTHER
- Groundbreaking for the BHS Addition was held with a good turnout and spirits were high even in the rain.

Also, shared value engineering decisions that were made, updates on the Auxiliary Gym build including the current schedule and budget. The Middle School gym has occupancy issues now that the Aux gym construction has started as two of the entry/exit doors are not currently usable. 8th Grade promotion will now take place in the high school gym as a result.

John also shared an executive budget summary and details were given to the Board. Furniture vendors will be meeting with Cornerstone soon. Board members asked clarifying questions as needed, and the meeting ended with a walking tour of the site.

3. Adjourn
   Adjourned at 5:30
4. Walkthrough Site Visit (Board Members only)

04-01a: Mutual Materials CMU 4x4x16 Veneer Castle White

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	8	20	8	20	8	20	8	20
Design/Assembly/System Impact	25	10	25	10	25	10	25	10	25
Maintenance/Durability	25	10	25	10	25	10	25	10	25
Risk	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
TOTAL POINTS	**100**		**95**		**92.5**		**92.5**		**93.3333333**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Cost Effective. Less Labor	
Fewer units, faster installation, lower unit handling; potentially lower material cost for gross area	The overall campus would not be cohesive using Natural Gray, regardless of its size at 4x4x16, 4x8x16.
	This product is not used anywhere on the property.
	4x4x16 CMU better matches the brick coursing and scale. Switching to 8x8x16 CMU units conflict with the established 4x12 brick module and overall brick aesthetic.
	Natural Gray ground face CMU does not work with adjacent material selections including the following: aluminum storefront window system, exterior metal wall panels, sheet metal flashing, cornice, canopy system.....
	Land Use is complete and we would have to let the city know about this change

Comments

A

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

Average scoring:
A = We strongly encourage and recommend the change. We don't think district would have any issues moving forward.
B = "recommend" but want district to make sure district understand small "cons" of the decision.
C = probably no-go, but worthy of carrying on the list.
D = we shouldn't have any.

04-02: Casework - 80% reduction of locks

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	10	25	10	25	10	25
Design/Assembly/System Impact	25	9	22.5	8	20	9	22.5	8.66666667	21.6666667
Maintenance/Durability	25	10	25	10	25	10	25	10	25
Risk	25	10	25	8	20	9	22.5	9	22.5
TOTAL POINTS	**100**		**97.5**		**90**		**95**		**94.1666667**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Cost Effective	
Keeps Teacher Locks in Scope Remove all other locks in General Classrooms and 1/2 the locks in Science Classrooms	
Allows for add back during future submittal review utilizing any potential contingency available.	
District Office - remove locks from Workroom	
Art Room - Remove half locks on west wall and all locks on casework on east wall.	

Staff Work Room remove locks.

Comments
Keep all locks in: Health Room, Graphics, Prep Room, Life Skills Room & DO Conference Room

A

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B = "recommend" but want district to make sure district understand small "cons" of the decision.
C = probably no-go, but worthy of carrying on the list.
D = we shouldn't have any.

Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

07-05: Omit Mechanical Screen (District Office)

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	8	20	9	22.5	9	22.5	8.66666667	21.6666667
Design/Assembly/System Impact	25	6	15	8	20	7	17.5	7	17.5
Maintenance/Durability	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
Risk	25	10	25	8	20	9	22.5	9	22.5
TOTAL POINTS	**100**		**85**		**85**		**85**		**85**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Elimnates steel roof penetrations eliminating potential areas of system failure.	Different look to the front of the District Office building.
ease of access for maintenance.	
Cost effective.	Design Add Service from Structural for this change - ROM $2,500
Different look at the front of the District Office building. After studying, this is a positive direction.	We would have to let the city know about this change.

Comments
Can be less than 4 sides

B

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

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D = we shouldn't have any.

Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

07-06: Unit attached mechanical screen with ABS panels (High School Wing)

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
Design/Assembly/System Impact	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
Maintenance/Durability	25	6	15	6	15	6	15	6	15
Risk	25	10	25	7	17.5	8	20	8.33333333	20.8333333
TOTAL POINTS	**100**		**90**		**77.5**		**80**		**82.5**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Significat savings versus alumnium	Alumnium is a more of a durabale product than ABS.
No change to current design method	
Allows for add back during in construction period utilizing any potential contingency available.	

B

Comments
More risk data needed on long term issues.....Heat, discolor, function

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

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"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

22-14: Use combined storm/overflow system in lieu of separate piping systems

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	8	20	8	20	8.66666667	21.6666667
Design/Assembly/System Impact	25	6	15	6	15	6	15	6	15
Maintenance/Durability	25	6	15	6	15	6	15	6	15
Risk	25	10	25	7	17.5	8	20	8.33333333	20.8333333
TOTAL POINTS	**100**		**80**		**67.5**		**70**		**72.5**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Cost Savings.	Sazan Comment: Code compliant, but not recommended. The downstream of combination is much larger and will make coordination with architectural difficult. Downspout Nozzles that have water flowing out is an indicator that the roof drains must be cleaned.
Dale had noted a it is routine for the facilities to be on the roof and would notice an overflow.	Dale noted that Distirct had issues with vertical pipe and cows tounge and had to replace at other buildings.

Comments

C

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C = probably no-go, but worthy of carrying on the list.
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Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

22-04 & 22-05: Use Floor Mount Toilets in Lieu of Wall Mount

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	10	25	10	25	10	25
Design/Assembly/System Impact	25	8	20	8	20	8	20	8	20
Maintenance/Durability	25	6	15	6	15	6	15	6	15
Risk	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
TOTAL POINTS	**100**		**85**		**82.5**		**82.5**		**83.3333333**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Cost Savings. *Decision is required soon due to schedule rough in work at the locker room.	Sazan Comment: Floor Mount, Wall Discharge, Back Spud. This would make daily cleaning more difficult, but would not otherwise interfere with the functionality. Wall mount is industry standard.
	BRIC Comment: We do not recommend this and Dale indicated NO at the OAC meeting 3/18/2026.
	Possible Design Add Service for this change - ROM $6,500

B

Comments
Provide cost info on floor mounted version Sazan provided as an option.

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

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C = probably no-go, but worthy of carrying on the list.
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Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

23-05: Point of Use Controls (Locker Room)

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	10	25	10	25	10	25
Design/Assembly/System Impact	25	7	17.5	6	15	7	17.5	6.66666667	16.6666667
Maintenance/Durability	25	6	15	5	12.5	6	15	5.66666667	14.1666667
Risk	25	10	25	7	17.5	7	17.5	8	20
TOTAL POINTS	**100**		**82.5**		**70**		**75**		**75.8333333**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Signficant Cost Savings.	District Will Not be able to integrate in Direct Digital Control System.
Considers materplan that Gym is intended to be a 20 year old building and will be demolished at that point.	
Venting can be setup to be timed and controlled but locally.	

C

Comments
Verify functionality with owner. Will this meet the districts needs for operation?

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Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

27-01: Reduce AV Scope at Library

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	9	22.5	8	20	8	20	8.33333333	20.8333333
Design/Assembly/System Impact	25	8	20	8	20	8	20	8	20
Maintenance/Durability	25	10	25	9	22.5	8	20	9	22.5
Risk	25	10	25	7	17.5	8	20	8.33333333	20.8333333
TOTAL POINTS	**100**		**92.5**		**80**		**80**		**84.1666667**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Saves money. There is further Savings that can be taken advantage of (aprrox 4K) if only moved to 1 vid conferening	Less flexible to add more equipment in the future due to it not beind AVoIP.
Sytem does not lose funtionality.	
Equipment can still be added in the Future.	

B

Comments
BRIC: Sent to Greenbusch for review 4/13/2026.

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

Average scoring:
A = We strongly encourage and recommend the change. We don't think district would have any issues moving forward.
B = "recommend" but want district to make sure district understand small "cons" of the decision.
C = probably no-go, but worthy of carrying on the list.
D = we shouldn't have any.

Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

26-06: Reduce Site Lighting Pole Lights

		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	9	22.5	8	20	9	22.5	8.66666667	21.6666667
Design/Assembly/System Impact	25	7	17.5	3	7.5	8	20	6	15
Maintenance/Durability	25	10	25	9	22.5	9	22.5	9.33333333	23.3333333
Risk	25	10	25	5	12.5	7	17.5	7.33333333	18.3333333
TOTAL POINTS	**100**		**90**		**62.5**		**82.5**		**78.3333333**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Saves money and has minimal impact to overal site lighting design. Interface to confirm suggested Pole light for omission are acceptable.	Possible Design Add Service for this change - ROM $---
	Need to understand what lighing will be omited for afterhours safty
	Removing the (2) proposed poles will reduce light levels below code requirements.

Comments
BRIC: 4/13/2026 - info sent to Sazan for their review. P&C to provide information & location on the (2) light poles that are being proposed to be removeNeed to run photometrics for alternate site lighting design. Layout provide noting to locations to be ommitted. Interface to review and confirm does not impact lighting model.

C

Intent is to go through the report cards and see if we're not all recommending the change as an "average".

Average scoring:
A = We strongly encourage and recommend the change. We don't think district would have any issues moving forward.
B = "recommend" but want district to make sure district understand small "cons" of the decision.
C = probably no-go, but worthy of carrying on the list.
D = we shouldn't have any.

Firm/Individual overall baseline intent on grading:
"B" 80-90 - it's not great, but overall considerations it would be recommended. If you're "neutral" , it's a B.
"C" 70-80- If anyone thinks the savings is probably not worth it, but still open for discussion.
"D" < 70 is "don't do it", overall budget doesn't matter. We shouldn't have any.

Banks SD – HVAV Refurbish Memo

P&C Construction

TO: Brian Sica, Banks School District
FROM: Parker Verhaeghe, P&C Construction
DATE: April 16, 2026
RE: Banks HS — AHU 2 & 5 Desing, Noise Mitigations, Update & Options

Purpose

This memo summarizes the work completed on Air Handling Units AHU-2 and AHU-5 at Banks High School under the bond program, the steps our team has taken in response to noise concerns, and the options available to the District for any further sound mitigation.

Background and Scope of Work

AHU-2 and AHU-5 are both part of the original building infrastructure and were over fifty years old at the time of the refurbishment. Both units had been tied to an aging, inefficient boiler plant. AHU-2, which serves the cafeteria and the adjacent seating area from a mezzanine location behind a wall, had in fact been abandoned and out of service for many years prior to this project. AHU-5 is located on the side of the stage.

Rather than replacing these units with new equipment, which would have carried a significantly higher price tag (and “additional” noise), our team, together with our design-build mechanical contractor Piper Mechanical, recommended a rebuild approach that preserved the existing cabinets while upgrading every component that affects performance and efficiency. This approach saved the District a substantial amount of bond money while delivering modern, code-compliant, high-efficiency equipment.

NO new insulated ductwork nor any changes downstream of the original unit was changed, and remains original.

Specifically, the project included:

- Disconnection from the old, inefficient boiler and conversion of both units to a new high-efficiency hot water boiler system.
- Installation of new fan walls in both units, increasing code required air flow
- Installation of new variable frequency drives (VFDs) for precise, efficient fan speed control.
- Installation of new controls to allow flexible scheduling and modulation of the units, add CO2 sensors for code.
- Bringing AHU-2 back online so the cafeteria and area receive proper conditioned air for the first time in years.
- Project design also qualified for considerable ETO and SB 1149 rebates and reimbursements, paying for substantial costs of the upgrades.

The Noise Concern

Once AHU-2 was returned to service and both units were balanced, noise concerns were reported that the units were audible in the stage and cafeteria/seating areas during drama performance. This feedback is understandable. AHU-2 had been silent for years because it was not operating at all, so any sound from that

unit is new to the space. AHU-5, located adjacent to the stage, became somewhat more audible after the rebuild.

Actions Already Taken

In direct response to the feedback, the following adjustments have already been made at no additional cost to the District:

1. **Fan speed reduction.** Ainsworth adjusted both units prior to the Thanksgiving holiday. AHU-2 is currently running at approximately 85% of the originally balanced fan speed, and AHU-5 is running at approximately 75%.
2. **Scheduling changes.** The units are now scheduled to turn off before drama practice begins so the fans are not running during rehearsals, around performances.
3. **Engineering review.** Piper Mechanical's engineer reviewed the design a second time against the building load. The review confirmed there is additional room to turn the fans down, potentially as low as approximately 67% of the original balance on AHU-2 and approximately 48% on AHU-5, while still fully meeting the heating load for the spaces served. This fan speed, or lower, can also be done at scheduled times only.

We share the District's view that the units should be able to run when needed and still support the drama program, and we are committed to continuing to tune the system until that standard is met in every condition, including cold-weather operation.

Options for Further Noise Reduction

Three options are available to the District for additional mitigation, and they can be pursued independently or in combination. They are presented below in order of cost, from no-cost programming changes to the more extensive duct modification.

Option	Description	Estimated Cost
Option A — Extended VFD Programming	Program the AHU-2 and AHU-5 VFDs to run at 50% or less during scheduled performances, in addition to the existing schedule that turns the units off during drama practice. Engineering review confirms the units can operate well below current settings and still satisfy the building's heating load.	**Programming Costs. $1,000 ROM**
Option B — AHU-5 Sound-Lined Return Elbow	Add an internal sound-lined elbow, facing up, installed on the AHU-5 return. Targeted at the stage-side unit where the drama teacher's complaint originated. Excludes electrical, a light fixture in the area will likely need to be relocated.	**$8,000 (+/- ROM)**
Option C — AHU-2 Supply Duct Replacement	Demo the existing AHU-2 supply duct run and replace it with internally sound-lined duct. Addresses the mezzanine unit serving the cafeteria and seating area.	**$20,000 (+/-ROM)**

Respectfully, Parker Verhaeghe

P&C Construction

TRU TechnicalRisk UNDERWRITERS

6101 West Courtyard Drive
Building 3, Suite 200
Austin, TX 78730

04/15/2026

25-COC-000341 – Banks School District
Banks High School Addition & Remodel
12850 & 12050 Northwest Main Street, Banks OR 97106

Dear Melissa Stifel,

This letter is to inform you that a site loss prevention survey was conducted by an authorized service provider of Technical Risk Underwriters.

We are pleased to report that this survey recorded no deficiencies - physical or human element - which are identified in *NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations*.

Please confirm with the insured and/or general contractor if any modifications to the pre-agreed security regime will occur within the next 100 days. If so, please provide the details so that we may proactively work together to ensure security is in accordance with the Underwriting Conditions of the policy.

We appreciate the efforts of your team and the client in their commitment to loss prevention. We thank you for your business. As always, if you have any questions, please contact us.

Sincerely,
Technical Risk Underwriters

TRU Loss Control Contacts:

Joseph Amodeo
Senior Risk Engineer
joseph.amodeo@truins.com
M: 862-485-9221

Trey Sulak
Senior Risk Engineer
trey.sulak@truins.com
M: 254-722-5902

Tyler Retzloff
Risk Engineer
tyler.retzloff@truins.com
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BANKS SCHOOL DISTRICT

BID TABULATION FORM

Banks ES Shingle Roof Replacement Project								
OPEN: April 30, 2026 @ 1:00pm								
BID PROVIDER	Signed	Add -1 Ack.	Base Bid:	Unit Price: Plywood	Unit Price: Fascia Board Replacement	Unit Price: Tie Off Anchor	Total	1st Tier Discl.
Vitan Construction	X	X	248,000	$5	$18	$125	248,000	n/a
ABC Roofing	X	X	374,470	$7.50	$22.50	$33,042	374,470	n/a
Frontier Roofing	X	*	356,396	$4	$7		356,396	n/a
Carlson Roofing	X	X	221,672	$3.75	$20/LF	$25/anchor	221,672	n/a
Griffith Roofing	X	X	271,943	$4.25	$5/LF	$98	271,943	n/a
Safe Cover Roofing	X	X	189,500	$5.00	$20/LF	$100	189,500	n/a
								n/a

OWNER Representative:

WITNESS: Dale Virden, Banks SD

BID FORM
DIVISION 0 * SECTION 00300

Bid TO: **Brian Sica, Superintendent**

Bids DUE: April 30, 2026 @ 1:00 PM

PROJECT: **Banks ES Shingle Roof Replacement Project**

Start of Project: June 15, 2026 (unless changed by Addenda)

Substantial Completion: August 14, 2026 (unless changed by Addenda)

Final Completion: September 18, 2026 (unless changed by Addenda)

1. The undersigned,

   NAME of FIRM: SafeCover Roofing

   after having carefully examined the bidding documents and **addenda numbered** 0 **through** 1 inclusive, as well as the work site and conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, and all other work, required by and in strict conformance with the above documents, necessary to complete the project for the stipulated sum of:

Base Bid – Shingle Roof Replacement:

TOTAL (Figures) $ #189,500.00 Dollars

TOTAL (Words) One hundred and Eighty-Nine Thousand Five hundred 00/100 Dollars

Unit Cost: Plywood Decking (provide a cost/SF):

TOTAL (Figures) $ 5.00 Dollars

TOTAL (Words) Five Dollars

Unit Cost: Fascia Board Replacement (provide a cost/LF)

TOTAL (Figures) $ 20.00 Dollars

TOTAL (Words) Twenty Dollars

Unit Cost: Roof Tie Off Anchor (provide a cost)

TOTAL (Figures) $ 100 Dollars

TOTAL (Words) One-hundred Dollars

2. The undersigned agrees to maintain the proposal price for a period of 30 calendar days after bid opening.

3. The undersigned agrees, if awarded a contract, to complete all work as shown in the Contract Documents by the substantial completion date listed above.

4. The undersigned agrees that, prior to commencement of the Work, and within 7 calendar days of Notice of Intent to Award, to:

   A. Enter into and execute a contract for the work in the form of Banks School District, "Construction Contract".

   B. Deliver to the Owner duly executed AIA Document G705, "Certificate of Insurance," or ACORD form 25S.

   C. Deliver to the Owner duly executed AIA Document A312, "Performance Bond and Payment Bond."

5. The undersigned certifies that this Bid has been prepared independently and is not made in the interests of any undisclosed party. It is submitted without collusion or intent to limit independent, competitive bidding. The Bidder has in no way induced or solicited other Bidders to submit false bids, or to refrain from bidding.

6. The Undersigned agrees to be bound by and will comply with the provisions of ORS 279C.838 and 279C.840 pertaining to the payment of the prevailing rates of wage.

7. The undersigned agrees to comply with Oregon tax laws in accordance with ORS 305.385.

8. Indicate below whether Bidder is Resident or Non-Resident bidder.

   Oregon Reciprocal Preference Law (ORS 279.029): In compliance with ORS 279.029, each Bidder must state in its proposal whether it is a resident or non-resident bidder. Bids that fail to provide this information will be considered nonresponsive and will be rejected.

   DEFINITION - RESIDENT BIDDER: A bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the bid whether the bidder is a "resident bidder."

   DEFINITION – NON-RESIDENT BIDDER: A bidder who is not a resident bidder as defined above.

   Indicate by an "X" in the appropriate space whether you are an Oregon resident bidder or non-resident bidder:
   Oregon Resident Bidder _____ Non-Resident Bidder X

9. The undersigned certifies that you visited the site and thoroughly investigated all existing conditions. It is understood that the Bidder, before signing his/her proposal, has made a careful examination of the plans, specifications, and character of work required; that he/she has made a careful examination of the location and condition of the work, verified all measurements at the job site, and sources of supply of materials.

10. Security Deposit is NOT required:

11. The Undersigned certifies that it has not discriminated against minority, women, or emerging small businesses in obtaining any subcontracts for this project as required by ORS 279A.110(4).

12. If applicable the first-tier subcontractor disclosure form is due 2 hours after bid are due.

13. Submittals are due promptly after Letter of Intent. A Pre-Construction Meeting will be held prior to commencement, Weekly Construction meetings are required but may be held with less frequency.

14. As a condition to submitting a bid, a Contractor must be registered with the Oregon Construction Contractors Board in accordance with ORS 701.035 to 701.055 and/or the State Landscape Contractors Board licensed number, and disclose the appropriate numbers. Failure to register and disclose the numbers, as applicable, will make the bid unresponsive and it will be rejected. The Undersigned hereby certifies that all subcontractors who will perform construction work as described in ORS 701.005 are or will be registered with the Construction Contractors Board in accordance with ORS 701.035 to 701.055 or State Landscape Contractors Board, as applicable, at the time the subcontractor(s) made a bid to work under the contract.

15. Oregon Business Registration: To transact business in the State of Oregon, a Bidder must be registered with the State of Oregon Corporations Division. Please indicate your business' current registration type with an "X" in the appropriate space:

X Corporate Registration 0247604618

X Assumed Business Name Registration SafeCover Roofing LLC.

16. Any Bid of a contractor or subcontract listed on BOLI's list of Ineligible Contractors will be rejected.

SIGNATURES

Oregon Construction Contractor's Board No. 236354

State Landscape Contractors Board No. N/A (if applicable for the project)

NAME OF FIRM SafeCover Roofing

ADDRESS 1696 Bishop Rd Chehalis, WA

FEDERAL TAX ID _____

TELEPHONE NO. 360-304-8055

Cell NO. Same

SIGNATURE

1) _____
Sole Individual – Signature

2) _____
Sole Individual – Printed Name

or 2) _____
Partner

or 3) _____
Authorized Officer of Corporation – Signature

Brady Collins
Authorized Officer of Corporation – Printed Name

(SEAL)

Kaitlin M. Bailey
Attested: Secretary of Corporation

Notary Public
State of Washington
KAITLIN M. BAILEY
COMM. # 23033348
MY COMM. EXP. 10/29/2027

SAFECOVER
ROOFING LLC

961 INDUSTRIAL WAY
LONGVIEW, WA 98632
(360) 916-1430
LONGVIEWOFFICE@SAFECOVERROOFING.COM
LIC# SAFECRL820KZ

REFRENCES SUBMITTED TO: Cornerstone Management Group, Inc.

ADDRESS: 42350 NW Trellis Way, Banks, OR

PHONE: 251-554-9822

EMAIL: mdolan@cornerstonemgi.com

DATE: 4-28-26

REFERENCES

Tenino Stadium
- Tear off and install Polyglass roof
- Tenino, Wa
- Tenino School
- 120k
- Start and finish April 2026
- Ian 360-280-7390
Tenino Highschool
- Tear off and install Polyglass roof
- Tenino, Wa
- Tenino School
- 206k
- Start and finish November 2025
- Same as above
St Joseph Vancouver
- Tear off and install of Pabco Prestige
- Vancouver, Wa
- Catholic Archbishop Seattle
- 394k
- Start and finish July 2025
- Jessicaav@stjoevan.org
Winlock School
- Tear off and install GAF TPO
- Winlock, Wa
- Winlock School district

- 110k
- Start and finish July 2022
- fterry@winlock.wednet.edu
Centralia city pool
- Tear off and install steep slope and low slop roof system
- Centralia, Wa
- City of Centralia
- 494k
- Start and finish March 2026
- Contact Matt at Thorbeckes
Lewis County Community Development
- Install GAF TPO
- Chehalis, Wa
- Lewis County
- 114k
- Start and finish August 2024
- TJ.Snodderly@lewiscountywa.gov
Lewis County Senior Center Projects
- Completed 5 senior centers
- Lewis County
- Lewis County Wa
- 300k
- Completed from 2022-2026
- Same as above

BANKS SCHOOL DISTRICT – BOARD MEETING

MAY 11TH, 2026

BOND PROJECT UPDATES

1. PROJECT UPDATES
   - Schedule, Budget, Other

2. BUDGET UPDATES
   - Executive Summary, Grand Summary Budgets

3. QUESTIONS & DISCUSSION

4. SITE TOUR WITH P&C (if time allows)

BANKS HIGH SCHOOL UPDATES

SCHEDULE

- Grading Permit received! Pre-Con mtg held w/ CWS and Wash County
- Erosion Control measures installed, Tree Protection being installed
- Grading Commenced this week, Concrete crusher to be delivered next week
- BHS Substantial Completion is 8/12/27
- Locker Room Renovations have begun
- Locker Room Substantial Completion is 8/14/26

BUDGET

- Addition VE items have been reviewed and approved
- VE report card system used to evaluate and recommend items
- Guaranteed Max Price agreed upon with P&C for the BHS project
- Carrying items for potential “add back” during construction

If contingency becomes available

OTHER

- Groundbreaking for the BHS Addition held, good turnout

and spirits were high even in the rain!

BANKS HIGH SCHOOL UPDATES

VE Report Card Example

04-02: Casework - 80% reduction of locks									
		P&C		BRIC		Cornerstone		Average	
SUBJECT	MAX POINTS	Score* (1 to 10)	POINTS SCORED	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score	Score* (1 to 10)	Weighted Score
Cost Efficiency	25	10	25	10	25	10	25	10	25
Design/Assembly/System Impact	25	9	22.5	8	20	9	22.5	8.66666667	21.6666667
Maintenance/Durability	25	10	25	10	25	10	25	10	25
Risk	25	10	25	8	20	9	22.5	9	22.5
TOTAL POINTS	**100**		**97.5**		**90**		**95**		**94.1666667**

***Scoring Rating: 1 (Poor) to 10 (Excellent)**

Pros	Cons
Cost Effective	
Keeps Teacher Locks in Scope Remove all other locks in General Classrooms and 1/2 the locks in Science Classrooms	
Allows for add back during future submittal review utilizing any potential contingency available.	
District Office - remove locks from Workroom	
Art Room - Remove half locks on west wall and all locks on casework on east wall.	

Staff Work Room remove locks.

Comments
Keep all locks in: Health Room, Graphics, Prep Room, Life Skills Room & DO Conference Room

A

BANKS HIGH SCHOOL UPDATES

KELLY FIELD UPDATES

- Fundraising updates

- Land Use & Permitting in process

- Word Scheduled to be completed this summer (permit dependent)
    - Turf Field replacement
    - ½ Field Lighting replacements

OTHER

- All work is being coordinated with other summer projects

at the BES, BMS and BHS sites

BANKS SCHOOL BOARD MEETING

AUXILIARY GYM UPDATES

SCHEDULE

- Foundations have been poured for the Gym
- Steel has been delivered for the building structure
- Steel delivery for siding system coming soon
- Underground Utilities install (5/5 – 5/19)
- Slab on Grade final prep (5/22)
- Pouring of building Slab On Grade, then steel erection
- Substantial Completion for Aux Gym is 12/23/26

BUDGET

- LOA’s signed for all phases of the work
- GMP Amount agreed upon and under current budget

OTHER

- Had to work through a temporary egress plan for MS Gym Occupancy with Wa County. This has been resolved with a reduced occupancy until construction is completed.

Bond Program Executive Budget Summary

EXECUTIVE SUMMARY of Project Budgets

Banks School District **DRAFT**

Date: 5/11/26

A Budget Original budget #		B Description	C Original Budget	D Current Budget	E Committed to Date	F Paid to Date	G Uncommitted Budget (D-E)	H Remaining to be Paid (E-F)	K Notes
1	BHS		$ 47,059,269	$ 47,618,919	$ 45,067,884	$ 8,280,892	$ 2,551,035	$ 36,786,992	
2	AUX GYM		$ 6,375,033	$ 7,405,033	$ 7,046,156	$ 1,589,846	$ 358,877	$ 5,456,310	
3	Banks ES Maintenance		$ 153,750	$ 935,209	$ 780,711	$ 58,287	$ 154,498	$ 722,424	
4	ROOF ES		$ 785,109	$ -	$ -	$ -	$ -	$ -	
5	PARKING		$ 559,650	$ -	$ -	$ -	$ -	$ -	
6	SAFETY		$ 372,383	$ 428,538	$ 412,585	$ 377,489	$ 15,953	$ 35,096	
		Subtotal	$ 55,305,194	$ 56,387,699	$ 53,307,336	$ 10,306,514	$ 3,080,363	$ 43,000,822	
A	District Costs		$ 2,919,018	$ 1,056,513	$ 770,236	$ 763,810	$ 286,276	$ 6,426	
B	Program Contingency		$ -	$ 882,000					
C	Other Additional Funds		$ -	$919,177					
D	BSD Program Totals		$ 58,224,211	$ 59,245,388	$ 54,077,572	$ 11,070,324	$ 3,366,639	$ 43,007,248	

Approved by: 6/4/2024

Brian Sica Superintendent Date:

Bond Program Grand Summary Budget

Grand Summary

PROJECT BUDGET

Date 5/11/2026

Banks School District

Location Code

Bond 4xx Summer 20xx Architect:

Description	Original Budget	Current Budget	Committed to Date	Paid to Date	Uncommitted Budget	Remaining to be Paid	Current % Paid
1.0 Architect/Engineer (383)	$5,182,553	$5,636,874	$5,574,374	$4,045,685	$62,500	$1,528,689	72%
2.0 Professional Services (390)	$1,578,500	$1,982,822	$1,778,052	$1,191,138	$204,770	$586,913	60%
3.0 Building Construction (520)	$40,597,800	$45,824,467	$45,626,521	$4,777,790	$197,946	$40,848,730	10%
4.0 Site / Off-Site Construction (530)	$3,780,800	$7,975	$7,975	$5,270	$0	$2,705	66%
5.0 Hazardous Material Abatement (322)	$250,000	$0	$0	$0	$0	$0	0%
6.0 Furniture/Fixtures/Equipment (480, 481)	$800,000	$745,905	$34,943	$6,171	$710,962	$28,772	1%
7.0 Permits / PIP/PUP Fees / SDCs / TDCs (	$1,248,000	$1,289,086	$285,472	$280,459	$1,003,614	$5,013	22%
8.0 Owner's Costs	$0	$0	$0	$0	$0	$0	0%
9.0 Owner Contingency	$1,867,541	$900,570	$0	$0	$900,570	$0	0%
10.0 Land Acquisition	$0	$0	$0	$0	$0	$0	0%
11.0 TOTAL BUDGET	$55,305,194	$56,387,699	$53,307,336	$10,306,514	$3,080,363	$43,000,822	18%
Total Budget +/-		$1,082,505					

Rev 2022-01

Grand Summary

Approved by: 6/4/2024

Brian Sica Superintendent Date:

Questions and Discussion

Site Tour (if time allows)

Regular Board Session
Monday, May 11, 2026 6:00 PM Pacific

Banks Middle School Library
12850 NW Main Street
Banks, OR 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Absent

Present: 4, Absent: 1.

1. Preliminaries
   - 1.1. Call to Order
   - 1.2. Flag Salute
   - 1.3. Roll Call
   - 1.4. Public Welcome/Recognition
   - 1.5. Approval of Agenda

     I make a motion to approve the May 11th, 2026 agenda as presented. This motion, made by Corissa Mazurkiewicz and seconded by Leslee Sipp, Carried.
     Daniel Streblow: Absent, Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea
     Yea: 4, Nay: 0, Absent: 1
   - 1.6. Banks High School Leadership

     Olivia was present to share an update on the current events at the highschool. Sports: Softball undefeatedin league and headed off to playoffs. Track is #1 in leageue, with state contenders in both boys and girls. Gold and Baseabll updates as well. Gave updates on clubs; FFA banquets held recently,

     June 5th - Graduation
     May 19th - Awards Night

     Prom - May 2nd at the Saphire Event Center; Music DJ and food and drinks were a big hit. Upcoming events include the Oscars, Chess Tournament, Make a Wish, Senior Soak, and class level games and contests. PTA recognized students at a recent assembly. The new ASB Leadership will be introduced at an upcoming Board meeting.
2. Recognitions
   - 2.1. Staff Appreciation Week

     Last week was Staff Appreciation Week. School and parent organizations planned several great things for our staff. Chairman Frame read the resolution for the Board to approve recognizing the week of May 4th, 2026 as Staff Appreciation week.
3. Audience Comment

   No Audience comments
4. Presentations/Reports

4.1. Superintendent's Report

Dr. Sica shared a brief update. Gave thanks to the staff for their work and contributions ot our district. Is excited to share that the district has received the summer learning grant, which is great for the community and kids. Shared the attendance growth that the Disrict is meeting and thanks the team for their work toward this. Recently, our admin visited the Grand Rhonde, where they participated in learning activities including building a drum.

4.2. Financial Update

Business Manager, Jennifer Collins, shared a brief financial update. Shared that our district no longer qualifies for the CNP program (Free Meals for all). As such, the submission was withdrawn to allow us to participate in the program for another school year.

4.3. Kelly Field 365 Update

Pete Edison was present to share an update with the Board on the progression of the Kelly 365 project. Provided a financial, construction and fundraising report to the Board, which included details of each phase as well as next steps.

Member Mazurkiewiecz requested a list of the foundations that we have partnered with thus far.

5. Consent

I make a motion to approve the Consent Agenda Items as presented. This motion, made by William Moore and seconded by Leslee Sipp, Carried.
Daniel Streblow: Absent, Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea
Yea: 4, Nay: 0, Absent: 1

5.1. Approval of 4.13.26 Regular Board Meeting Minutes

5.2. Approval of 4.13.26 Board Work Session Meeting Minutes

5.3. Routine Personnel Matters

5.4. Resolution 2526MAY-01, to declare the week of May 4th Staff Appreciation Week.

5.5. BSD/BHS Addition Amendment

6. Discussion Items

6.1. OSBA Policy Updates

Shared the first readings of the proposed updates.

6.2. Science Curriculum Adoption

Sarah Trussell and Caitlin Everett, both members of the curriculum team, were present to share the proposed new Science curriculum adoption. This year as the schools selected which program to pilot, the team then received immediate feedback from the school and educational team as the community team engaged in conversations about the curriculum. The plan that they are sharing has been vetted by the community, teachers and team.

Shared the team members and the guiding principle of the curriculum selection.

High level of rigor with good scaffolding in their selections

Shared the feedback received as well as the Adoption section for each building

BES - Piloted Discovery and Twig; recommends TWIG
BMS- Recemmends OpenSciEd; Newvela STEM
BHS - Recommends Patterns High School Science For all

BMS & BHS - Due to financial fees, neither recommendation are on the ODE list so the district will need to do an independent adoption.

Member Moore shared that he has never seen such enthusiasm for the adoption process as the district is experiencing now. Member Frame says they are raising the bar and is excited to see it in the district.

Board members asked clarifying questions as needed.

7. Action Items
   No Action items at this time.
8. Closing
   8.1. Upcoming items
      8.1.1. 5/14/26: First meeting of the Budget Committee
      8.1.2. 5/21/26: Second meeting of the Budget Committee
      8.1.3. 6/8/26: Next Board Meeting
      8.1.4. 6/11/26: Last day of School
   8.2. Board Comments
      Member Moore; feels better about the district than he has in years. Contract negotiations, Budget process, Bond management and Supt review all went, or are going, well. The community is getting involved and things are moving n a great direction.

      Member Sipp agrees with Member Moore. Any obstacle the district faces can be handled. The students who made the video are impressive and did a good job. Was excited to participate in scholarship reviews as well.

      Member Mazurkiewicz: Seconds her colleague's comments. Commends the students and their substitute teacher for the work on the documentary, as is excited to share it with other people in the community moving forward. Excited for the new curriculum and to see how the process is going.

      Member Frame: Spring Sports; the softball team is doing amazing. Received a comment from an opposing team's parent about the high level of sportsmanship of the team.
9. Adjourn
   Member Moore; feels better about the district than he has in years. Contract negotiations, Budget process, Bond management and Supt review all went, or are going, well. The community is getting involved and things are moving n a great direction.

Member Sipp agrees with Member Moore. Any obstacle the district faces can be handed. The students who made the video are impressive and did a good job. Was excited to participate in scholarship reviews as well.

Member Maz: Seconds her colleague's comments. Commend the students and their ub teacher for the work on the documentary as it is excit4g to share that with other people n the community in the future. Excited for he new curriculum and is excited to see how the process is going.

Member Frame: Spring Spots ; softball team is doing amazing, Rceived a comment from an opposing team's parent about the high level of sportsmanship of the team. Kudos to the baseball tam for a good turnaround to their season,

Adjournd at 6:58 pm.

Banks School District
Board of Directors
May 2026 Regular Business Meeting
Superintendent's Report

Educator Appreciation

As we recognize Educator Appreciation Week, I want to take a moment to express my sincere gratitude to the educators and staff members who make the Banks School District such a special place for students and families. Every day, our teachers, specialists, counselors, instructional assistants, classified staff, administrators, and support teams invest tremendous energy, compassion, and professionalism into creating meaningful opportunities for students. Their work extends far beyond the classroom—supporting students academically, socially, and emotionally while helping ensure that every student experiences the care and connection that define The Brave Experience.

This year has brought continued opportunities and challenges, and our educators have consistently demonstrated resilience, creativity, and an unwavering commitment to students. Whether through innovative instruction, strong relationships with families, extracurricular involvement, transportation services, nutrition programs, facility support, or the countless small moments that help students feel seen and valued, our staff members continue to make Banks a place our community can truly be "Happy and Proud" to be part of. On behalf of the district, I want to thank all of our employees for the difference they make in the lives of students each and every day.

Partnerships

On April 29, several members of our leadership team attended Administrator's Day at the Confederated Tribes of the Grande Ronde campus. We had the opportunity to review the curriculum, learn more about the American Indian/Alaska Native ODE plan, and revisit our existing MOU with CTGR. We also learned how to make a deer hide drum with guidance from a tribal member.

It was a meaningful day of learning, connection, and shared experience. We felt honored to be included.

Summer Learning Grant

The district was awarded $230,160 a year for the next three years, through a competitive grant process, in order to fund our summer programs. Below is the summary of our offerings.

Led by this literacy- and student-forward design, Banks will operate three summer programs: (1) a Pre-Kinder Academy; (2) an Elementary program co-delivered by Champions, an extended learning organization; and (3) a Middle/High program. At each grade band, Banks' Summer programming centers academic enrichment, creativity, social development, and hands-on learning guided by student voice. Upon registration, students and families are solicited to share student interests, and Banks staff will work collaboratively with partners to ensure those interests guide enrichment activities and academic modules themes to ensure all evidence-based instruction and enrichment activities are high-interest and engaging for students. This integration ensures students from all backgrounds, multicultural and linguistic identities, and ability levels feel a sense of belonging and inclusion within our programs.

Our Pre-K Academy summer program is designed to provide a well-rounded, engaging experience that supports children's growth across multiple domains. Our program will include activities for literacy skill building, hands-on art, social/emotional lessons, and opportunities for purposeful play. Each component is intentionally structured to balance age-appropriate learning with creativity and connection.

Our Elementary program, delivered in partnership with Champions, provides a dynamic, full-day experience aimed at boosting literacy and whole-child development. Key activities include daily literacy instruction through the evidence-based iReady and Literacy Booster framework, hands-on STEM and arts enrichment, physical play, math, and project-based learning to support academic growth and prevent summer slide.Banks Elementary School teachers will teach the literacy and math curriculum, while Champions staff will cover Social-Emotional Learning, STEM, and enrichment activities.

Our Middle/High program offers a full-day experience built around academic enrichment, creativity, social development, and hands-on learning. Each day begins with breakfast and community-building activities where students of all ages engage in games and teamwork exercises. Older students serve as mentors to younger "little buddies," fostering leadership and connection.

Our three programs ensure students across the Pre-K through 12th grade continuum have access to equitable, literacy-rich, no-cost summer programming that is barrier-free, safe, and academically enriching. Through a mix of academically rigorous instructions; hands-on enrichment learning experiences; and culturally/linguistically inclusive, accessible design, Banks intends to facilitate a summer program that produces measurable student outcomes in the areas of literacy, STEAM, social-emotional learning, creativity, and collaboration. Ultimately, this program is designed to

ensure participating students leave the summer program scoring higher on skills-based post assessments aligned to Oregon's Early Literacy Standards.

CCAC

The CCAC met in April and was able to finalize recommendations for all three levels for the science adoption, with the team coming to consensus with each other and the teacher teams. Additionally, student survey and classroom observations indicated that the choices of the CCAC and the teacher team were the same choices supported by student feedback. In the Board work session this month, we will be presenting the science adoption to the board for approval. See the Adoption Board report for more information. Additionally, our CCAC is now at the end of their two-year terms, so applications are open now until May 15th. We are actively recruiting new members and welcome community members to apply who would like to have a voice in our curricular decisions.

Attendance & Belonging

School	County	Regular Attenders (Aug-Dec 2025)	Change from Previous Year	2025-26 Enrollment
Banks Middle School	Washington	79.9%	+7.7	259
Banks Elementary School	Washington	77.3%	+7.2	431
Banks High School	Washington	68.0%	+1.2	388

Strong work, everyone! 🎉

Our students are showing up, and it's making a difference. With attendance rates of nearly 80% at the middle school, over 77% at the elementary, and continued growth at the high school, we're seeing positive momentum across all levels. Even more encouraging is the steady improvement from last year—proof that our collective efforts are paying off.

Thank you to our staff, students, and families for prioritizing attendance and making school a place where students want to be. Let's keep it going!

*Data presented in a May 2, 2026 Willamette Week article

Student Success Committee (SSC)

The student success committee wrapped up their final meeting of this school year in April. The team took some time to reflect on the year and the progress we have made. Two multicultural student unions are now established, one at the middle and one at the high school. Additionally, the middle school now has a neurodiversity club. These are student driven clubs that are intended to offer a place for affinity, support, and connection for our students of color (Multicultural clubs) and our students

with disabilities or neurological differences (Neurodiversity club). We also discussed teacher professional development ideas to support staff in better understanding . Additionally, we planned for conducting empathy interviews with students next year, and discussed recruitment of new SSC members for next year. Applications for the SSC are open now and will close on May 15th.

TSEL

Our Youth Mental Health Night was held on April 20, 2026. The event featured a panel of experts, including representatives from Washington County Mental Health and a private provider. Panelists shared valuable resources and insights with community members in attendance. While participation was modest, with approximately 10 attendees, the information presented was highly relevant and timely. We plan to continue offering this event in the future to further support our community.

On May 6, 2026, the district hosted a TSEL celebration to reflect on our progress and identify next steps in our continuous improvement efforts. The event included a staff breakfast, prize raffles, and the sharing of key highlights from our journey. It provided a meaningful opportunity to recognize the work accomplished and to celebrate the strong relationships within our school community.

100 GENERAL FUND | Revenue & Expense Summary
Fiscal Year 2025 - 2026
For the Period Ending April 30, 2026

REVENUES	Period 1 Actual Jul '25	Period 2 Actual Aug '25	Period 3 Actual Sept '25	Period 4 Actual Oct '25	Period 5 Actual Nov '25	Period 6 Actual Dec '25	Period 7 Actual Jan '26	Period 8 Actual Feb '26	Period 9 Actual Mar '26	Period 10 Actual Apr '26	Period 11 Projected May '26	Period 12 Projected Jun '26	Projected 2025-26 Totals	Adopted 2025-26 BUDGET	Year-To-Date 2025-26 Actuals	Variance Budget vs. Projected	% of Budget
STATE SCHOOL FUND FORMULA:																	
Local Taxes	-	-	6,185	6,451	733,227	3,127,131	63,181	20,673	73,929	8,718	12,825	88,670	4,140,989	4,028,372	4,039,495	112,617	100%
County School Funds	-	-	4,775	-	-	-	3,429	-	-	3,908	-	3,081	15,193	35,000	8,203	(19,807)	23%
State School Fund	1,573,545	786,300	786,300	786,172	786,172	778,649	778,649	778,649	746,316	746,316	745,161	0	9,292,229	9,326,423	8,547,068	(34,194)	92%
Common School Fund	79,937	-	-	-	-	-	-	80,835	-	-	11,488	5,804	178,064	159,874	160,772	18,190	101%
State Managed Timber	-	-	-	-	105,539	-	-	-	146,867	-	53,892	27,228	333,526	750,000	252,407	(416,474)	34%
SSF Formula Total	**1,653,482**	**786,300**	**797,260**	**792,623**	**1,624,938**	**3,905,780**	**845,259**	**880,157**	**967,113**	**758,942**	**823,365**	**124,783**	**13,960,001**	**14,299,669**	**13,007,945**	**(339,668)**	**91%**
Local Sources (1000)	20,152	16,836	18,620	21,346	15,510	23,342	21,887	20,617	21,550	18,120	32,212	15,430	245,622	191,000	180,165	54,622	94%
Intermediate Sources (2000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
State Sources (3000)	-	-	-	-	-	-	-	-	-	-	8,240	8,240	16,479	98,875	-	(82,396)	0%
Federal Sources (4000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Sources (5000)	-	-	-	-	-	-	-	-	12,000	-	-	-	12,000	-	12,000	12,000	
Total Operating Revenue	**1,673,634**	**803,136**	**815,880**	**813,968**	**1,640,449**	**3,929,122**	**867,146**	**900,774**	**1,000,663**	**777,062**	**863,817**	**148,452**	**14,234,102**	**14,589,544**	**13,200,110**	**(355,442)**	**90%**
Beginning Fund Balance (5400)	1,943,283	-	-	-	-	-	-	-	-	-	-	-	1,943,283	1,607,729	1,943,283	335,554	121%
Total Monthly Revenues	**3,616,917**	**803,136**	**815,880**	**813,968**	**1,640,449**	**3,929,122**	**867,146**	**900,774**	**1,000,663**	**777,062**	**863,817**	**148,452**	**16,177,386**	**16,197,273**	**15,143,393**	**(19,887)**	**93%**
CUMULATIVE RESOURCES	**3,616,917**	**4,420,053**	**5,235,933**	**6,049,902**	**7,690,351**	**11,619,473**	**12,486,619**	**13,387,392**	**14,388,055**	**15,165,117**	**16,028,934**	**16,177,386**					
EXPENDITURES BY OBJECT																	
Salaries (100)	123,775	140,776	565,293	559,140	553,609	548,172	545,181	544,660	541,940	539,038	571,444	1,370,218	6,603,246	6,757,588	4,661,584	(154,342)	69%
Employee Benefits (200)	31,382	98,873	356,871	325,749	342,956	345,796	345,213	346,631	342,365	344,259	383,407	921,388	4,184,890	4,481,835	2,880,095	(296,945)	64%
Purchased Services (300)	44,115	179,842	221,730	135,813	333,754	187,731	404,942	112,251	306,466	270,403	308,768	342,972	2,848,787	2,558,200	2,197,047	290,587	86%
Supplies & Materials (400)	8,583	(940)	52,920	36,535	25,412	14,064	18,461	22,901	14,285	49,438	28,567	50,725	320,950	325,850	241,658	(4,900)	74%
Capital Outlay (500)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Insurance/Other (600)	7,422	184,758	4,708	7,896	2,789	1,743	4,084	3,327	2,663	1,772	1,165	2,516	224,843	208,500	221,028	16,343	106%
Interfund Transfers (700)	-	-	-	-	-	-	-	-	-	-	72,655	486,863	559,517	560,300	-	(783)	0%
Total Operating Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,204,909**	**1,366,005**	**3,174,682**	**14,742,233**	**14,892,273**	**10,201,413**	**(150,040)**	**69%**
Contingency (810)	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000	-	(500,000)	0%
Unapprop. Ending Fund (820)	-	-	-	-	-	-	-	-	-	-	-	-	-	805,000	-	(805,000)	0%
Total Monthly Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,204,909**	**1,366,005**	**3,174,682**	**14,742,233**	**16,197,273**	**10,201,413**	**(1,455,040)**	**63%**
CUMULATIVE EXPENDITURES	**215,277**	**818,586**	**2,020,107**	**3,085,240**	**4,343,760**	**5,441,266**	**6,759,147**	**7,788,917**	**8,996,636**	**10,201,546**	**11,567,551**	**14,742,233**					
Month-end Fund Balance	**3,401,640**	**3,601,468**	**3,215,826**	**2,964,662**	**3,346,591**	**6,178,206**	**5,727,471**	**5,598,475**	**5,391,418**	**4,963,571**	**4,461,383**	**1,435,153**			**4,941,981**	**1,435,153**	
EXPENDITURES BY FUNCTION																	
Instruction (1000)	(25,603)	20,343	647,065	635,683	670,485	625,673	740,470	632,475	630,340	674,600	740,774	2,024,472	8,016,776	8,321,414	5,251,530	(304,638)	63%
Support Services (2000)	240,880	582,966	554,457	429,450	588,035	471,833	577,411	397,295	577,380	530,309	552,576	663,347	6,165,939	6,010,559	4,949,883	155,380	82%
Enterprise & Comm Svc (3000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Facilities Acq & Constr (4000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Uses (5000)	-	-	-	-	-	-	-	-	-	-	72,655	486,863	559,517	560,300	-	(783)	0%
Total Operating Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,204,909**	**1,366,005**	**3,174,682**	**14,742,232**	**14,892,273**	**10,201,413**	**(150,041)**	**69%**
Contingencies (6000)	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000	-	(500,000)	0%
Unapprop. Ending Fund (7000)	-	-	-	-	-	-	-	-	-	-	-	-	-	805,000	-	(805,000)	0%
Total Monthly Expenditures	**215,277**	**603,309**	**1,201,522**	**1,065,133**	**1,258,520**	**1,097,506**	**1,317,881**	**1,029,770**	**1,207,720**	**1,204,909**	**1,366,005**	**3,174,682**	**14,742,232**	**16,197,273**	**10,201,413**	**(1,455,041)**	**63%**
CUMULATIVE EXPENDITURES	**215,277**	**818,586**	**2,020,107**	**3,085,240**	**4,343,760**	**5,441,266**	**6,759,147**	**7,788,917**	**8,996,636**	**10,201,545**	**11,567,551**	**14,742,232**					
Month-end Fund Balance	**3,401,640**	**3,601,468**	**3,215,826**	**2,964,662**	**3,346,591**	**6,178,206**	**5,727,471**	**5,598,475**	**5,391,418**	**4,963,572**	**4,461,383**	**1,435,153**			**4,941,981**	**1,435,153**	

Regular Board Session
Monday, April 13, 2026 6:00 PM Pacific

Banks Middle School Library
12850 NW Main Street
Banks, OR 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Present

Present: 5.

1. Preliminaries

1.1. Call to Order

1.2. Flag Salute

1.3. Roll Call

1.4. Public Welcome/Recognition

1.5. Approval of Agenda
I make a motion to approve the April 13th, 2026 agenda as presented. This motion, made by Leslee Sipp and seconded by Daniel Streblow, Carried.
Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea, Daniel Streblow: Yea
Yea: 5, Nay: 0

1.6. Banks High School Leadership
Olivia presented an update on the high school activiteis; Winter sports have wrapped up and Spring Sports have started. Shared updates on the Spring Sports teams. Drama performances are coming up, OSET held senior night and several students placed. Shared additional updates on FFA, Mulitcultural Club, Prom and Character Words; honoring students who were nominated for demonstrating character words. (10 people nominated so far.)

Incoming ASB Leadership will be present at the next meeting,

2. Recognitions

2.1. Historical Society Grant — Coalition of Washington County
This month we recognize our collaboration with the Historical Society. Students will engage in activities to help learn about the history of our community. We feel fortunate for our students that we have this awesome opportunity for our students to learn more about our community.

The grant from the Cultural Coalition of Washington County will allow us to tie the Oregon trail and the Grand Ronde curriculum. Partnering with the CTE classes as well to create a documentary video, where we will learn the cultural interfaces, culture of the past into the future to make the content come alive.

3. Audience Comment

4. Presentations/Reports

4.1. Superintendent's Report
Thanks to all who are attending.

Several committees are working with us right now; updates are included in the agenda packet.

Shout out to Darla and her team. Darla is part of a National cohort and will be presenting on chronic absenteeism soon, The approach that Darla and the team have taken does not use punitive discipline, but instead focuses on barriers as well as a welcoming environment, etc.

The Student Success Committee has started a few new clubs, including the neurodivergent club and the multicultural club.

Member Mazurkiewicz requested empathy interview data and clarification on absence data.

Reminder of the Community Curriculum Night later this month

4.2. Financial Update
Revenue in March is in, including Timber Revenue. Property taxes came in slightly higher than expected. All bank reconciliations are current and the budget is on track.

4.3. Alycia Johnson with Assured Partners
Alycia Johnson with Assured partners — insurance program with PACE and SAIF. Premiums increased slightly. Workers comp is up as we had a few claims. Shared the highlights of the report.

The district has done well with few claims.

5. Consent
I make a motion to approve the Consent Agenda Items as presented. This motion, made by Daniel Streblow and seconded by Corissa Mazurkiewicz, Carried.
Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea, Daniel Streblow: Yea
Yea: 5, Nay: 0

5.1. Approval of Board Meeting Minutes

5.1.1. March 9, 2026 Work Session Minutes

5.1.2. March 9, 2026 Regular Board Session Minutes

5.2. Routine Personnel Matters

5.3. Approve 2026-27 Budget Committee Members

6. Discussion Items

6.1. Board Member presence at Graduation

Graduation is June 5th. All Board members are welcome to attend. We are fortunate that we do not have to limit tickets for each graduate. Member Maz would like to participate. If other members would like to participate, please Brian know.

7. Action Items

8. Closing

8.1. Upcoming items

8.1.1. 4/15/26: SEI filing due

8.1.2. 4/22/26: Groundbreaking Ceremony

8.1.3. 4/29/26: Curriculum Community Open House

8.1.4. 5/4/26-5/8/26: Staff Appreciation Week

8.1.5. 5/5/26; BMS Talent Show

8.1.6. 5/7/26: BES STEM night

8.1.7. 5/14/26: First meeting of the Budget Committee & Budget 101

8.1.8. 5/21/26: Second Meeting of the Budget Committee

8.2. Board Comments

Member Moore; Shared that the building process goes smoothly and that the team is strong. Contract negotiations went well and shared the historical differences.

Member Streblow: nice to walk around the tour tonight and receive the updates. The Historical grant sounds exciting and is grateful for the Society's attendance tonight.

Member Sipp; excited to see the Historical Society here and to partner with them. The students worked very hard on their project and should be present at the May Board Meeting. Appreciates the Drama production.

Member Mazurkiewicz: Exciting to walk around and visualize the new school and gym. Very exciting time to be in the district. Participated in a field trip which remindsher of how top-notch our district is.

Chairman Frame - appreciates the Historical Society for being here and for their partnership.

Adjourned 6;41 PM.

9. Adjourn

Board Work Session
Monday, April 13, 2026 4:20 PM Pacific

Banks Middle School Library
12850 NW Main Street
Banks, OR 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Present

Present: 5.

1. Preliminaries

1.1. Call to Order

1.2. Roll Call

1.3. Approval of Agenda

I make a motion to approve the April 13th, 2026 agenda as presented. This motion, made by Corissa Mazurkiewicz and seconded by Leslee Sipp, Carried.
Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea, Daniel Streblow: Yea
Yea: 5, Nay: 0

2. Discussion Items

2.1. Bond Update

John Abel presented information on project updates for Aux Gym and other projects, including budget summaries and schedules.

Demolition of the south wing and DO building is complete. Permit processes continue. Shared the ongoing projects, such as the High School cafeteria work done over Spring Break.

Briefly discussed the budget as it stands now including value engineered design changes, CTE walkway, etc.

The full report is attached to the agenda.

Board members then participated in a tour of the construction site, led by Sonia with P&C.

2.1.1. Auxiliary Gym naming process

D. Sica shared the proposed new Auxiliary Gym Naming process. The new Gym will sit on the middle school lot and is currently referred to as the Auxiliary Gym. Proposes that a committee is put together to make a recommendation to the Board for voting.

Board members shared their thoughts.

Board Member Moore would like to see the ability to name it after a person is discontinued

and removed from Board policy.

Board Member Sipp agrees that it should be named.

Board Member Mazurkiweicz suggested that a vote be held; perhaps the Board narrows it down to three, then community votes.

Chairman Frame suggested that the students are polled.

Further discussion. Brian will confirm the timeline and will bring a more refined process at the next meeting.

Adjourned at 5:58.

3. Adjourn

BANKS SCHOOL DISTRICT

RESOLUTION 25-26-MAY-01
ACKNOWLEDGING MAY 4-8, 2026
STAFF APPRECIATION WEEK
IN THE BANKS SCHOOL DISTRICT

WHEREAS, our country's future depends upon providing quality education to all students; and,

WHEREAS, teachers and support staff mold future citizens through guidance and education; and,

WHEREAS, teachers and support staff fill many roles, as listeners, explorers, role models, motivators and mentors; and

WHEREAS, teachers and support staff build relationships with students that enable young people to believe in their own potential; and,

WHEREAS, teachers and support staff work long beyond the normal school day to instruct, grade and prepare for their students; and,

WHEREAS, our community recognizes and supports its teachers and support staff in educating the children of this community.

NOW, THEREFORE, we, the members of the Board of Directors for the Banks School District, hereby declare our appreciation to our staff and acknowledge May 4-8, 2026 to be:

STAFF APPRECIATION WEEK

BE IT FURTHER RESOLVED that we urge all members of the community to join us in recognizing the dedication and hard work of these individuals.

By resolution of the Board of Directors this 11th day of May 2026:

_____	_____
Ron Frame, Chairman of the Board Banks School District No. 13 Board of Directors	Brian Sica, Superintendent Banks School District No. 13

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EXHIBIT C

CM/GC CONSTRUCTION CONTRACT
CONTRACT TRACKING NO. 4

CONTRACT AMENDMENT NO. 4

GMP AMENDMENT

Pursuant to Section 6 of the above-noted Contract dated December 04, 2024 ("Contract"), Banks School District ("Owner") and P&C Construction (" CM/GC") ("Parties") hereby agree to this Contract Amendment No. 4 ("Amendment No. 4) to the Contract as follows.

1. GMP Established. The CM/GC's Guaranteed Maximum Price for the Work ("GMP") calculated pursuant to Section 6 of the Contract is $38,214,987.

2. Contract Time. The CM/GC will achieve substantial completion of the work no later than September 13, 2027. The contractor will achieve beneficial occupancy no later than August 12, 2027.

3. Contract Documents. The above noted GMP and Contract Time are based upon the following Contract Documents, which are incorporated by reference into the Contract.

a. Plans: 26-0213 Banks High School Addition and Remodel Permit Set; Specifications: 26-0213 Banks HS Add Remod Permit Set V1, 26-0213 Banks HS Add Remod Permit Set V2; Addenda: 26-0313-Banks HS Addendum -01 and 26-0403_Banks HS Addenda NO2; Plans: Banks High School Locker Room Renovation; Specifications:Project Manual for Banks High School Locker Room Remodel

b. Banks High School GMP Cost Workbook Cover Page

c. Banks High School GMP Estimate Package – Section 1: Clarifications and Assumptions

d. Banks High School GMP Estimate Package – Section 2: GMP Estimate

e. Banks High School GMP Estimate Package – Section 3: Schedule

f. Banks High School GMP Estimate Package – Section 4: Logistics

g. Banks High School GMP Estimate Package – Section 5: Alternates

h. Banks High School GMP Estimate Package – Section 6: Allowances

i. Banks High School GMP Estimate Package – Section 7: Budget Tracking Log Post GMP

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Construction Manager/General Contractor
P&C Construction

SIGNATURE

I have read this Amendment No. 4, including the attached Exhibits and all referenced documents. I certify that I have the authority to sign and enter into this Contract. I understand the Amendment and agree to be bound by its terms.

DocuSigned by:
Brian Shoemaker
5743F145A9DA45C...
Signature

President
Title

Brian Shoemaker
Name (please print)

May 4, 2026
Date

[BANKS SCHOOL DISTRICT]

SIGNATURE
(This contract is not binding on the District until signed by the appropriate signing authority)

DocuSigned by:
Brian Sica
F6237AE0C0B7465...
Signature

Superintendent
Title

Brian Sica
Name (please print)

May 6, 2026
Date

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

BANKS HIGH SCHOOL ADDITION AND REMODEL

BANKS SCHOOL DISTRICT

13050 NW MAIN STREET BANKS, OR 97106

BRIC ARCHITECTURE

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Brain Sica

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t: (503) 201 - 6568
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acoustical engineer
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Seattle, WA 98119
t: (206) 503 - 2503
Adam Jenkins

ARCHITECTURAL ABBREVIATIONS

LIST IS NOT INCLUSIVE; OTHER ABBREVIATIONS MAY DEFINED BY DISCIPLINE OR BY INDIVIDUAL SHEET. WHERE IN CONFLICT, SUCH ABBREVIATIONS SUPERCEDE THOSE INDICATED IN THIS LIST.

∠	ANGLE
&	AND
ACT	ACOUSTICAL CEILING TILE
ADA	AMERICANS WITH DISABILITY ACT STANDARDS (2010)
ADD	ADDENDUM
AESS	ARCHITECTURAL EXPOSED STRUCTURAL STEEL
AFF	ABOVE FINISH FLOOR
AHJ	AUTHORITY HAVING JURISDICTION
ALUM	ALUMINUM
ANOD	ANODIZED
BD	BOARD
BLDG	BUILDING
BLKG	BLOCKING
BM	BENCH MARK
BO	BOTTOM OF
BOD	BOTTOM OF DECK
BTWN	BETWEEN
CAB	CONTINUOUS AIR BARRIER
CG	CORNER GUARD
CIP	CAST IN PLACE CONCRETE
CL	CENTERLINE
CLG	CEILING
CLR	CLEAR
CJ	CONTROL JOINT
CMU	CONCRETE MASONRY UNIT
COL	COLUMN
CONT	CONTINUOUS
CSJ	CONSTRUCTION JOINT
CSMT	CASEMENT
CT	CERAMIC TILE
CTR	CENTER
℄	CENTERLINE
DBL	DOUBLE
DTL	DETAIL
DF	DRINKING FOUNTAIN
DIA	DIAMETER
DIAG	DIAGONAL
DIM	DIMENSION
DN	DOWN
DR	DOOR
DS	DOWNSPOUT
DW	DISHWASHER
DWG	DRAWING
(E)	EXISTING
EA	EACH
EF	EXHAUST FAN
EJ	EXPANSION JOINT
EL	ELEVATION
ELEC	ELECTRICAL
EJC	EXPANSION JOINT COVER
EOS	EDGE OF SLAB
ENGR	ENGINEER
EQ	EQUAL
EQUIP	EQUIPMENT
ES	EACH SIDE
EXP	EXPANSION
EXT	EXTERIOR
FA	FIRE ALARM
FD	FLOOR DRAIN
FDN	FOUNDATION
FE	FIRE EXTINGUISHER
FEC	FIRE EXTINGUISHER CABINET
FEC8	FIRE EXTINGUISHER CABINET W/ BLANKET
FF	FINISH FLOOR
FIN	FINISH
FL	FLOOR
FO	FACE OF
FOC	FACE OF CONCRETE
FOF	FACE OF FINISH
FOM	FACE OF MASONRY
FOS	FACE OF STUD/STRUCTURE
FRT	FIRE RETARDANT TREATED
FTG	FOOTING
FURR	FURRING
GA	GAUGE/GAGE
GALV	GALVANIZED
GB	GRAB BAR
GC	GENERAL CONTRACTOR
GL	GLASS/GLAZING
GND	GROUND
GVP	GYPSUM VENEER PLASTER
GYP	GYPSUM
HB	HOSE BIBB
HM	HOLLOW METAL
HPC	HIGH PERFORMANCE COATING
HVAC	HEATING, VENTILATION AND AIR CONDITIONING
HW	HOT WATER
INSUL	INSULATION
INT	INTERIOR
IFP	INTUMESCENT FIRE PROTECTION
JT	JOINT
JST	JOIST
LAV	LAVATORY
LKR	LOCKER
LVR	LOUVER
MATL	MATERIAL
MB	MARKERBOARD
MAX	MAXIMUM
MECH	MECHANICAL
MEZZ	MEZZANINE
MFR	MANUFACTURER
MIN	MINIMUM
MISC	MISCELLANEOUS
MTD	MOUNTED
MO	MASONRY OPENING
MTL	METAL
(N)	NEW
NA	NOT APPLICABLE
NIC	NOT IN CONTRACT
NOM	NOMINAL
NTS	NOT TO SCALE
OA	OVERALL
OC	ON CENTER
OD	OUTSIDE DIAMETER
OFCI	OWNER FURNISHED CONTRACTOR INSTALLED
OFD	OVERFLOW DRAIN
OFOI	OWNER FURNISHED OWNER INSTALLED
OH	OVERHEAD
OPNG	OPENING
OPP	OPPOSITE
OS	OUTSIDE
PL	PROPERTY LINE
PLAM	PLASTIC LAMINATE
PLAS	PLASTER
PLYWD	PLYWOOD
PT	PRESSURE TREATED
PVMT	PAVEMENT
R	RADIUS
RD	ROOF DRAIN
REF	REFERENCE
REFR	REFRIGERATOR
REQD	REQUIRED
REV	REVISE OR REVISION
RO	ROUGH OPENING
RT	ROOF TIE-OFF
RCP	REFLECTED CEILING PLAN
SAHTS	SELF ADHERED HIGH TEMPERATURE SHEET
SAM	SELF-ADHERED MEMBRANE
SC	SOLID CORE
SECT	SECTION
SF	SQUARE FOOT
SFRM	SPRAY-APPLIED FIRE RESISTIVE MATERIALS
SHTG	SHEATHING
SHWR	SHOWER
SHT	SHEET
SIM	SIMILAR
SJ	SEISMIC JOINT
SOG	SLAB ON GRADE
SQ	SQUARE
SS	STAINLESS STEEL
STD	STANDARD
STL	STEEL
STRUCT	STRUCTURAL
SUSP	SUSPENDED
T/M	TO MATCH
THK	THICK
TLT	TOILET
TO	TOP OF
TOC	TOP OF CURB
TOD	TOP OF DECK
TOS	TOP OF STRUCTURE
TJ	TOOL JOINT
TP	TOILET PAPER
TS	TUBE STEEL
TYP	TYPICAL
T&G	TONGUE AND GROOVE
UNFIN	UNFINISHED
UNO	UNLESS NOTED OTHERWISE
VB	VAPOR BARRIER
VERT	VERTICAL
VIF	VERIFY IN FIELD
VR	VAPOR RETARDER
VFY	VERIFY
W/	WITH
W/O	WITHOUT
WC	WATER CLOSET
WD	WOOD
WF	WIDE FLANGE
WH	WATER HEATER
WP	WATERPROOFING
WRB	WATER-RESISTIVE BARRIER
WT	WEIGHT

ROOM ABBREVIATIONS

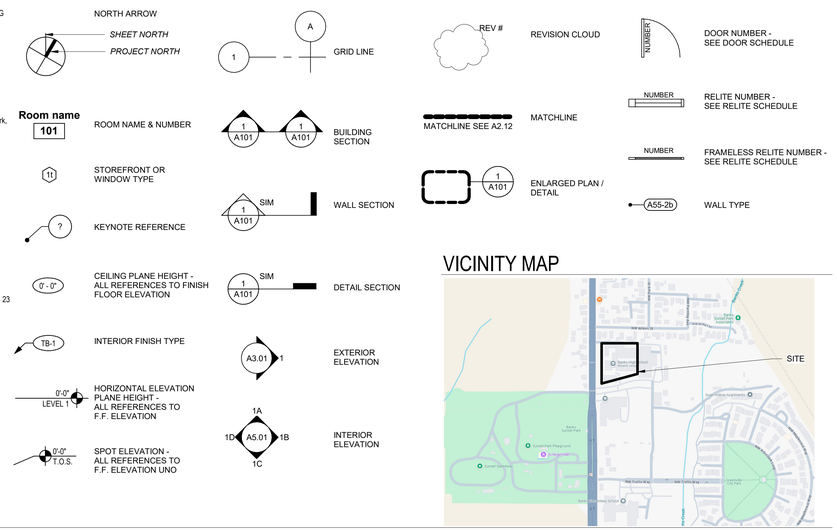
AD	ADMINISTRATIVE
CIRC	CIRCULATION
CNS	COUNSELOR
CONF	CONFERENCE
CR	CLASSROOM
CORR	CORRIDOR
CUST	CUSTODIAN
ELEC	ELECTRICAL
ELEV	ELEVATOR
EXD	EXTENDED
GEN-ED	GENERAL EDUCATION
G/N	GENDER NEUTRAL
GNT	GENDER NEUTRAL TOILET
IDF	INTERMEDIATE DISTRIBUTION FRAME
ISS	IN SCHOOL SUSPENSION
JAN	JANITOR / CUSTODIAL
LG	LARGE
MDF	MAIN DISTRIBUTION FRAME
MP	MULTI-PURPOSE
OFC	OFFICE
PRINC	PRINCIPAL
PRAC	PRACTICE
REG	REGISTRAR
REST	RESTROOM
RR	RESTROOM
RM	ROOM
SRO	SCHOOL RESOURCE OFFICE
SM	SMALL
ST	STAFF TOILET
STOR	STORAGE
STR	STAIR
SUPT	SUPERINTENDENT
TELE	TELECOMMUNICATIONS
U	UTILITY
VEST	VESTIBULE
V	VICE-

DELEGATED DESIGN

DEFERRED SUBMITTAL ITEMS SHALL NOT BE INSTALLED UNTIL THE DEFERRED SUBMITTAL DOCUMENTS HAVE BEEN APPROVED BY THE BUILDING OFFICIAL. DELEGATED DESIGN COMPONENTS WHICH REQUIRE DEFERRED SUBMITTALS INCLUDE, BUT ARE NOT LIMITED, TO THE FOLLOWING:

1. Metal Fabrications, Elevator Hoist Beams, Section 05 50 00
2. Pipe and Tube Railings, Railings and Guardrails, Section 05 52 13
3. Wood I-Joists, Wood I-Joists, Section 06 17 33
4. Metal-Web Joists, Metal-Web Wood Joists, Section 06 17 36
5. Architectural Wood Casework, Seismic Anchorage of Architectural Wood Casework, Section 06 41 00
6. Cladding Support Systems, Cladding Support Assembly, Section 07 05 43
7. Metal Roof Panels, Metal Roof Panels, Section 07 41 13
8. Metal Wall Panels, Metal Wall Panels, Section 07 42 13
9. Aluminum-Framed Storefronts, Aluminum Storefronts, Section 08 43 13
10. Glazed Aluminum Curtain Walls, Aluminum Curtain Walls, Section 08 44 13
11. Metal Framed Skylights, Metal Framed Skylights, Section 08 63 00
12. Glazing, Insulating Glass Units, Section 08 80 00
13. Acoustical Ceilings, Seismic Anchorage for Acoustical Ceilings, Section 09 51 00
14. Linear Metal Ceilings, Seismic Anchorage for Linear Metal Ceilings, Section 09 54 23
15. Rooftop Equipment Screens, Rooftop Equipment Screens, Section 10 82 00
16. Seismic Anchorage Divisions 21, 22, 23, 26, 27 and 28 equipment, hoods, panels and other components of mechanical, plumbing, gas and electrical systems.
17. Fire Suppression, Fire Line and Sprinkler System, Division 21
18. Fire Alarm, Division 28

ARCHITECTURAL SYMBOLS



VICINITY MAP

PERMIT SET | **PROJECT # 24018** | **02/13/2026**

Autodesk Docs://24018 Banks HS Add-Rem/24018_Banks HS Add Rem_R24.rvt

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CIVIL

C1.00 OVERALL EXISTING CONDITIONS PLAN
C1.10 NORTH EXISTING CONDITIONS PLAN
C1.11 SOUTH EXISTING CONDITIONS PLAN
C2.10 NORTH DEMOLITION PLAN
C2.11 SOUTH DEMOLITION PLAN
C3.00 ESCP COVER SHEET
C3.10 DEMOLITION ESC I
C3.11 DEMOLITION ESC II
C3.20 CONSTRUCTION ESC I
C3.21 CONSTRUCTION ESC II
C3.30 ESC FINAL STABILIZATION I
C3.31 ESC FINAL STABILIZATION II
C3.32 ESC FINAL STABILIZATION III
C3.40 ESC DETAILS I
C3.41 ESC DETAILS II
C4.00 OVERALL SITE PLAN
C4.10 NORTH SITE PLAN
C4.11 SOUTH SITE PLAN
C4.12 EAST SITE PLAN
C4.20 SITE DETAILS
C5.10 NORTH COMPOSITE UTILITY PLAN
C5.11 SOUTH COMPOSITE UTILITY PLAN
C5.12 EAST COMPOSITE UTILITY PLAN
C5.20 UTILITY DETAILS I
C5.21 UTILITY DETAILS II
C5.22 UTILITY DETAILS III
C5.23 UTILITY DETAILS IV
C5.24 UTILITY DETAILS V
C5.25 UTILITY DETAILS VI
C6.00 OVERALL GRADING PLAN
C6.20 GRADING DETAILS I
C6.21 GRADING DETAILS II
C6.22 GRADING DETAILS III
C6.23 GRADING DETAILS IV
C6.24 GRADING DETAILS V

LANDSCAPE

L1.01 TREE PRESERVATION AND REMOVALS PLAN
L2.01 MATERIALS PLAN SITE
L2.02 MATERIALS PLAN NORTH
L2.03 MATERIALS PLAN SOUTH
L3.01 LAYOUT PLAN NORTH
L3.02 LAYOUT PLAN SOUTH
L4.01 PLANTING PLAN NORTH
L5.01 IRRIGATION PLAN
L6.01 DETAILS
L6.02 DETAILS

ARCHITECTURE

A0.00 SHEET INDEXES
A0.01 ALLOWABLE AREA - LEVEL 1
A0.02 ALLOWABLE AREA - LEVEL 2
A0.05 EGRESS PLANS & PLUMBING FIXTURE CALCULATIONS - LEVEL 1
A0.06 EGRESS PLANS & PLUMBING FIXTURE CALCULATIONS - LEVEL 2
A0.07 CODE REVIEW - ENLARGED PLANS
A0.10 EXTERIOR WALL TYPES
A0.11 INTERIOR WALL TYPES
A0.15 HORIZONTAL ASSEMBLY TYPES
A0.54 NORTH WING DEMOLITION
A0.60 EXISTING CTE DEMO PLANS
A0.61 CTE BUILDING RECLADDING
A0.65 EXISTING GYM CORRIDOR DEMO PLANS
A0.66 EXISTING GYM CORRIDOR RECLADDING
A0.67 EXISTING GYM CORRIDOR RECLADDING
A1.00 OVERALL CAMPUS SITE PLAN
A1.10 OVERALL SLAB PLAN - LEVEL 1
A1.11 SLAB PLAN - LEVEL 1 SECTOR A
A1.12 SLAB PLAN - LEVEL 1 SECTOR B & C
A1.20 OVERALL SLAB PLAN - LEVEL 2
A1.21 SLAB PLAN - LEVEL 2 SECTOR A
A1.22 SLAB PLAN - LEVEL 2 SECTOR B
A2.10 LEVEL 1 - OVERALL FLOOR PLAN
A2.11 FLOOR PLAN - LEVEL 1 SECTOR A
A2.12 FLOOR PLAN - LEVEL 1 SECTORS B & C
A2.20 LEVEL 2 - OVERALL FLOOR PLAN
A2.21 FLOOR PLAN - LEVEL 2 SECTOR A
A2.22 FLOOR PLAN - LEVEL 2 SECTOR B
A2.30 OVERALL ROOF PLAN
A2.31 SECTOR A ROOF PLAN
A2.32 SECTOR B & C ROOF PLAN
A3.00 EXTERIOR ELEVATIONS
A3.01 EXTERIOR ELEVATIONS
A3.20 BUILDING SECTIONS
A3.21 BUILDING SECTIONS
A3.22 BUILDING SECTIONS
A3.23 BUILDING SECTIONS
A3.40 WALL SECTIONS
A3.41 WALL SECTIONS
A3.42 WALL SECTIONS
A3.43 WALL SECTIONS
A3.44 WALL SECTIONS
A3.45 WALL SECTIONS
A3.46 WALL SECTIONS
A3.47 WALL SECTIONS
A4.01 ENTRY DEVICES - COORDINATION PLAN
A4.02 ENTRY DEVICES - COORDINATION PLAN
A4.03 ENTRY DEVICES - COORDINATION PLAN
A4.11 FINISH FLOOR PLAN - LEVEL 1 SECTOR A
A4.12 FINISH FLOOR PLAN - LEVEL 1 SECTORS B&C
A4.21 FINISH FLOOR PLAN - LEVEL 2 SECTOR A
A4.22 FINISH FLOOR PLAN - LEVEL 2 SECTOR B
A4.30 ENLARGED PLAN - ADMINISTRATION
A4.31 ENLARGED PLAN - DISTRICT OFFICE
A4.50 ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A4.51 ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A4.52 ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A4.53 ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A4.60 REFLECTED CEILING PLAN AND FINISH FLOOR PLAN - EXISTING HALLWAY
A4.61 INTERIOR ELEVATIONS - EXISTING HALLWAY
A5.01 INTERIOR ELEVATIONS - HALLWAYS
A5.02 INTERIOR ELEVATIONS - HALLWAYS
A5.03 INTERIOR ELEVATIONS- HALLWAYS
A5.04 INTERIOR ELEVATIONS - HALLWAYS
A5.08 INTERIOR ELEVATIONS - HALLWAYS
A5.10 INTERIOR ELEVATIONS - SECTOR A
A5.11 INTERIOR ELEVATIONS - SECTOR A
A5.12 INTERIOR ELEVATIONS - SECTOR A
A5.13 INTERIOR ELEVATIONS - SECTOR A
A5.14 INTERIOR ELEVATIONS - SECTOR A
A5.15 INTERIOR ELEVATIONS - SECTOR A
A5.16 INTERIOR ELEVATIONS - SECTOR A
A5.20 INTERIOR ELEVATIONS -SECTOR B
A5.21 INTERIOR ELEVATIONS - SECTOR B
A5.22 INTERIOR ELEVATIONS -SECTOR B
A5.23 INTERIOR ELEVATIONS -SECTOR B
A5.30 INTERIOR ELEVATIONS - SECTOR C
A5.31 INTERIOR ELEVATIONS - SECTOR C
A5.32 INTERIOR ELEVATIONS - SECTOR C
A6.11 LEVEL 1 SECTOR A REFLECTED CEILING PLAN
A6.12 LEVEL 1 SECTORS B & C REFLECTED CEILING PLAN
A6.21 LEVEL 2 SECTOR A REFLECTED CEILING PLAN
A6.22 LEVEL 2 SECTOR B REFLECTED CEILING PLAN
A6.30 ENLARGED REFLECTED CEILING PLANS
A7.11 VERTICAL CIRCULATION - STAIR 1
A7.12 VERTICAL CIRCULATION - STAIR 2
A7.13 VERTICAL CIRCULATION - ELEVATOR
A7.21 VERTICAL CIRCULATION DETAILS
A7.22 VERTICAL CIRCULATION DETAILS
A7.30 CHASE PLANS AND SECTIONS
A7.31 CHASE PLANS AND SECTIONS
A8.00 DOOR & RELITE TYPES
A8.01 DOOR & RELITE SCHEDULE
A8.10 STOREFRONT & CURTAINWALL TYPES
A8.21 FOUNDATION DETAILS
A8.31 EXTERIOR DETAILS - STOREFRONT & CURTAIN WALL
A8.32 EXTERIOR DETAILS - STOREFRONT & CURTAIN WALL
A8.33 EXTERIOR DETAILS - STOREFRONT & CURTAINWALL
A8.34 EXTERIOR DETAILS - STOREFRONT & CURTANWALL
A8.35 EXTERIOR DETAILS - STOREFRONT & CURTAIN WALL
A8.40 EXTERIOR DETAILS - HOLLOW METAL
A8.61 EXTERIOR DETAILS
A8.62 EXTERIOR DETAILS
A8.63 EXTERIOR DETAILS
A8.64 EXTERIOR DETAILS
A8.65 EXTERIOR DETAILS
A8.66 EXTERIOR DETAILS - ROOF
A8.67 EXTERIOR DETAILS - ROOF
A8.68 FIRE WALL DETAILS
A8.69 FIRE WALL DETAILS

ARCHITECTURE

A9.01 CASEWORK SCHEDULES
A9.02 CASEWORK SCHEDULES
A9.10 CASEWORK DETAILS
A9.11 CASEWORK DETAILS
A9.13 CASEWORK DETAILS
A9.14 CASEWORK DETAILS
A9.15 CASEWORK DETAILS
A9.20 INTERIOR DETAILS
A9.21 INTERIOR DETAILS
A9.28 CLASSROOM COORDINATION DRAWINGS
A9.30 INTERIOR DETAILS - FLOORS
A9.40 INTERIOR DETAILS - WALLS
A9.41 INTERIOR DETAILS - WALLS AND CEILINGS
A9.50 INTERIOR DETAILS - OPENINGS
A9.60 INTERIOR DETAILS - CEILINGS
A9.70 SIGNAGE TYPES
A9.71 SIGNAGE SCHEDULES
A9.72 SIGNAGE PLAN AT EXISTING

STRUCTURAL

S0.00 COVER SHEET
S0.01 GENERAL NOTES
S0.02 GENERAL NOTES
S0.03 GENERAL NOTES
S0.04 GENERAL NOTES
S0.05 GENERAL NOTES
S0.11 ROOF SNOW DRIFT MAP
S0.12 WIND UPLIFT MAP
S0.61 CTE FLOOR PLAN AND DETAILS
S0.66 EXISTING GYM CORRIDOR RECLADDING
S2.01 FOUNDATION PLAN - SECTOR A
S2.02 FOUNDATION PLAN SECTOR B & C
S2.11 GRADE LEVEL FRAMING PLAN - SECTOR A
S2.12 GRADE LEVEL FRAMING PLAN - SECTOR B & C
S2.21 LEVEL 2 FRAMING PLAN - SECTOR A
S2.22 LEVEL 2 FRAMING PLAN - SECTOR B & C
S2.31 ROOF FRAMING PLAN - SECTOR A
S2.32 ROOF FRAMING PLAN - SECTOR B & C
S3.01 FOUNDATION DETAILS
S3.02 FOUNDATION DETAILS
S3.03 FOUNDATION DETAILS
S3.11 CONCRETE SLAB ON GRADE DETAILS
S3.21 CONCRETE WALL ELEVATIONS
S3.22 CONCRETE WALL ELEVATIONS
S3.23 CONCRETE WALL ELEVATIONS
S3.24 CONCRETE WALL ELEVATIONS
S3.25 CONCRETE DETAILS
S3.26 CONCRETE DETAILS
S3.31 MASONRY DETAILS
S3.32 MASONRY DETAILS
S3.41 STAIR FRAMING PLANS
S3.42 CANOPY FRAMING PLANS
S4.01 WOOD FRAMING DETAILS
S4.02 WOOD FRAMING DETAILS
S4.03 WOOD FRAMING DETAILS
S4.04 WOOD FRAMING DETAILS
S4.11 SUSPENDED LOAD DETAILS
S5.01 STEEL FRAMING DETAILS
S5.02 STEEL FRAMING DETAILS
S6.01 FLOOR FRAMING DETAILS
S6.02 FLOOR FRAMING DETAILS
S6.03 FLOOR FRAMING DETAILS
S6.11 ROOF FRAMING DETAILS
S6.12 ROOF FRAMING DETAILS
S6.13 ROOF FRAMING DETAILS
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BRIC ARCHITECTURE

BANKS HIGH SCHOOL - ADDITION AND REMODEL

13050 NW Main St, Banks, OR 97106
BANKS SCHOOL DISTRICT
T 503-324-2281

REGISTERED ARCHITECT
3473
DANIEL J. HESS
PORTLAND, OREGON
STATE OF OREGON

key plan

date	revisions

phase	PERMIT SET
date	02/13/2026
project	24018

SHEET INDEXES

A0.00

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BRIC ARCHITECTURE

1233 NW NORTHRUP STREET, SUITE 100
PORTLAND, OR 97209

T 503 595 4900

Project Manual
for
Banks High School – Addition and Remodel

Volume 2 | Divisions 21-33

Banks School District
42350 NW Trellis Way
Banks, Oregon 97106

Permit Set
February 13, 2026

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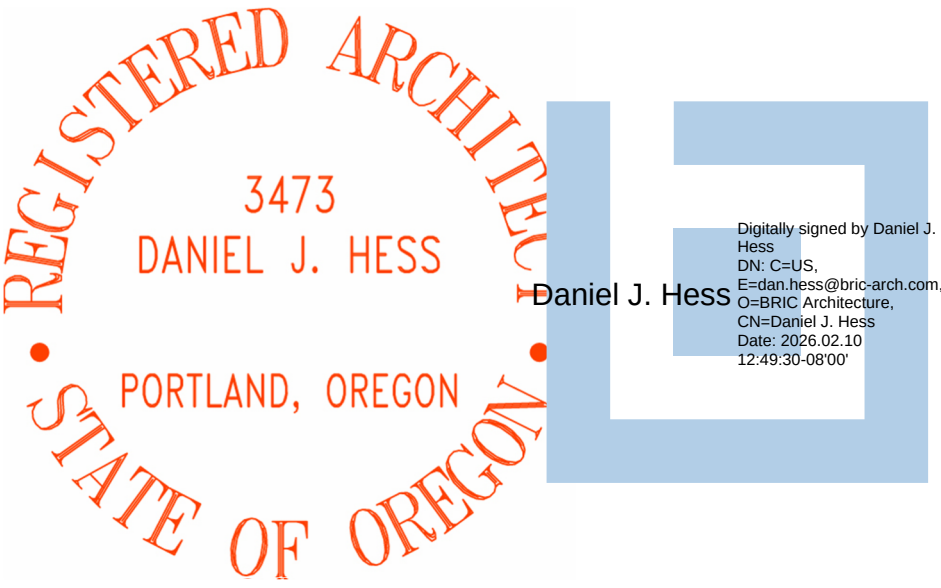
PROJECT MANUAL

for

Banks High School – Addition and Remodel

Banks School District
42350 NW Trellis Way
Banks, Oregon 97106

BRIC Architecture, Inc.
1233 NW Northrup Street, Suite 100
Portland, OR 97209 T 503 595 4900



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Architect:
BRIC Architecture, Inc.
1233 NW Northrup Street, Suite 100
Portland, Oregon 97209

March 13, 2026

ADDENDUM NUMBER ONE
FOR
BANKS HIGH SCHOOL ADDITION

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated **March 13, 2026,** and any previously issued addenda as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

ITEM I - PROJECT MANUAL

1. **SECTION 00 01 10 - Table of Contents:**

   a. Add Section 07 46 19 – Steel Siding to the Table of Content per the attached document.
   b. Remove Section 09 54 23 – Linear Metal Ceilings from the Table of Content per the attached document.
   c. Add Section 14 21 00 – Electric Traction Elevators to the Table of Content per the attached document.
   d. Remove Section 14 24 00 – Hydraulic Elevators from the Table of Content per the attached document.

2. **SECTION 03 45 00 – Precast Architectural Concrete:**

   a. Revise paragraph 2.08.C per the attached document.
   b. Revise paragraph 2.09.K per the attached document.

3. **SECTION 07 42 13 – Metal Wall Panels:**

   a. Revise paragraph 1.02.J per the attached document.
   b. Revise paragraph 2.03.B.1, 2, 4, and 6 per the attached document.
   c. Add paragraph 2.03.C per the attached document and renumber subsequent subparagraph accordingly.
   d. Renumber former paragraph 2.03.C per the attached document.

4. **SECTION 07 46 19 – Steel Siding (Soffit):**

   a. Add Section in entirety per the attached document.

5. **SECTION 08 44 13 Glazed Aluminum Curtain Walls:**

   a. Revise paragraph 2.07.F.2, 3, and 4 per attached document.
   b. Add subparagraph 2.07F.5 per attached document.

6. **SECTION 09 00 01 – Finish Legend:**

   a. Revise Section 03 45 00 – Precast Architectural Concrete schedule item 3 PC-1 description per attached document.

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b. Add Section 06 20 00 – Finish Carpentry schedule item WCT-1 and WCT-2 tag and description for clarification per attached document.
c. Revise Section 07 41 13 – Metal Roof Panel schedule item MRP-1 and MRP-2 per attached document.
d. Add Section 07 42 13 – Metal Wall Panels schedule item MWP-2 per attached document.
e. Add Section 07 42 13 – Metal Wall Panels schedule item MCP-1 and MCP-2 per attached document.
f. Revise Section 07 62 00 – Sheet Metal Flashing and Trim schedule item description per attached document.
g. Revise Section 08 14 16 – Flush Wood Doors schedule item description per attached document.
h. Remove Section 09 54 23 – Linear Metal Ceilings schedule item per attached document.

7. **SECTION 09 54 23 – Linear Metal Ceilings:**

   a. Remove Section in entirety.

8. **SECTION 09 68 13 – Tile Carpeting:**

   a. Remove paragraph 1.02.C per attached document and renumber subsequent subparagraph accordingly.
   b. Remove paragraph 1.02.G per attached document.

9. **SECTION 10 51 13 – Metal Lockers:**

   a. Add paragraph 2.03.G per attached document.

10. **SECTION 11 53 13 – Laboratory Fume Hoods:**

    a. Revise paragraph 2.04.C.7 per attached document.

11. **SECTION 14 21 00 – Electric Traction Elevators**

    a. Add Section in entirety per the attached document.

12. **SECTION 14 24 00 – Hydraulic Elevators**

    a. Remove Section in entirety.

ITEM II – DRAWINGS

1. **SHEET C2.10 – North Demolition Plan:**

   a. Revised to add note for pipe removal.

2. **SHEET C3.00 – ESCP Cover Sheet:**

   a. Revised site information.
   b. Revised sheet list table to include sheet C3.32.

3. **SHEET C4.10 – North Site Plan:**

   a. Revised to display site lighting locations.

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b. Revised to include wheel stops at all new parking spots.
c. Revised to denote loading area in front of high school.
d. Revised to show additional canopy and long-term bike parking at school district office.

4. **SHEET C4.11 – South Site Plan:**

   a. Revised to display site lighting locations.

5. **SHEET C4.12 – East Site Plan:**

   a. Revised to include site lighting locations.
   b. Revised to include additional gate across Wilkes Street gravel access route.

6. **SHEET C4.20 – Site Details:**

   a. Revised to include wheel stop detail.

7. **SHEET C5.11 – South Composite Utility Plan:**

   a. Revised to include FC2 keynote detail for orifice modification.

8. **SHEET C5.23 – Utility Details IV:**

   a. Revised to include FC2 Detail.

9. **SHEET C6.20 – Grading Details I:**

   a. Revised to include grading at updated bike parking at School District.

10. **SHEET C6.22 – Grading Details II:**

    a. Revised to include grading at tie in with existing pavement.
    b. Revised to include note for contractor field verification of paving.

11. **SHEET C6.23 – Grading Details Ili:**

    a. Revised to include grading for curb ramp.

12. **SHEET L2.02 – Materials Plan North**

    a. Revised Long-term bike parking, adding additional rack.
    b. Revised canopy over District Office to extend further out over bike rack.

13. **SHEET L3.01 – Layout Plan North**

    a. Revised bike parking, adding additional rack.
    b. Revised dimensions of mow strip.

14. **SHEET L5.01 – Irrigation Plan**

    a. Revised Long-term bike parking, adding additional rack.

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15. **SHEET A0.00 – Sheet Indexes**

    a. Revised to show new sheets

16. **SHEET A0.10 – Exterior Wall Types**

    a. Revise HS – Wall Types E1 and E2.

17. **SHEET A1.00 – Overall Campus Site Plan**

    a. New Call out for enlarged Monument Signs
    b. Revised layout for bike parking at District Office

18. **SHEET A1.10 – Overall Slab Plan – Level 1**

    a. Clarification and Coordination of Tilt Concrete Walls

19. **SHEET A1.11 – Slab Plan – Level 1 Sector A**

    a. Clarification and Coordination of Tilt Concrete Walls

20. **SHEET A1.12 – Slab Plan – Level 1 Sector B & C**

    a. Clarification and Coordination of Tilt Concrete Walls

21. **SHEET A1.20 – Overall Slab Plan – Level 2**

    a. Clarification and Coordination of Tilt Concrete Walls

22. **SHEET A1.21 – Slab Plan – Level 2 Sector A**

    a. Clarification and Coordination of Tilt Concrete Walls

23. **SHEET A1.22 – Slab Plan – Level 2 Sector B**

    a. Clarification and Coordination of Tilt Concrete Walls

24. **SHEET A1.31 – Tilt Concrete Elevations**

    a. New sheet of Tilt wall elevations to dimension Tilt concrete openings

25. **SHEET A1.32 – Tilt Concrete Elevations**

    a. New sheet of Tilt wall elevations to dimension Tilt concrete openings

26. **SHEET A2.11 – Floor Plan – Level 1 – Sector A:**

    a. Relocate mop sink in Custodial A106.
    b. Shifted drinking fountain in hallway A101.
    c. Modified casework in Health A127.

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27. **SHEET A2.12 – Floor Plan – Level 1 Sectors B &C**

    a. Revised location of Door C017-1
    b. Revised Location of Door C101-1 and arched SF above.

28. **SHEET A2.21 – Floor Plan – Level 2 Sector A**

    a. New guardrail elevations view tags.

29. **SHEET A2.22 – Floor Plan – Level 2 Sector B**

    a. Clarification of window locations in room B204

30. **SHEET A2.31 – Sector A Roof Plan**

    a. Revise mechanical curb detail reference.

31. **SHEET A2.32 – Sector B &C Roof Plan**

    a. Removal of acoustic roof slab below district office RTU.
    b. Reduction of door canopy on north end of district office.

32. **SHEET A4.30 – Enlarged Plan - Administration:**

    a. Modified casework in Health A127.

33. **SHEET A4.54 – Enlarged Plans and Elevations – Monument Signs**

    a. New Sheet to describe the monument signs.

34. **SHEET A5.02 – Interior Elevations - Hallways:**

    a. Shifted drinking fountain on elevation 1C.

35. **SHEET A5.10 – Interior Elevations – Sector A:**

    a. Modified elevations 1B-1D for mop sink and mop rack relocation and indication of mixing station.

36. **SHEET A5.12 – Interior Elevations – Sector A:**

    a. Revised elevation (reduced countertop) 7D at Health A127. Changed sink cabinet type.

37. **SHEET A5.13 – Interior Elevations – Sector A:**

    a. Modified elevations 3A and 3B for mop sink and mop rack relocation and indication of mixing station.

38. **SHEET A5.16 – Interior Elevations – Sector A:**

    a. Modified elevations 1A and 1B for mop sink relocation and indication of mixing station.

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39. **SHEET A5.20 – Interior Elevations – Sector B:**

    a. Revise sink cabinet type and adjacent cabinets (upper and lowers) in elevation 2B for Work Room B104.

40. **Sheet A6.11 – Level 1 Sector A reflected Ceiling Plan**

    a. Called out zone of MCP-2 perforated metal soffit.

41. **SHEET A6.12 – Level 1 Sectors B&C Reflected Ceiling Plan:**

    a. Corrected missing ceiling in Library B106, added control joints and dimension control joints.
    b. Add ceiling detail tags in 2 locations at Hall C112 and C118.
    c. Called out zone of MCP-2 perforated metal soffit.

42. **SHEET A6.21 – Level 2 Sector A Reflected Ceiling Plan**

    a. Called out zone of MCP-2 perforated metal soffit.

43. **SHEET A6.22 – Level 2 Sector B Reflected Ceiling Plan**

    a. Called out zone of MCP-2 perforated metal soffit.

44. **SHEET A7.11 – Vertical Circulation Stair 1**

    a. New callouts for guardrail elevations.

45. **SHEET A7.12 – Vertical Circulation Stair 2**

    a. New Callout for guardrail elevations

46. **SHEET A7.13 – Vertical Circulation – Elevator**

    a. Revised layout per accepted substitution request for traction elevator

47. **SHEET A7.23 – Guardrail elevations**

    a. New sheet of guardrail elevations.

48. **SHEET A7.24 - Guardrail elevations**

    a. New sheet of guardrail elevations.

49. **SHEET A8.00 – Door and Relite Types**

    a. New detail tag on coiling door type 3

50. **SHEET A8.31 – Exterior Details – Storefront & Curtain Wall:**

    a. Removed references to pressure treatment and added SAM at wood blocking. Typical at multiple details.
    b. Clarified membrane sequencing. Typical at multiple details.

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c. Added cavity mortar control at detail 6.
d. Added an EPDM spacer at detail 1.

51. **SHEET A8.32 – Exterior Details – Storefront & Curtain Wall:**

a. Replaced spray foam insulation with batt insulation at boxed stud framing. Typical at multiple details.
b. Replaced plywood backing panels and WRB at metal panel cladding with vertical metal hat channels. Typical at multiple details.
c. Clarified membrane sequencing. Typical at multiple details.
d. Modified sill detail 6 to show correctly.
e. Removed PT blocking, replaced metal panel profile, and removed plywood backing for metal cladding at detail 8.
f. Relocated jamb detail 1 to sheet A8.35.

52. **SHEET A8.33 – Exterior Details – Storefront & Curtain Wall:**

a. Replaced spray foam insulation with batt insulation at boxed stud framing. Typical at multiple details.
b. Clarified membrane sequencing. Typical at multiple details.
c. Added wood blocking and SAM, revised metal trim flashing, and revised metal wall panel profile at jamb detail 2.
d. Replaced plywood backing panels at metal panel cladding with vertical metal hat channels at head detail 3.
e. Revised metal trim flashing at jamb detail 4.
f. Revised metal panel profile and trim flashing at detail 5.
g. Revised metal soffit panel profile and support framing at head detail 6.

53. **SHEET A8.34 – Exterior Details – Storefront & Curtain Wall:**

a. Revised metal trim flashing at jamb detail 1.
b. Replaced spray foam insulation with batt insulation at boxed stud framing. Typical at multiple details.
c. Clarified membrane sequencing. Typical at multiple details.

54. **SHEET A8.35 – Exterior Details – Storefront & Curtain Wall:**

a. Replaced spray foam insulation with batt insulation at boxed stud framing. Typical at multiple details.
b. Clarified membrane sequencing. Typical at multiple details.
c. Added recess for downspout and extended concrete tilt panel at jamb detail 1. Detail relocated from sheet A8.32.
d. Added jamb detail 5.

55. **SHEET A8.61 – Exterior Details:**

a. Revised parapet anchoring.
b. Revised metal soffit panel profile and support framing at details 1, 3, & 4.
c. Clarified membrane sequencing. Typical at multiple details.

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56. **SHEET A8.62 – Exterior Details**

    a. Replaced plywood backing panels and WRB at metal panel cladding with vertical metal hat channels at detail 20.

57. **SHEET A8.63 – Exterior Details**

    a. Revised metal soffit panel profile and support framing and removed WRB at interior side at head detail 5.

58. **SHEET A8.64 – Exterior Details**

    a. Revised metal soffit panel profile and support framing at detail 3.

59. **SHEET A8.65 – Exterior Details**

    a. New canopy detail 10
    b. New canopy detail 11

60. **SHEET A8.66 – Exterior Details:**

    a. Updated mechanical screen to conform with structural.
    b. Add mechanical curb at pad detail 5/A8.66.

61. **SHEET A8.67 – Exterior Detail – Roof**

    a. New detail for roof transition ladders

62. **SHEET A8.69 – Fire Wall Details**

    a. New sill detail 8/A8.69
    b. Clarification on details 1, 2 and 4

63. **SHEET A9.41 - Interior Details:**

    a. Modified top of wall detail at Details 1/A9.41, 11/A9.41, 13/A9.41, 26/A9.41, 26/A9.41, and 28/A9.41.

64. **S0.61 -CTE FLOOR PLANS AND DETAILS:**

    a. Detail 5 updated per bidder comments

65. **S2.01 – FOUNDATION PLAN – SECTOR A:**

    a. Elevator pit update.
    b. Footing added at stairs.

66. **S2.11 – GRADE LEVEL FRAMING PLAN – SECTOR A:**

    a. Detail cuts updated and added.
    b. Tilt-up panel joints updated,
    c. Walls updated to align with Arch.

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67. **S2.12 – GRADE LEVEL FRAMING PLAN – SECTOR B & C:**

    a. Detail cuts added.
    b. Tilt-up panel joints updated,

68. **S2.21 – LEVEL 2 FRAMING PLAN – SECTOR A:**

    a. Detail cuts added and updated.
    b. Plan notes updated,

69. **S2.22 – LEVEL 2 FRAMING PLAN – SECTOR B & C:**

    a. Detail cuts added and updated.
    b. Tilt-up panel joints updated,
    c. Canopy updated at along Grid 1.
    d. Plan notes updated,

70. **S2.31 – ROOF FRAMING PLAN – SECTOR A:**

    a. Detail cuts added and updated.
    b. Framing updated under mechanical units.
    c. Framing clarified per bid comments.
    d. Plan notes updated,

71. **S2.32 – ROOF FRAMING PLAN – SECTOR B & C:**

    a. Detail cuts added and updated.
    b. Framing updated under mechanical units.
    c. Framing clarified per bid comments.
    d. Plan notes updated,

72. **S3.01 – FOUNDATION DETAILS:**

    a. Detail updated to align with plans.

73. **S3.02 – FOUNDATION DETAILS:**

    a. Detail updated to align with plans.

74. **S3.03 – FOUNDATION DETAILS:**

    a. Details updated to align with plans.
    b. Detail added to clarify plans

75. **S3.11 – CONCRETE SLAB ON GRADE DETAILS:**

    a. Detail added to align with plans.

76. **S3.21 – CONCRETE WALL ELEVATIONS:**

    a. Detail callout updated for clarity.
    b. Canopy embeds added.

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c. Elevation updated to align with plans.

77. **S3.22 – CONCRETE WALL ELEVATIONS:**

a. Detail callout updated for clarity.
b. Canopy embeds added.
c. Elevation updated to align with plans.

78. **S3.23 – CONCRETE WALL ELEVATIONS:**

a. Detail callout updated for clarity.
b. Canopy embeds added.
c. Elevation updated to align with plans.

79. **S3.24 – CONCRETE WALL ELEVATIONS:**

a. Detail callout updated for clarity.
b. Canopy embeds added.
c. Elevation updated to align with plans.

80. **S3.25 – CONCRETE DETAILS:**

a. Details updated for clarity.

81. **S3.26 – CONCRETE DETAILS:**

a. Details updated for clarity.
b. Details added to align with plans.

82. **S3.41 – STAIR FRAMING PLANS:**

a. Partial plans updated.
b. Details updated for clarity.
c. Details added to align with plans.

83. **S3.42 – CANOPY FRAMING PLANS:**

a. Partial plans updated.
b. Details cuts added.

84. **S4.01 – WOOD FRAMING DETAILS:**

a. Detail updated to align with plans.

85. **S4.03 – WOOD FRAMING DETAILS:**

a. Detail updated to align with plans.

86. **S5.01 – STEEL FRAMING DETAILS:**

a. Detail updated and added to align with plans.

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87. **S5.02 – STEEL FRAMING DETAILS:**

    a. Guardrail details added.

88. **S6.01 – FLOOR FRAMING DETAILS:**

    a. Detail updated to align with plans.

89. **S6.02 – FLOOR FRAMING DETAILS:**

    a. Detail updated to align with plans.

90. **S6.03 – FLOOR FRAMING DETAILS:**

    a. Detail updated and added to align with plans.

91. **S6.11 – ROOF FRAMING DETAILS:**

    a. Detail updated to align with plans.

92. **S6.12 – ROOF FRAMING DETAILS:**

    a. Detail updated to align with plans.

93. **S6.13 – ROOF FRAMING DETAILS:**

    a. Detail updated to align with plans.

94. **S6.14 – ROOF FRAMING DETAILS:**

    a. Detail updated and added to align with plans.

95. **S6.15 – ROOF FRAMING DETAILS:**

    a. Detail sheet added to align with plans.

96. **SHEET E1.00 – Electrical – Overall Campus Site Plan:**

    a. Relocated the following equipment to exterior at north side of building:
        1. Panel 4MDP
        2. Solar CT Can
        3. Solar Net Meter
        4. Solar Panel 4S Disconnect
    b. Redirected Panel 4MDP feeder to terminate at new 4MDP location.

97. **SHEET E2.10 – Electrical – Level 1 – Overall Floor Plan:**

    a. Relocated the following equipment to exterior at north side of building:
        1. Panel 4MDP
        2. Solar CT Can
        3. Solar Net Meter
        4. Solar Panel 4S Disconnect

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98. **SHEET E2.12 – Electrical – Level 1 – Sector B & C Plan:**

    a. Relocated the following equipment to exterior at north side of building:
        1. Panel 4MDP
        2. Solar CT Can
        3. Solar Net Meter
        4. Solar Panel 4S Disconnect

99. **SHEET E4.01 – Electrical – Enlarged Plans:**

    a. Relocated the following equipment to exterior at north side of building:
        1. Panel 4MDP
        2. Solar CT Can
        3. Solar Net Meter
        4. Solar Panel 4S Disconnect
    b. Relocated all panelboards and transformers within Electrical Room.
    c. Added Highschool Service Equipment Elevation Detail 2.

100. **SHEET E6.03 – Electrical Panel Schedules:**

    a. Panel 4M1 – Revised short circuit rating.

101. **SHEET E6.04 – Electrical Panel Schedules:**

    a. Panel 4MDP – Revised short circuit rating.
    b. Panel 2SDP1 – Revised short circuit rating.
    c. Panel 2SDP2 – Revised short circuit rating. Revised existing boiler circuit breaker to 200A-3P.

102. **SHEET E6.05 – Electrical Panel Schedules:**

    a. Panel 2R1A – Revised short circuit rating.
    b. Panel 2R1B – Revised short circuit rating.

103. **SHEET E6.06 – Electrical Panel Schedules:**

    a. Panel 2R1C – Revised short circuit rating.
    b. Added Panel 4MBP Schedule.

104. **SHEET E6.07 – Electrical Panel Schedules:**

    a. Panel 4S – Revised short circuit rating.

105. **SHEET E9.01 – Electrical One-Line Diagram:**

    a. Revised Main Distribution Panel 4MDP to NEMA 3R. Revised available fault current at Panel 4MDP. Revised Panel 4MDP short circuit rating. Added note to provide PGE approved housekeeping pad for Panel 4MDP.
    b. Revised available fault current at Panel 2SDP1. Revised Panel 2SDP1 short circuit rating.
    c. Revised available fault current at Panel 2SDP2. Revised Panel 2SDP2 short circuit rating.
    d. Revised available fault current at all panelboards.
    e. Added NEMA 3R 400A-3P disconnect for Panel 4S.

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106. **SHEET EU1.00 – Electrical – Overall Campus Underground Site Plan:**

a. Relocated the following equipment to exterior at north side of building:
   1. Panel 4MDP
   2. Solar CT Can
   3. Solar Net Meter
   4. Solar Panel 4S Disconnect
b. Revised underground conduit associated with equipment relocations.

107. **SHEET EU2.11 – Electrical – Underground – Sector A Plan:**

a. Relocated and added floor boxes for a total of (4) in Graphic Design Classroom A109. Located underground conduit associated with floor boxes.

108. **SHEET EU2.12 – Electrical – Underground – Sector B & C Plan:**

a. Relocated the following equipment to exterior at north side of building:
   1. Panel 4MDP
   2. Solar CT Can
   3. Solar Net Meter
   4. Solar Panel 4S Disconnect
b. Relocated all panelboards and transformers within Electrical Room.
c. Revised underground conduit associated with equipment relocations.

109. **SHEET EU9.01 – Electrical - Underground – One-Line Diagram**

a. Delete Sheet in it's entirety.

ITEM III – ATTACHMENTS

1. Specifications: Sections 00 01 10, 03 45 00, 07 42 13, 07 46 19 08 44 13, 09 00 01, 09 54 23, 09 8 13, 10 51 13, 11 53 13, 14 21 00, 14 24 00.
2. Drawings: C2,10, C3.00, C4.10, C4.11, C4.12, C4.20, C5.11, C5.23, C6.20, C6.22, C6.23, L2.02, L3.01, L5.01,A0.00, A0.10, A1.00, A1.10, A1.11, A1.12, A1.20, A1.21, A1.22, A1.31, A1.32 A2.11, A2.12, A2.21, A2.22, A2.31, A2.32, A4.30, A4.54, A5.02, A5.10, A5.12, A5.13, A5.16, A5.20, A6.12, A7.11, A7.12, A7.13, A7.23, A7.24, A8.00, A8.31, A8.32, A8.33, A8.34, A8.35, A8.61, A8.62, A8.63, A8.64, A8.65, A8.66, A8.67, A8.69, A9.41, S0.61, S2.01, S2.11, S2.12, S2.21, S2.22, S2.31, S2.32, S3.01, S3.02, S3.03, S3.11, S3.21, S3.22, S3.23, S3.24, S3.25, S3.26, S3.41, S3.42, S4.01, S4.03, S4.04, S5.01, S5.02, S6.01, S6.02, S6.03, S6.11, S6.12, S6.13, S6.14, S6.15, E1.00, E2.10, E2.12, E4.01, E6.03, E6.04, E6.05,E6.06, E6.07, E9.01,EU1.00, EU2.11, EU2.12, EU9.01.

END OF ADDENDUM NUMBER ONE

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Architect:
BRIC Architecture, Inc.
1233 NW Northrup Street, Suite 100
Portland, Oregon 97209

April 3, 2026

ADDENDUM NUMBER TWO
FOR
BANKS SCHOOL DISTRICT
BANKS HIGH SCHOOL ADDITION

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated **February 13, 2026,** and any previously issued addenda as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

ITEM I - PROJECT MANUAL

Table of Contents:

1. Revise Section 04 20 00 – Unit Masonry per the attached document.
2. Revise Section 10 14 00 – Signage per the attached document.
3. Revise Section 11 81 29 – Facility Fall Protection per the attached document.
4. Revise Section 12 24 00 – Window Shades per the attached document.
5. Revise Section 22 10 06 – Plumbing Piping Specialties per the attached document.
6. Revise Section 22 40 00 – Plumbing Fixtures per the attached document.

SECTION 04 20 00 – Unity Masonry:

1. Add Paragraph 1.01.E per the attached document and renumber subsequent paragraphs.
2. Revise subparagraph 1.05.D.2 per attached document.
3. Add subparagraph 1.05.D.5 per the attached document.
4. Remove paragraph 1.05.G per the attached document and renumber subsequent paragraphs.
5. Revise subparagraph 1.07.B.1 revised per the attached document.
6. Add article 2.05 per the attached document and renumber subsequent articles.
7. Add article 3.11 pre the attached document and renumber subsequent articles.

SECTION 10 14 00 – Signage:

1. Revise subparagraph 2.06.A.2 per the attached document.
2. Add subparagraph 2.06.A.3 per the attached document and renumber subsequent subparagraphs.
3. Revise subparagraph 2.06.A.6 per the attached document.
4. Revise subparagraph 2.06.A.8 per the attached document.

SECTION 11 81 29 – Facility Fall Protection:

1. Revise subparagraph 1.05.E.3 per the attached document.
2. Revise paragraph 2.02.B per the attached document.
3. Add subparagraph 2.02.B.1 per the attached document and renumber the subsequent subparagraphs.
4. Remove subparagraph 2.02.B.2 per the attached document.
5. Revise subparagraph 2.02.D.1 per the attached document.

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SECTION 12 24 00 – Window Shades:

1. Remove subparagraph 2.02.B.6.a.2 per the attached document and renumber subsequent subparagraphs.
2. Add subparagraph 2.02.B.6.a.2 per the attached document and renumber subsequent subparagraphs.
3. Revise subparagraph 2.02.C.6.a.2 per the attached document

SECTION 22 10 06 – Plumbing Piping Specialties per the attached document:

1. Add subparagraph 2.02.A.4 per the attached document and renumber subsequent subparagraph.
2. Add subparagraph 2.03.A.4 per the attached document and renumber subsequent subparagraph.

SECTION 22 40 00 – Plumbing Fixtures per the attached document:

1. Remove paragraphs 1.01.B and C per the attached document and renumber subsequent paragraphs.
2. Remove paragraphs 1.01.E and F per the attached document and renumber subsequent paragraphs.
3. Remove paragraphs 1.01.H and I per the attached document and renumber subsequent paragraphs.
4. Remove paragraph 1.02.H per the attached document and renumber subsequent paragraphs.
5. Revise subparagraphs 2.02.A.2 and 3 per the attached document.
6. Add subparagraph 2.02.B.1 per the attached document and renumber subsequent subparagraphs.
7. Remove article 2.05 per the attached document and renumber subsequent articles.

ITEM II – DRAWINGS

SHEET C4.10 – North Site Plan:

1. Added construction keynote 26 to reflect the added architectural/landscape feature at the District Office entrance.

SHEET C5.10 – North Composite Utility Plan:

1. Revised storm sewer pipe routing for revised downspout location and District Office entry canopy.
2. Added sanitary and storm pipe labels that were previously missing. No change to quantity.

SHEET A0.00– Sheet Index:

1. Add sheet A8.70.
2. Add sheet A8.90.

SHEET A1.00 – Overall Campus Site Plan:

1. New column at district office canopy.
2. Revised location of canopy downspout at district office canopy.

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SHEET A1.11 – Slab Plan – Level 1 Sector A:

1. Relocated floor box location for relocated Conference Room.

Sheet A1.31 – Tilt Concrete Elevations:

1. Revised below grade portion of tilt panel, per revision to make all top of footings 2'-0" consistent.

SHEET A2.11 – Floor Plan – Level 1 Sector A:

1. Revised floor plan to relocate counseling offices.
2. Add Side Coiling Security Door and Fire Wall plan detail references.

SHEET A2.12 – Floor Plan – Level 1 Sectors B & C:

1. New column at district office canopy.
2. Revised location of canopy downspout at district office canopy.

SHEET A2.30 – Overall Roof Plan:

1. Addition of layout of roof anchors
2. Revision of district office main canopy, per land use requirement for covered bike parking.

SHEET A2.31 – Sector A Roof Plan:

1. Addition of layout of roof anchors.

SHEET A2.32 – Sector B & C Roof Plan:

1. Addition of layout of roof anchors
2. Revision of district office main canopy, per land use requirement for covered bike parking.

SHEET A3.41 – Wall Sections:

1. Wall section 1/A3.41 clarification to bottom of ledge.
2. Wall section 2/A3.41 clarification to interior glazing location.
3. Wall section 3/A3.41 clarification to rough openings and vertical datums at sunshades, window mullion, and horizontal beam; clarified HSS beam and column to be painted HPC-2; coordination of ceiling to match RCP.
4. Wall section 4/A3.41 clarification to rough openings and vertical datums at sunshades, window mullions, and horizontal beam; clarified HSS beam and column to be painted HPC-2.

SHEET A3.42 – Wall Sections:

1. Wall section 2/A3.42 clarification to vertical datums.

SHEET A3.44 – Wall Sections:

1. Wall section 3/A3.44 clarification to vertical datums.
2. Wall section 4/A3.44 tag detail that was revised in addendum 1.
3. Wall section 6/A3.44 clarification coiling door detail.

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SHEET A3.45 – Wall Sections:

1. Wall section 4/A3.45 clarification to hollow metal rough opening.
2. Wall section 5/A3.45 tag detail that was added in addendum 1.

SHEET A3.47 – Wall Sections:

1. Wall section 1/A3.47 clarification to hallow metal detail.

SHEET A.4.11 – Finish Floor Plan – Level 1 Sector A:

1. Revised floor finishes to reflect relocation of counseling offices.
2. Revised notes regarding height of corner guards to address height and field verification of actual height prior to fabrication.

SHEET A4.12 – Finish Floor Plan Level 1 Sectors B & C:

1. Revised notes regarding height of corner guards to address height and field verification of actual height prior to fabrication.

SHEET A4.21 – Finish Floor Plan Level 2 Sector A:

1. Revised notes regarding height of corner guards to address height and field verification of actual height prior to fabrication.

SHEET A4.22 – Finish Floor Plan Level 2 Sector B:

1. Revised notes regarding height of corner guards to address height and field verification of actual height prior to fabrication.

SHEET A4.30 – Enlarged Plan – Administration:

1. Revised floor plan to relocate counseling offices.
2. Added or updated dimensions to reflect the plan changes.

SHEET A4.52 – Enlarged Plans and Elevations – Toilet Rooms:

1. Replaced trough sinks for single lavs in A104 and A105. Relocated toilet room accessories as needed for lavatory revisions.

SHEET A4.53 – Enlarged Plans and Elevations – Toilet Rooms:

1. Replaced trough sinks for single lavs in A132, A133, A209 and A210. Relocated toilet room accessories as needed for lavatory revisions.

SHEET A5.02 – Interior Elevations – Hallways:

1. Revised hallway finishes to reflect counseling office relocation.
2. Removed incorrect location of card reader.

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SHEET A5.11 – Interior Elevations – Sector A:

1. Revised elevations for A113, A114, A116.
2. Relocated interior elevations for A117 to this sheet.
3. Provided correct location of lockdown button on elevation 1C.

SHEET A5.12 – Interior Elevations – Sector A:

1. Reorganized interior elevations on this sheet to incorporate counseling offices.

SHEET A5.13 – Interior Elevations – Sector A:

1. Revised interior elevations 1E and 1G to reflect changes made for counseling office relocation.
2. Relocated carder reader to correct location on elevation 1A.

SHEET A5.21 – Interior Elevations – Sector B:

1. Added notation about HPC color to elevation 3C and 3D.
2. Revised height of acoustic wall panels on elevation 3A.
3. Revise locations and dimensions of mechanical grilles on elevation 3B.

SHEET A6.11 – Level 1 Sector A Reflected Ceiling Plan:

1. Revised ceilings to accommodate the relocation of counseling offices.

SHEET A7.13 – Vertical Circulation – Elevator:

1. Revision to roof framing change that was triggered by change from hydraulic to traction elevation, revision is to match structural roof framing issued by structural in addendum 2.

SHEET A8.00 – Door & Relite Types:

1. Revised relite schedule to reflect changes made by relocation of counseling offices.

SHEET A8.01 – Door & Relite Schedule:

1. Revised door schedule to reflect the relocation of the counseling offices.

SHEET A8.10 – Storefront & Curtainwall Types

1. Detail 8/A8.10 – coordination of dimensions.

SHEET A8.21 – Foundation Details:

2. Revised details 1 and 2 on A8.21.

SHEET A8.31 – Exterior Details – Storefront & Curtain Wall:

1. Revise details to remove SAM between tilt concrete and PT blocking, typical.
2. Revision to lintel bracket system at masonry lintel.

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SHEET A8.33 – Exterior Details – Storefront & Curtain Wall:

1. Revise details to remove SAM between tilt concrete and PT blocking, typical.

SHEET A8.34 – Exterior Details – Storefront & Curtain Wall:

1. Clarification in detail 3/A8.34, for structural steel location, roller shade location, and exterior sunshade location.

SHEET A8.35 – Exterior Details – Storefront & Curtain Wall:

1. Revise details to remove SAM between tilt concrete and PT blocking, typical.

SHEET A8.40 – Exterior Details – Hollow Metal:

1. Revision to lintel bracket system at masonry lintel.

SHEET A8.61 – Exterior Details:

1. Revision to lintel bracket system at masonry lintel.
2. Revision to knife plate detail at canopy.
3. Detail 3/A8.61 – coordination of bottom of steel and rough opening.

SHEET A8.62 – Exterior Details:

1. Clarifications of details.

SHEET A8.63 – Exterior Details:

1. Clarifications of details.

SHEET A8.64 – Exterior Details:

1. Clarifications of details.
2. Omitted soffit at media ceiling along exterior wall.
3. Omitted bracing for 8" metal stud screen wall.
4. Revised steel channel to CL of structural column.
5. Coordinated ceiling to match RCP and specification.

SHEET A8.65 – Exterior Details:

1. Revised sign type designation on detail 8.

SHEET A8.69 – Fire Wall Details:

1. Add Fire Wall Detail @ Interior Wall 7/A8.69.
2. Add Fire Wall Detail @ Interior Wall 9/A8.69.
3. Add Fire Wall Detail @ Inside Corner 10/A8.69.

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SHEET A8.70 – Exterior Details:

1. New canopy gutter detail, per revised district office canopy revision.
2. New canopy rake detail at exterior wall of district office per canopy revision.
3. Coordination of bottom of steel.

SHEET A8.90 – Exterior Mockup:

1. New sheet with documentation of exterior mockup.

SHEET A9.14 – Casework Details:

1. Revised notes and dimensions on elevation 1B.

SHEET A9.40 – Interior Details – Walls:

1. Removed detail 4 from sheet A9.40.

SHEET A9.50 – Interior Details - Openings:

1. Add Side Coiling Security Door Jamb Detail 16/A9.50.
2. Add Side Coiling Security Door Jamb Detail 17/A9.50.
3. Add Side Coiling Security Door Head Detail 18/A9.50.

SHEET A9.71 – Signage Schedules:

1. Revised signage schedule/types to reflect the relocation of counseling offices.

S0.61 – CTE Floor Plans and Details:

1. Detail callouts were updated.

S2.01 – Foundation Plan – Sector A:

1. Foundation elevations were changed.
2. Tunnel from S2.11 was added for clarity.

S2.02 – Foundation Plan – Sector B & C:

1. Foundations update for revised canopy.

S2.11 – Grade Level Framing Plan – Sector A:

1. Tunnel location was updated and detail cut added.
2. Elevator rails were added.

S2.12 – Grade Level Framing Plan – Sector B & C:

1. Framing updated per revised canopy.

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S2.21 – Level 2 Framing Plan – Sector A:

1. Elevator rails and detail cuts added.
2. Fall protection and details cuts added.

S2.22 – Level 2 Framing Plan – Sector B & C:

1. Elevator rails and detail cuts added.
2. Fall protection and details cuts added.
3. Framing updated per revised canopy.

S2.31 – Roof Framing Plan – Sector A:

1. Elevator rails and detail cuts added.
2. Fall protection and details cuts added.

S2.32 – Roof Framing Plan – Sector B & C:

1. Elevator rails and detail cuts added.
2. Fall protection and details cuts added.
3. Framing updated per revised canopy.

S3.01 – Foundation Details:

1. Detail added for tunnel.

S3.21 – Concrete Wall Elevations:

1. Elevation updated to align with footing change.

S3.25 – Concrete Details:

1. Details updated for framing changes.

S3.32 – Masonry Details:

1. Details updated for thermal bracket at steel ledger.
2. Details ledger over large openings removed from set.

S3.42 – Canopy Framing Plans:

1. Partial plan updated for revised canopy.

S5.02 – Steel Framing Details:

1. Detail removed and replaced for canopy framing.

S6.11 – Roof Framing Details:

1. Details updated to align with plans.

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S6.14 – Roof Framing Details:

1. Details updated to align with plans.

S6.15 – Roof Framing Details:

1. Details added and updated to align with plans.

S6.22 – Elevator and Fall Restraint Details:

1. Sheet added for elevator and fall restraint details.

S7.01 – Canopy Details:

1. Details added to align with plans.

SHEET M2.11 – Mechanical – HVAC - Level 1 - Sector A Plan:

4. Revised ductwork and VAV box layout for the admin area.
5. Moved L01-VAV-03-G to over Work Room A112.
6. Deleted L01-VAV-03-F.
7. Added ductwork lining requirements and increased outlet duct sizes for L01-CAV-02-C and L01-CAV-02-E.
8. Added ductwork lining requirements for and increased outlet duct size for L01-VAV-02-G.

SHEET M2.12 – Mechanical – HVAC - Level 1 - Sector B & C Plan:

1. Added sound attenuator (SA-01) to AHU-01 supply duct.
2. Added flag note 6 with duct lining requirements.
3. Moved Entry/Reception C101 sidewall supply and return grilles so they are off of the transom.

SHEET M2.21 – Mechanical – HVAC - Level 2 - Sector A Plan:

1. Revised Sheet notes ‘C’ and ‘D’ with duct lining requirements.
2. Added Sheet note ‘E’ with sheet metal gauge requirement.
3. Added flag note 1 with sheet metal gauge requirements.
4. Dashed line was added around ductwork that is to be 18-gauge per acoustical requirements.
5. A dashed line was added to the supply and return duct mains to show the extent of the 2-inch internal duct lining.
6. Duct sizes were increased in the supply and return mains to accommodate the lining.
7. Added 2-inch duct lining to the ducts shown in the revision cloud.
8. Added note 4 and 6 with duct lining requirements.
9. Added note 5 for hard-ducted diffuser connections.
10. Revised duct layout for L02-VAV-03-C to accommodate noise mitigation requirements.

SHEET M2.22 – Mechanical – HVAC - Level 2 - Sector B Plan:

1. Added flag notes 3 and with duct lining requirements.
2. Increased terminal unit downstream ductwork sizing to accommodate 2-inches of duct lining.
3. A dashed line was added to the terminal unit downstream ductwork to show the extent of the 2-inch internal duct lining.

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SHEET M2.31 – Mechanical – HVAC - Roof - Sector A Plan:

1. Added flag note to indicate lab exhaust duct stack height.
2. Revised noted 'D' to include EF-08 and EF-09 and reduced static deflection requirement.

SHEET M2.32 – Mechanical – HVAC - Roof - Sector B & C Plan:

1. Revised sheet note 'B' to change AHU tag to RTU tag.

SHEET M3.11 – Mechanical – Piping – Level 1 - Sector A Plan:

1. Delete branch piping since L01-VAV-03-F was removed from the project.

SHEET M4.01 – Mechanical – Enlarged Plans:

2. Added boiler and pump isolation requirements for vibration isolation.

SHEET M5.03 – Mechanical – Details:

1. Added detail for library casework ductwork.

SHEET M6.02 – Mechanical – Schedules:

1. Added Sound Attenuator Schedule.
2. Revised Single Duct Terminal Unit Schedule (Hot Water).
3. Revised LS-1 location to casework in the Diffuser-Grille Schedule.

SHEET M8.11 – Mechanical – Zoning – Level 1 – Sector A Plan:

1. Revised Zoning for in the admin area and adjusted sensors.
2. Relocated Reception A111 sensors.

SHEET M8.12 – Mechanical – Zoning – Level 1 – Sector B & C Plan:

1. Relocated Library 106 sensors.

SHEET P3.11 PLUMBING WASTE & VENT- LEVEL 1 - SECTOR A PLAN:

1. Revised A109 Graphic Design Classroom sink to S-1.
2. Added floor drain to A127 Health.
3. Relocated floor cleanout from A123 Counselor to A124 Storage.
4. Added floor cleanout to A124 Storage.
5. Added notes to clarify where point of use acid neutralizers are located.

SHEET P3.12 PLUMBING WASTE & VENT- LEVEL 1 - SECTOR A PLAN:

1. Relocated floor cleanout from B103 to B107.
2. Revised B108 Art sink to correctly match domestic plan as S-5.
3. Relocated floor cleanout from C112 Hall to C110 Storage.

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SHEET P4.01 PLUMBING DOMESTIC WATER - ENLARGED PLANS:

1. Added note to provide mixing station cold water supply branch.
2. Revised multi-station lavatories to single lavatories.
3. Relocated mop sink in A106 Cust.

SHEET P4.02 PLUMBING WASTE & VENT - ENLARGED PLANS:

1. Revised multi-station lavatories to single lavatories.
2. Relocated mop sink in A106 Cust.

SHEET P6.01 PLUMBING SCHEDULES:

1. Removed multi-station lavatories.
2. Revised concealed flush valves to exposed flush valves.

SHEET E2.10 – Electrical – Level 1 – Overall Plan:

1. Revise notes as shown.
2. Add Panel 'T' as shown.

SHEET E2.11 – Electrical – Level 1 – Sector A Plan:

1. Vestibule A110: Add note for receptacle height as shown.

SHEET E2.12 – Electrical – Level 1 – Sector B Plan:

1. Add door power as shown.
2. Add receptacle as shown.

SHEET E2.21 – Electrical – Level 2 – Sector A Plan:

1. Add receptacle as shown.

SHEET E2.22 – Electrical – Level 2 – Sector B Plan

1. Add receptacle as shown.

SHEET E3.11 – Electrical Lighting – Level 1 – Sector A Plan:

2. Revised lighting layouts and relocated controls.

SHEET E3.12 – Electrical Lighting – Level 1 – Sector B & C Plan:

1. Relocated lighting controls in Library.

SHEET E9.01 – Electrical – One-Line Diagram:

1. Add connections for existing Gym HVAC units.

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SHEET T0.00 – Symbol List and General Notes – Technology:

1. Revised sheet keynote 1.

SHEET T2.11 – Floor Plan – Level 1 Sector A – Technology:

1. Deleted (1) lockdown button from reception desk.
2. Relocated (1) lockdown button reception desk to south wall.
3. Add data drop on west wall in Ad Secretary A117.
4. Revised areas affected by architectural model updates.
5. Revised General Note A.

SHEET T2.12 – Floor Plan – Level 1 Sector B&C – Technology:

1. Revised flat screen location in Entry/Reception C101.
2. Add AV (HDMI) from floor box to flat screen in Conference C117.
3. Revised wall mounted IP speaker and wireless access point to ceiling mount in Library B106.
4. Revised General Note A.

SHEET T2.21 – Floor Plan – Level 2 Sector A – Technology:

1. Revised General Note A.

SHEET T2.22 – Floor Plan – Level 2 Sector B – Technology:

1. Revised General Note A.

ITEM III – ATTACHMENTS

1. Specifications: Table of Contents, Section 04 20 00, Section 10 14 00, Section 11 81 29, Section 12 24 00, Section 22 10 06, Section 22 40 00.
2. Drawings: C4.10, C5.10, A0.00, A1.00, A1.31, A1.11, A2.11, A2.30, A2.31, A2.32, A3.41, A3.42, A3.44, A3.45, A3.47, A4.11, A4.12, A4.21, A4.22, A4.30, A4.52, A4.53, A5.02, A5.11, A5.12, A5.13, A5.21, A6.11, A7.13, A8.00, A8.01, A8.10, A8.21, A8.31, A8.33, A8.34, A8.35, A8.40, A8.61, A8.62, A8.63, A8.64, A8.65, A8.70, A8.90, A9.14, A9.40, A9.71, S0.61, S2.01, S2.02, S2.11, S2.12, S2.21, S2.22, S2.31, S2.32, S3.01, S3.21, S3.25, S3.32, S3.42, S5.02, S6.11, S6.14, S6.15, S6.22, S7.01, M2.11, M2.12, M2.21, M2.22, M2.31, M2.32, M3.11, M4.01, M5.03, M6.02, M8.11, M8.12, P3.11, P3.12, P4.01, P4.02, P6.01, E2.10, E2.11, E2.12, E2.21, E2.22, E3.11, E3.12, E9.01, T0.00, T2.11, T2.12, T2.21, T2.22.

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END OF ADDENDUM NUMBER TWO

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BANKS HIGH SCHOOL LOCKER ROOM RENOVATION

BANKS SCHOOL DISTRICT

13050 NW MAIN STREET BANKS, OR 97106

BRIC ARCHITECTURE

ARCHITECTURE

A0.05F CODE PLAN
A0.90F LOCKER ROOM DEMO PLAN
A2.31F SLAB PLAN - SECTOR F
A2.45F ENLARGED PLAN - SECTOR F
A2.46F ENLARGED PLAN - SECTOR F
A2.51F ROOF PLAN - SECTOR F
A4.35F FINISH PLAN AND RCP - SECTOR F
A4.55F ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A4.56F ENLARGED PLANS AND ELEVATIONS - TOILET ROOMS
A5.60F INTERIOR ELEVATIONS - SECTOR F
A5.61F INTERIOR ELEVATIONS - SECTOR F
A5.62F INTERIOR ELEVATIONS - SECTOR F
A6.35F ENLARGED CEILING PLAN - SECTOR F
A7.25F VERTICAL CIRCULATION - SECTOR F
A8.02F DOOR & RELITE SCHEDULE - SECTOR F
A9.25F INTERIOR DETAILS - SECTOR F
A9.75F SIGNAGE SCHEDULE AND TYPES - SECTOR F

STRUCTURAL

S0.01F GENERAL NOTES
S0.02F GENERAL NOTES
S0.03F GENERAL NOTES
S0.04F GENERAL NOTES
S2.45F GRADE LEVEL FRAMING PLAN - LOCKER ROOM
S2.51F ROOF & MEZZANINE - LOCKER ROOM
S3.01F CONCRETE SLAB ON GRADE DETAILS AND FOUNDATIONS
S4.01F CMU DETAILS
S5.01F CFS DETAILS
S5.02F CFS DETAILS
S5.03F CFS DETAILS
S7.01F WOOD DETAILS

MECHANICAL

M0.00F GENERAL NOTES, ABBREVIATIONS AND SHEET INDEX
M0.01F MECHANICAL LEGEND
MD1.00F MECHANICAL DEMOLITION - ENLARGED LOCKER ROOM PLAN
M2.45F MECHANICAL FOUNDATION - ENLARGED LOCKER ROOM PLAN
M2.46F MECHANICAL - EXISTING WEIGHT ROOM
M2.51F MECHANICAL - ENLARGED LOCKER ROOM ROOF PLAN
M8.25F MECHANICAL SCHEDULES
M9.25F MECHANICAL DETAILS

PLUMBING

P0.00F GENERAL NOTES, ABBREVIATIONS AND SHEET INDEX
PD1.00F PLUMBING DEMOLITION - ENLARGED LOCKER ROOM PLAN
P2.45F PLUMBING DOMESTIC WATER - ENLARGED LOCKER ROOM PLAN
P2.46F PLUMBING WASTE & VENT - ENLARGED LOCKER ROOM PLAN
P8.25F PLUMBING SCHEDULES
P9.25F PLUMBING DETAILS

ELECTRICAL

E0.00F GENERAL NOTES, ABBREVIATIONS AND SHEET INDEX
E0.01F ELECTRICAL LEGEND
E1.45F ELECTRICAL LEGEND
E2.25F ELECTRICAL POWER - ENLARGED LOCKER ROOM PLAN
E2.46F ELECTRICAL POWER - EXISTING WEIGHT ROOM
E2.51F ELECTRICAL - ENLARGED LOCKER ROOM ROOF PLAN
E8.26F ELECTRICAL LIGHTING SCHEDULES
E9.05F ELECTRICAL ONE-LINE DIAGRAM

TECHNOLOGY

T0.00F SYMBOL LIST AND GENERAL NOTES - TECHNOLOGY
T1.00F OVERALL FLOOR PLAN - TECHNOLOGY
T2.45F ENLARGED LOCKER ROOM PLAN - TECHNOLOGY
T7.01F DETAILS - TECHNOLOGY

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ARCHITECTURAL ABBREVIATIONS

LIST IS NOT INCLUSIVE; OTHER ABBREVIATIONS MAY DEFINED BY DISCIPLINE OR BY INDIVIDUAL SHEET. WHERE IN CONFLICT, SUCH ABBREVIATIONS SUPERCEDE THOSE INDICATED IN THIS LIST.

∠	ANGLE	EJ	EXPANSION JOINT	JT	JOINT	SAHTS	SELF ADHERED HIGH TEMPERATURE SHEET
&	AND	EL	ELEVATION	JST	JOIST	SAM	SELF-ADHERED MEMBRANE
ACT	ACOUSTICAL CEILING TILE	ELEC	ELECTRICAL	LAV	LAVATORY	SC	SOLID CORE
ADA	AMERICANS WITH DISABILITY ACT STANDARDS (2010)	EJC	EXPANSION JOINT COVER	LKR	LOCKER	SECT	SECTION
ADD	ADDENDUM	EOS	EDGE OF SLAB	LVR	LOUVER	SF	SQUARE FOOT
AESS	ARCHITECTURAL EXPOSED STRUCTURAL STEEL	ENGR	ENGINEER			SFRM	SPRAY-APPLIED FIRE RESISTIVE MATERIALS
AFF	ABOVE FINISH FLOOR	EQ	EQUAL	MATL	MATERIAL	SHTG	SHEATHING
AHJ	AUTHORITY HAVING JURISDICTION	EQUIP	EQUIPMENT	MB	MARKERBOARD	SHWR	SHOWER
ALUM	ALUMINUM	ES	EACH SIDE	MAX	MAXIMUM	SHT	SHEET
ANOD	ANODIZED	EXP	EXPANSION	MECH	MECHANICAL	SIM	SIMILAR
		EXT	EXTERIOR	MEZZ	MEZZANINE	SJ	SEISMIC JOINT
BD	BOARD	FA	FIRE ALARM	MFR	MANUFACTURER	SOG	SLAB ON GRADE
BLDG	BUILDING	FD	FLOOR DRAIN	MIN	MINIMUM	SQ	SQUARE
BLKG	BLOCKING	FDN	FOUNDATION	MISC	MISCELLANEOUS	SS	STAINLESS STEEL
BM	BENCH MARK	FE	FIRE EXTINGUISHER	MTD	MOUNTED	STD	STANDARD
BO	BOTTOM OF	FEC	FIRE EXTINGUISHER CABINET	MO	MASONRY OPENING	STL	STEEL
BOD	BOTTOM OF DECK	FECB	FIRE EXTINGUISHER CABINET W/ BLANKET	MTL	METAL	STRUCT	STRUCTURAL
BTWN	BETWEEN	FF	FINISH FLOOR			SUSP	SUSPENDED
		FIN	FINISH	(N)	NEW		
CAB	CONTINUOUS AIR BARRIER	FL	FLOOR	NA	NOT APPLICABLE	T/M	TO MATCH
CG	CORNER GUARD	FO	FACE OF	NIC	NOT IN CONTRACT	THK	THICK
CIP	CAST IN PLACE CONCRETE	FOC	FACE OF CONCRETE	NOM	NOMINAL	TLT	TOILET
CL	CENTERLINE	FOF	FACE OF FINISH	NTS	NOT TO SCALE	TO	TOP OF
CLG	CEILING	FOM	FACE OF MASONRY			TOC	TOP OF CURB
CLR	CLEAR	FOS	FACE OF STUD/STRUCTURE	OA	OVERALL	TOD	TOP OF DECK
CJ	CONTROL JOINT	FRT	FIRE RETARDANT TREATED	OC	ON CENTER	TOS	TOP OF STRUCTURE
CMU	CONCRETE MASONRY UNIT	FTG	FOOTING	OD	OUTSIDE DIAMETER	TJ	TOOL JOINT
CONT	CONTINUOUS	FURR	FURRING	OFCI	OWNER FURNISHED CONTRACTOR INSTALLED	TP	TOILET PAPER
CSJ	CONSTRUCTION JOINT			OFD	OVERFLOW DRAIN	TS	TUBE STEEL
CSMT	CASEMENT	GA	GAUGE/GAGE	OFOI	OWNER FURNISHED OWNER INSTALLED	TYP	TYPICAL
CT	CERAMIC TILE	GALV	GALVANIZED	OH	OVERHEAD	T&G	TONGUE AND GROOVE
CTR	CENTER	GB	GRAB BAR	OPNG	OPENING		
℄	CENTERLINE	GC	GENERAL CONTRACTOR	OPP	OPPOSITE	UNFIN	UNFINISHED
		GL	GLASS/GLAZING	OS	OUTSIDE	UNO	UNLESS NOTED OTHERWISE
DBL	DOUBLE	GND	GROUND				
DTL	DETAIL	GVP	GYPSUM VENEER PLASTER			VB	VAPOR BARRIER
DF	DRINKING FOUNTAIN	GYP	GYPSUM	PL	PROPERTY LINE	VERT	VERTICAL
DIA	DIAMETER			PLAM	PLASTIC LAMINATE	VIF	VERIFY IN FIELD
DIAG	DIAGONAL	HB	HOSE BIBB	PLAS	PLASTER	VR	VAPOR RETARDER
DIM	DIMENSION	HM	HOLLOW METAL	PLYWD	PLYWOOD	VFY	VERIFY
DN	DOWN	HPC	HIGH PERFORMANCE COATING	PT	PRESSURE TREATED		
DR	DOOR	HVAC	HEATING, VENTILATION AND AIR CONDITIONING	PVMT	PAVEMENT	W/	WITH
DS	DOWNSPOUT	HW	HOT WATER			W/O	WITHOUT
DW	DISHWASHER			R	RADIUS	WC	WATER CLOSET
DWG	DRAWING	INSUL	INSULATION	RD	ROOF DRAIN	WD	WOOD
		INT	INTERIOR	REF	REFERENCE	WF	WIDE FLANGE
(E)	EXISTING	IFP	INTUMESCENT FIRE PROTECTION	REFR	REFRIGERATOR	WH	WATER HEATER
EA	EACH			REQ'D	REQUIRED	WP	WATERPROOFING
EF	EXHAUST FAN			REV	REVISE OR REVISION	WRB	WATER-RESISTIVE BARRIER
				RO	ROUGH OPENING	WT	WEIGHT
				RT	ROOF TIE-OFF		
				RCP	REFLECTED CEILING PLAN		

ROOM ABBREVIATIONS

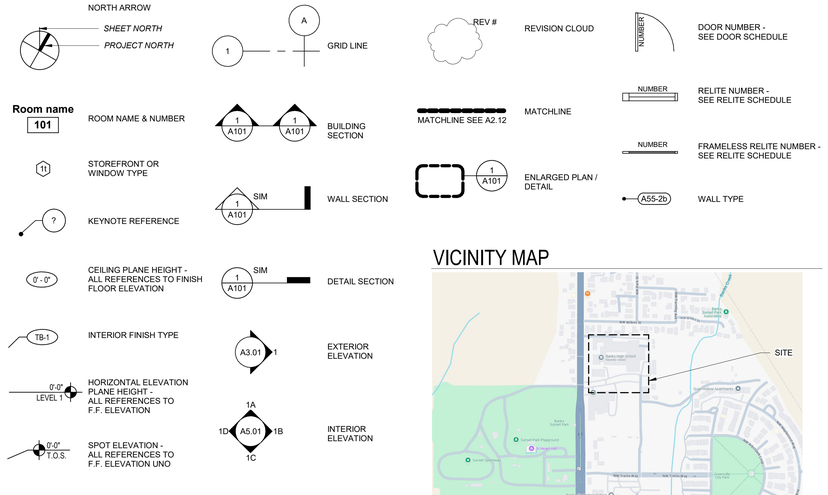
AD	ADMINISTRATIVE
CIRC	CIRCULATION
CNS	COUNSELOR
CONF	CONFERENCE
CR	CLASSROOM
CORR	CORRIDOR
CUST	CUSTODIAN
ELEC	ELECTRICAL
ELEV	ELEVATOR
EXD	EXTENDED
GEN-ED	GENERAL EDUCATION
G/N	GENDER NEUTRAL
GNT	GENDER NEUTRAL TOILET
IDF	INTERMEDIATE DISTRIBUTION FRAME
ISS	IN SCHOOL SUSPENSION
JAN	JANITOR / CUSTODIAL
LG	LARGE
MDF	MAIN DISTRIBUTION FRAME
MP	MULTI-PURPOSE
OFC	OFFICE
PRINC	PRINCIPAL
PRAC	PRACTICE
REG	REGISTRAR
REST	RESTROOM
RR	RESTROOM
RM	ROOM
SRO	SCHOOL RESOURCE OFFICE
SM	SMALL
ST	STAFF TOILET
STOR	STORAGE
STR	STAIR
SUPT	SUPERINTENDENT
TELE	TELECOMMUNICATIONS
U	UTILITY
VEST	VESTIBULE
V	VICE-

DELEGATED DESIGN

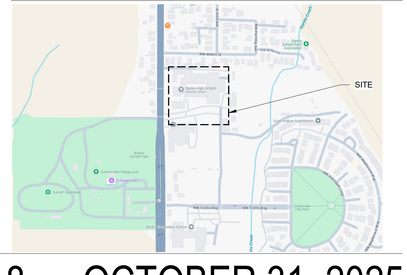
DEFERRED SUBMITTAL ITEMS SHALL NOT BE INSTALLED UNTIL THE DEFERRED SUBMITTAL DOCUMENTS HAVE BEEN APPROVED BY THE BUILDING OFFICIAL. DELEGATED DESIGN COMPONENTS WHICH REQUIRE DEFERRED SUBMITTALS INCLUDE, BUT ARE NOT LIMITED, TO THE FOLLOWING:

1. Firestopping, Section 07 84 00.
2. Seismic Anchorage for Mechanical, Plumbing, and Electrical Equipment and Components, Divisions 21, 22, 23, 26, 27, and 28.
3. Seismic Anchorage for Acoustic Ceilings, Section 09 51 00
4. Fire Alarm Systems, Division 28.
5. Seismic Anchorage of Architectural Wood Casework, Section 06 41 00.

ARCHITECTURAL SYMBOLS



VICINITY MAP



PERMIT SET

PROJECT # 24018 OCTOBER 31, 2025

Autodesk Docs://24018 Banks HS Add-Rem/24018_Banks HS Add Rem_R24.rvt

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BRIC ARCHITECTURE

1233 NW NORTHRUP STREET, SUITE 100
PORTLAND, OR 97209

T 503 595 4900

Project Manual
for
Banks High School – Locker Room Remodel

Divisions 00-28

Banks School District
42350 NW Trellis Way
Banks, Oregon 97106

Permit Set
November 14, 2025

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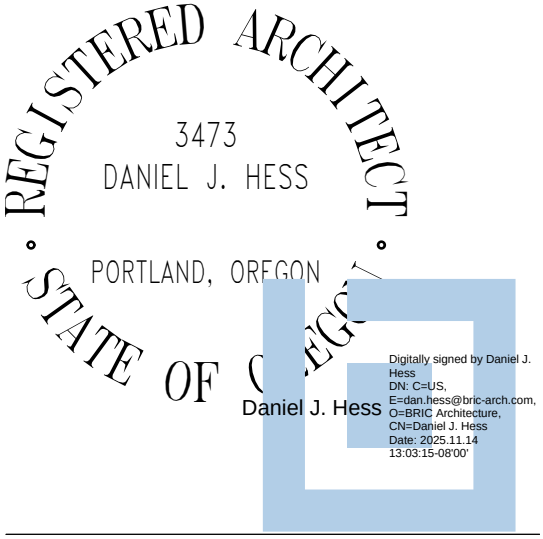
Project Manual
for
Banks High School – Locker Room Remodel

Banks School District
42350 NW Trellis Way
Banks, Oregon 97106

BRIC Architecture, Inc.
1233 NW Northrup Street, Suite 100
Portland, OR 97209 T 503 595 4900



November 10, 2025

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DOCUMENT 00 31 00
AVAILABLE PROJECT INFORMATION

PART 1 GENERAL

1.01 EXISTING CONDITIONS

A Certain information relating to existing surface and subsurface conditions and structures is available to bidders but will not be part of Contract Documents, as follows:

1.02 HAZARDOUS MATERIALS SURVEY

A The Owner has furnished, at its expense, Drawings and Specifications required for performance of the Work of this Article.

B Architect shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Owner and/or the Owner's consultants and contractors.

C Documents pertaining to Hazardous Materials include the following:

1. Specification entitled:
    a. Report prepared by: Kelsay Environmental Consulting
    b. Submitted: April 2025

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF DOCUMENT

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GMP Budget Summary

Banks High School Addition & Remodel

Banks School District

May 1, 2026

Cornerstone Management Group, Inc.

A.0 Contract Summary

A.1 PRE-CONSTRUCTION FEE	$	155,000
A.2 EWA #1 - PC 1 - 3	$	1,985,052
A.3 EWA #2 - PC 4	$	2,496,628
A.2 EWA #3 - PC 5	$	2,561,055
A.2 GMP Amend 1	$	31,017,252
A.3 CURRENT GMP	$	38,214,987
Current PROJECT TOTAL	**$**	**38,214,987**

B.0 Cost Summary	***TOTAL***	**Building**	**Site**	**Locker Rooms**
B.1 Signed Bid Awards	$ 24,988,633	$ 21,063,661	$ 2,545,078	$ 1,379,894
B.2 General Conditions/General Requirements	$ 5,153,792	$ 5,012,406	$ 36,285	$ 105,101
B.3 Cost of Work	**$ 30,142,425**	**$ 26,076,067**	**$ 2,581,363**	**$ 1,484,995**
B.4 Bond	$ 363,970	$ 260,109	$ 25,749	$ 14,813
B.5 Insurance	$ 300,671	$ 314,869	$ 31,170	$ 17,931
B.6 Fee	$ 775,540	$ 670,916	$ 66,416	$ 38,208
B.7 Total Cost + Fee	**$ 31,582,606**	**$ 27,321,961**	**$ 2,704,698**	**$ 1,555,947**
C.0 Contingency	**$ 1,507,121**	**$ 1,303,803**	**$ 129,068**	**$ 74,250**
C.1 Signed COR's GC Contingency	$ -			$ -
C.2 Remaining GC Contingency	$ 1,507,121	$ 1,303,803	$ 129,068	$ 74,250
ESTABLISHED GMP	**$ 33,089,727**	**$ 28,625,764**	**$ 2,833,767**	**$ 1,630,197**
To be included in GMP Contract	$ -			
C.3 Owner: GET Bduget	$ 650,000	$ -	$ -	$ -
C.4 EWA 1	$ 1,985,052			
C.5 Owner: EWA 2	$ 2,496,628			
C.3 Contractor Credit Back for Retention Bond	$ (6,420)	$ -	$ -	$ -
CURRENT GMP	**$ 38,214,987**	**$ 28,625,764**	**$ 2,833,767**	**$ 1,630,197**

GMP Budget

Total Allowance in Contract	$	307,000
D.1 Signed COR's Allowance	$	-
D.2 Remaining Allowance	$	307,000

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ADDITION AND RENOVATION WORK

BANKS HIGH SCHOOL

GMP ESTIMATE PACKAGE
April 22nd, 2026

P&C Construction

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Banks High School
Addition and Renovation Work
GMP Estimate Package

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3. Schedule
4. Logistics
5. Alternates
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7. Budget Tracking Log Post GMP

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1. CLARIFICATIONS AND ASSUMPTIONS

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

04/29/2026

Banks School District
42350 NW Trellis Way
Banks, Oregon 97106

Re: Banks High School Addition and Remodel GMP Estimate & Clarifications Dated 04/29/2026

Dear Client:

The following GMP estimate and clarifications are provided for the Banks High School Addition and Remodel project and are based upon BRIC Architecture's permit set dated February 13th, 2026, Addenda No. 01 and No. 2, and the Locker Room permit set dated November 14th, 2025.

GMP Estimate Building Addition & Remodel: $38,214,987

Please note the following **Specific Qualifications & Clarifications**:

Division 1 - General

1. In accordance with the CM/GC contract, all contingencies identified in the GMP Cost Estimate are considered Cost of the Work (COW). Applicable CM/GC fee, insurance, and bonds markups are applied to these amounts.
2. The GMP includes a construction contingency for P&C's exclusive use to address unanticipated costs, including, but not limited to: trade buyout variances, overtime or acceleration, material escalation, correction of damaged or nonconforming work, Subcontractor default, or other events of the extend Contract Time without increasing Contract Price.
3. The Owner is responsible for maintaining a separate Owner contingency for added scope and changes in scope, systems, kinds and quality of materials, finishes, equipment, or unforeseen conditions (Paragraphs 1(y) and 6(d)(ii) of the CM/GC Construction Contract).
4. The GMP Cost Estimate is itemized into distinct areas of work. This breakdown is provided for reference only and is not intended to define separate scopes of Work or contract divisions.
5. Builder's risk insurance is excluded and shall be provided by the Owner. The Owner shall provide a complete copy of the policy to the Construction Manager for review prior to the start of work.
6. The GMP estimate includes 0.48% for CM/GC Corporate Activity Tax only. Subcontractor taxes are included in their respective proposals.
7. Insurance and bond costs will be invoiced prior to mobilization.
8. Due to the tariffs and ongoing market volatility, material pricing may be subject to change. This estimate excludes abnormal or unforeseen price increases resulting from tariffs or supply chain disruptions. Such increases and/or refunds will be addressed in accordance with the Escalation provisions below.

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Escalation

Tariff -Related Material Pricing

The owner acknowledges that certain materials incorporated into the Project may be subject to abnormal price volatility due to tariffs. Accordingly, the Construction Manager cannot guarantee material pricing beyond thirty (30) days following execution of the GMP Amendment or the date materials are purchased, whichever occurs first.

The GMP is based on subcontractor pricing received at the time of proposal. If, prior to subcontract award or within thirty (30) days of the GMP Amendment Date, updated bids for a trade reflect material cost increases above the GMP estimate, the Owner may elect to revise scope, materials, or methods to mitigate the increase.

If the Owner elects not to revise scope and the Construction Manager proceeds with the increased pricing, the Construction Manager may request use of construction contingency to cover the difference between the GMP estimate and actual cost (the "Price Escalation Amount"), subject to the terms of the Contract.

If cumulative Price Escalation Amounts exceed thirty percent (30%) of the available construction contingency, the Construction Manager shall be entitled to a Change Order for additional escalation costs, provided:

(1) The total value of such Change Order does not exceed the value of accepted value engineering savings, and

(2) The Construction Manager provides documentation demonstrating the increases are directly attributable to tariffs.

The Construction Manager will make reasonable efforts to mitigate escalation risk through early procurement.

Tariff-Related Refunds or Credits

In the event that, after procurement of materials, the Construction Manager, its subcontractors, or suppliers receive any refund, rebate, credit, or other price reduction attributable to the reduction, removal, or reimbursement of tariffs (a "Tariff Refund"), the Construction Manager shall promptly pass through such Tariff Refund to the Owner to the extent such materials were previously charged to the Project. Any such Tariff Refund shall be credited against the Cost of the Work or otherwise returned to the Owner, net of any reasonable and documented administrative costs incurred in securing such refund.

9. The GMP includes provisions for CM/GC Field Work, as defined in the Contract and restated below:

"CM/GC Field Work will mean customary layout, clean-up, supervision, and portions of the Work of a minor nature and not feasibly part of the subcontracted work due to: exclusions by the Subcontractor not resolved through the process described in Section 11.c.iii, undeveloped design owing to deviations in Work performed or materials delivered by Subcontractors or suppliers that do not represent defective or nonconforming work, a breach or failure to perform by the Subcontractor or supplier, complexity of coordination of the Work, and other similar

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reasons typically providing cause for "pick-up" or GC Work under industry standards; provided, however, that (i) the CM/GC has reasonably determined that doing such portion of the Work itself is in the best interests of the Owner, (ii) such Work is identified as CM/GC Field Work in monthly billings and (iii) the CM/GC receives prior approval of the Owner's Authorized Representative as to the scope of such CM/GC Field Work."

10. Where scope is listed as excluded, such costs are not included in this estimate and shall be the responsibility of the Owner if later incorporated into the Project.
11. List of alternates, in section 5 of this packet, are provided for owner/client to potentially add to the GMP contract through separate amendments. Pricing provided is Rough Order of Magnitude pricing. Design and timing of acceptance may impact the overall cost of the alternate.
12. List of Allowances, in section 6 of this packet, are intended to reconcile cost of undefined or unquantifiable work and will be tracked and reconciled with the project team. P&C Project Management team will notify the team of any projected allowance overages. Dollars may be moved between allowances. If there is an overrun of an allowance(s), a change order may be issued to the GMP.
13. An additional list of Accepted Value Engineered Allowances is included in section 6 of this packet. This list **excludes** any additional design service that would be required to incorporate changes into the design documents. VE Allowances are subject to change depending on design adjustments, submittal reviews, and procurement issues. Such conditions, but not limited to, may result in a change in the overall allowance pricing. Such changes could result in a contract amendment to the GMP.
14. Section 7 of this packet includes revised Budget Tracking Log. Scope items listed in the log are not included in the GMP. Items list are subject to change in pricing.

Division 2 – Existing Conditions

1. Includes early work packages for summer 2025.
2. Excludes relocation or storage of furniture, equipment, or classroom materials.
3. Includes allowance for salvaged materials for use in art installations.

Division 3 – Concrete

1. Excludes precast landings; landings are assumed to be cast-in-place.
2. Excludes concrete at monument signs indicated in Addendum #2; allowance is included.

Division 4 – Masonry

1. Assumes standard grout colors; excludes white grout.
2. Includes stainless steel anchor ties for brick veneer; excludes hot-dip galvanized anchors.
3. Excludes restoration or reuse of salvaged brick.

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Division 5 – Metals

1. Includes SP6 surface preparation of exposed steel for high-performance coatings.
2. Excludes structural steel framing for mechanical screens at the District Office (accepted value engineering item).
3. Excludes Truss tie steel per Detail 5/S3.32, as removed in Addendum No. 2.

Division 6 – Woods & Plastics

1. Excludes blocking associated with mechanical screen structural framing.
2. DLT includes factory installed WRB and chase covers.
3. Excludes cabinet locks except at qty (12) teacher cabinets. Additional locks may be added during submittal review process. Additional locks will be $100 per lock.
4. Exclude FRL wall paneling at existing Corridor.
5. DLT is procured as a sole-sourced product from StructureCraft. Contractor has executed StructureCraft's terms and conditions for procurement, which shall govern the DLT scope for this project in lieu of the Contractor's standard subcontract terms.

Division 7 – Thermal & Moisture Protection

1. Sheet metal is assumed to be standard color.
2. Unit screening is based on specified Envisor system; includes ABS screening and excludes aluminum.
3. Include fiber cement siding at locations indicated.
4. WRB is priced as Henry VP-160.
5. Includes new roof assembly at corridor and roof patching at locker room.
6. Excludes Armstrong metal panel soffit system; includes Lux soffit panels per Addendum No. 1.
7. Assumes mineral insulation at frames; excludes spray foam insulation.

Division 8 – Openings

1. Includes ArmorGarde security glazing up to 7'- 0" where indicate for IT-3 & IT-4.
2. Radius break metal is non-thermal (not manufactured as a thermal product).

Division 9 – Finishes

1. Excludes staining of concrete.
2. Existing corridor scope includes polished concrete and painting; excludes new ACT.
3. Excludes mural painting, large wall graphics, and Level 5 finish requirements.
4. Includes allowance for patching ceilings, walls, and floors. This allowance is established, but not limited to, the use for trade damage, repair of adjacent finishes surfaces that are impacted by

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construction activity. Such cost is to assist with repairs as it pertains to gyp assemblies, paint, acoustic ceilings, hard lid ceilings, polished concrete, carpet, resilient flooring, base, and other such finishes as they relate to ceilings, walls, and floors.

5. Includes allowance for intumescent coating of structural steel.

Division 10/11/12/14 – Specialties/Equipment/Furnishings

1. Excludes Chromebook carts (Owner Furnished, Owner Installed).
2. Excludes specialty classrooms/workroom equipment (kiln, sublimation printer, vinyl cutter, heat presses, etc.).
3. Excludes wire shelving.
4. Includes undercounter dishwashers, washers/dryers, and range hood as Contractor Furnish, Contractor Install.
5. Assumes full height refrigerator, under counter refrigerator, range/oven, microwave, and copier are Owner Furnish, Owner Install.
6. Excludes monument sign and reader boards per A4.54 in Addendum No. 2; allowance included.
7. Excludes Scranton Products Aria Traditional 1000 toilet compartments; includes phenolic toilet compartments
8. Includes Schindler elevator; excludes TKE elevator.

Division 21/22/23 – Fire Protection/Plumbing/Mechanical

1. Excludes upsizing water feed into locker room. Current plans and documents show existing feed serving all new scheduled fixtures for new locker room.
2. Assumes Floor mounted back outlet toilet fixtures in lieu of what is specified.
3. Assume acid neutralization tanks for each science sink.
4. Excludes trough sinks; includes individual wall-mount lavatory sinks (to match L-1 lavs) with metering faucets in lieu of trough style lavs at gang restrooms (22 wall mount lavatory sinks/faucets replace 6 three station lavs and 2 two station lavs)
5. Includes Sioux Chief systems for floor drains/floor sinks, roof/overflow drains, and cleanouts per accepted VE.
6. Includes Sioux Chief 695-ES01 electronic trap primers in lieu of specified electronic PPP models.
7. Includes PVC piping for below-grade drain, waste, and vent.

Division 26/27/28 – Electrical & Low Voltage

1. Excludes photovoltaic system and canopies. Budget of $650,000 is being carried in the GMP for Green Energy Trust requirements.
2. Includes aluminum feeders for 100A & more, in lieu of copper. Copper to be utilized for less than 100amps.

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3. Assumes MC cable wiring method for branch circuits with conduit homeruns to the areas.
4. Includes VE allowance deduct for lighting fixture package.
5. Includes Stage Ninja cord reels; excludes Hubbel.
6. Includes DAS, PA, AV, wireless clocks, and AOR systems.
7. Includes fire alarm system (Potter basis of design).
8. Includes VE allowance deduct for AV redesign.
9. Assumes J-hooks in lieu of cable trays for low voltage.
10. Includes intrusion, access control, and video surveillance systems.
11. Includes replacement of existing branch panels.
12. Assumes Panelboard and Switchboard SCCR to be Series Rated.

Division 32 – Asphalt Paving

1. Subcontractor's base bid for asphalt materials is based on the Oregon Department of Transportation Monthly Asphalt Cement Material Price (MACMP) for February 2026. Liquid asphalt costs shall be subject to adjustment in accordance with ODOT's asphalt price escalation provisions.

   At the time of asphalt paving, the applicable ODOT MACMP in effect for the month of placement will be compared to the February 2026 index. The difference shall be applied to the eligible quantity of liquid asphalt and as direct additive or deductive change to the Contract.

2. Subcontractor has included costs associated with a temporary construction access approach from Main Street permitted through ODOT. An allowance is included for removal of the temporary approach and for patching and/or repair of asphalt, curb, and sidewalk in accordance with ODOT standards following removal.

Division 31/33 – Earthwork & Site Utilities

1. Excavation and removal of solid or nested boulders 24 inches in diameter or larger will be considered change order work.
2. Includes provisions for radon piping or mitigation. Assumes trenching for radon piping with radon rock. Excludes radon rock with the entire slab.
3. Excludes sub-foundation systems (shoring, piling, geopiers, etc.).
4. Excludes earthwork, sidewalk prep, and utilities within 5 feet of new gymnasium; includes work beyond 5 feet (and/or distance needed for sidewalk prep grading).
5. Excludes gymnasium detention system; include system filters.
6. Excludes Phase 02 work at Wilkes; includes AC path and landscape per 2/L2.02.

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Please note the following **Standard Exclusions**:

a. Building Permit, SDCs, water meter and associated fees.

b. Architect and consultant fees.

c. Permits other than MEP permits.

d. Special inspections, testing, and bonds.

e. Utility company fees (e.g., NW Natural, water department, power).

f. Franchise utility work or removal/relocation of overhead lines.

g. Work to existing power poles, transformers, or underground utility infrastructure.

h. Testing or removal of contaminated soil.

i. Over-excavation or unsuitable soil remediation.

j. Testing or removal of hazardous materials.

k. Building engineering for roof tie-offs.

l. Adjacent property access costs and any costs associated with renting adjacent property for use during construction/staging.

m. Tree grates.

n. ROW/street improvements.

o. LEED Provisions until final determination.

Thank you for giving P&C Construction the opportunity to work with you on this project. Please let me know if you have any questions.

Sincerely,
P&C Construction Team

Derrick Dingman, Sr. Estimator
Parker Verhaeghe, Pre-Construction Manager
Jared Steagall, Project Management

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P&C Construction

2. GMP ESTIMATE

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

Project: Banks High School Addition & Remodel
Location Banks, OR

BHS Modernization Permit Estimate

Line #	Division	Description	TOTAL COST	Cost Breakdown by AREA (For Reference ONLY *included in TOTAL)* New Building	Locker Rooms	Site
1	00	PRECONSTRUCTION	$168,954	$168,954	$0	$0
2	01	GENERAL REQUIREMENTS	$3,361,060	$3,361,060	$0	$0
3	02	EXISTING CONDITIONS	$1,792,732	$1,651,346	$105,101	$36,285
4	03	CONCRETE	$1,731,476	$1,671,412	$60,064	$0
5	04	MASONRY	$861,762	$832,340	$29,422	$0
6	05	METALS	$903,925	$891,945	$11,980	$0
7	06	WOOD, PLASTICS, & COMPOSITES	$3,292,645	$3,255,065	$37,580	$0
8	07	THERMAL & MOISTURE PROTECTION	$2,705,795	$2,682,295	$23,500	$0
9	08	DOORS & WINDOWS	$1,683,475	$1,597,563	$85,912	$0
10	09	FINISHES	$2,439,937	$2,241,021	$169,477	$29,439
11	10	SPECIALTIES	$624,516	$409,462	$150,054	$65,000
12	11	EQUIPMENT	$92,277	$92,277	$0	$0
13	12	FURNISHINGS	$139,261	$112,729	$0	$26,532
14	14	CONVEYING EQUIPMENT	$144,500	$144,500	$0	$0
15	21	FIRE SUPPRESSION	$304,000	$304,000	$0	$0
16	22	PLUMBING	$1,185,486	$928,918	$256,568	$0
17	23	HEATING, VENTILLATING & AIR CONDITIONING	$2,734,199	$2,477,212	$256,987	$0
18	26	ELECTRICAL	$3,552,318	$3,253,968	$298,350	$0
19	31	EARTHWORK	$1,526,261	$0	$0	$1,526,261
20	32	EXTERIOR IMPROVEMENTS	$897,846	$0	$0	$897,846
21		**SUBTOTAL**	**$30,142,425**	**$26,076,067**	**$1,484,995**	**$2,581,363**
22		Evolution of Design Contingency @ 0.00%	$0	$0	$0	$0
23		Bidding/Tariff Contingency @ 0.00%	$0	$0	$0	$0
24		Construction Contingency @ 5.00%	$1,507,121	$1,303,803	$74,250	$129,068
25		**Subtotal - Cost of Work**	**$31,649,546**	**$27,379,870**	**$1,559,245**	**$2,710,431**
26		Retention Bond @ 0.00%	$0	$0	$0	$0
27		CMGC Liability Insurance @ 1.15%	$363,970	$314,869	$17,931	$31,170
28		CMGC Payment and Performance Bonds @ 0.95%	$300,671	$260,109	$14,813	$25,749
29		**Total Cost of Work**	**$32,314,187**	**$27,954,848**	**$1,591,989**	**$2,767,350**
30		CM/GC Fee (excl. Insurance & Bonds) @ 2.40%	$775,540	$670,916	$38,208	$66,416
31		**Subtotal**	**$33,089,727**	**$28,625,764**	**$1,630,197**	**$2,833,767**
32		GET Budget	$650,000	$650,000		
33		BHS Contract Amendment 1	$1,985,052	$1,985,052		
34		Contract Amendment 2	$2,496,628	$2,496,628		
35		Retention Bond Credit for Contract Amendment 1 & 2	$-6,420	$-6,420		
36		**TOTAL GMP ESTIMATE AMOUNT**	**$38,214,987**	**$33,751,024**	**$1,630,197**	**$2,833,767**
37		Unit Cost per S.F.	$754.85	$742.60	$314.95	$62.35
38		S.F. of Area	50,626	45,450	5,176	45,450
39		OWNER'S STATED BUDGET FOR CONSTRUCTION	$38,216,850			

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	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
1	00 00 00.00		PRECONSTRUCTION						
2		00 10 00.00	Preconstruction Services						
3			Preconstruction Services per RFP Response	1.00 ls			168,954.00 /ls	168,954	168,954
			Preconstruction Services					168,954	168,954
			PRECONSTRUCTION					168,954	168,954
4	01 00 00.00		GENERAL REQUIREMENTS						
5		01 10 00.00	General Conditions						
6			General Conditions April 26-Nov 27	1.00 ls	-	-	3,116,398.00 /ls	3,116,398	3,116,398
7			Schedule Acceleration Phase 1	1.00 Allow			81,554.00 /Allow	81,554	81,554
8			Schedule Acceleration Phase 2	1.00 Allow			81,554.00 /Allow	81,554	81,554
9			Schedule Acceleration Phase 3	1.00 Allow			81,554.00 /Allow	81,554	81,554
			General Conditions					3,361,060	3,361,060
			GENERAL REQUIREMENTS					3,361,060	3,361,060
10	02 00 00.00		EXISTING CONDITIONS						
11		02 00 10.00	Site Logistics						
12			General Requirements & Logistics -	1.00 ls	-	-	1,438,554.00 /ls	1,438,554	1,438,554
13			Modular Restroom and Service	1.00 ls	-	-	40,680.00 /ls	40,680	40,680
14			Surveillance Cameras	1.00 ls	-	-	52,568.00 /ls	52,568	52,568
			Site Logistics					1,531,802	1,531,802
15		02 21 00.00	Survey						
16			Survey	1.00 ls			36,285.00 /ls	36,285	36,285
			Survey					36,285	36,285
17		02 41 19.00	Selective Demolition						
18			Demolition Locker Room	1.00 ls			105,101.00 /ls	105,101	105,101
19			Demolition CTE & Corridor Gym	1.00 ls			19,544.00 /ls	19,544	19,544
			Selective Demolition					124,645	124,645
20		02 42 00.00	Removal, Salvage & Repair						
21			Salvage Material for Art Installation ALLOW	1.00 Allow			100,000.00 /Allow	100,000	100,000
			Removal, Salvage & Repair					100,000	100,000
			EXISTING CONDITIONS					1,792,732	1,792,732
22	03 00 00.00		CONCRETE						
23		03 30 00.00	Footings, Foundations & Slabs						
24			Structural Concrete and Concrete Tilt Walls	1.00 ls			1,579,027.00 /ls	1,579,027	1,579,027
25			Structural Concrete Locker Room Work	1.00 ls			60,064.00 /ls	60,064	60,064
			Footings, Foundations & Slabs					1,639,091	1,639,091
26		03 54 13.00	Gypsum Cement Underlayment						
27			Gypsum Cement Underlayment	1.00 ls			92,385.00 /ls	92,385	92,385
			Gypsum Cement Underlayment					92,385	92,385
			CONCRETE					1,731,476	1,731,476
28	04 00 00.00		MASONRY						
29		04 22 00.00	CMU						
30			Building Addition CMU Masonry	1.00 ls			817,318.00 /ls	817,318	817,318
31			Locker Room CMU Masonry	1.00 ls			29,422.00 /ls	29,422	29,422
32			GC Field Work	1.00 ls			15,022.00 /ls	15,022	15,022
			CMU					861,762	861,762
			MASONRY					861,762	861,762
33	05 00 00.00		METALS						
34		05 12 00.00	Structural Steel Framing						
35			Structural Steel - Erection	1.00 ls			214,557.00 /ls	214,557	214,557
36			Structural Steel - Erection	1.00 ls			3,160.00 /ls	3,160	3,160
37			Structural Steel - Fabricate, Supply	1.00 ls			633,828.00 /ls	633,828	633,828
38			Structural Steel - Fabricate, Supply	1.00 ls			8,820.00 /ls	8,820	8,820

	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
		05 12 00.00	Structural Steel Framing						
39			GC Field Work	1.00 ls			43,560.00 /ls	43,560	43,560
			Structural Steel Framing					903,925	903,925
			METALS					903,925	903,925
40	06 00 00.00		WOOD, PLASTICS, & COMPOSITES						
41		06 10 00.00	Rough Carpentry Framing						
42			Rough Carpentry & DLT	1.00 ls			2,270,190.00 /ls	2,270,190	2,270,190
43			Rough Carpentry	1.00 ls			13,195.00 /ls	13,195	13,195
			Rough Carpentry Framing					2,283,385	2,283,385
44		06 22 00.00	Miscellaneous Finish Carpentry (Trims)						
45			Building Addition Finish Carpentry	1.00 ls			752,259.00 /ls	752,259	752,259
46			Locker Room Finish Carpentry	1.00 ls			24,385.00 /ls	24,385	24,385
			Miscellaneous Finish Carpentry (Trims)					776,644	776,644
47		06 25 00.00	Paneling						
48			Wall Paneling (FRL/FRP)	1.00 ls			232,616.00 /ls	232,616	232,616
			Paneling					232,616	232,616
			WOOD, PLASTICS, & COMPOSITES					3,292,645	3,292,645
49	07 00 00.00		THERMAL & MOISTURE PROTECTION						
50		07 00 10.00	Mockups						
51			Mockup	1.00 Allow			10,000.00 /Allow	10,000	10,000
			Mockups					10,000	10,000
52		07 17 13.00	Waterproofing						
53			Waterproofing	1.00 ls			106,590.00 /ls	106,590	106,590
			Waterproofing					106,590	106,590
54		07 21 00.00	Insulation						
55			Below Grade Insulation	1.00 ls			27,455.00 /ls	27,455	27,455
			Insulation					27,455	27,455
56		07 25 10.00	Weather Barriers						
57			Fiber Cement Siding & Weather Barriers	1.00 ls			225,206.00 /ls	225,206	225,206
			Weather Barriers					225,206	225,206
58		07 42 13.00	Sheet Metal Wall & Soffit Panels						
59			Sheet Metal Roof & Wall Panels	1.00 ls			1,147,000.00 /ls	1,147,000	1,147,000
			Sheet Metal Wall & Soffit Panels					1,147,000	1,147,000
60		07 51 00.00	Built-Up Bituminous Roofing						
61			Built Up Roofing	1.00 ls			760,075.00 /ls	760,075	760,075
62			Built Up Roofing (Corridor/Locker)	1.00 ls			23,500.00 /ls	23,500	23,500
			Built-Up Bituminous Roofing					783,575	783,575
63		07 54 23.00	Thermoplastic Membrane Roofing						
64			GC Field Work	1.00 ls			46,048.00 /ls	46,048	46,048
			Thermoplastic Membrane Roofing					46,048	46,048
65		07 71 00.00	Roof Specialties						
66			Manufactured Roof Expansion Joints	1.00 ls			102,290.00 /ls	102,290	102,290
			Roof Specialties					102,290	102,290
67		07 72 00.00	Roof Accessories						
68			Roof Tie Off Points	1.00 ls			51,116.00 /ls	51,116	51,116
69			Roof Hatch	1.00 ls			10,000.00 /ls	10,000	10,000
			Roof Accessories					61,116	61,116
70		07 92 00.00	Joint Sealants						
71			Joint Sealants	1.00 ls			90,675.00 /ls	90,675	90,675
72			Fire Caulking	1.00 LS			77,140.00 /LS	77,140	77,140
73			Tilt Panel Caulking & Insulation	1.00 LS			28,700.00 /LS	28,700	28,700
			Joint Sealants					196,515	196,515

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	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
			THERMAL & MOISTURE PROTECTION					**2,705,795**	**2,705,795**
74	**08 00 00.00**		**DOORS & WINDOWS**						
75		**08 11 13.00**	**Doors & Hardware**						
76			Building Addition Doors, Frames & Hardware - Supply Only	1.00 ls			358,318.00 /ls	**358,318**	**358,318**
77			Locker Room Doors, Frames & Hardware - Supply Only	1.00 ls			67,235.00 /ls	**67,235**	**67,235**
78			Building Addition Doors, Frames & Hardware - Install Only	1.00 ls			75,985.00 /ls	**75,985**	**75,985**
79			Locker Room Doors, Frames & Hardware - Install Only	1.00 ls			16,677.00 /ls	**16,677**	**16,677**
			Doors & Hardware					**518,215**	**518,215**
80		**08 33 23.00**	**Overhead Doors**						
81			Overhead Doors	1.00 ls			28,120.00 /ls	**28,120**	**28,120**
82			Accordion Doors	1.00 ls			149,612.00 /ls	**149,612**	**149,612**
			Overhead Doors					**177,732**	**177,732**
83		**08 41 13.00**	**Aluminum Storefront Systems**						
84			Aluminum Storefront	1.00 ls			867,928.00 /ls	**867,928**	**867,928**
85			Aluminum Storefront	1.00 ls			2,000.00 /ls	**2,000**	**2,000**
			Aluminum Storefront Systems					**869,928**	**869,928**
86		**08 63 00.00**	**Skylights**						
87			Metal Framed Skylights	1.00 ls			117,600.00 /ls	**117,600**	**117,600**
			Skylights					**117,600**	**117,600**
			DOORS & WINDOWS					**1,683,475**	**1,683,475**
88	**09 00 00.00**		**FINISHES**						
89		**09 00 10.00**	**Final Cleaning**						
90			Building Addition Final Cleaning	1.00 ls			46,000.00 /ls	**46,000**	**46,000**
91			Locker Room Final Cleaning	1.00 ls			2,200.00 /ls	**2,200**	**2,200**
92			Site Final Cleaning	1.00 ls			29,439.00 /ls	**29,439**	**29,439**
			Final Cleaning					**77,639**	**77,639**
93		**09 21 16.00**	**Gypsum Board Assemblies**						
94			Building Addition Gypsum Board Assemblies	1.00 ls			1,405,559.00 /ls	**1,405,559**	**1,405,559**
95			Locker Room Gypsum Board Assemblies	1.00 ls			123,110.00 /ls	**123,110**	**123,110**
96			GC Field Work	1.00 ls			52,450.00 /ls	**52,450**	**52,450**
			Gypsum Board Assemblies					**1,581,119**	**1,581,119**
97		**09 30 00.00**	**Tiling**						
98			Building Addition Tile	1.00 ls			88,398.00 /ls	**88,398**	**88,398**
			Tiling					**88,398**	**88,398**
99		**09 65 00.00**	**Resilient Flooring**						
100			Resilient Flooring	1.00 ls			157,800.00 /ls	**157,800**	**157,800**
			Resilient Flooring					**157,800**	**157,800**
101		**09 67 00.00**	**Fluid Applied Flooring**						
102			Polished Concrete	1.00 ls			175,496.00 /ls	**175,496**	**175,496**
103			Polished Concrete	1.00 ls			15,623.00 /ls	**15,623**	**15,623**
			Fluid Applied Flooring					**191,119**	**191,119**
104		**09 68 00.00**	**Carpeting**						
105			Building Addition Carpeting	1.00 ls			41,000.00 /ls	**41,000**	**41,000**
			Carpeting					**41,000**	**41,000**
106		**09 91 23.00**	**Painting**						
107			Building Addition Painting	1.00 ls			274,318.00 /ls	**274,318**	**274,318**
108			Locker Room Painting	1.00 ls			28,544.00 /ls	**28,544**	**28,544**
			Painting					**302,862**	**302,862**
			FINISHES					**2,439,937**	**2,439,937**
109	**10 00 00.00**		**SPECIALTIES**						
110		**10 11 00.00**	**Visual Display Units**						
111			Building Addition Visual Display Units & Corner Guards	1.00 ls			96,093.00 /ls	**96,093**	**96,093**
112			Locker Room Visual Display Units & Corner Guards	1.00 ls			6,407.00 /ls	**6,407**	**6,407**

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	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
			Visual Display Units					**102,500**	**102,500**
113		**10 14 00.00**	**Signage**						
114			Signage	1.00 ls			68,546.00 /ls	**68,546**	**68,546**
115			Signage	1.00 ls			4,577.00 /ls	**4,577**	**4,577**
116			Reader Board Sign Allow	1.00 Allow			65,000.00 /Allow	**65,000**	**65,000**
			Signage					**138,123**	**138,123**
117		**10 21 13.00**	**Toilet Partitions & Cubicles**						
118			Building Addition Toilet Partitions	1.00 ls			40,499.00 /ls	**40,499**	**40,499**
119			Locker Room Toilet Partitions	1.00 ls			12,648.00 /ls	**12,648**	**12,648**
			Toilet Partitions & Cubicles					**53,147**	**53,147**
120		**10 28 13.00**	**Toilet Accessories**						
121			Building Addition Toilet Accessories & Specialties Install	1.00 ls			78,726.00 /ls	**78,726**	**78,726**
122			Locker Room Toilet Accessories	1.00 ls			5,445.00 /ls	**5,445**	**5,445**
			Toilet Accessories					**84,171**	**84,171**
123		**10 44 00.00**	**Fire Protection Specialties**						
124			Fire Extinguishers & Cabinets	1.00 ls			9,119.00 /ls	**9,119**	**9,119**
125			Fire Extinguishers & Cabinets	1.00 ls			565.00 /ls	**565**	**565**
			Fire Protection Specialties					**9,684**	**9,684**
126		**10 51 13.00**	**Lockers**						
127			Building Addition Lockers - Metal	1.00 ls			116,479.00 /ls	**116,479**	**116,479**
128			Locker Room Lockers - Metal	1.00 ls			120,412.00 /ls	**120,412**	**120,412**
			Lockers					**236,891**	**236,891**
			SPECIALTIES					**624,516**	**624,516**
129	**11 00 00.00**		**EQUIPMENT**						
130		**11 30 13.00**	**Residential Appliances**						
131			Residential Appliances (CFCI)	1.00 ls			27,300.00 /ls	**27,300**	**27,300**
			Residential Appliances					**27,300**	**27,300**
132		**11 53 13.00**	**Laboratory Equipment**						
133			Laboratory Equipment	1.00 ls			64,977.00 /ls	**64,977**	**64,977**
			Laboratory Equipment					**64,977**	**64,977**
			EQUIPMENT					**92,277**	**92,277**
134	**12 00 00.00**		**FURNISHINGS**						
135		**12 24 13.00**	**Window Shades**						
136			Building Addition Shades	1.00 ls			112,729.00 /ls	**112,729**	**112,729**
			Window Shades					**112,729**	**112,729**
137		**12 93 00.00**	**Miscellaneous Furnishings**						
138			Site Furnishings	1.00 ls			26,532.00 /ls	**26,532**	**26,532**
			Miscellaneous Furnishings					**26,532**	**26,532**
			FURNISHINGS					**139,261**	**139,261**
139	**14 00 00.00**		**CONVEYING EQUIPMENT**						
140		**14 10 00.00**	**Conveying Equipment**						
141			Elevator	1.00 ls			144,500.00 /ls	**144,500**	**144,500**
			Conveying Equipment					**144,500**	**144,500**
			CONVEYING EQUIPMENT					**144,500**	**144,500**
142	**21 00 00.00**		**FIRE SUPPRESSION**						
143		**21 13 13.00**	**Fire Suppression Systems**						
144			Fire Protection	1.00 ls			304,000.00 /ls	**304,000**	**304,000**
			Fire Suppression Systems					**304,000**	**304,000**
			FIRE SUPPRESSION					**304,000**	**304,000**
145	**22 00 00.00**		**PLUMBING**						
146		**22 10 00.00**	**Plumbing**						
147			Building Addition Plumbing	1.00 ls			899,878.00 /ls	**899,878**	**899,878**

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	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
		22 10 00.00	Plumbing						
148			Locker Room Plumbing	1.00 ls			256,568.00 /ls	256,568	256,568
149			GC Field Work	1.00 ls			29,040.00 /ls	29,040	29,040
			Plumbing					1,185,486	1,185,486
			PLUMBING					1,185,486	1,185,486
150	23 00 00.00		HEATING, VENTILLATING & AIR CONDITIONING						
151		23 10 00.00	HVAC						
152			Building Addition HVAC	1.00 ls			2,422,762.00 /ls	2,422,762	2,422,762
153			Locker Room HVAC	1.00 ls			256,987.00 /ls	256,987	256,987
154			GC Field Work	1.00 ls			54,450.00 /ls	54,450	54,450
			HVAC					2,734,199	2,734,199
			HEATING, VENTILLATING & AIR CONDITIONING					2,734,199	2,734,199
155	26 00 00.00		ELECTRICAL						
156		26 10 00.00	Electrical						
157			Building Addition Electrical/Comm/Security/FA	1.00 ls			3,193,550.00 /ls	3,193,550	3,193,550
158			Locker Room Electrical/Comm/Security/FA	1.00 ls			298,350.00 /ls	298,350	298,350
159			GC Field Work	1.00 ls			60,418.00 /ls	60,418	60,418
			Electrical					3,552,318	3,552,318
			ELECTRICAL					3,552,318	3,552,318
160	31 00 00.00		EARTHWORK						
161		31 20 00.00	Earthwork						
162			Earthwork	1.00 ls			1,489,960.00 /ls	1,489,960	1,489,960
163			GC Field Work	1.00 ls			36,301.00 /ls	36,301	36,301
			Earthwork					1,526,261	1,526,261
			EARTHWORK					1,526,261	1,526,261
164	32 00 00.00		EXTERIOR IMPROVEMENTS						
165		32 12 16.00	Asphalt Concrete Paving						
166			Asphalt Paving	1.00 ls			243,730.00 /ls	243,730	243,730
			Asphalt Concrete Paving					243,730	243,730
167		32 16 00.00	Site Concrete						
168			Site Concrete	1.00 ls			314,181.00 /ls	314,181	314,181
169			ODOT Repair (Temp Const Access)	1.00 allow			15,000.00 /allow	15,000	15,000
170			GC Field Work	1.00 ls			25,410.00 /ls	*25,410*	25,410
			Site Concrete					354,591	354,591
171		32 17 00.00	Pavement Specialties & Markings						
172			Striping And Signage	1.00 ls			23,770.00 /ls	23,770	23,770
			Pavement Specialties & Markings					23,770	23,770
173		32 31 00.00	Fences & Gates						
174			Fencing & Gates	1.00 ls			123,550.00 /ls	123,550	123,550
			Fences & Gates					123,550	123,550
175		32 90 00.00	Landscape & Irrigation - Planting Areas						
176			Landscape & Irrigation	1.00 ls			152,205.00 /ls	152,205	152,205
			Landscape & Irrigation - Planting Areas					152,205	152,205
			EXTERIOR IMPROVEMENTS					897,846	897,846

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Estimate Totals

Description	Amount	Hours	Rate	Totals
Labor				
Material				
Subcontract	30,142,425			
Equipment				
Other				
Subtotal	**30,142,425**			**30,142,425**
Evolution of Design Contingency				
Bidding/Tariff Contingency				
Construction Contingency	1,507,121		5.000 %	
Subtotal - Cost of Work	**1,507,121**			**31,649,546**
Retention Bond				
CMGC Liability Insurance	363,970		1.150 %	
CMGC Payment and Performance Bonds	300,671		0.950 %	
Total Cost of Work	**664,641**			**32,314,187**
CM/GC Fee (excl. Insurance & Bonds)	775,540		2.400 %	
Subtotal	**775,540**			**33,089,727**
GET Budget	650,000			
BHS Contract Amendment 1	1,985,052			
Contract Amendment 2	2,496,628			
Retention Bond Credit for Contract Amendment 1 & 2	(6,420)			
Total				***38,214,987***

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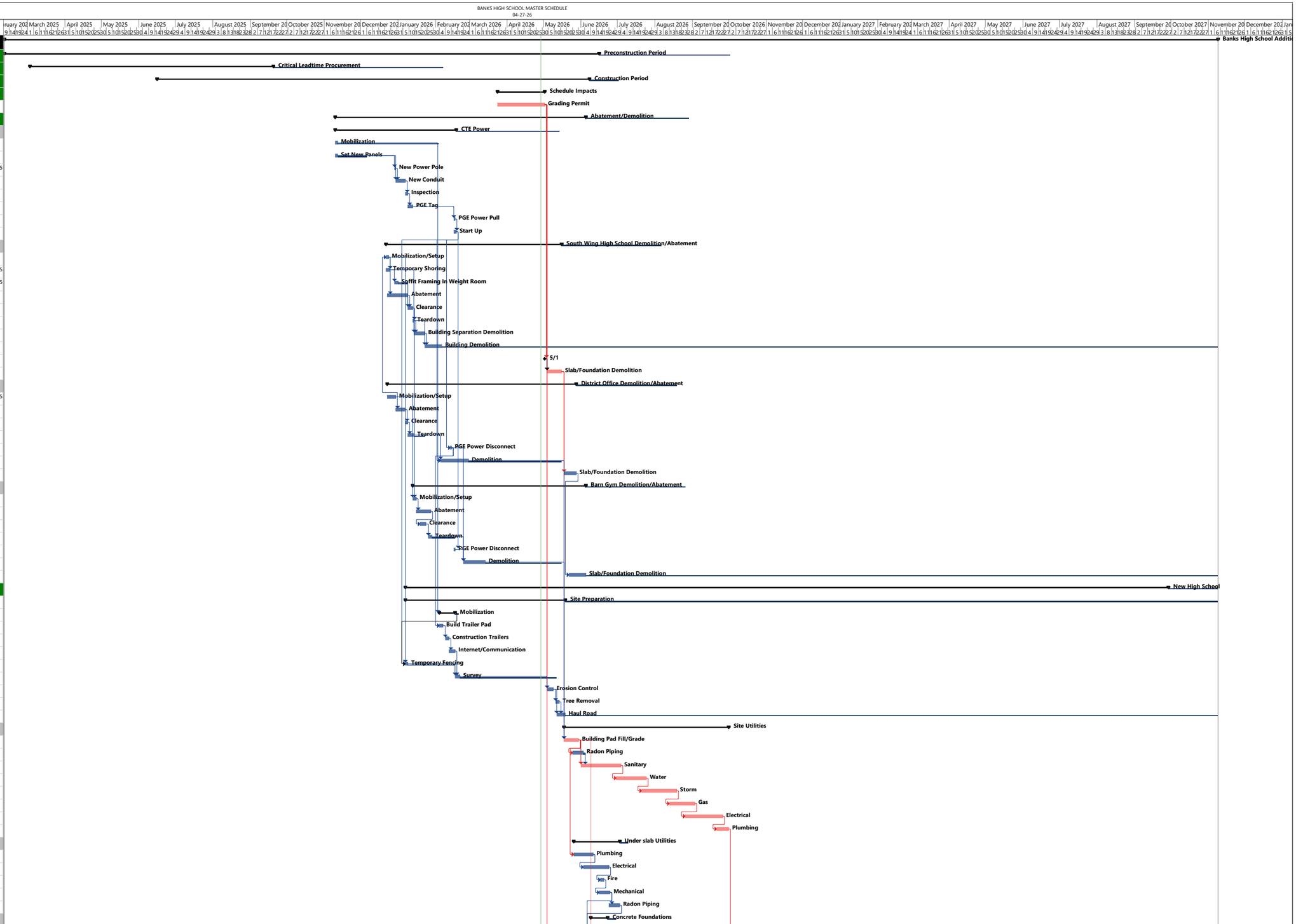
3. SCHEDULE

BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
1	**Banks High School Addition**	**707 days**	**Mon 2/10/25**	**Mon 11/8/27**
2	**Preconstruction Period**	**342 days**	**Mon 2/10/25**	**Mon 6/15/26**
41	**Critical Leadtime Procurement**	**142 days**	**Mon 3/3/25**	**Fri 9/19/25**
162	**Construction Period**	**247 days**	**Mon 6/16/25**	**Mon 6/8/26**
166	**Schedule Impacts**	**29 days**	**Tue 3/24/26**	**Fri 5/1/26**
167	Grading Permit	29 days	Tue 3/24/26	Fri 5/1/26
168	**Abatement/Demolition**	**143 days**	**Mon 11/10/25**	**Thu 6/4/26**
169	**CTE Power**	**66 days**	**Mon 11/10/25**	**Tue 2/17/26**
170	Mobilization	2 days	Mon 11/10/25	Tue 11/11/25
171	Set New Panels	2 days	Mon 11/10/25	Tue 11/11/25
172	New Power Pole	1 day	Mon 12/29/25	Mon 12/29/25
173	New Conduit	4 days	Tue 12/30/25	Tue 1/6/26
174	Inspection	2 days	Wed 1/7/26	Thu 1/8/26
175	PGE Tag	2 days	Fri 1/9/26	Mon 1/12/26
176	PGE Power Pull	1 day	Mon 2/16/26	Mon 2/16/26
177	Start Up	2 days	Mon 2/16/26	Tue 2/17/26
178	**South Wing High School Demolition/Abatement**	**101 days**	**Mon 12/22/25**	**Fri 5/15/26**
179	Mobilization/Setup	2 days	Mon 12/22/25	Tue 12/23/25
180	Temporary Shoring	3 days	Mon 12/22/25	Wed 12/24/25
181	Soffit Framing In Weight Room	3 days	Mon 12/29/25	Wed 12/31/25
182	Abatement	9 days	Tue 12/23/25	Thu 1/8/26
183	Clearance	2 days	Fri 1/9/26	Mon 1/12/26
184	Teardown	1 day	Tue 1/13/26	Tue 1/13/26
185	Building Separation Demolition	7 days	Wed 1/14/26	Thu 1/22/26
186	Building Demolition	10 days	Fri 1/23/26	Thu 2/5/26
187	Grading Permit	0 days	Fri 5/1/26	Fri 5/1/26
188	Slab/Foundation Demolition	10 days	Mon 5/4/26	Fri 5/15/26
189	**District Office Demolition/Abatement**	**108 days**	**Tue 12/23/25**	**Wed 5/27/26**
190	Mobilization/Setup	3 days	Tue 12/23/25	Mon 12/29/25
191	Abatement	4 days	Tue 12/30/25	Tue 1/6/26
192	Clearance	2 days	Wed 1/7/26	Thu 1/8/26
193	Teardown	3 days	Fri 1/9/26	Tue 1/13/26
194	PGE Power Disconnect	1 day	Fri 2/13/26	Fri 2/13/26
195	Demolition	17 days	Thu 2/5/26	Fri 2/27/26
196	Slab/Foundation Demolition	8 days	Mon 5/18/26	Wed 5/27/26
197	**Barn Gym Demolition/Abatement**	**103 days**	**Tue 1/13/26**	**Thu 6/4/26**
198	Mobilization/Setup	3 days	Tue 1/13/26	Thu 1/15/26
199	Abatement	8 days	Fri 1/16/26	Tue 1/27/26
200	Clearance	5 days	Mon 1/19/26	Fri 1/23/26
201	Teardown	3 days	Mon 1/26/26	Wed 1/28/26
202	PGE Power Disconnect	1 day	Mon 2/16/26	Mon 2/16/26
203	Demolition	14 days	Tue 2/24/26	Fri 3/13/26
204	Slab/Foundation Demolition	10 days	Fri 5/22/26	Thu 6/4/26
205	**New High School**	**450 days**	**Wed 1/7/26**	**Tue 9/28/27**
206	**Site Preparation**	**94 days**	**Wed 1/7/26**	**Mon 5/18/26**
207	**Mobilization**	**9 days**	**Wed 2/4/26**	**Mon 2/16/26**
208	Build Trailer Pad	3 days	Wed 2/4/26	Fri 2/6/26
209	Construction Trailers	3 days	Mon 2/9/26	Wed 2/11/26
210	Internet/Communication	3 days	Thu 2/12/26	Mon 2/16/26
211	Temporary Fencing	2 days	Wed 1/7/26	Thu 1/8/26
212	Survey	4 days	Tue 2/17/26	Fri 2/20/26
213	Erosion Control	5 days	Mon 5/4/26	Fri 5/8/26
214	Tree Removal	3 days	Mon 5/11/26	Wed 5/13/26
215	Haul Road	5 days	Tue 5/12/26	Mon 5/18/26
216	**Site Utilities**	**98 days**	**Mon 5/18/26**	**Wed 9/30/26**
217	Building Pad Fill/Grade	10 days	Mon 5/18/26	Fri 5/29/26
218	Radon Piping	7 days	Mon 5/25/26	Tue 6/2/26
219	Sanitary	25 days	Mon 6/1/26	Fri 7/3/26
220	Water	19 days	Tue 6/30/26	Fri 7/24/26
221	Storm	21 days	Tue 7/21/26	Tue 8/18/26
222	Gas	15 days	Thu 8/13/26	Wed 9/2/26
223	Electrical	23 days	Wed 8/26/26	Fri 9/25/26
224	Plumbing	8 days	Mon 9/21/26	Wed 9/30/26
225	**Under slab Utilities**	**28 days**	**Tue 5/26/26**	**Thu 7/2/26**
226	Plumbing	12 days	Tue 5/26/26	Wed 6/10/26
227	Electrical	15 days	Wed 6/3/26	Tue 6/23/26
228	Fire	3 days	Wed 6/17/26	Fri 6/19/26
229	Mechanical	7 days	Tue 6/16/26	Wed 6/24/26
230	Radon Piping	7 days	Wed 6/24/26	Thu 7/2/26
231	**Concrete Foundations**	**10 days**	**Tue 6/9/26**	**Mon 6/22/26**



Project: Banks HS Project Sched
Date: Wed 4/29/26

Task · Split · Milestone · Summary · Project Summary · Inactive Task · Inactive Milestone · Inactive Summary · Manual Task · Duration-only · Manual Summary Rollup · Manual Summary · Start-only · Finish-only · External Tasks · External Milestone · Deadline · Critical · Critical Split · Progress · Manual Progress · Slack

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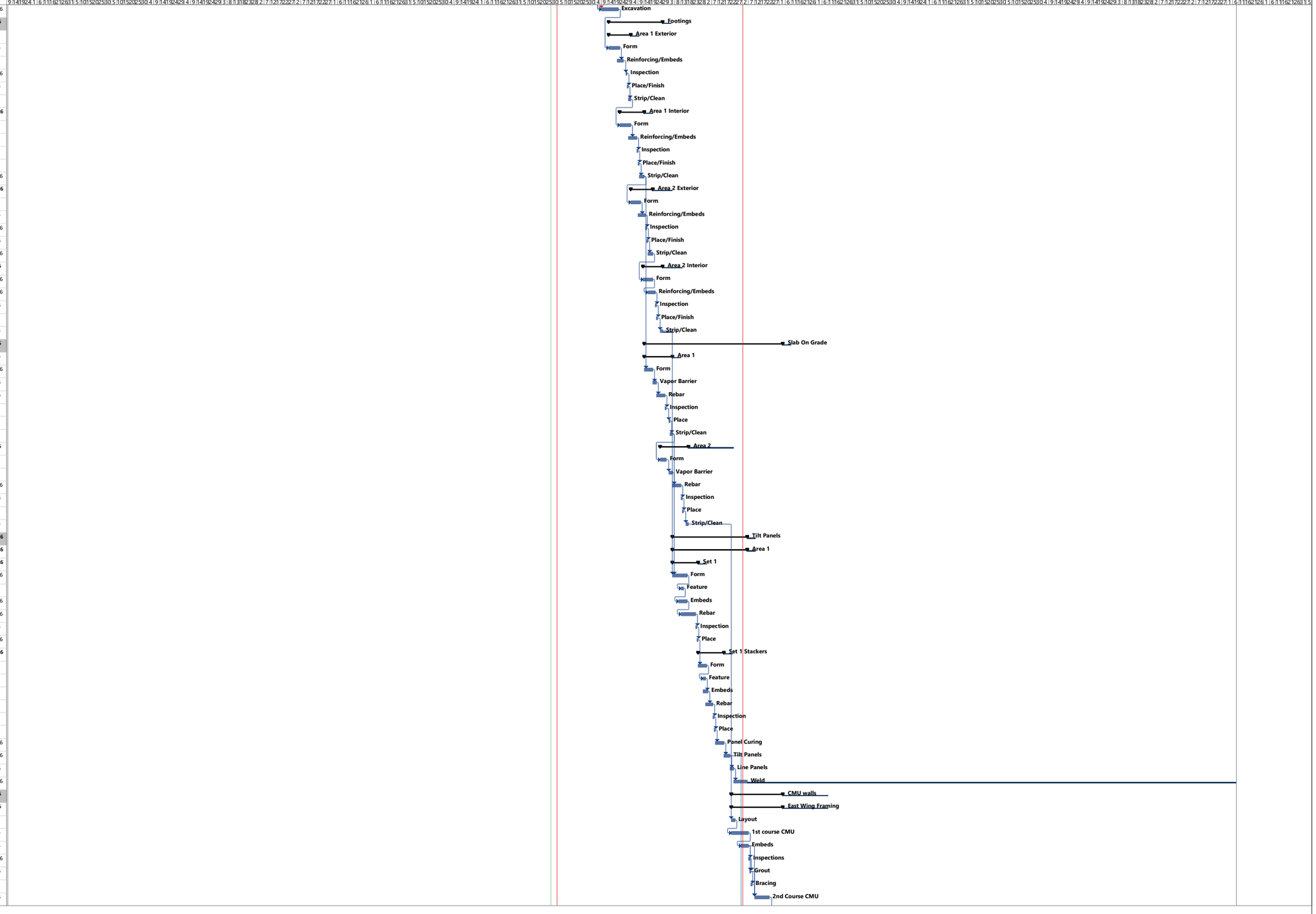
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
232	Excavation	10 days	Tue 6/9/26	Mon 6/22/26
233	**Footings**	**32 days**	**Mon 6/15/26**	**Tue 7/28/26**
234	**Area 1 Exterior**	**14 days**	**Mon 6/15/26**	**Thu 7/2/26**
235	Form	7 days	Mon 6/15/26	Tue 6/23/26
236	Reinforcing/Embeds	5 days	Mon 6/22/26	Fri 6/26/26
237	Inspection	1 day	Mon 6/29/26	Mon 6/29/26
238	Place/Finish	1 day	Tue 6/30/26	Tue 6/30/26
239	Strip/Clean	2 days	Wed 7/1/26	Thu 7/2/26
240	**Area 1 Interior**	**14 days**	**Wed 6/24/26**	**Mon 7/13/26**
241	Form	7 days	Wed 6/24/26	Thu 7/2/26
242	Reinforcing/Embeds	5 days	Wed 7/1/26	Tue 7/7/26
243	Inspection	1 day	Wed 7/8/26	Wed 7/8/26
244	Place/Finish	1 day	Thu 7/9/26	Thu 7/9/26
245	Strip/Clean	2 days	Fri 7/10/26	Mon 7/13/26
246	**Area 2 Exterior**	**12 days**	**Fri 7/3/26**	**Mon 7/20/26**
247	Form	6 days	Fri 7/3/26	Fri 7/10/26
248	Reinforcing/Embeds	4 days	Thu 7/9/26	Tue 7/14/26
249	Inspection	1 day	Wed 7/15/26	Wed 7/15/26
250	Place/Finish	1 day	Thu 7/16/26	Thu 7/16/26
251	Strip/Clean	2 days	Fri 7/17/26	Mon 7/20/26
252	**Area 2 Interior**	**12 days**	**Mon 7/13/26**	**Tue 7/28/26**
253	Form	6 days	Mon 7/13/26	Mon 7/20/26
254	Reinforcing/Embeds	4 days	Fri 7/17/26	Wed 7/22/26
255	Inspection	1 day	Thu 7/23/26	Thu 7/23/26
256	Place/Finish	1 day	Fri 7/24/26	Fri 7/24/26
257	Strip/Clean	2 days	Mon 7/27/26	Tue 7/28/26
258	**Slab On Grade**	**81 days**	**Tue 7/14/26**	**Tue 11/3/26**
259	**Area 1**	**17 days**	**Tue 7/14/26**	**Wed 8/5/26**
260	Form	5 days	Tue 7/14/26	Mon 7/20/26
261	Vapor Barrier	3 days	Tue 7/21/26	Thu 7/23/26
262	Rebar	5 days	Fri 7/24/26	Thu 7/30/26
263	Inspection	1 day	Fri 7/31/26	Fri 7/31/26
264	Place	1 day	Mon 8/3/26	Mon 8/3/26
265	Strip/Clean	2 days	Tue 8/4/26	Wed 8/5/26
266	**Area 2**	**17 days**	**Mon 7/27/26**	**Tue 8/18/26**
267	Form	5 days	Mon 7/27/26	Fri 7/31/26
268	Vapor Barrier	3 days	Mon 8/3/26	Wed 8/5/26
269	Rebar	5 days	Thu 8/6/26	Wed 8/12/26
270	Inspection	1 day	Thu 8/13/26	Thu 8/13/26
271	Place	1 day	Fri 8/14/26	Fri 8/14/26
272	Strip/Clean	2 days	Mon 8/17/26	Tue 8/18/26
273	**Tilt Panels**	**43 days**	**Thu 8/6/26**	**Mon 10/5/26**
274	**Area 1**	**43 days**	**Thu 8/6/26**	**Mon 10/5/26**
275	**Set 1**	**15 days**	**Thu 8/6/26**	**Wed 8/26/26**
276	Form	8 days	Thu 8/6/26	Mon 8/17/26
277	Feature	2 days	Thu 8/13/26	Fri 8/14/26
278	Embeds	5 days	Tue 8/11/26	Mon 8/17/26
279	Rebar	8 days	Thu 8/13/26	Mon 8/24/26
280	Inspection	1 day	Tue 8/25/26	Tue 8/25/26
281	Place	1 day	Wed 8/26/26	Wed 8/26/26
282	**Set 1 Stackers**	**15 days**	**Thu 8/27/26**	**Wed 9/16/26**
283	Form	5 days	Thu 8/27/26	Wed 9/2/26
284	Feature	2 days	Mon 8/31/26	Tue 9/1/26
285	Embeds	4 days	Mon 8/31/26	Thu 9/3/26
286	Rebar	4 days	Wed 9/2/26	Mon 9/7/26
287	Inspection	1 day	Tue 9/8/26	Tue 9/8/26
288	Place	1 day	Wed 9/9/26	Wed 9/9/26
289	Panel Curing	5 days	Thu 9/10/26	Wed 9/16/26
290	Tilt Panels	3 days	Thu 9/17/26	Mon 9/21/26
291	Line Panels	3 days	Tue 9/22/26	Thu 9/24/26
292	Weld	7 days	Fri 9/25/26	Mon 10/5/26
293	**CMU walls**	**30 days**	**Wed 9/23/26**	**Tue 11/3/26**
294	**East Wing Framing**	**30 days**	**Wed 9/23/26**	**Tue 11/3/26**
295	Layout	3 days	Wed 9/23/26	Fri 9/25/26
296	1st course CMU	10 days	Wed 9/23/26	Tue 10/6/26
297	Embeds	4 days	Thu 10/1/26	Tue 10/6/26
298	Inspections	1 day	Wed 10/7/26	Wed 10/7/26
299	Grout	1 day	Thu 10/8/26	Thu 10/8/26
300	Bracing	1 day	Fri 10/9/26	Fri 10/9/26
301	2nd Course CMU	10 days	Mon 10/12/26	Fri 10/23/26



Project: Banks HS Project Sched
Date: Wed 4/29/26

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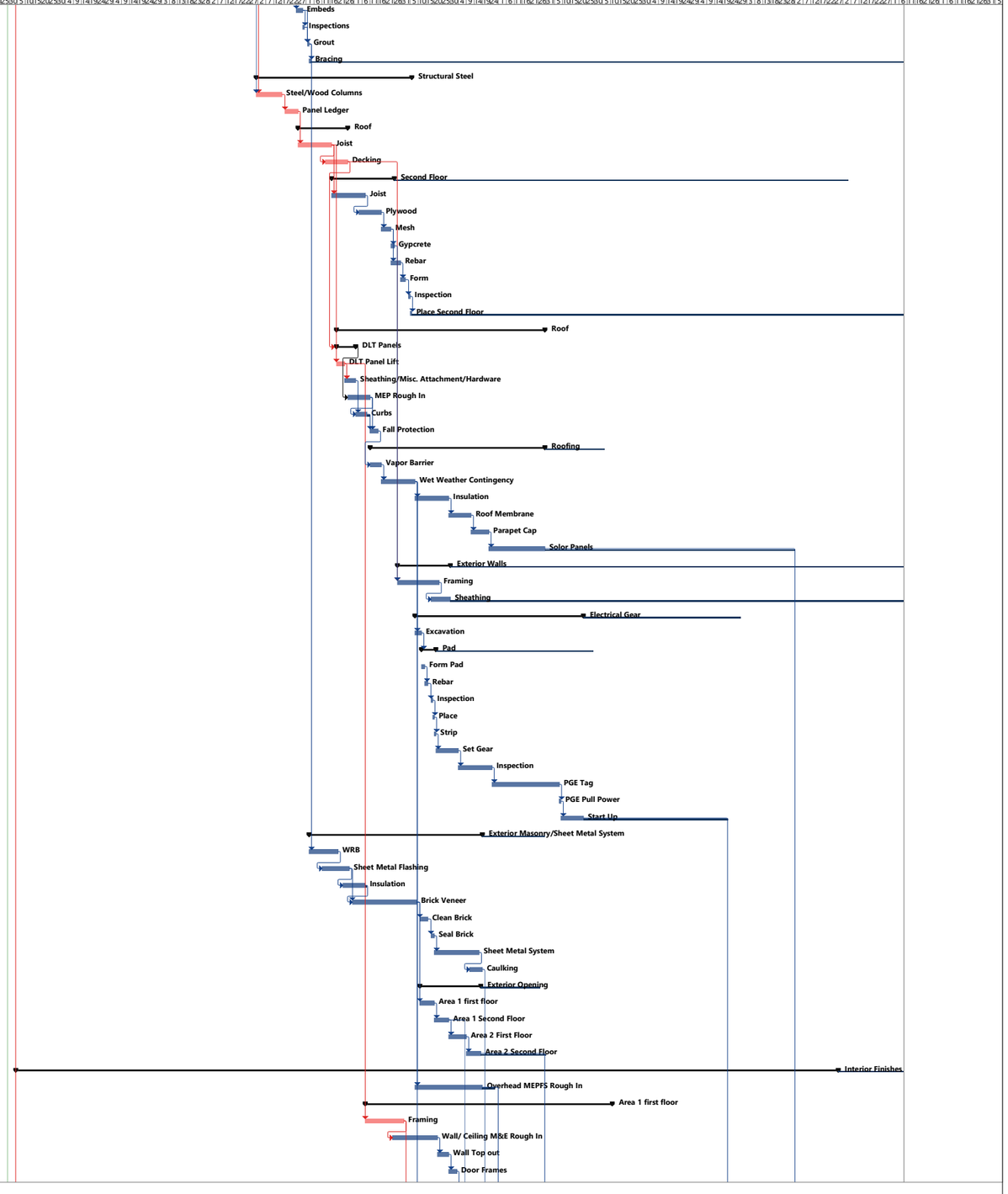
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
302	Embeds	4 days	Mon 10/26/26	Thu 10/29/26
303	Inspections	1 day	Fri 10/30/26	Fri 10/30/26
304	Grout	1 day	Mon 11/2/26	Mon 11/2/26
305	Bracing	1 day	Tue 11/3/26	Tue 11/3/26
306	**Structural Steel**	**69 days**	**Thu 10/1/26**	**Tue 1/5/27**
307	Steel/Wood Columns	12 days	Thu 10/1/26	Fri 10/16/26
308	Panel Ledger	6 days	Mon 10/19/26	Mon 10/26/26
309	**Roof**	**23 days**	**Tue 10/27/26**	**Thu 11/26/26**
310	Joist	15 days	Tue 10/27/26	Mon 11/16/26
311	Decking	10 days	Fri 11/13/26	Thu 11/26/26
312	**Second Floor**	**29 days**	**Tue 11/17/26**	**Fri 12/25/26**
313	Joist	15 days	Tue 11/17/26	Mon 12/7/26
314	Plywood	10 days	Fri 12/4/26	Thu 12/17/26
315	Mesh	4 days	Fri 12/18/26	Wed 12/23/26
316	Gypcrete	2 days	Thu 12/24/26	Fri 12/25/26
317	Rebar	4 days	Thu 12/24/26	Tue 12/29/26
318	Form	3 days	Wed 12/30/26	Fri 1/1/27
319	Inspection	1 day	Mon 1/4/27	Mon 1/4/27
320	Place Second Floor	1 day	Tue 1/5/27	Tue 1/5/27
321	**Roof**	**92 days**	**Fri 11/20/26**	**Mon 3/29/27**
322	**DLT Panels**	**8 days**	**Fri 11/20/26**	**Tue 12/1/26**
323	DLT Panel Lift	3 days	Fri 11/20/26	Tue 11/24/26
324	Sheathing/Misc. Attachment/Hardware	5 days	Wed 11/25/26	Tue 12/1/26
325	MEP Rough In	10 days	Fri 11/27/26	Thu 12/10/26
326	Curbs	5 days	Wed 12/2/26	Tue 12/8/26
327	Fall Protection	3 days	Fri 12/11/26	Tue 12/15/26
328	**Roofing**	**77 days**	**Fri 12/11/26**	**Mon 3/29/27**
329	Vapor Barrier	5 days	Fri 12/11/26	Thu 12/17/26
330	Wet Weather Contingency	15 days	Fri 12/18/26	Thu 1/7/27
331	Insulation	15 days	Fri 1/8/27	Thu 1/28/27
332	Roof Membrane	10 days	Fri 1/29/27	Thu 2/11/27
333	Parapet Cap	7 days	Fri 2/12/27	Mon 2/22/27
334	Solor Panels	25 days	Tue 2/23/27	Mon 3/29/27
335	**Exterior Walls**	**25 days**	**Mon 12/28/26**	**Fri 1/29/27**
336	Framing	20 days	Mon 12/28/26	Fri 1/22/27
337	Sheathing	10 days	Mon 1/18/27	Fri 1/29/27
338	**Electrical Gear**	**75 days**	**Fri 1/8/27**	**Thu 4/22/27**
339	Excavation	2 days	Fri 1/8/27	Mon 1/11/27
340	**Pad**	**7 days**	**Tue 1/12/27**	**Wed 1/20/27**
341	Form Pad	2 days	Tue 1/12/27	Wed 1/13/27
342	Rebar	2 days	Thu 1/14/27	Fri 1/15/27
343	Inspection	1 day	Mon 1/18/27	Mon 1/18/27
344	Place	1 day	Tue 1/19/27	Tue 1/19/27
345	Strip	1 day	Wed 1/20/27	Wed 1/20/27
346	Set Gear	10 days	Thu 1/21/27	Wed 2/3/27
347	Inspection	15 days	Thu 2/4/27	Wed 2/24/27
348	PGE Tag	30 days	Thu 2/25/27	Wed 4/7/27
349	PGE Pull Power	1 day	Thu 4/8/27	Thu 4/8/27
350	Start Up	10 days	Fri 4/9/27	Thu 4/22/27
351	**Exterior Masonry/Sheet Metal System**	**78 days**	**Tue 11/3/26**	**Thu 2/18/27**
352	WRB	14 days	Tue 11/3/26	Fri 11/20/26
353	Sheet Metal Flashing	13 days	Wed 11/11/26	Fri 11/27/26
354	Insulation	10 days	Tue 11/24/26	Mon 12/7/26
355	Brick Veneer	30 days	Mon 11/30/26	Fri 1/8/27
356	Clean Brick	5 days	Mon 1/11/27	Fri 1/15/27
357	Seal Brick	2 days	Mon 1/18/27	Tue 1/19/27
358	Sheet Metal System	20 days	Wed 1/20/27	Tue 2/16/27
359	Caulking	6 days	Thu 2/11/27	Thu 2/18/27
360	**Exterior Opening**	**28 days**	**Mon 1/11/27**	**Wed 2/17/27**
361	Area 1 first floor	7 days	Mon 1/11/27	Tue 1/19/27
362	Area 1 Second Floor	7 days	Wed 1/20/27	Thu 1/28/27
363	Area 2 First Floor	7 days	Fri 1/29/27	Mon 2/8/27
364	Area 2 Second Floor	7 days	Tue 2/9/27	Wed 2/17/27
365	**Interior Finishes**	**367 days**	**Mon 5/4/26**	**Tue 9/28/27**
366	Overhead MEPFS Rough In	30 days	Fri 1/8/27	Thu 2/18/27
367	**Area 1 first floor**	**110 days**	**Tue 12/8/26**	**Mon 5/10/27**
368	Framing	18 days	Tue 12/8/26	Thu 12/31/26
369	Wall/ Ceiling M&E Rough In	20 days	Fri 12/25/26	Thu 1/21/27
370	Wall Top out	5 days	Fri 1/22/27	Thu 1/28/27
371	Door Frames	3 days	Fri 1/29/27	Tue 2/2/27



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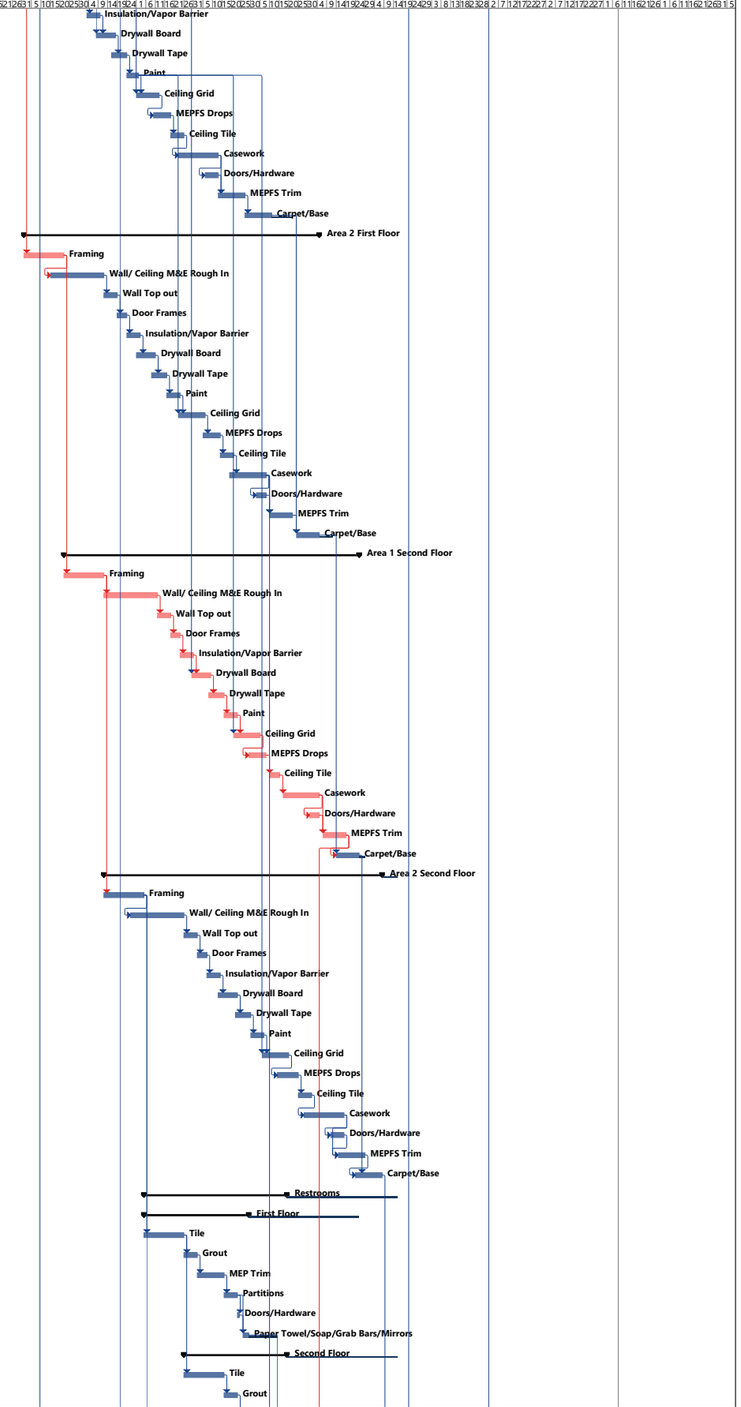
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
372	Insulation/Vapor Barrier	5 days	Wed 2/3/27	Tue 2/9/27
373	Drywall Board	8 days	Mon 2/8/27	Wed 2/17/27
374	Drywall Tape	6 days	Tue 2/16/27	Tue 2/23/27
375	Paint	4 days	Wed 2/24/27	Mon 3/1/27
376	Ceiling Grid	10 days	Mon 3/1/27	Fri 3/12/27
377	MEPFS Drops	7 days	Wed 3/10/27	Thu 3/18/27
378	Ceiling Tile	5 days	Fri 3/19/27	Thu 3/25/27
379	Casework	15 days	Tue 3/23/27	Mon 4/12/27
380	Doors/Hardware	5 days	Tue 4/6/27	Mon 4/12/27
381	MEPFS Trim	10 days	Tue 4/13/27	Mon 4/26/27
382	Carpet/Base	10 days	Tue 4/27/27	Mon 5/10/27
383	**Area 2 First Floor**	**111 days**	**Fri 1/1/27**	**Fri 6/4/27**
384	Framing	15 days	Fri 1/1/27	Thu 1/21/27
385	Wall/ Ceiling M&E Rough In	20 days	Fri 1/15/27	Thu 2/11/27
386	Wall Top out	5 days	Fri 2/12/27	Thu 2/18/27
387	Door Frames	3 days	Fri 2/19/27	Tue 2/23/27
388	Insulation/Vapor Barrier	5 days	Wed 2/24/27	Tue 3/2/27
389	Drywall Board	8 days	Mon 3/1/27	Wed 3/10/27
390	Drywall Tape	6 days	Tue 3/9/27	Tue 3/16/27
391	Paint	5 days	Wed 3/17/27	Tue 3/23/27
392	Ceiling Grid	10 days	Tue 3/23/27	Mon 4/5/27
393	MEPFS Drops	7 days	Mon 4/5/27	Tue 4/13/27
394	Ceiling Tile	5 days	Wed 4/14/27	Tue 4/20/27
395	Casework	15 days	Mon 4/19/27	Fri 5/7/27
396	Doors/Hardware	5 days	Mon 5/3/27	Fri 5/7/27
397	MEPFS Trim	10 days	Mon 5/10/27	Fri 5/21/27
398	Carpet/Base	10 days	Mon 5/24/27	Fri 6/4/27
399	**Area 1 Second Floor**	**111 days**	**Fri 1/22/27**	**Fri 6/25/27**
400	Framing	15 days	Fri 1/22/27	Thu 2/11/27
401	Wall/ Ceiling M&E Rough In	20 days	Fri 2/12/27	Thu 3/11/27
402	Wall Top out	5 days	Fri 3/12/27	Thu 3/18/27
403	Door Frames	3 days	Fri 3/19/27	Tue 3/23/27
404	Insulation/Vapor Barrier	5 days	Wed 3/24/27	Tue 3/30/27
405	Drywall Board	8 days	Tue 3/30/27	Thu 4/8/27
406	Drywall Tape	6 days	Thu 4/8/27	Thu 4/15/27
407	Paint	5 days	Fri 4/16/27	Thu 4/22/27
408	Ceiling Grid	10 days	Wed 4/21/27	Tue 5/4/27
409	MEPFS Drops	7 days	Thu 4/29/27	Fri 5/7/27
410	Ceiling Tile	5 days	Mon 5/10/27	Fri 5/14/27
411	Casework	15 days	Mon 5/17/27	Fri 6/4/27
412	Doors/Hardware	5 days	Mon 5/31/27	Fri 6/4/27
413	MEPFS Trim	10 days	Mon 6/7/27	Fri 6/18/27
414	Carpet/Base	10 days	Mon 6/14/27	Fri 6/25/27
415	**Area 2 Second Floor**	**104 days**	**Fri 2/12/27**	**Wed 7/7/27**
416	Framing	15 days	Fri 2/12/27	Thu 3/4/27
417	Wall/ Ceiling M&E Rough In	20 days	Fri 2/26/27	Thu 3/25/27
418	Wall Top out	5 days	Fri 3/26/27	Thu 4/1/27
419	Door Frames	3 days	Fri 4/2/27	Tue 4/6/27
420	Insulation/Vapor Barrier	5 days	Wed 4/7/27	Tue 4/13/27
421	Drywall Board	8 days	Tue 4/13/27	Thu 4/22/27
422	Drywall Tape	6 days	Thu 4/22/27	Thu 4/29/27
423	Paint	5 days	Fri 4/30/27	Thu 5/6/27
424	Ceiling Grid	10 days	Thu 5/6/27	Wed 5/19/27
425	MEPFS Drops	7 days	Fri 5/14/27	Mon 5/24/27
426	Ceiling Tile	5 days	Tue 5/25/27	Mon 5/31/27
427	Casework	15 days	Fri 5/28/27	Thu 6/17/27
428	Doors/Hardware	5 days	Fri 6/11/27	Thu 6/17/27
429	MEPFS Trim	10 days	Tue 6/15/27	Mon 6/28/27
430	Carpet/Base	10 days	Thu 6/24/27	Wed 7/7/27
431	**Restrooms**	**53 days**	**Fri 3/5/27**	**Tue 5/18/27**
432	**First Floor**	**39 days**	**Fri 3/5/27**	**Wed 4/28/27**
433	Tile	15 days	Fri 3/5/27	Thu 3/25/27
434	Grout	5 days	Fri 3/26/27	Thu 4/1/27
435	MEP Trim	10 days	Fri 4/2/27	Thu 4/15/27
436	Partitions	5 days	Fri 4/16/27	Thu 4/22/27
437	Doors/Hardware	1 day	Fri 4/23/27	Fri 4/23/27
438	Paper Towel/Soap/Grab Bars/Mirrors	3 days	Mon 4/26/27	Wed 4/28/27
439	**Second Floor**	**38 days**	**Fri 3/26/27**	**Tue 5/18/27**
440	Tile	15 days	Fri 3/26/27	Thu 4/15/27
441	Grout	5 days	Fri 4/16/27	Thu 4/22/27



Project: Banks HS Project Sched
Date: Wed 4/29/26

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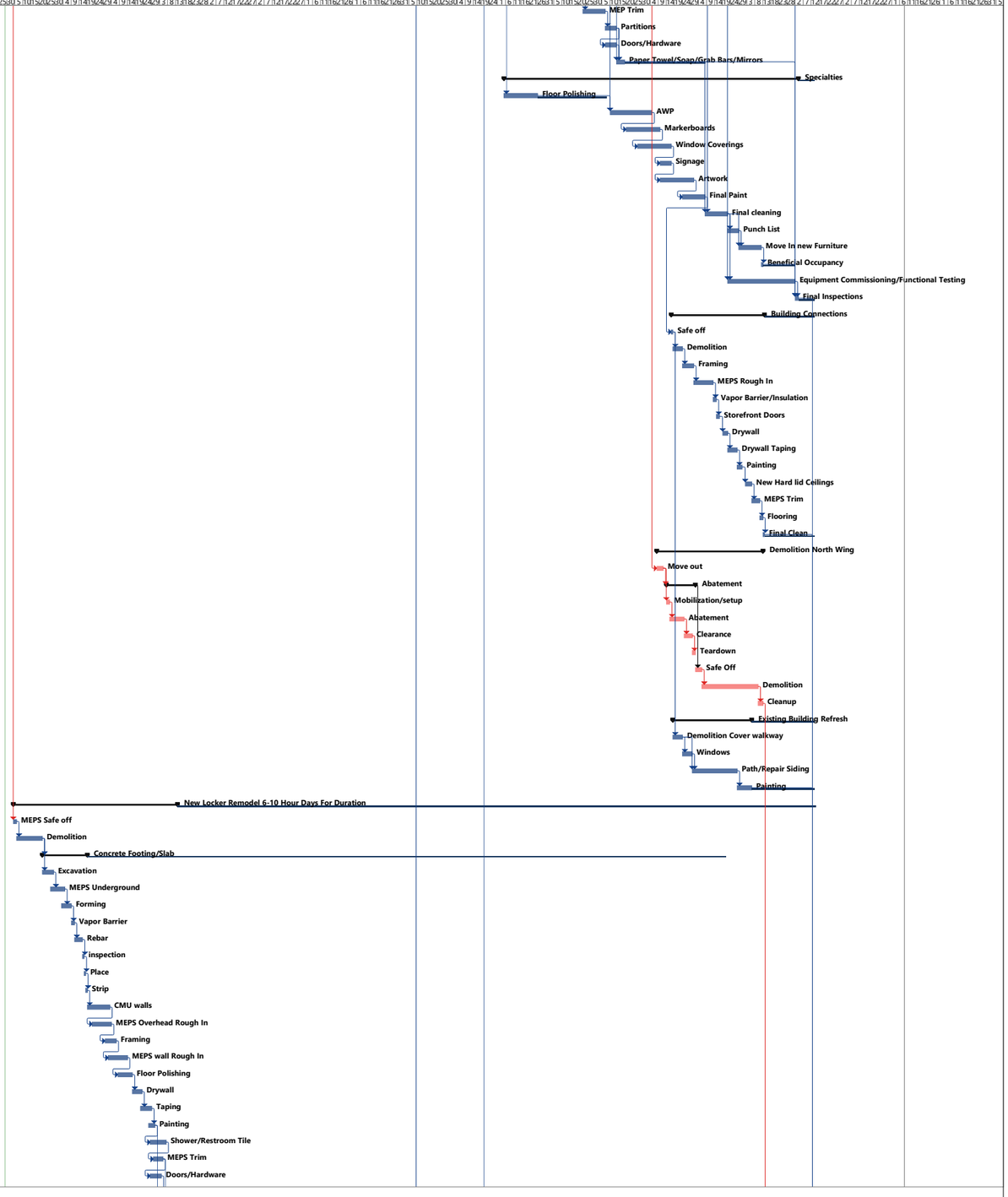
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
442	MEP Trim	10 days	Fri 4/23/27	Thu 5/6/27
443	Partitions	5 days	Fri 5/7/27	Thu 5/13/27
444	Doors/Hardware	5 days	Fri 5/7/27	Thu 5/13/27
445	Paper Towel/Soap/Grab Bars/Mirrors	3 days	Fri 5/14/27	Tue 5/18/27
446	**Specialties**	**131 days**	**Fri 3/5/27**	**Fri 9/3/27**
447	Floor Polishing	15 days	Fri 3/5/27	Thu 3/25/27
448	AWP	20 days	Mon 5/10/27	Fri 6/4/27
449	Markerboards	15 days	Thu 5/20/27	Wed 6/9/27
450	Window Coverings	15 days	Thu 5/27/27	Wed 6/16/27
451	Signage	5 days	Thu 6/10/27	Wed 6/16/27
452	Artwork	15 days	Thu 6/10/27	Wed 6/30/27
453	Final Paint	10 days	Thu 6/24/27	Wed 7/7/27
454	Final cleaning	10 days	Thu 7/8/27	Wed 7/21/27
455	Punch List	5 days	Thu 7/22/27	Wed 7/28/27
456	Move In new Furniture	10 days	Thu 7/29/27	Wed 8/11/27
457	Beneficial Occupancy	1 day	Thu 8/12/27	Thu 8/12/27
458	Equipment Commissioning/Functional Testing	30 days	Thu 7/22/27	Wed 9/1/27
459	Final Inspections	2 days	Thu 9/2/27	Fri 9/3/27
460	**Building Connections**	**42 days**	**Thu 6/17/27**	**Fri 8/13/27**
461	Safe off	1 day	Thu 6/17/27	Thu 6/17/27
462	Demolition	4 days	Fri 6/18/27	Wed 6/23/27
463	Framing	5 days	Thu 6/24/27	Wed 6/30/27
464	MEPS Rough In	8 days	Thu 7/1/27	Mon 7/12/27
465	Vapor Barrier/Insulation	2 days	Tue 7/13/27	Wed 7/14/27
466	Storefront Doors	2 days	Thu 7/15/27	Fri 7/16/27
467	Drywall	3 days	Mon 7/19/27	Wed 7/21/27
468	Drywall Taping	4 days	Thu 7/22/27	Tue 7/27/27
469	Painting	3 days	Wed 7/28/27	Fri 7/30/27
470	New Hard lid Ceilings	4 days	Mon 8/2/27	Thu 8/5/27
471	MEPS Trim	3 days	Fri 8/6/27	Tue 8/10/27
472	Flooring	2 days	Wed 8/11/27	Thu 8/12/27
473	Final Clean	1 day	Fri 8/13/27	Fri 8/13/27
474	**Demolition North Wing**	**48 days**	**Tue 6/8/27**	**Thu 8/12/27**
475	Move out	4 days	Tue 6/8/27	Fri 6/11/27
476	**Abatement**	**14 days**	**Mon 6/14/27**	**Thu 7/1/27**
477	Mobilization/setup	2 days	Mon 6/14/27	Tue 6/15/27
478	Abatement	7 days	Wed 6/16/27	Thu 6/24/27
479	Clearance	3 days	Fri 6/25/27	Tue 6/29/27
480	Teardown	2 days	Wed 6/30/27	Thu 7/1/27
481	Safe Off	2 days	Fri 7/2/27	Mon 7/5/27
482	Demolition	25 days	Tue 7/6/27	Mon 8/9/27
483	Cleanup	3 days	Tue 8/10/27	Thu 8/12/27
484	**Existing Building Refresh**	**35 days**	**Fri 6/18/27**	**Thu 8/5/27**
485	Demolition Cover walkway	4 days	Fri 6/18/27	Wed 6/23/27
486	Windows	4 days	Thu 6/24/27	Tue 6/29/27
487	Path/Repair Siding	20 days	Wed 6/30/27	Tue 7/27/27
488	Painting	7 days	Wed 7/28/27	Thu 8/5/27
489	**New Locker Remodel 6-10 Hour Days For Durat**	**74 days**	**Mon 5/4/26**	**Thu 8/13/26**
490	MEPS Safe off	2 days	Mon 5/4/26	Tue 5/5/26
491	Demolition	12 days	Wed 5/6/26	Thu 5/21/26
492	**Concrete Footing/Slab**	**20 days**	**Fri 5/22/26**	**Thu 6/18/26**
493	Excavation	5 days	Fri 5/22/26	Thu 5/28/26
494	MEPS Underground	7 days	Wed 5/27/26	Thu 6/4/26
495	Forming	4 days	Wed 6/3/26	Mon 6/8/26
496	Vapor Barrier	2 days	Tue 6/9/26	Wed 6/10/26
497	Rebar	3 days	Thu 6/11/26	Mon 6/15/26
498	inspection	1 day	Tue 6/16/26	Tue 6/16/26
499	Place	1 day	Wed 6/17/26	Wed 6/17/26
500	Strip	1 day	Thu 6/18/26	Thu 6/18/26
501	CMU walls	10 days	Fri 6/19/26	Thu 7/2/26
502	MEPS Overhead Rough In	10 days	Mon 6/22/26	Fri 7/3/26
503	Framing	5 days	Tue 6/30/26	Mon 7/6/26
504	MEPS wall Rough In	8 days	Thu 7/2/26	Mon 7/13/26
505	Floor Polishing	7 days	Wed 7/8/26	Thu 7/16/26
506	Drywall	4 days	Fri 7/17/26	Wed 7/22/26
507	Taping	5 days	Wed 7/22/26	Tue 7/28/26
508	Painting	4 days	Mon 7/27/26	Thu 7/30/26
509	Shower/Restroom Tile	8 days	Tue 7/28/26	Thu 8/6/26
510	MEPS Trim	4 days	Thu 7/30/26	Tue 8/4/26
511	Doors/Hardware	5 days	Tue 7/28/26	Mon 8/3/26



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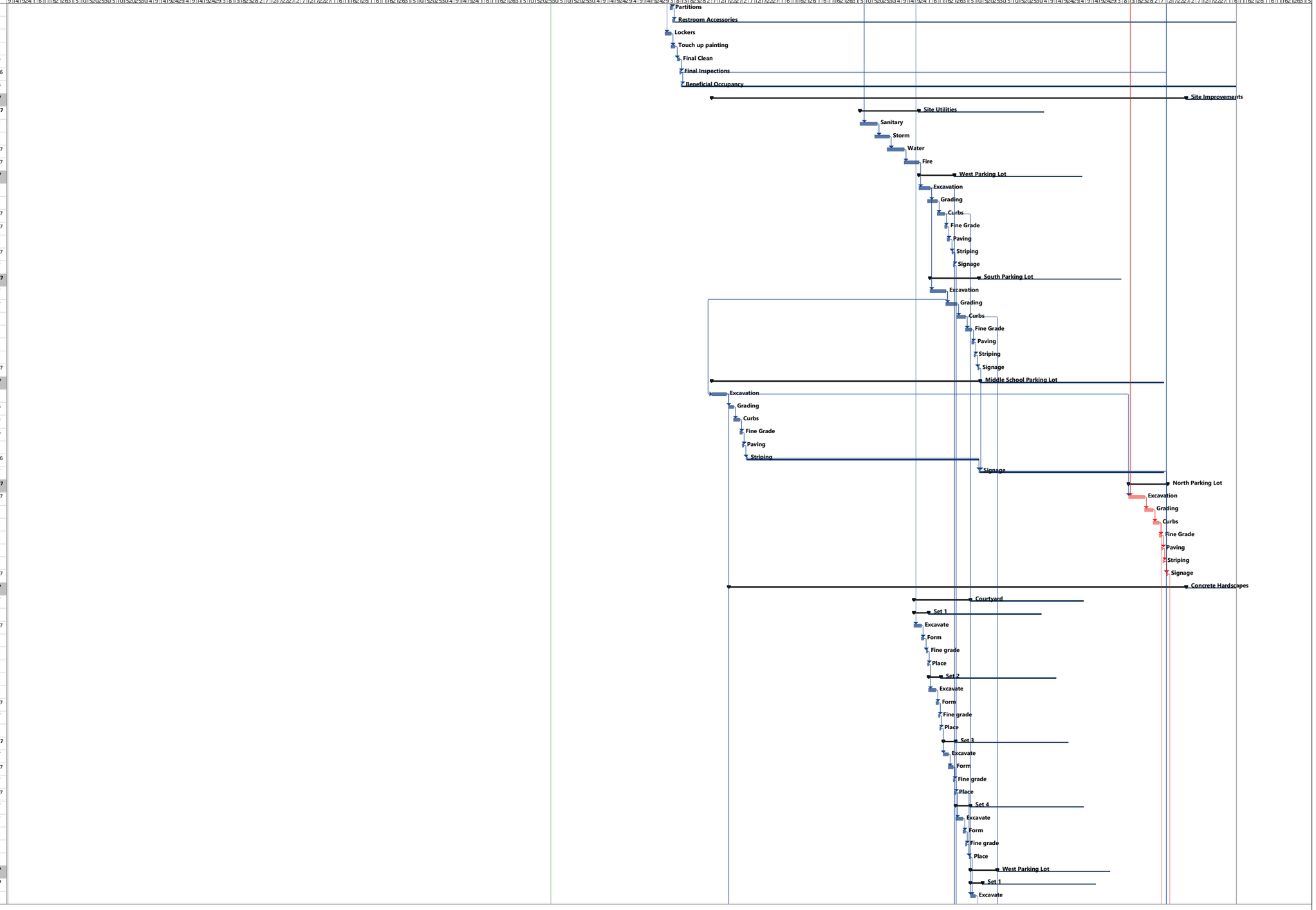
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
512	Partitions	2 days	Tue 8/4/26	Wed 8/5/26
513	Restroom Accessories	2 days	Thu 8/6/26	Fri 8/7/26
514	Lockers	3 days	Fri 7/31/26	Tue 8/4/26
515	Touch up painting	3 days	Wed 8/5/26	Fri 8/7/26
516	Final Clean	2 days	Mon 8/10/26	Tue 8/11/26
517	Final Inspections	1 day	Wed 8/12/26	Wed 8/12/26
518	Beneficial Occupancy	1 day	Thu 8/13/26	Thu 8/13/26
519	**Site Improvements**	**277 days**	**Mon 9/7/26**	**Tue 9/28/27**
520	**Site Utilities**	**34 days**	**Wed 1/6/27**	**Mon 2/22/27**
521	Sanitary	10 days	Wed 1/6/27	Tue 1/19/27
522	Storm	10 days	Mon 1/18/27	Fri 1/29/27
523	Water	10 days	Thu 1/28/27	Wed 2/10/27
524	Fire	8 days	Thu 2/11/27	Mon 2/22/27
525	**West Parking Lot**	**21 days**	**Tue 2/23/27**	**Tue 3/23/27**
526	Excavation	7 days	Tue 2/23/27	Wed 3/3/27
527	Grading	6 days	Tue 3/2/27	Tue 3/9/27
528	Curbs	4 days	Wed 3/10/27	Mon 3/15/27
529	Fine Grade	2 days	Tue 3/16/27	Wed 3/17/27
530	Paving	2 days	Thu 3/18/27	Fri 3/19/27
531	Striping	1 day	Mon 3/22/27	Mon 3/22/27
532	Signage	1 day	Tue 3/23/27	Tue 3/23/27
533	**South Parking Lot**	**28 days**	**Thu 3/4/27**	**Mon 4/12/27**
534	Excavation	9 days	Thu 3/4/27	Tue 3/16/27
535	Grading	7 days	Wed 3/17/27	Thu 3/25/27
536	Curbs	5 days	Fri 3/26/27	Thu 4/1/27
537	Fine Grade	3 days	Fri 4/2/27	Tue 4/6/27
538	Paving	2 days	Wed 4/7/27	Thu 4/8/27
539	Striping	1 day	Fri 4/9/27	Fri 4/9/27
540	Signage	1 day	Mon 4/12/27	Mon 4/12/27
541	**Middle School Parking Lot**	**157 days**	**Mon 9/7/26**	**Tue 4/13/27**
542	Excavation	10 days	Mon 9/7/26	Fri 9/18/26
543	Grading	4 days	Mon 9/21/26	Thu 9/24/26
544	Curbs	3 days	Fri 9/25/26	Tue 9/29/26
545	Fine Grade	2 days	Wed 9/30/26	Thu 10/1/26
546	Paving	1 day	Fri 10/2/26	Fri 10/2/26
547	Striping	1 day	Mon 10/5/26	Mon 10/5/26
548	Signage	1 day	Tue 4/13/27	Tue 4/13/27
549	**North Parking Lot**	**22 days**	**Fri 8/13/27**	**Mon 9/13/27**
550	Excavation	9 days	Fri 8/13/27	Wed 8/25/27
551	Grading	5 days	Thu 8/26/27	Wed 9/1/27
552	Curbs	3 days	Thu 9/2/27	Mon 9/6/27
553	Fine Grade	2 days	Tue 9/7/27	Wed 9/8/27
554	Paving	1 day	Thu 9/9/27	Thu 9/9/27
555	Striping	1 day	Fri 9/10/27	Fri 9/10/27
556	Signage	1 day	Mon 9/13/27	Mon 9/13/27
557	**Concrete Hardscapes**	**267 days**	**Mon 9/21/26**	**Tue 9/28/27**
558	**Courtyard**	**32 days**	**Fri 2/19/27**	**Mon 4/5/27**
559	**Set 1**	**8 days**	**Fri 2/19/27**	**Tue 3/2/27**
560	Excavate	4 days	Fri 2/19/27	Wed 2/24/27
561	Form	2 days	Thu 2/25/27	Fri 2/26/27
562	Fine grade	1 day	Mon 3/1/27	Mon 3/1/27
563	Place	1 day	Tue 3/2/27	Tue 3/2/27
564	**Set 2**	**8 days**	**Wed 3/3/27**	**Fri 3/12/27**
565	Excavate	4 days	Wed 3/3/27	Mon 3/8/27
566	Form	2 days	Tue 3/9/27	Wed 3/10/27
567	Fine grade	1 day	Thu 3/11/27	Thu 3/11/27
568	Place	1 day	Fri 3/12/27	Fri 3/12/27
569	**Set 3**	**8 days**	**Mon 3/15/27**	**Wed 3/24/27**
570	Excavate	4 days	Mon 3/15/27	Thu 3/18/27
571	Form	2 days	Fri 3/19/27	Mon 3/22/27
572	Fine grade	1 day	Tue 3/23/27	Tue 3/23/27
573	Place	1 day	Wed 3/24/27	Wed 3/24/27
574	**Set 4**	**8 days**	**Thu 3/25/27**	**Mon 4/5/27**
575	Excavate	4 days	Thu 3/25/27	Tue 3/30/27
576	Form	2 days	Wed 3/31/27	Thu 4/1/27
577	Fine grade	1 day	Fri 4/2/27	Fri 4/2/27
578	Place	1 day	Mon 4/5/27	Mon 4/5/27
579	**West Parking Lot**	**16 days**	**Tue 4/6/27**	**Tue 4/27/27**
580	**Set 1**	**8 days**	**Tue 4/6/27**	**Thu 4/15/27**
581	Excavate	4 days	Tue 4/6/27	Fri 4/9/27



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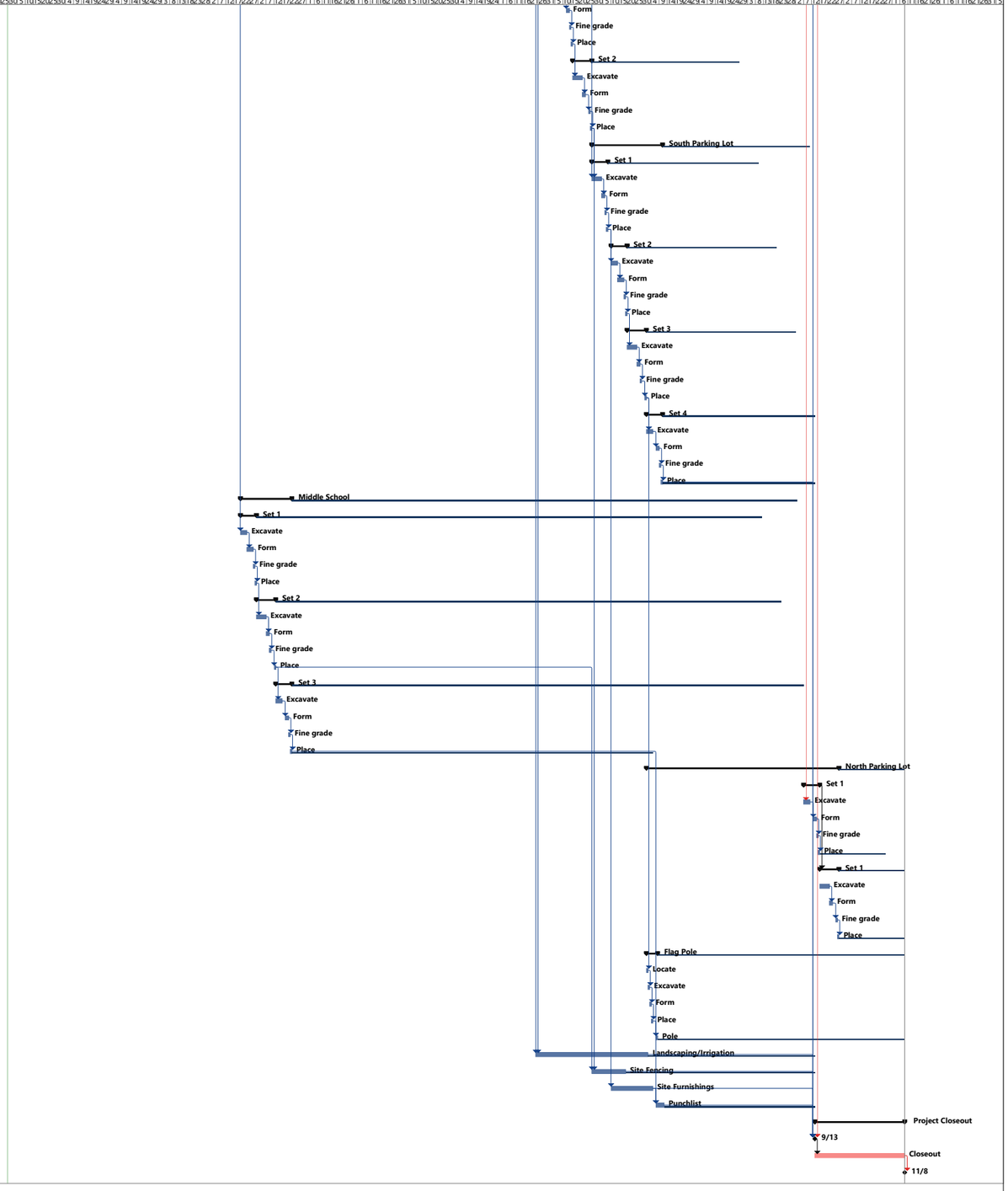
BANKS HIGH SCHOOL MASTER SCHEDULE
04-27-26

ID	Task Name	Duration	Start	Finish
582	Form	2 days	Mon 4/12/27	Tue 4/13/27
583	Fine grade	1 day	Wed 4/14/27	Wed 4/14/27
584	Place	1 day	Thu 4/15/27	Thu 4/15/27
585	**Set 2**	**8 days**	**Fri 4/16/27**	**Tue 4/27/27**
586	Excavate	4 days	Fri 4/16/27	Wed 4/21/27
587	Form	2 days	Thu 4/22/27	Fri 4/23/27
588	Fine grade	1 day	Mon 4/26/27	Mon 4/26/27
589	Place	1 day	Tue 4/27/27	Tue 4/27/27
590	**South Parking Lot**	**32 days**	**Wed 4/28/27**	**Thu 6/10/27**
591	**Set 1**	**8 days**	**Wed 4/28/27**	**Fri 5/7/27**
592	Excavate	4 days	Wed 4/28/27	Mon 5/3/27
593	Form	2 days	Tue 5/4/27	Wed 5/5/27
594	Fine grade	1 day	Thu 5/6/27	Thu 5/6/27
595	Place	1 day	Fri 5/7/27	Fri 5/7/27
596	**Set 2**	**8 days**	**Mon 5/10/27**	**Wed 5/19/27**
597	Excavate	4 days	Mon 5/10/27	Thu 5/13/27
598	Form	2 days	Fri 5/14/27	Mon 5/17/27
599	Fine grade	1 day	Tue 5/18/27	Tue 5/18/27
600	Place	1 day	Wed 5/19/27	Wed 5/19/27
601	**Set 3**	**8 days**	**Thu 5/20/27**	**Mon 5/31/27**
602	Excavate	4 days	Thu 5/20/27	Tue 5/25/27
603	Form	2 days	Wed 5/26/27	Thu 5/27/27
604	Fine grade	1 day	Fri 5/28/27	Fri 5/28/27
605	Place	1 day	Mon 5/31/27	Mon 5/31/27
606	**Set 4**	**8 days**	**Tue 6/1/27**	**Thu 6/10/27**
607	Excavate	4 days	Tue 6/1/27	Fri 6/4/27
608	Form	2 days	Mon 6/7/27	Tue 6/8/27
609	Fine grade	1 day	Wed 6/9/27	Wed 6/9/27
610	Place	1 day	Thu 6/10/27	Thu 6/10/27
611	**Middle School**	**24 days**	**Mon 9/21/26**	**Thu 10/22/26**
612	**Set 1**	**8 days**	**Mon 9/21/26**	**Wed 9/30/26**
613	Excavate	4 days	Mon 9/21/26	Thu 9/24/26
614	Form	2 days	Fri 9/25/26	Mon 9/28/26
615	Fine grade	1 day	Tue 9/29/26	Tue 9/29/26
616	Place	1 day	Wed 9/30/26	Wed 9/30/26
617	**Set 2**	**8 days**	**Thu 10/1/26**	**Mon 10/12/26**
618	Excavate	4 days	Thu 10/1/26	Tue 10/6/26
619	Form	2 days	Wed 10/7/26	Thu 10/8/26
620	Fine grade	1 day	Fri 10/9/26	Fri 10/9/26
621	Place	1 day	Mon 10/12/26	Mon 10/12/26
622	**Set 3**	**8 days**	**Tue 10/13/26**	**Thu 10/22/26**
623	Excavate	4 days	Tue 10/13/26	Fri 10/16/26
624	Form	2 days	Mon 10/19/26	Tue 10/20/26
625	Fine grade	1 day	Wed 10/21/26	Wed 10/21/26
626	Place	1 day	Thu 10/22/26	Thu 10/22/26
627	**North Parking Lot**	**86 days**	**Tue 6/1/27**	**Tue 9/28/27**
628	**Set 1**	**8 days**	**Tue 9/7/27**	**Thu 9/16/27**
629	Excavate	4 days	Tue 9/7/27	Fri 9/10/27
630	Form	2 days	Mon 9/13/27	Tue 9/14/27
631	Fine grade	1 day	Wed 9/15/27	Wed 9/15/27
632	Place	1 day	Thu 9/16/27	Thu 9/16/27
633	**Set 1**	**8 days**	**Fri 9/17/27**	**Tue 9/28/27**
634	Excavate	4 days	Fri 9/17/27	Wed 9/22/27
635	Form	2 days	Thu 9/23/27	Fri 9/24/27
636	Fine grade	1 day	Mon 9/27/27	Mon 9/27/27
637	Place	1 day	Tue 9/28/27	Tue 9/28/27
638	**Flag Pole**	**5 days**	**Tue 6/1/27**	**Mon 6/7/27**
639	Locate	1 day	Tue 6/1/27	Tue 6/1/27
640	Excavate	1 day	Wed 6/2/27	Wed 6/2/27
641	Form	1 day	Thu 6/3/27	Thu 6/3/27
642	Place	1 day	Fri 6/4/27	Fri 6/4/27
643	Pole	1 day	Mon 6/7/27	Mon 6/7/27
644	Landscaping/Irrigation	50 days	Wed 3/24/27	Tue 6/1/27
645	Site Fencing	15 days	Wed 4/28/27	Tue 5/18/27
646	Site Furnishings	20 days	Mon 5/10/27	Fri 6/4/27
647	Punchlist	5 days	Mon 6/7/27	Fri 6/11/27
648	**Project Closeout**	**40 days**	**Mon 9/13/27**	**Mon 11/8/27**
649	Substantial Completion	0 days	Mon 9/13/27	Mon 9/13/27
650	Closeout	40 days	Tue 9/14/27	Mon 11/8/27
651	Final Completion	0 days	Mon 11/8/27	Mon 11/8/27



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4. LOGISTICS

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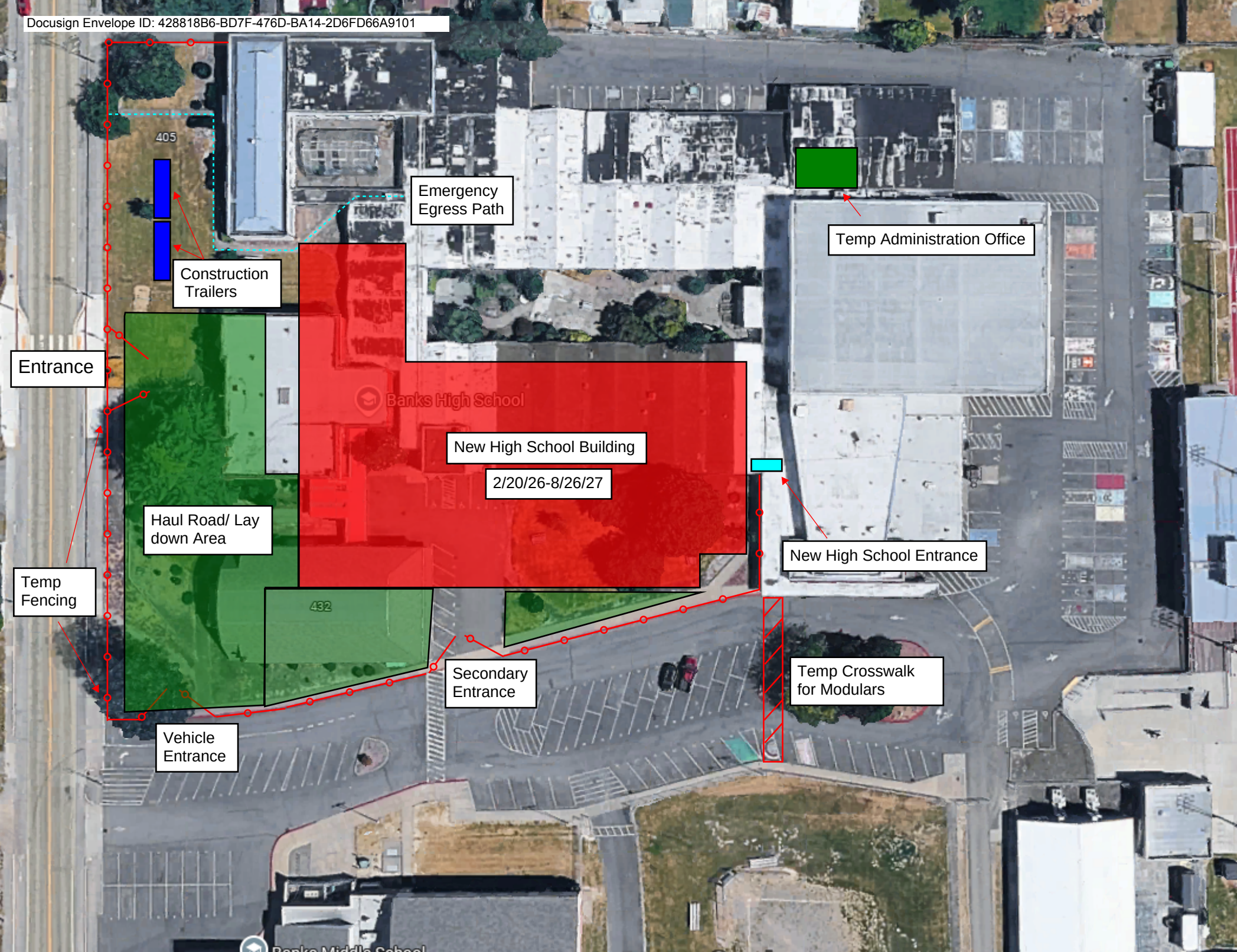

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5. ALTERNATES

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Banks School District
Banks High School: Sitework
GMP Estimate

Alternates -Potential POST GMP ADDs

Costs below are Rough Order of Magnitutudes (ROM)
Includes Markups
(Not Included in Estimate)

ALTERNATE No.	DESCRIPTION	VALUE
1	Additional Hallway Reno Scope (lights/ceilings/FRL)	$ 96,041.00
2	Salvage Material for Art Budget Overage	$ 15,000.00
3	CTE Covered Walk Way ROM Allowance	$ 240,000.00
4	Cast in Place Site Stairs and Rails at CTE	$ 24,129.00
5	Change Unit Attached Mech Screening to Aluminum form ABS	$ 33,300.00
6	AHU-5 Sound Lined Return Elbow	$ 8,576.00
7	AHU-2 Supply Duct Replacement	$ 21,956.00
8	History and Graphic Wall	TBD
9	Seat Walls in Front of District Office	TBD
10	Add Mechanical Unit Attached Screens to RTU at District Office	TBD
	Total Alternates	**$ 439,002.00**

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6. ALLOWANCES

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Banks School District
Banks High School: Building Addition & Remodel
GMP Estimate

Allowances

Excludes Markups
(Included in Cost Estimate)

ALLOWANCE No.	DESCRIPTION	VALUE
1	Reclaimed Material for Art/Benches Installation	$ 100,000
2	Ceilings/Wall/Floor Pathcing	$ 85,000
3	Intumescent Fire Protection at Steel	$ 10,000
4	ODOT Curb and Concrete Approach Repair	$ 15,000
	Total Allowances	**$ 210,000**

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

Banks School District
Banks High School: Building Addition & Remodel
GMP Estimate

VE Allowances

Excludes Markups & Additional Design Services from BRIC
(Included in Cost Estimate)

ALLOWANCE No.	DESCRIPTION	VALUE
1	Mutual Materials CMU 4x4x16 Veneer Castle White	$ (39,883)
2	Omit Locks at Cabinets (Except at Teachers Cabinet 12 Classrooms)	$ (28,000)
3	Omit Mechanical Screen (District Office)	$ (63,680)
4	Unit Attached Mechanical Screen with ABS Panels	$ (30,000)
5	ABS In Lieu Of Cast Iron for DWV Belowground (Addition & Locker)	$ (45,190)
6	Point Of Use Acid Neutralization Traps	$ 44,770
7	Locker Room & Addition: Use Floor Mount Toilets with Back Outlet In Lieu Of Wall Mount.	$ (30,010)
8	Locker Room: Use Exposed Manual Flush Valves for Water Closets In Lieu Of Concealed Manual Flush Valve.	$ (6,670)
9	Addition: Use Exposed Manual Flush Valves for Water Closets In Lieu Of Concealed Manual Flush Valve.	$ (19,260)
10	Locker Room: Use Sioux Chief Floor Drains/Floor Sinks, Roof/Overflow Drains, And Cleanouts In Lieu Of Specified	$ (3,938)
11	Addition: Use Sioux Chief Floor Drains/Floor Sinks, Roof/Overflow Drains, And Cleanouts In Lieu Of Specified	$ (19,492)
12	Locker Room: Use Sioux Chief 695-ES01 Electronic Trap Primers In Lieu Of Specified Electronic PPP Models	$ (3,767)
13	Addition: Use Sioux Chief 695-ES01 Electronic Trap Primers In Lieu Of Specified Electronic PPP Models	$ (6,165)
14	Addition: Use Individual Wall Mount Lavatory Sinks (To Match L-1 Lavs) With Metering Faucets In Lieu Of Trough Style Lavs at Gang Restrooms	$ (39,550)
15	Branch Panel Replacement	$ 33,650
16	Aluminum Feeders For 100A	$ (31,300)
17	MC Cable Wiring Method For Branch Circuits	$ (64,620)
18	Revise Cord Reels	$ (13,400)
19	Revised Lighting Selections	$ (25,000)
20	Eliminate All / 200' Of 12"X4" Cable Tray *Utilize J-Hooks Above Ceiling	$ (4,600)
21	Allow Panelboard and Switchboard SCCR To Be Series Rated	$ (5,500)
22	Allow Hammond Transformers	$ (20,000)
23	Reduce A/V Scope in Library (ROM)	$ (14,200)
	Total Allowances	**$ (435,805)**

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

7. Budget Tracking Log

Docusign Envelope ID: 428818B6-BD7F-476D-BA14-2D6FD66A9101

BUDGET TRACKING LOG (BTL)
BANKS HIGH SCHOOL MODERNIZATION
Permit Construction Documents

Prepared By: Derrick Dingman
Issue Date: 04/22/2026
Version 4.0

REF	DESCRIPTION	ESTIMATED COST	BSD APPROVAL	BRIC/P&C Recommendations				Wish List	Decision Deadline
Banks Highschool GMP		**$38,214,987**	**Accepted**	**Recommended/ In Design**	**Likely - Needs Further Study**	**Unlikely - Needs Further Study**	**Declined**	**Post GMP ADD**	**Month**
07-04	Expansion Joint Alternate (use sheet metal on horizontals)	TBD Deduct				TBD Deduct			July
09-04	DTM Paint for Interior Steel painted item.	$ (30,000)				$ (30,000)			Nov
22-08	**Locker Room:** Use centered floor drains for SH-1 showers in lieu of trench drains (4 locations total)	$ (4,426)				$ (4,426)			N/A
22-14	**Addition:** Use combined storm/overflow system in lieu of separate piping systems. Overflow drains would tie into roof drains where piping goes vertically into wall. This is allowed by code and is used quite often in these types of projects. Downspout nozzles would be eliminated.	$ (23,622)				$ (23,622)			May
23-02	Alternate air curtain (non-heated) with electric wall/unit heaters for entry areas	$ (8,000)			$ (8,000)				N/A
23-04	Flex duct for classrooms	TBD Deduct					TBD Deduct		May
23-05	VE Controls in Locker Room (hybrid)	$ (40,000)			$ (40,000)				May
23-06	Support ERV in Ceiling with allthread/strut anchored to beams in lieu of platform assembly. located at 2nd floor Locker Room in weight room	TBD Deduct					TBD Deduct		
26-05	Lighting Selections (revised after comments)	$ (25,000)				$ (10,000)			May
26-06	Reduce site lighting pole lights	$ (16,792)			$ (8,396)	$ (8,396)			May
28-02	Utilize Cache Valley Elec. for E- Rate Scope at Admin	$ (7,500)				$ (7,500)			
32-03	C900 PVC for fire line (listed as approved w/ city of Banks)	$ (5,040)			$ (5,040)				
	TOTALS	$ (290,168)	$ -	$ -	$ (61,436)	$ (83,944)	$ (174,082)	$ 368,806	

Current Estimate	**$38,214,987**
Accepted Design Modifications	**$ -**
Current Estimate including all Accepted Design Modifications	**$38,214,987**
Target Budget (Including GET)	**$38,216,850**
Variance from Target Budget	**($1,863)**

SUMMARY OF OSBA POLICY UPDATES - PROPOSED 2.11.26

BBAA – Individual Board Member's Authority and Responsibilities - Delete
BBAA – Board Member's Authority and Responsibilities - New
BD – Board Meetings, Notices and Communications - New
BD/BDA – Board Meetings - Delete
BDC – Executive Sessions - New
BDC – Executive Sessions - Delete
BDDG – Minutes of Board Meetings - Delete
BDDG – Recordings and Minutes of Board Meetings - New
CBA – Qualifications and Duties of the Superintendent
CBG – Evaluation of the Superintendent

Summary

There have been several changes to Oregon Public Meetings laws over the last few years. These include statutes from the Oregon Legislature and rules from the Oregon Government Ethics Commission. In 2026, the Legislature passed House Bill 4177, but it will not go into effect as it was vetoed by the governor. The policies included in this update include language that matches the new laws.

DBEA – Budget Committee

Summary

The Oregon Legislature passed House Bill 4066, modifying the requirement requiring a member of the educational equity advisory committee serve on the district's budget committee. The amendment clarifies that this requirement does not apply if no member of the educational equity advisory committee is willing or eligible to serve on the budget committee.

EBB – Integrated Pest Management

Summary

House Bill 2684 (2025) added some new requirements to law for Integrated Pest Management Plan requirements. The first requires posting the Integrated Pest Management Plan and list of low-impact pesticides to the website (can be included in the Healthy and Safe Schools Plan); the second requires a review of a IPM plan every five years to identify updates, if any, and readoption.

EBBA – Student Health Services

Summary
Senate Bill 2948 (2025, now in ORS 342.458) added language regarding nurse delegation. This update reflects the new language.

GAA – Personnel Definitions - Delete
Summary
GAA – Personnel Definitions * has been reviewed recently and the recommendation is to delete this policy from the board's policy manual, if present. This policy is largely definitions already found in statute under ORS Chapter 342 and/or outlined in an agreement. A recent change to ORS 342.815 includes a modification to the definition of "contract teacher"; the change is reflected in House Bill 2900 (2025) and is effective January 1, 2026. The most noticeable change adds an additional category to the definition of "contract teacher" to include "any teacher who has been regularly employed by a fair dismissal district for two successive years, who has already satisfied the initial three-year probationary term in another Oregon school district, and who has been retained for the next succeeding school year."

GBA – Equal Employment Opportunity
Summary
Senate Bill 808 (2025) amended ORS 408.225, 408.230 and 408.235, which discusses issuing preferences to veterans and disabled veterans during a hiring or promotion process, and defined and added state servicemembers and former state servicemembers. These are servicemembers who are current servicemembers of the Oregon National Guard or former servicemembers of the Oregon National Guard, and who meet the new provisions.
As a result, board policy GBA – Equal Employment Opportunity and administrative regulation GBA-AR – Veteran and State Servicemember Preference has been updated to reflect SB 808 and to account for the four different employment preferences now allowed under Oregon law effective January 1, 2026.

GBN/JBA – Sexual Harassment
JBA/GBN – Sexual Harassment
Summary
Multiple laws address sexual harassment in Oregon schools. Oregon laws include requirements to provide notice to individuals involved in reports of sexual harassment. This update is to clarify these notice requirements.

GCBDA/GDBDA-AR(1) – Family and Medical Leave
GCBDD/GDBDD – Sick Time

Summary
Many changes have been made to leave laws over the last few years. This update reflects those changes.

Executive Sessions

The Board may meet in executive session to discuss subjects allowed by statute under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 but may not take final action in executive session except for the expulsion of a student and matters pertaining to or examination of the confidential records of the student in accordance with ORS 332.061.

An executive session may be included as an agenda item of a meeting open to the public in accordance with Board policy BDDC - Board Meeting Agenda or held as its own meeting. Public notice is required as outlined in Board policy BD – Board Meetings, Notices and Communications.

If an executive session is held as part of a meeting open to the public, the Board chair will announce the executive session in compliance with Board policy BD – Board Meetings, Notices and Communications and include and identify the appropriate statutory citation, appropriate subsection and the paragraph authorizing the session under ORS 192.660 or ORS 332.061 for holding such session and by noting the general subject of the executive session.

Example:

> "The Board will now meet in executive session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent."

Prior to or at the beginning of the executive session, the Board chair may read the following:

> "Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room."

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent; may not include a discussion or negotiation of compensation (including salaries and benefits). (ORS 192.660(2)(a))

2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing; may not include a discussion or negotiation of compensation (including salaries and benefits). (ORS 192.660(2)(b))

3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))

4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))

5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))

6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

PROPOSED

7. 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; may not include a discussion or negotiation of compensation (including salaries and benefits or a general evaluation of an agency, goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs. (ORS 192.660(2)(i))

8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))

9. To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))

10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))

11. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))

12. To review matters pertaining to or examination of the confidential records of a student. (ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;

2. Hearings on the expulsion of a minor student or examination of the confidential records of a student; and

3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential records; the discussion; and each Board member's vote on the issue.

Recordings or minutes shall be kept for all executive sessions in accordance with state law and Board policy – BDDG – Recordings and Minutes of Board Meetings.

Content discussed in executive sessions and recordings or minutes for executive sessions are confidential except as provided by law. Board members, district employees and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required or allowed by law.

END OF POLICY

Legal Reference(s):

ORS 192.660
ORS 192.685
ORS 192.705
ORS 332.045
ORS 332.061
OAR 199-040-0015 - 0060
OAR 199-050-0015
OAR 199-050-0040
OAR 199-050-0050
OAR 199-050-0060

OR. ATTY. GEN. *Public Records and Meetings Manual*.

PROPOSED

[1] This statement should be amended if ORS 192.660 does not require that representatives of the news media be allowed to attend, ORS 332.061 allows the Board to vote in executive session, or the Board will not be returning to open session following the executive session. This statement can also be included on the agenda.

[2] This provision does not apply to the filling of a vacancy in elective office or on any public committee, commission or other advisory group; or for the consideration of general employment policies. It also does not apply to the employment of the chief executive officer, other public officers, employees and staff members of the district unless:

a. The vacancy has been advertised;
b. Regular hiring procedures have been adopted;
c. If hiring an officer, the public has had the opportunity to comment on the employment of the officer; and
d. If hiring a chief executive officer, the Board has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

[3] To determine whether the individual involved is considered a public officer, consult with legal counsel.

[4] Notice must be provided to the public officer, employee, staff member or individual agent in accordance with OAR 199-0040-0030. The public official must receive written notice of the meeting no less than one business day or 24 hours, whichever is greater, in advance of the meeting. The notice must include:

a. Identification of the governing body before which the matter will be considered (the Board);
b. The time, date and location of the meeting;
c. The purpose for which the governing body proposes to convene the executive session, including the citation to the applicable section of ORS 192.660 and the fact that the governing body will be considering the dismissal or disciplining of, hearing complaints or charges against, or reviewing and evaluating the performance of the public official receiving the notice; and
d. Information on how the public official may make a request for an open hearing.

[5] Consider including a reference to the law that exempts the information or records from public inspection in the notice.

[6] Legal counsel must be present in the executive session, either in-person or via electronic or telephonic communications.

[7] Notice must be provided to the chief executive officer, public officer, employee or staff member in accordance with OAR 199-0040-0030. The public official must receive written notice of the meeting no less than one business day or 24 hours, whichever is greater, in advance of the meeting. The notice must include:

a. Identification of the governing body before which the matter will be considered (the Board);
b. The time, date and location of the meeting;
c. The purpose for which the governing body proposes to convene the executive session, including the citation to the applicable section of ORS 192.660 and the fact that the governing body will be considering the dismissal or disciplining of, hearing complaints or charges against, or reviewing and evaluating the performance of the public official receiving the notice; and
d. Information on how the public official may make a request for an open hearing.

PROPOSED

Banks School District No. 13

Code: BDDG
Proposed: 5.11.26

Recordings and Minutes of Board Meetings

The Board will ensure a video recording is made of all of its meetings and portions of meetings that are not held in executive session. These recordings will be posted on the district's website or social media site within seven days following the meeting.

A video or audio recording of a meeting can be kept as the official record as long as all required content is included and it is kept in an allowable format. Alternatively, the district may create written minutes. Written minutes do not need to be a verbatim transcript and can be kept in hard copy or electronic form.

The official record must give a true reflection of the matters discussed at the meeting and the views of the participants, and must include the following information:

1. All members of the Board present;

2. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;

3. The results of all votes and the vote of each member by name for all actions taken;

4. The substance of any discussion on any matter; and

5. A reference to any document discussed at the meeting.

If written minutes are created for meetings which do not take place in executive session, those minutes shall be available to the public within a reasonable time after the meeting. These minutes will be published to the district website and may be requested from the district office.

Recordings or minutes of executive sessions will be kept in the same manner as other meetings of the Board. If disclosure of material from executive session recordings or minutes would be inconsistent with the purpose for which executive session was held under Oregon Revised Statute (ORS) 192.660, the material may be withheld from disclosure. Executive session minutes of a hearing held under ORS 332.061 shall contain only material not excluded under ORS 332.061(2) and information will not be disclosed in accordance with ORS 332.061.

Either the recording or minutes of Board meetings will be kept permanently. If written minutes are created for any meetings of the Board, any recordings will be kept for at least one year after the minutes are created.

PROPOSED

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.705
ORS 332.061
OAR 166-017-0005 - 0095
OAR 166-400-0010(9)
OAR 199-050-0060

Attorney General's PUBLIC RECORDS AND MEETINGS MANUAL.

PROPOSED

Banks School District 13

Code: **CBA**
Adopted: 7/ 10/00; 5/10/21,
Proposed: 5/11/26

Qualifications and Duties of the Superintendent

The Board requires the superintendent be a strong educational leader who has the following professional experience and training:

1. A current license that qualifies the individual to serve as superintendent of the district;
2. A master's degree or higher in the field of education, preferably in educational administration;
3. Successful teaching experience at the elementary or secondary school level;
4. Service as a superintendent or administrative experience in the central administration of a school system.

In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets alternative licensure requirements. The Board may take steps to assist an individual to qualify for such a license.

The superintendent will have the following personal and professional qualities:

1. Success in leadership roles with staff, community and professional peers;
2. Ability to communicate effectively, both orally and in writing;
3. Scholarship, intelligence and excellent ability to plan and organize;
4. Training, experience and success in personnel selection, evaluation and development;
5. Knowledge of curriculum development, implementation and evaluation;
6. Knowledge of business and support service systems which facilitate planning, control and accountability;
7. Experience in administering collective bargaining agreements;
8. Ability to motivate other administrators and significantly involve them in the decision-making process;
9. Strong management skills; and the desire and ability to motivate and innovate, taking advantage of the district's strengths.

General Functions

1. The superintendent is the chief executive officer of the district and, under the direction of the Board, is responsible for control and operation of the school system, and for implementing the decisions and policies of the Board.

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2. The superintendent has the authority to formulate and delegate duties and responsibilities to subordinate administrative personnel. The delegation of such duties and responsibilities, however, will not relieve the superintendent of responsibility for the action taken under such delegation.

Specific Functions

The superintendent will have the duty and authority to perform the following specific functions:

1. Review data regularly and lead the district in enacting equitable changes to improve educational outcomes for every student;

2. Serve as educational leader to the Board, staff and community;

3. Act as the district's chief administrative officer;

4. Serve as district school clerk, performing such duties as required by law or by the Board;

5. Support the Board with scheduling ~~e~~ meeting places, providing for required notices, ~~prepare an agenda~~ and ensuring any required recordings or minutes for all Board meetings and for all ~~other~~ committee meetings authorized by the Board, as appropriate;

6. Attend all regular and special meetings of the Board, except when excused;

7. Serve as executive officer of the budget committee and prepare an educational plan that is the basis for formulating the district's budget;

8. Administer adopted Board policies;

9. Regularly review adopted Board policies and make recommendations for needed changes;

10. Advise, inform and make recommendations to the Board on matters of policy and other required action(s), and inform the Board on all phases of district operation;

11. Provide an ongoing program of communication to and from the community, staff and Board concerning district programs and activities;

12. Assess trends and changing procedures in salary negotiations and assist the Board in collective bargaining and salary consultation with district employee groups;

13. Serve as a member of the Board's salary consultation and negotiations teams, and make recommendations to the Board on all issues;

14. Direct the implementation and administration of all agreements resulting from the consultation or negotiation process;

15. Develop and file a complete list of position descriptions, with job descriptions within each classification for all classes of personnel; review and change those descriptions as needed or directed by the Board;

16. Formulate and recommend for Board adoption such personnel policies as may be necessary for efficient functioning of the district staff;

17. Make rules and reasonable regulations to govern routine matters and see that such rules and regulations are communicated to employees concerned;

18. Resolve problems of operations and settle disputes referred through administrative channels;

DRAFT

19. Work with staff organizations and committees in the development of sound personnel practices and procedures and provide for their implementation;

20. Assume responsibility for the development, maintenance and operation of a constructive program of in-service, training and education for all school system employees. For this responsibility, the superintendent may employ lecturers, grant temporary leave from work, approve reimbursement for extension or college courses and develop professional library facilities as required, subject to Board approval;

21. Recommend to the Board, the appointment, renewal, contract extension, contract nonrenewal, contract non-extension or dismissal of licensed district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

22. Appoint, promote, demote or discharge classified and non-represented employees as provided by state law, Board policy, collective bargaining agreements and meet and confer agreements, as applicable;

23. Assign or transfer all district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

24. Evaluate the performance of all district administrative personnel in accordance with state law and Board policy, and make recommendations for those positions to the Board before March 15 of each year;

25. ~~Evaluate~~ Provide for ~~the~~ performance evaluations of licensed and classified personnel in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

26. Assign and control the promotion of students;

27. Maintain a continuous inventory of all district property, furniture, material and supplies;

28. Recommend plans for repairs to district property and for new construction and see that all plans adopted by the Board are properly executed;

29. Establish procedures to involve teachers, principals, supervisory personnel and representatives from student and community groups in the preparation and selection of courses of study and other instructional materials;

30. Recommend instructional materials, instructional supplies and school equipment to be purchased by the district;

31. Direct the preparation of the budget, prepare the budget message for presentation to the budget committee, supervise the administration of all fiscal policies of the district and serve as custodian of all district funds;

32. Develop and recommend to the Board long-range plans for educational programs, facilities and financial resources that are consistent with population trends, district goals and community needs;

33. Direct the district in its relationships with federal, state and local government agencies;

34. Cooperate with universities and colleges in their student-teacher training programs;

35. Attend local, state and national meetings, conferences and workshops as deemed beneficial to the interests of the district;

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36. Visit, as may be required, all district schools as a regular part of a schedule and institute and carry out such regulations, as may be necessary, to attain their efficient operation;

37. Direct the administrative staff in establishing and changing, as needed, school attendance area boundaries subject to Board approval;

38. In cases of matters not specifically covered by Board policies, take appropriate action and report such action to the Board no later than the next regular Board meeting;

39. Have other power and duties as may be approved by the Board, and as may be necessary to fulfill the functions of the office of superintendent.

END OF POLICY

Legal Reference(s):

ORS 332.075
ORS 342.143
ORS 342.173
ORS 342.850
OAR 584-020-0000 - 0035
OAR 584-046-0003 - 0024
OAR 584-080-0151
OAR584-080-0152
OAR 584-080-0161

DRAFT

Banks School District No. 13

Code: **CBG**

Adopted: 7/10/00; 5/8/17, 6/10/24

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance at least once each year. The evaluation will be based on the Superintendent's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any district goal, objective or operation, or of any directive to personnel concerning district goals, objectives, operations or programs. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

ORS 192.660(2)(i), (8)
ORS 332.107
ORS 332.505

OAR 199-040-0027
OAR 199-040-0030

DRAFT

Banks School District 13

Code: **DBEA**
Adopted: 7/10/00, 10/13/2025, 5/11/26

Budget Committee

Organization, Membership and Terms of Office

The district budget committee will consist of the five members of the Board and five electors appointed by the Board as required by law. Terms of the appointed members will be three years each with appointments made so that, as nearly as possible, the terms of one-third of the members expire 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 end each year. At least one member of the budget committee must be a member of the district's educational equity advisory committee. The Board will establish appropriate timelines and procedures for appointment of budget committee members.

A majority of the constituted committee is required for passing an action item. Majority for a 10-member budget committee is 6. Therefore, if only 6 members are present, a unanimous vote is needed for passing an action item.

Presiding Officer and Orientation of Budget Committee

1. Organization: The budget committee will hold its first regular organizational meeting on a day set by the Board. A presiding officer shall be elected from among its members at this meeting. Such meeting may be prior to or on the date the budget message and document are presented.

2. Background Information: Budget committee members will be provided with data for the ensuing year, such as the Board's educational plan, and other pertinent material bearing on the preparation of a school budget.

Meetings of the Budget Committee

The budget committee shall hold one or more meetings to receive the budget message, 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 committee shall announce the time and place for all such meetings, as provided by law. All meetings of the budget committee are open to the public.

Function of the Budget Committee

It is the function of the budget committee to approve budget estimates for an educational plan previously determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board and approved as a part of the educational plan. The budget committee will determine levels of spending, but will not determine programs.

Final Action

The budget committee will approve an estimated budget document for submission to the Board.

END OF POLICY

Legal Reference(s):

ORS 174.130
ORS 192.610 - 192.695
ORS 294.305 - 294.565
ORS 328.542
ORS 329.711
ORS 433.835 - 433.875
OAR 581-022-2307

House Bill 4066 (2026)

Banks School District No. 13

Code: **BDDG**
Adopted: 9/9/96; 7/10/00;
Readopted: 1/13/20

Minutes of Board Meetings

The Board secretary will take written minutes of all Board meetings. The written minutes will be a true reflection of the matters discussed at the meeting and the views of the participants. The minutes will include, but not be limited to, the following information:

1. All members of the Board who were present;

2. All motions, proposals, resolutions, orders and measures proposed and their disposition;

3. The results of all votes and the vote of each member by name;

4. The substance of any discussion on any matter;

5. Any other information required by law.

All minutes shall be available to the public within a reasonable time. The public and patrons of the district may receive, upon request, copies of minutes from the district office. A copy of the minutes of each regular and special Board meeting as they are drafted for approval will be distributed after such meeting to each Board member and administrator.

The district will maintain a hard copy[1] of the meeting minutes and make them available to staff and other interested patrons.

Minutes of executive sessions will be kept in accordance with the requirements of Oregon's Public Meetings Law with essentially the same level of detail as for public sessions. If disclosure of material in the executive session minutes would be inconsistent with the purpose for which executive session was held under Oregon Revised Statute (ORS) 192.660, the material may be withheld from disclosure.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including a student's confidential records; the discussion; and each Board member's vote on the issue.

DELETE

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.710 ORS 332.061 House Bill 2514 (2019)

Letter Opinion, Office of the OR Attorney General (Nov. 20, 1970).

[1] Oregon Administrative Rule 166-400-0010(9)

Banks School District No. 13

Code: **EBB**
Adopted: 9/9/96; 7/10/00
Revised/Readopted: 5/14/12, 5/11/26

Integrated Pest Management

To ensure the health and safety concerns of student, staff and community members, the ~~district~~ Board shall adopt an integrated pest management plan (IPM)[1] which emphasizes the least possible risk to students, staff and community members and shall adopt a list of low-impact pesticides for use with the IPM plan. The IPM plan and list shall be available to the public through the district's website.

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

   a. Protect the health and safety of students and staff;
   b. Protect the integrity of district buildings and grounds;
   c. Maintain a productive learning environment; and
   d. Protect local ecosystem health.

2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

3. Incorporates the use of sanitation, structural remediation or habitat manipulation or of mechanical, biological and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;

4. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;

5. Evaluates the need for pest control by identifying acceptable pest population density levels;

6. Monitors and evaluates the effectiveness of pest control measures;

7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

8. Excludes the application of pesticides for purely aesthetic purposes;

[1]See Model Integrated Pest Management Plan for Oregon Schools at http://www.ipmnet.org/tim/IPM_in_Schools/Model_School_IPM_Plan_Main_Page.html

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9. Includes school staff education about sanitation, monitoring, inspection and pest control measures;

10. Gives preference to the use of nonchemical pest control measures;

11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

~~The district shall designate t~~The maintenance supervisor is designated as the Integrated Pest Management Plan Coordinator and ~~give them~~ has the authority for overall implementation and evaluation of the IPM plan.

Integrated Pest Management Plan Coordinator

The IPM Plan Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;

2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;

3. Oversee pest prevention efforts;

4. Ensuring identification and evaluation of pest situation;

5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;

6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;

7. Evaluate pest management results; and

8. Keep for at least four years following the application date, records of applied pesticides that include:

   a. A copy of the label;
   b. A copy of the Material Data Safety Sheet;
   c. The brand name and USEPA registration number of the product;
   d. The pest condition that prompted the application;
   e. The approximate amount and concentration of pesticide applied;
   f. The location and description of the area where the pesticide was applied;
   g. The type of application and whether the application was effective;
   h. The name(s) of the person(s) applying the pesticide;
   i. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
   j. The dates and times for the placement and removal of warning signs; and
   k. Copies of all required notices given, including the dates the IPM Coordinator gave the notices.

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9. Respond to inquires about the IPM plan and refer complainants to Board policy KL - Public Complaints; and ~~the superintendent~~;

10. Conduct outreach to district staff about the district's IPM plan.

At least once every five years, the Board shall review the IPM plan, make any necessary updates and readopt the IPM plan. The final IPM plan shall include the day, month and year the Board adopted or readopted the plan.

END OF POLICY

Legal Reference(s):

ORS 634.116
ORS 634.700 - 634.750

DRAFT

Banks School District 13

Code: EBBA
Adopted: 6/10/24
Revised: 5/11/26

Student Health Services

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The district shall maintain a written prevention-oriented health services plan for all students. The health services plan will:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;

2. Refer to available communicable disease prevention and management plan that includes school-level protocols;

3. Outline a district-to-school communication plan;

4. Provide information about health screenings, including immunizations and TB certificate requirements;

5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed;

6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;

7. Describe how hearing, vision and dental screenings are managed and/or verified for required students;

8. Include a process to assess and determine a student's health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more

PROPOSED

new medical diagnose(s) impacting a student's access to education, and implement a student's individual health plan prior to attending school;

9. Comply with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids;

10. Refer to adopted policy and procedures for medications in accordance with Oregon law;

11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities; and

12. Instructional Assistants and Coaches shall be required to obtain and maintain a first-aid/CPR/AED card in accordance with OAR 581-022-2220(3).

Any nurse(s) employed by the district and providing services to students on behalf of the district shall be licensed in Oregon to practice as a registered nurse or nurse practitioner or be a licensed practical nurse (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 – 0060.

A nurse employed by the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of a student prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.

An administrator or other staff who is not a nurse may supervise, evaluate or direct a school nurse or registered nurse for purposes related to the nurse's role as a school employee, including but not limited to assigning the nurse's work hours, locations and workload and other matters addressed through a collective bargaining agreement. An administrator may not direct the school nurse or registered nurse in the practice of nursing.

A nurse employed by the district will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

The district provides a menstrual product dispenser with a variety of products in every student bathroom which meets the requirements of law.

END OF POLICY

Legal Reference(s):

ORS 329.025
ORS 332.107
ORS 336.201
ORS 336.204
ORS 336.211 – 336.214
OAR 581-021-0017
OAR 581-021-0031
OAR 581-021-0587
OAR 581-021-0590
OAR 581-022-2050
OAR 581-022-2220
OAR 581-022-2515

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

[6] For definitions for this policy see ORS 336.201.

PROPOSED

[7] OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

[8] Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

[9] For guideline requirements see OAR 581-022-2220(1)(k).

PROPOSED

Banks School District No. 13

Code: **GBA**
Adopted: 9/9/96; 7/10/00; 11/5/07; 6/8/09;
Readopted: 1/13/20, 5/11/26

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race, color, religion, sex, sexual orientation, national origin, marital status, pregnancy, childbirth or a related medical condition, age, veterans' status, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The district administers preference in hiring or promotion decisions in accordance with Oregon law for applicants claiming preference as a veteran, disabled veteran, state servicemember or former state servicemember.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act of 1990, the Americans with Disabilities Act Amendments Act of 2008 (ADA), and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be ~~provided to all students and employees.~~ communicated to all students, parents of students and employees through handbooks and will be published on the district website.

The superintendent will develop other specific recruiting~~g~~ment, interviewing and evaluation procedures as are necessary to implement this policy. These procedures will seek to provide an equal employment opportunity and eliminate the effects of past and present discrimination[, intended or unintended, on the basis of race, religion, national origin, age, sex, marital status or physical or mental disabilities.

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 326.051
ORS 332.505
ORS 342.934
ORS 408.225
ORS 408.230
ORS 408.235
ORS 652.210 - 652.220
ORS 659.850
ORS 659.870
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.040
ORS 659A.082
ORS 659A.109
ORS 659A.112
ORS 659A.233
ORS 659A.236
ORS 659A.309
ORS 659A.321
ORS 659A.409
ORS 659A.820
OAR 581-021-0045
OAR 581-022-2405
OAR 839-003-0000
OAR 839-006-0435
OAR 839-006-0440
OAR 839-006-0450
OAR 839-006-0455
OAR 839-006-0460
OAR 839-006-0465

House Bill 2341 (2019)
Senate Bill 479 (2019)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20182024).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (20182024).

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Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (20182024); 29 C.F.R Part 1626 (20192025).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (20182024).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (20182024).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (20182024); 34 C.F.R. Part 104 (20192025).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (20182024); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (20182-2024); 29 C.F.R. Part 1630 (20192025); 28 C.F.R. Part 35 (20192025).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (20182024).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (20182024).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303, 4311 (20182024).

PROPOSED

Family and Medical Leave *

Employee Eligibility

FMLA benefits are available to employees who have been employed by the district for at least 12 months, have worked at least 1,250 hours during the past 12-month period and work at a worksite that employs 50 district employees within 75 miles of the worksite.

Generally, in order for an employee to be eligible for the benefits under OFLA, the employee must work an average of 25 hours or more per week during the 180 calendar days[1] immediately prior to the first day of the start of the requested leave. In determining if an employee has been employed for the preceding 180 calendar days under OFLA, the district must consider days, paid or unpaid, an employee is maintained on payroll.

In determining average workweek, under FMLA and OFLA, the employer must count the actual hours worked using the Fair Labor Standards Act (FLSA) guidelines. An employee is eligible to take leave for any purposes of OFLA during a period of time covered by a public health emergency except:

1. An employee who has worked for the district for fewer than 30 days immediately before the date on which the family leave would commence; or

2. An employee who has worked for the district for an average of fewer than 25 hours per week in the 30 days immediately before the date on which the family leave would commence.

An employee of the district who has separated and is reemployed within 180 days, or experiences a temporary cessation of schedule hours may be eligible for OFLA in accordance with ORS 659A.156.

An employee of the district is eligible to take leave for purposes of OFLA if the employee:

1. Separates from employment with the district, irrespective of any reason:

   a. Is eligible to take OFLA leave at the time the employee separates; and
   b. Is reemployed by the district within 180 days of separation from employment; or

2. Is eligible to take OFLA leave:

   a. At the beginning of a temporary cessation of scheduled hours of 180 days or less; and
   b. Returns to work at the end of the temporary cessation of scheduled hours of 180 days or less.

[1] Thirty days during a declared public health emergency.

PROPOSED

Any OFLA leave taken by the employee within any one-year period continues to count against the length of time of OFLA leave the employee is entitled. The amount of time that an employee is deemed to have worked for the district prior to a break in service due to a separation from employment or a temporary cessation of scheduled hours shall be restored to the employee when the employee is reemployed by the district within 180 days of separation from employment or when the employee returns to work at the end of the temporary cessation of scheduled hours of 180 days or less.

When an employee requests OFLA leave, or when the district acquires knowledge that an employee's leave may be for a purpose that constitutes OFLA leave, the district will notify the employee of the employee's eligibility to take OFLA leave within five business days, absent extenuating circumstances. Whether an employee is an "eligible employee" as defined in OAR 839-009-0210 is determined, a notice must be provided, at the commencement of the first instance of each purpose for leave listed in OAR 839-009-0240 during the OFLA leave year. If an employee is an "eligible employee" as defined in OAR 839-009-0210 for the purpose listed in OAR 839-009-0240, the employee's eligibility for that purpose does not change during the applicable 12-month period. In addition:

1. An employee taking, in any order, some or all of 12 weeks of OFLA pregnancy disability leave and some or all of 12 weeks of OFLA leave for any other purpose, need not requalify each time the employee takes OFLA leave within the same leave year;

2. An employee who has taken 2 weeks of OFLA child placement leave need not requalify for up to an additional 12 weeks of leave within the same leave year when used for the purposes of OFLA sick child leave;

3. An employee unable to work because of a disabling compensable injury[2] need not requalify under OAR 839-009-0210 in order to use OFLA leave following a period the employee is off work due to the compensable injury.

In determining if an employee has been employed for the preceding 180 calendar days under OFLA, the district must consider days, paid or unpaid, an employee is maintained on payroll.

Leave under the Oregon Military Family Leave Act (OMFLA) applies to employees who work an average of at least 20 hours per week. There is no minimum number of days worked when determining employee eligibility for OMFLA.

In determining average workweek, the employer must count the actual hours worked using the Fair Labor Standards Act (FLSA) guidelines.

Qualifying Reason

Eligible employees may access FMLA leave entitlements for the following reasons:

1. Serious health condition of the employee or the employee's covered family member. "Serious health condition" means an illness, injury, impairment or physical or mental condition that involves inpatient care[1] or continuing treatment by a health care provider[2].

[2] As defined in ORS 656.005.

PROPOSED

2. Parental leave[3] (separate from eligible leave as a result of a child's serious health condition):

a. Bonding with and caring for the employee's newborn child (within 12 months following birth);
b. Bonding with and caring for a newly adopted child or newly placed child in foster care{[4]} under the age of 18 (within 12 months of placement);
c. Caring for a newly adopted child or newly placed child in foster care 18 years of age or older who is incapable of self-care because of a mental or physical disability (within 12 months of placement);
d. Time to effectuate the legal process required for placement of a child in foster care or the adoption of a child.

3. Military caregiver leave: leave for the care for a covered servicemember if the eligible employee is the spouse, child or next-of-kin who is a covered of the servicemember with a serious injury or illness;

4. Qualifying exigency leave: leave arising out of deployment to a foreign country of the employee's spouse, child or parent who is a military member on active duty or call to covered active duty status.

Eligible employees may access OFLA leave entitlements for the following reasons:

1. Pregnancy disability leave: leave taken by an employee for their own disability related to pregnancy, including pregnancy termination or childbirth, whether the disability occurs before, during or after the birth of the child or for prenatal care, including fertility or infertility treatment.

2. Sick child leave: leave taken to care for an employee's child who is suffering from an illness, injury, or condition that requires home care. Under OFLA, sick child leave includes; or leave taken to care for an employee's child whose school or child care provider has been closed[5] in conjunction with a statewide public health emergency declared by a public health official.[6]

3. Bereavement leave: leave taken to deal with the death of a covered family member and includes leave taken to attend the funeral or alternative to a funeral of the family member, to make arrangements necessitated by the death of the family member, or to grieve the death of the family member. When such leave is used for a family member who is related by affinity, the district requires an attestation form signed and submitted by the employee.

1. Child placement leave: leave taken under OFLA before January 1, 2025, to effectuate the legal process required for placement of a foster child or the adoption of a child.

1. Leave previously protected by OFLA: 1) leave to which an eligible employee was entitled under ORS 659A.150 - ORS 659A.186 on June 30, 2024; and 2) leave to which an eligible employee would not be entitled under ORS 659A.150 - ORS 659A.186 on July 1, 2024 and may now be entitled leave under Paid Family Medical Leave (ORS 657B).

Eligible employees may also access OMFLA under OFLA for the purpose of spending time with a spouse or domestic partner who is in the military and has been notified of an impending call or order to active duty, or who has been deployed during a period of military conflict.

PROPOSED

Definitions

1. Family member:

   a. For the purposes of FMLA, "family member" means:

      (1) Spouse;
      (2) Parent; or
      (3) Child; or
      ~~(1) Persons who are "in loco parentis."~~

   b. For the purposes of OFLA, "family member" means an eligible employee's:

      (1) Spouse or domestic partner;
      (2) Child or the child's spouse or domestic partner;
      (3) Parent or the parent's spouse or domestic partner;
      (4) Sibling or stepsibling, or the sibling's or stepsibling's spouse or domestic partner;
      (5) Grandparent or the grandparent's spouse or domestic partner;
      (6) Grandchild or the grandchild's spouse or domestic partner; or
      (7) Any individual related by blood or affinity whose close association with an eligible employee is the equivalent of a family relationship.

2. Child:

   a. For the purposes of FMLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, a legal ward or a child of a person standing "in loco parentis", who is either under the age of 18, or who is 18 years of age or older and who is incapable of self-care because of a physical or mental disability.
   b. For the purposes of Military Caregiver Leave and Qualifying Exigency Leave under FMLA, "child" means the employee's child on covered active duty regardless of that child's age.
   c. For the purposes of OFLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, the child of the employee's spouse or domestic partner, or a child with whom the employee is or was in a relationship of "in loco parentis."
   d. For the purposes of child placement leave and sick child leave only under OFLA, the child must be under the age of 18 or an adult dependent child substantially limited by a physical or mental impairment as described in ORS 659A.104.

3. In loco parentis:

   a. For the purposes of FMLA, "in loco parentis" means persons with day-to-day responsibility to care for or financially support a child, or, in the case of an employee, who had such responsibility for the employee when the employee was a child. A biological or legal relationship is not necessary.
   b. For the purposes of OFLA, "in loco parentis" means person in the place of the a parent, having financial or day-to-day responsibility for the care of a child. A legal or biological relationship is not required.

4. Next of kin:

PROPOSED

For the purposes of FMLA , "next of kin" means the nearest blood relative other than the covered servicemember's spouse, parent or child in the following order of priority (unless otherwise designated in writing by the servicemember):

a. Blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions;
b. Siblings;
c. Grandparents;
d. Siblings of parents and their spouses; and
e. First cousins.

5. Covered servicemembers:

For the purposes of FMLA, "covered servicemember" means a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness; or a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

For the purposes of FMLA, "covered servicemember" means:

a. A current member of the Armed Forces, including a member of the National Guard or Reserves, who:

(1) Is undergoing medical treatment, recuperation or therapy;
(2) Is otherwise in outpatient status; or
(3) Is otherwise on the temporary disability retired list for a serious injury or illness; or

b. A covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

6. Covered veteran:

For the purposes of FMLA, "covered veteran" means an individual who was:

a. A member of the Armed Forces (including a member of the National Guard or Reserves);
b. Discharged or released under conditions other than dishonorable; and
c. Discharged within the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

7. Public health emergency:

For OFLA a "public health emergency" means;

a. A public health emergency declared under ORS 433.441.
b. An emergency declared under ORS 401.165 if related to a public health emergency as defined in ORS 433.442.

PROPOSED

Leave Period

For the purposes of calculating an employee's leave period for FMLA, the district will use the 12-month period measured forward from the date the employee's leave begins.

For the purposes of calculating an employee's leave period for OFLA, the district will use a period of 52 consecutive weeks beginning on the Sunday immediately preceding the date on which family leave commences.

The methods for calculating the leave period for FMLA or OFLA leave entitlement shall be used for all employees.

The leave period for the purposes of Military Caregiver Leave under FMLA shall be dependent on the start of any such leave regardless of the district's designated leave period described above.

Leave Duration

For the purposes of FMLA, an eligible employee is generally entitled to a total of 12 weeks of qualified leave during the district's designated leave period (12-month period). Spouses who work for the district and are eligible for FMLA leave may be limited to a combined total of 12 weeks of FMLA leave during the district's designated leave period when the purpose of the leave is for:

1. Birth of a child or to care for a child after birth;

2. Placement of an adopted child or child in foster care, the care for an adopted child or child in foster care after placement; or

3. Care of the employee's parent with a serious medical condition.

Except in specific and unique instances, all qualified leave under FMLA counts toward an employee's leave entitlement within the designated leave period.

For the purposes of OFLA, an eligible employee is generally entitled to a total of up to 12 weeks of OFLA leave, for sick child leave and bereavement leave, during the designated leave period. An eligible employee is entitled to a total of two weeks of bereavement leave upon the death of each family member of the employee within a leave year, except that the eligible employee may not take more than four weeks of bereavement leave within a leave year.

An employee may also be entitled to take a total of 12 weeks of OFLA pregnancy disability leave within the same leave year.

Qualifying Reason

PROPOSED

Eligible employees may access OFLA leave entitlements for the following reasons:

1. Pregnancy disability leave: leave taken by an employee for their own disability related to pregnancy, including pregnancy termination or childbirth, whether the disability occurs before, during or after the birth of the child or for prenatal care, including fertility or infertility treatment.

2. Sick child leave: leave taken to care for an employee's child suffering from an illness, injury, or condition that requires home care. Under OFLA, sick child leave includes leave to care for an employee's child whose school or child care provider has been closed in conjunction with a statewide public health emergency declared by a public health official.

3. Bereavement leave: leave taken to deal with the death of a covered family member and includes leave taken to attend the funeral or alternative to a funeral of the family member, to make arrangements necessitated by the death of the family member, or to grieve the death of the family member. When such leave is used for a family member who is related by affinity, the district requires an attestation form signed and submitted by the employee.

4. Child placement leave: leave taken under OFLA before January 1, 2025, to effectuate the legal process required for placement of a foster child or the adoption of a child.

5. Leave previously protected by OFLA: 1) leave to which an eligible employee was entitled under ORS 659A.150 - ORS 659A.186 on June 30, 2024; and 2) leave to which an eligible employee would not be entitled under ORS 659A.150 - ORS 659A.186 on July 1, 2024 and may now be entitled leave under Paid Family Medical Leave (ORS 657B).

Eligible employees may access OMFLA for the purpose of spending time with a spouse or domestic partner who is in the military and has been notified of an impending call or order to active duty, or who has been deployed during a period of military conflict.

Definitions

1. Family member:

For the purposes of OFLA, "family member" means an eligible employee's:

a. Spouse or domestic partner;
b. Child or the child's spouse or domestic partner;
c. Parent or the parent's spouse or domestic partner;
d. Sibling or stepsibling, or the sibling's or stepsibling's spouse or domestic partner;
e. Grandparent or the grandparent's spouse or domestic partner;
f. Grandchild or the grandchild's spouse or domestic partner; or
g. Any individual related by blood or affinity whose close association with an eligible employee is the equivalent of a family relationship.

2. Child:

a. For the purposes of OFLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, the child of the employee's spouse or domestic partner, or a child with whom the employee is or was in a relationship of "in loco parentis."

PROPOSED

b. For the purposes of child placement leave and sick child leave only under OFLA, the child must be under the age of 18 or an adult dependent child substantially limited by a physical or mental impairment.

3. In loco parentis:

For the purposes of OFLA, "in loco parentis" means a person in the place of the parent, having financial or day-to-day responsibility for the care of a child. A legal or biological relationship is not required.

4. Public health emergency:

For OFLA a public health emergency means:

a. A public health emergency declared under ORS 433.441.
b. An emergency declared under ORS 401.165 if related to a public health emergency as defined in ORS 433.442.

Leave Period

For the purposes of calculating an employee's leave period, the district uses a period of 52 consecutive weeks beginning on the Sunday immediately preceding the date on which family leave commences. The same method for calculating the leave period for OFLA leave entitlement shall be used for all employees.

Leave Duration

For the purposes of OFLA, an eligible employee is generally entitled to a total of 12 weeks of OFLA leave, for sick child leave and bereavement leave, during the designated leave period. An eligible employee is entitled to a total of two weeks of bereavement leave upon the death of each family member of the employee within a leave year, except that the eligible employee may not take more than four weeks of bereavement leave within a leave year.

An employee may also be entitled to take a total of 12 weeks of OFLA pregnancy disability leave within the same leave year.

The employee may use all or part of the 12 weeks of family leave and all or part of the 12 weeks of pregnancy disability leave in any order.

In addition to the 24 weeks of possible OFLA leave identified above, an eligible employee is entitled to a total of two weeks of child placement leave within an OFLA leave year until January 1, 2025. The adoption or foster placement of multiple children at one time entitles the employee to take only one two-week period of child placement leave.

OFLA does not combine the leave entitlement when two or more family members work for the district. Under OFLA, family members who work for the district may be restricted from taking concurrent OFLA qualified leave.

For the purposes of OMFLA, an eligible employee is entitled to 14 days of leave per call or order to active duty or notification of a leave from deployment. When an employee also meets the eligibility requirements

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of OFLA, the duration of the OMFLA leave counts toward that employee's leave entitlement during the designated leave period.

Qualified leave under OFLA may run concurrently with available leave taken under ORS 653.601 - 653.661, but does not run concurrent with leave taken under Paid Family and Medical Leave Insurance (PFMLI).

For the purpose of tracking the number of leave hours an eligible employee is entitled and/or has used during each week of the employee's leave, leave entitlement is calculated by multiplying the number of hours the eligible employee normally works per week by 12. If an employee's schedule varies from week-to-week, a weekly average of the hours worked over the 12 months worked prior to the beginning of the leave period shall be used for calculating the employee's normal workweek. If an employee takes intermittent or reduced work schedule leave, only the actual number of hours of leave taken may be counted toward OFLA leave to which the employee is entitled.

Under OFLA, days in which the district is not in operation, are not counted toward intermittent or reduced work schedule OFLA leave.

Intermittent Leave

An eligible employee is permitted under OFLA to take intermittent leave for any qualifying reason.

Intermittent leave is taken in multiple blocks of time (i.e., hours, days, weeks, etc.), rather than in one continuous block of time, and/or requiring an altered or reduced work schedule. For OFLA this includes but is not limited to sick child leave taken requiring an altered or reduced work schedule because the intermittent or recurring closure of a child's school or child care provider due to a statewide public health emergency declared by a public health official.

When an exempt employee is eligible for OFLA but not FMLA leave, and the employee takes intermittent leave in blocks of less than one day, the district will jeopardize the employee's exempt status if the district reduces the employee's salary for the part-day absence.

An employee's intermittent leave time is determined by calculating the difference between the employee's normal work schedule and the number of hours the employee actually works during the leave period. The result of such calculation is credited against the eligible employee's leave entitlement.

Alternate Work Assignment

Under FMLA, the district may transfer an employee taking intermittent leave or leave on a reduced leave schedule that is foreseeable based on planned medical treatment to an alternate position for which the employee is qualified and which better accommodates an employee's recovery from a serious health condition, a serious health condition of a spouse, parent, son, or daughter or child, or a serious injury of illness of a covered servicemember. However, the district may not transfer the employee to an alternative position in order to discourage the employee from taking leave or otherwise work a hardship on the employee.

Under FMLA, when an employee who is taking leave intermittently or on a reduced leave schedule and has been transferred to an alternative position no longer needs to continue on leave and is able to return to

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full-time work, the employee will be placed in the same or equivalent job as the job they left when the leave commenced. An employee may not be required to take more leave than necessary to address the circumstance that precipitated the need for leave.

Under OFLA, the district may transfer an employee on intermittent OFLA leave or reduced work schedule into an alternate position with the same or different duties to accommodate leave, provided:
The district may transfer an employee on intermittent OFLA leave or a reduced work schedule into an alternate position with the same or different duties to accommodate leave, provided:

1. The employee accepts the position voluntarily and without coercion;

2. The transfer is temporary, lasts no longer than necessary to accommodate the leave and has equivalent pay and benefits;

3. The transfer is compliant with any applicable collective bargaining agreement, as well as with state and federal law;

4. The transfer to an alternate position is used only when there is no other reasonable option available that would allow the employee to use intermittent leave or reduced work schedule; and

5. The transfer is not used to discourage the employee from taking leave or to create a hardship for the employee.

An employee transferred to an alternate position for the purpose of a reduced work schedule must be returned to the employee's former position when the employee notifies the employer that the employee is ready to return to the former position at the end of the alternate duty leave.

The district may transfer an eligible employee to an alternate position that accommodates OFLA pregnancy disability leave provided:

1. The employee accepts the transfer position voluntarily and without coercion;

2. The transfer is temporary, lasts no longer than necessary and has equivalent pay and benefits;

3. The transfer is compliant with any applicable collective bargaining agreements, as well as with state and federal law;

4. The transfer is not used to discourage the employee from taking leave or to create a hardship for the employee.

If an eligible employee is transferred to an alternative position and as a result the employee works fewer hours than the employee worked in the original position, the employee's OFLA leave time is determined by calculating the difference between the number of hours the employee worked in the original position and the number of hours the employee actually works in the alternate position.

An employee is not on OFLA leave if the employee has been transferred – as provided for in OAR 839-009-0245 (5) – to an alternate position for the purpose of alternate work duties that the employee is able to perform within the limitations of the employee's pregnancy disability, but not requiring a reduced workweek. An employee working in an alternate position retains the right to return to the employee's

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original position at any time during the employee's OFLA leave. This does not impair the right of an employee to a reasonable accommodation or the application of any other state or federal law.

Special Rules for School Employees

For the purposes of OFLA leave, if an employee begins a period of bereavement leave during the three-week period before the end of the term and the duration of the leave is greater than five working days, the district may require the employee continue on family leave until the end of the term.

Paid/Unpaid Leave

OFLA does not require the district to pay an eligible employee who is on a qualified leave. Paid Family and Medical Leave Insurance (PFMLI) leave taken via Paid Leave Oregon or an equivalent plan will not run concurrently with OFLA but may run concurrently with leave available under ORS 653.601 - 653.661 when taken for the same purpose. An employee may elect to use any available accrued paid leave including personal, sick or vacation leave during the leave period, to the extent that the total combined amount of accrued paid leave and benefits received from PFMLI does not exceed an amount equal to the employee's full wage replacement during the period of leave. The total combined amount received by using accrued leave and PFMLI may exceed the employee's full wage replacement during the period of leave. The district will notify the eligible employee when the requested leave has been designated as OFLA leave and ask the employee about the use of available accrued paid leave.

Eligible employees who request OMFLA leave are entitled to use available accrued paid time off during the OMFLA leave period.

Benefits and Insurance

When an eligible employee returns to work following FMLA, OFLA or OMFLA qualified leave, the employee must be reinstated to the same position the employee held when the leave commenced, or to an equivalent position with equivalent benefits, pay and other terms and conditions of employment.

During an OFLA qualified leave an eligible employee does not accrue seniority or other benefits that would have accrued while the employee was working, unless the terms of a collective bargaining agreement, other agreement or other district policy provide otherwise. The eligible employee is also subject to layoff to the same extent similarly situated employees not taking OFLA leave are subject unless the terms of an applicable collective bargaining agreement, other agreement or the district's policies provide otherwise.

For the purposes of OFLA, the district will continue to pay the employer portion of the eligible employee's group health insurance contribution (if applicable) during the qualified leave period. The eligible employee is required to pay the employee portion of any such group health insurance contribution as a condition of continued coverage.

For the purposes of OMFLA, the eligible employee is entitled to a continuation of benefits.

Application

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An eligible employee shall provide at least 30 days' written notice of the need for foreseeable leave before starting family leave. An employee may commence family leave without prior notice in the event of: an unexpected illness, injury or condition of a child of the employee that requires home care; the death of a family member; the closure of the school or child care provider of the employee's child due to a public health emergency unless the declaration of the emergency was issued by the Governor at least 30 days before commencement of the leave; or an illness, injury or condition related to the employee's own pregnancy or childbirth that disables the employee from performing any available job duties offered by the district. If an employee commences leave without prior notice as allowed above, the employee must give oral notice to the employer within 24 hours of the commencement of the leave and must provide the written notice within three days after returning to work. Failure of an employee to provide the required notice for leave may result in the district deducting up to three weeks from the employee's unused OFLA leave in that one-year leave period. The employee may be subject to disciplinary action for not following the district's notice procedures.

The district may request additional information to determine that the requested leave qualifies as FMLA or OFLA leave as provided by law. The district may designate the employee as provisionally on OFLA leave until sufficient information is received to properly make a determination. An eligible employee able to give advance notice of the need to take such leave must follow the district's known, reasonable and customary procedures for requesting any kind of leave.

If an eligible employee is taking leave in an unforeseeable situation, an employee must give oral or written notice within 24 hours before or after commencement of the leave. In all cases, proper documentation must be submitted no later than three working days following the employee's return to work.

For purposes of OMFLA, an employee must provide the district with notice of the intention to take leave within five business days of receiving official notice of an impending call or order to active duty or of a leave from deployment.

Verification

Under FMLA, the district may require an eligible employee to provide medical certification, when appropriate[1], to support the stated reason for such leave. In most cases, the district will provide written notification to an employee of this requirement within five working days of the employee's request for leave. The employee is required to submit such medical certification no later than 15 calendar days after receipt of the district's notification that medical certification is required, unless not practicable. Any additional certifications, including second and third opinions, will be in accordance with applicable law.

Under OFLA, the district may require an eligible employee to provide medical verification, when appropriate[2], to support the stated reason for qualifying OFLA leave. The district will provide written notification to an employee of this requirement and state the consequences for failure to provide the requested medical verification. If the employee gives advance written notice of foreseeable leave, the district may require the employee to provide medical verification for OFLA leave before the leave starts. If the employee begins unforeseeable OFLA leave without prior notice, the employee is required to submit such medical verification within 15 calendar days after receipt of the district's request for medical verification. The employee may be subject to disciplinary action for not providing the requested medical verification.

For the purposes of OFLA qualified leave, costs associated with obtaining the medical verification shall be borne by the district, or be paid as otherwise allowed by law. The district will not delay the use of

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qualifying OFLA leave when medical verification is not received before the commencement of unforeseeable leave. The district may not require an employee to obtain a second opinion,

~~The district may require an eligible employee to provide medical verification, when appropriate, to support the stated reason for qualifying OFLA leave. The district will provide written notification to an employee of this requirement and state the consequences for failure to provide the requested medical verification. If the employee gives advance written notice of foreseeable leave, the district may require the employee to provide medical verification for OFLA leave before the leave starts. If the employee begins unforeseeable OFLA leave without prior notice, the employee is required to submit such medical verification within 15 calendar days after receipt of the district's request for medical verification. The employee may be subject to disciplinary action for not providing the requested medical verification.~~

~~For the purposes of OFLA qualified leave, any costs associated with obtaining the medical verification shall be borne by the district, or be paid as otherwise allowed by law. The district will not delay the use of qualifying OFLA leave when medical verification is not received before the commencement of unforeseeable leave. The district may not require an employee to obtain a second opinion.~~

Under OFLA, the district may request verification for the need for leave to care for a child who requires home care due to the closure of the child's school or child care provider as a result of a public health emergency. A request for verification may include a request for:

1. The name of the child requiring home care;

2. The name of the school or child care provider that is subject to the closure;

3. A statement from the employee that no other family member of the child is willing and able to care for the child; and

4. A statement that special circumstances exist that require the employee to provide home care for the child during the day, if the child is older than 14 years of age.

Posted Notice

The district will post the Bureau of Labor and Industries Family Leave notice in each building or worksite in an area that is accessible to and regularly frequented by employees.[3] The district will also post a notice explaining the provisions of FMLA and providing information concerning the procedures for filing complaints.[4]

Record Keeping

The district will maintain all records as required by federal and state laws including dates leave is taken by employees, identified separately from other leave; hours/days of leave; copies of general and specific

[3] https://www.oregon.gov/boli/employers/Documents/BOLI_Printable_FamilyMedLv.pdf; electronic posting is not sufficient to satisfy this requirement, but may be used to supplement the physical posting.

[4] https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/fmlaen.pdf; electronic posting is sufficient as long as it is posted prominently where it can be readily seen by employees and applicants for employees. The poster and the text must be large enough to be easily read and contain fully legible text.

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notices to employees, including Board policy(ies) and regulations; premium payments of employee health benefits while on leave and records of any disputes with employees regarding granting of leave.

Medical documentation will be maintained separately from personnel files as confidential medical records.

Federal vs. State Law

Both federal and state law contain provisions for family and medical leave. Federal regulations state an employer must comply with all leave laws; that the federal law does not supersede any provision of state law that provides greater family or medical leave rights than those established pursuant to federal law; and if leave qualifies for FMLA and OFLA leave, the leave used counts against the employee's entitlement under both laws. State law requires that FMLA and OFLA or other state leave entitlements run concurrently when for the same purpose.

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Sick Time

"Employee" means an individual renders personal services at a fixed rate to the district if the district either pays or agrees to pay for personal services or permits the individual to perform personal services. The definition does not include volunteers or independent contractors, or others excluded by law.

Employees qualify to begin earning and accruing sick time on the first day of employment with the district.

A district employing 10 or more employees shall allow an eligible employee to access up to 40 hours of paid sick time per year. Any unused sick time left over at the last day of the expiring year goes away, and paid sick time of 40 hours shall be front-loaded to an employee at the beginning of each year.

Sick time earned by an employee may also be used for the following reasons:

1. In the event of a public health emergency or compliant with Oregon Revised Statute (ORS) 653.616;

2. To donate accrued sick time to another employee if the other employee uses the donated sick time for a purpose consistent with OR

3. To donate blood in connection with a voluntary program for the donation of blood that is approved or accredited by the American Association of Blood Banks or the American Red Cross; or

4. for For leave to address domestic violence, harassment, sexual assault, bias, or stalking under ORS 659A.272 (safe leave).

Sick time shall be taken in hourly increments and may be used for the employee's or a family member's mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition or need for preventive care, or for reasons consistent with qualifying Family Medical Leave (FMLA) , Paid Family and Medical Leave Insurance (PFMLI) or Oregon Family Leave (OFLA). Sick time may also be used in the event of a public health emergency.

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

The district reserves the right after an employee uses sick time for more than five consecutive days of, to require proof of personal illness or injury from an employee, including a medical verification or certification and paid for by the district. If an employee fails to provide verification or certification or fails to provide other evidence as required by the district, shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA/OFLA leave, the sick time and the FMLA/OFLA leave may run concurrently.

When the reason for sick time is consistent with ORS 332.507, the sick time and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district may require the employee to provide advance notice of the intention to use sick time within 10 days prior to when of the requested sick time is to begin, or as soon as otherwise practicable. When an employee uses sick time for a foreseeable absence, the employee shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, inservice training, mandatory meetings).

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district at least 24 hours in advance, before the start of the employee's shift, or when circumstances prevent the employee from providing notice as required, or as soon as practicable.

The district may discipline an employee for violating workplace policies and procedures if the employee fails to provide notice as required.

END OF POLICY

Legal Reference(s):

ORS 332.507
ORS 342.545
ORS 342.610
ORS 653.601 to -653.661
ORS 659A.150 to -659A.186

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2016); 28 C.F.R. Part 35 (2016).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2012); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2016).
Americans with Disabilities Act Amendments Act of 2008.

Board Meetings, Notices and Communications

Definitions

"Communication" means the expression or transmission of information from one person to another through verbal, non-verbal, written, or electronic means. Non-verbal means include gestures, such as thumbs-up and thumbs-down, as well as sign language.

"Convening" means gathering in a physical location, using electronic, video or telephonic technology to be able to communicate contemporaneously among participants, using serial electronic written communication among participants, or using an intermediary to communicate among participants.

"Decision" means any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of the Board is required, at any meeting at which a quorum is present.

"Decision-making process" means the process the Board engages in to make a decision, such as: (a) identifying or selecting the nature of the decision to be made; (b) gathering information related to the decision to be made; (c) identifying and assessing alternatives; (d) weighing information; and (e) making a decision.

"Deliberation" means discussion or communication that is part of a decision-making process.

"Executive session" means any meeting or part of a meeting of the Board that is closed to certain persons for deliberation on certain matters.

"Intermediary" means a person who is used to facilitate communications among members of the Board about a matter subject to deliberation or decision by the Board, by sharing information received from a member of the Board with other members of the Board. The term "intermediary" can include a member of the Board.

"Meeting" means the convening of the Board for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter. Meeting does not include any on-site inspection of any project or program or the attendance of members of the Board at any national, regional or state association to which the Board or the members belong.

"Public Meetings Law" means Oregon Revised Statutes (ORS) 192.610 – 192.705 and Oregon Administrative Rules (OAR) 199-040 and 199-050.

"Quorum" means the minimum number of members of the Board required to legally transact business. For the Board, a quorum is three Board members.

"Work session" or "workshop" means meetings held for the purpose of either presenting information to the Board to prepare for a regular or special meeting, or to allow the Board to engage in preliminary discussions or deliberations.

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Board Authority at Meetings

The Board has the authority to act only when a quorum is present at a properly noticed regular, special or emergency meeting. The affirmative vote of three members of the Board is required to transact any business.

Types of Meetings

The Public Meetings Law applies to all regular, special, emergency, executive session and work session meetings of the Board.

1. Regular Meetings

   The regular meeting schedule will be established at the annual organizational meeting each year and may be changed by the Board with public notice. The purpose of each regular meeting will be to conduct the regular Board business.

2. Special Meetings

   A special meeting may be scheduled when less than a quorum is present at a regular meeting and therefore no business may be conducted, additional business still needs to be conducted at the ending time of a meeting, conducting business prior to the next regular meeting would be advantageous to the district, or other reasons. Special meetings may be convened by the Board chair, upon request of three Board members, or by common consent of the Board.

3. Emergency Meetings

   Emergency meetings may be called in the case of an actual emergency upon appropriate notice under the circumstances. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

4. Work Sessions

   The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with Public Meetings Law. The Board may make official decisions during a work session.

5. Executive Sessions

   Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law. (See Board policy BDC – Executive Sessions).

Communications Outside of a Board Meeting (Serial Meetings Prohibited)

Private meetings where a quorum of the Board engages in discussions or communications that are part of the Board's decision-making process on matters within the authority of the Board violate Public Meetings Law, except as part of an executive session.

A quorum of Board members shall not, outside of a meeting conducted in compliance with Public Meetings Laws, use a series of communications of any kind, directly or through intermediates, for the

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purpose of deliberating or deciding on any matter that is within the jurisdiction of the Board. This prohibition applies to using any one or a combination of the following methods of communication:

1. In-person;

2. Telephone calls;

3. Videos, videoconferencing, or electronic video applications;

4. Written communication, including electronic written communications, such as email, texts, and other electronic applications;

5. Use of one or more intermediaries to convey information among members; and

6. Any other means of conveying information.

Communications outside of a Board meeting may contain communications between or among members of the Board, including a quorum, that are:

1. Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the Board;

2. Not related to any matter that, at any time, could reasonably be foreseen to come before the Board for deliberation and decision; or

3. Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters.

E-mails sent to other Board members are encouraged to have the following notice:

Important: Please do not reply or forward this communication if this communication could constitute a decision or deliberation toward a decision between and among members of the district board. Board member electronic communications on district business are subject to Public Meetings and Public Records Law.

A quorum of Board members may attend social meetings or gatherings so long as no discussions or deliberations are had.

Meeting Location, Public Accommodations and Logistical Requirements

All meetings will be open to the public except as provided by law.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law[1]. The Board may attend training sessions outside the district boundaries but may not deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced. Meeting locations shall be accessible to persons with disabilities.

[1] ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

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Any Board meeting may be held in person, through the use of electronic or telephonic means, or in some combination of in-person, electronic or telephonic means.

Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. For Board meetings (excluding executive session) held by telephone or other electronic means of communication, the district shall make available a place or an electronic means by which the public can listen to or view the meetings in real time. The place provided may be a place where no Board member is present.

For executive sessions where the media are statutorily authorized to be present, if any person, including any Board member, is attending the executive session by telephone, video, or other electronic means, the district shall provide members of the media the same attendance option. The district may establish reasonable security measures to ensure the media's attendance by telephone, video, or other electronic means is conducted through a secure connection or method.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for persons who are deaf or hard of hearing. The request should include the name of the requester, sign language preference and any other relevant information requested. If the meeting is being held upon less than 48 hours' notice and a request for an interpreter is made, the Board shall make a reasonable effort to have an interpreter present. Other appropriate aids and services may be provided upon request and appropriate advance notice.

If requested to do so at least 72 hours before a meeting held in public, the Board will make a reasonable effort to provide translation services.

Recordings or minutes will be kept for all meetings in accordance with state law and Board policy BDDG – Recordings or Minutes of Board Meetings.

All meetings shall comply with applicable provisions of the Oregon Indoor Clean Air Act.

The possession of a firearm, deadly weapon or any other instrument used as a dangerous weapon is prohibited at Board meetings, except as authorized by law.

Public Notice Requirements

The district posts public notice of its meetings on the district's website or on a publicly accessible website hosted by a third-party that is linked to the district's website.

The public notice shall identify the following:

1. The time, date, location of the meeting, and, to the extent reasonably possible, will include the electronic link or telephone access information to allow members of the public to attend the meeting by telephone or electronic means;

2. The agenda or list of the principal subjects anticipated to be considered at the meeting and will be specific enough to permit the public to recognize matters in which they are interested. The Board may amend the agenda or may add or remove items from the list of principal subjects prior to or during a meeting. See Board policy BDDC – Board Meeting Agenda for additional meeting agenda information; and

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3. The name, telephone number, and email address of a person at the district office to contact to request an interpreter or other communication aids or a statement that the district will provide a sign language interpreter or other communication aids at the meeting.

The district will provide notice to interested persons and news representatives who have requested notice through means reasonably calculated to provide actual notice to interested persons known to the Board.

For all regular meetings, the meeting notice shall be provided with as much advance notice as reasonably possible, but no less than 48 hours' advance notice.

For all special meetings, the meeting notice shall be provided with no less than 24 hours' advance notice.

For an emergency meeting, public notice shall be provided with as much advance notice as reasonably possible given the emergency circumstances. The district shall attempt to contact the media and other interested persons to inform them of the emergency meeting by telephone, email, social media, or other method reasonably calculated to provide actual notice. If reasonably possible under the emergency circumstances, the emergency meeting notice shall be conspicuously displayed on the district's website or on a publicly accessible website hosted by a third-party hosted and linked to the district's website.

If a meeting will include an executive session, the notice shall comply with the above notice requirements and the notice shall also identify the specific statutory citation and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization. Example:

> "The Board will meet in executive session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent."

If an executive session is to be part of an open regular, special, or emergency meeting, the notice shall comply with the above notice requirements and prior to entering the executive session, the Board chair shall make a public announcement and identify in open session the specific statutory provision and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization (See Board policy BDC – Executive Sessions for additional information on executive sessions.)

Complaints

Complaints regarding Public Meetings Laws can be filed in accordance with Public Meetings Law complaint procedures outlined in Board policy KL – Public Complaints. Complaints must be filed within 30 days of the alleged violation.

Mandatory Training

Every member of the Board shall attend or view a training on Public Meetings Law as required by ORS 192.700 and Board policy BBAA – Board Member's Authority and Responsibilities.]

END OF POLICY

Legal Reference(s):

ORS Chapter 192 ORS 332.040 - 332.061 ORS 332.107

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ORS 433.835 - 433.875 OAR 199-050-0005 – 199-050-0085

OR. ATTY. GEN. *Public Records and Meetings Manual*.

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Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in a meeting which is being held in accordance with Oregon's Public Meetings Law. A Board member has the authority to act in the name of the Board only when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business.

When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

Board members may speak on behalf of the Board or district only when specifically authorized to do so. Any other statements do not represent the position of the Board or district. When expressing personal opinions in public, Board members are encouraged to clearly identify the opinions as their own.

All Board members shall maintain awareness of relevant district information and participate in Board functions and professional Board development activities.

All members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Records

Any individual Board member who desires a copy of an existing record may make such a request to the superintendent. Requests involving confidential records or significant staff time will be referred to the Board for approval.

2. Requests for Legal Opinions{[1]}

Requests for legal advice or opinions by a Board member that will incur a cost for the district must be approved by a majority vote of the Board before the request is made to legal counsel. The Board chair is authorized to obtain legal advice or opinions if advantageous to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to a Board Member

When a Board member receives complaints or requests for action from staff, students or members of the public, the Board member will direct the staff, students, members of the public to the public complaint policy Board policy KL – Public Complaints. Such information will be conveyed to the superintendent. An individual Board member is not authorized to independently act on complaints.

4. Board Member's Communication with Administration

No individual Board member may direct the superintendent or other staff to action without Board authorization. No Board member will intervene in the administration of the district or its schools.

5. Contracts or Agreements

All district contracts must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

6. Visits to Schools

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A Board members may visit schools in accordance with Board policy BG – Board–Staff Communications.

7. Public Meetings Law

All Board members will comply with Public Meetings Law[, including participating in an approved[2] training at least once during each term of office{[3]}].

8. Mandatory Reporting

A Board member having reasonable cause to believe that any child with whom the Board member comes in contact has suffered abuse or that any person with whom the Board member comes in contact has abused a child shall immediately make an oral report or cause an oral report be made to Department of Human Services[4] or local law enforcement.

9. Oregon Ethics Laws

All Board members will adhere to Oregon Government Ethics laws, including filing the statement of economic interest as required by Oregon Revised Statute (ORS) 244.

10. Confidential Information

All Board members will not disclose confidential information received as part of Board service.

11. Other Laws, Policies, Agreements and Procedures

All Board members will follow all laws, Board policies, working agreements, and any other procedures established by the district.

END OF POLICY

Legal Reference(s):

ORS 192.311 – 192.478
ORS 192.610 – 192.705
ORS Chapter 244
ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075
ORS 332.107
ORS 419B.010

38 Or. Atty. Gen. Op. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

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[1] {Consider how board members obtain legal advice and whether a cost is associated with that. Does the Board want individual board members to be able to contact attorneys at PACE or OSBA (no bill accrued) on their own, or does the Board want them to get Board approval first? Do you want individual Board members to be able to contact attorneys that will bill the district on their own, or do you want them to get board approval first?}

[2] Approved by the Oregon Government Ethics Commission.

[3] {Training is only required for districts with annual fiscal expenditures of $1M or more. See ORS 192.700.}

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Banks School District No. 13

Code: **BD/BDA**
Adopted: 7/10/00
Revised/Readopted: 11/13/23

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. "Meeting" means the convening of a quorum of the Board as the district's governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the Board, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business. "Meeting" does not include any on-site inspection of any project or program the attendance of members of the Board at any national, regional or state association to which the Board or its members belong.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law[1]. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including the news media which have requested notice, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they are not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. If the meeting is being held upon less than 48 hours' notice and a request for an interpreter is made, the Board shall make a reasonable effort to have an interpreter present. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice.

If requested to do so at least 72 hours before a meeting held in public, the Board will make a reasonable effort to provide translation services.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act.

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

DELETE

1

"Convening" means: (a) Gathering in a physical location; (b) Using electronic, video or telephonic technology to be able to communicate contemporaneously among participants; (c) Using serial electronic written communications among participants; or (d) Using an intermediary to communicate among participants.

"Decision" means any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of a governing body is required, at any meeting at which a quorum is present.

"Deliberation" means discussion or communication that is part of a decision-making process.

ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

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1. Regular, Special and Emergency Meetings

   Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the annual organizational meeting and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

   No later than the next regular meeting following July 1, the Board will hold the annual organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years), the first meeting will be held no later than July 31.

   Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may be scheduled if less than a quorum is present at a meeting, additional business still needs to be conducted at the ending time of a meeting, conducting business prior to the next regular meeting would be advantageous to the district or other reasons. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

   Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings Communications outside of a Board meeting may contain:

   a. Communications to, between or among members of a governing body that are:

      (1) Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the Board (including agendas and information concerning agenda items);
      (2) Not related to any matter that, at any time, could reasonably be foreseen to come before the Board for deliberation and decision; or
      (3) Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters; or

DELETE

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication, video or telephonic communications, serial electronic communications among participants and using an intermediary to communicate among participants. Such communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

a. Individual responses to questions posed by community members, subject to other limitations in Board policy.

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law.

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with state law on public meetings, including notice and minutes. The Board is discouraged from making official decisions during a work session/ executive session.

5. Executive Sessions

Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law.

Complaints regarding public meetings laws can be filed with the Board in accordance with Board Policy KL – Public Complaints. The Board will respond and provide a copy of the complaint and response to the Oregon Government Ethics Commission within 21 days in accordance with state law.[2]

{[3]}[**Mandatory Training**

Every member of the Board shall attend or view a training on public meetings law prepared or approved by the Oregon Government Ethics Commission (OGEC) at least once during the Board member's term of office and shall verify attendance in accordance with OGEC procedures.

END OF POLICY

Legal Reference(s)

[2] See House Bill 2805 (2023) Section 5(2) for requirements of the response.

[3] This is required for Board members in districts with total expenditures for a fiscal year of $1 million or more. This number will be reviewed by OGEC at least once every five years. If the district has total expenditures of less than $1 million, this language can be kept, but "shall" should be replaced with "is encouraged to."

DELETE

ORS Chapter 192 | ORS 255.335 | ORS 332.040 - 332.061
ORS 433.835 - 433.875

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
OR. ATTY. GEN. Public Records and Meetings Manual.
House Bill 2805 (2023)

DELETE

Banks School District No. 13

Code: **BBAA**
Adopted: 7/10/00; 4/8/19
Revised/Readopted: 1/10/22

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

When expressing personal opinions in public, the Board member should clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

   Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

   Requests for legal opinions by a Board member must be approved by a majority vote of the Board before the request is made to legal counsel. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

   When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy Board policy KL – Public Complaints. Such information will be conveyed to the superintendent.

DELETE

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information, and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075

38 Or. Atty. Gen. Op. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

DELETE

Code: **BDC**
Adopted: 4/13/98; 7/10/00;
Readopted: 11/13/23

Executive Sessions

The Board may meet in executive session to discuss subjects allowed by statute but may not take final action except for the expulsion of a student and matters pertaining to or examination of the confidential records of the student.

An executive session may be included as an agenda item of an existing meeting in accordance with Board policy BDDC - Board Meeting Agenda or held as its own meeting. Proper notice is required.

If open session is held prior to the executive session the presiding officer will announce the executive session by identifying the authorization under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 for holding such session and by noting the subject of the executive session.

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a))

2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))

3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))

4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))

5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))

6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

7. 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. (ORS 192.660(2)(i))

8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))

9. To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))

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10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))

11. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))

12. To review matters pertaining to or examination of the confidential records of a student(ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;

2. Hearings on the expulsion of a minor student or examination of the confidential records of a student; and

3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential records; the discussion; and each Board member's vote on the issue.

Minutes shall be kept for all executive sessions.

Content discussed in executive sessions is confidential except as provided by law. Board members and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required by law.
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END OF POLICY

Legal Reference(s):
ORS 192.660 ORS 332.061 House Bill 2514 (2019)
ORS 332.045

OR. ATTY. GEN. Public Records and Meetings Manual.
Oregon Government Ethics Commission, Staff Advisory Opinion No. 22-106S
House Bill 2806 (2023)

DELETE

Science Adoption Board Report

Banks School District 13, May 11, 2026

District Team Members	BES: Becky Wallace, Leslie Curran, Jonathan Pearson, Tasha Blatner, Marjorie Salter BMS: Marlee Zakrevsky, Glenn Smith, Caitlin Everett BHS: Tony Richeson, Carol Pallett, Jacob Pence District Level: Caitlin Everett and Darla Waite-Larkin
CCAC Members	Sarah Trussell, Jodi Hailey, Mike Blok, Rhonda King, Vanessa Hancock, Curtis Updike

School	School Specific Priorities and Feedback	Curriculum Adoption Proposal
BES	Our selection of materials for this curriculum adoption is guided by the elementary school's vision for student learning: *Banks Elementary School students are actively engaged in a safe, structured, inclusive learning environment where they make connections to build their academic and socio-emotional skills. By taking ownership of their learning, students will feel empowered to take academic risks and persevere through challenges during their time at BES and beyond.* Feedback from Twig review and classroom pilots: ○ Aligned with BES vision for student learning, highly engaging, student centered, and promotes ownership of learning through active engagement in the science and engineering practices. ○ Teachers found it easy to follow with clear and well supported lesson plans ○ Strong literacy and math integration ○ Has a "fast track" option that still meets standards to support teacher flexibility with instructional time ○ Lots of hands on investigations with high interest phenomena ○ Engaging and scaffolded student-facing materials ○ Many opportunities to learn and practice vocabulary. ○ On ODE approved science adoption list	Curriculum: **Twig Science K-5** Publisher: Imagine Learning Includes: ● 3-hour professional development during inservice + option for PLC time PD ● 7 years student digital licenses ● 7 years teacher digital licenses ● Non-consumable lab kits ● Consumable refill kits ● Trade books connected to the curriculum (literacy connection) ● Printable workbook files for paper/pencil student work ● Teacher guides

Science Adoption Board Report

Banks School District 13, May 11, 2026

School	School Specific Priorities and Feedback	Curriculum Adoption Proposal
BMS	Our selection of materials for this curriculum adoption is guided by the middle school's vision for student learning: *BMS Students are independent thinkers and problem solvers who engage with and take ownership of their learning.* Feedback from OpenSciEd review and classroom pilots: ● Aligned with BMS vision for student learning, with many student talk opportunities, engaging hands-on investigations, and high quality assessments that promote ownership of learning. ● Has a high level of rigor paired with differentiated supports and scaffolds for support. ● Teachers had positive feedback on usability and customizability. ● Lab supply kits available for purchase that are aligned to the curriculum ● Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License ● Topics/phenomena used in the curriculum were engaging for our students, students provided feedback that they found the lessons relevant and interesting. ● Rated as meeting all expectations on Edreports, a national curriculum review organization.	Curriculum: OpenSciEd Middle School Publisher: OpenSciEd Includes: ● Full digital curriculum access for teachers and students ● Consumable and nonconsumable lab kits aligned to the curriculum, available from AquaPhoenix ● 3 day summer virtual professional development for teachers ● On-demand teacher PD videos for each unit as well as an instructional strategies video library. Curriculum Supplement: Newsela STEM ● Newsela STEM provides a library of relevant, engaging science texts, articles, embedded assessments, and videos that provide enhanced literacy opportunities for our students. We propose adopting this as a supplement to the OpenSciEd curriculum. Note: OpenSciEd is not on the ODE adoption list. In order to adopt OpenSciEd middle school, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

Science Adoption Board Report

Banks School District 13, May 11, 2026

BHS	Our selection of materials for this curriculum adoption is guided by the high school's vision for student learning: *Our vision for learning is to create an environment where students are engaged, collaborative, and take ownership of their education. Through hands-on activities and personal exploration, students develop a deep understanding and passion for learning. We believe in empowering students to shape their educational journey, preparing them for the challenges of the future.* Feedback from Patterns review and classroom pilots: ● Aligned with BHS vision for student learning, with many student talk opportunities, relevant phenomena, engaging hands-on investigations, rigorous assessments that promote ownership of learning, and student collaboration opportunities. ● Has a high level of rigor paired with differentiated supports and scaffolds for support. ● Three year sequence (Physics →Chemistry →Biology) provides access to all standards for all students. ● Third year in sequence can be substituted for AP Biology, improving access to AP science courses. ● The freshman Patterns Physics class is aligned to Algebra 1 standards, supporting student math achievement. ● Teachers had positive feedback on usability and customizability. ● Lab supply equipment lists are well organized. Lab supplies	Curriculum: Patterns High School Science for All Publisher: Portland Metro STEM Partnership Includes: ● Full digital curriculum access for teachers and students ● Consumable and nonconsumable lab equipment lists ● Teacher support for equipment ordering and lab reorganization. ● Summer professional development ● On-demand teacher PD videos for each unit. Note: Patterns is not on the ODE adoption list. In order to adopt Patterns, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

	will enhance our overall science program. ● Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License ● Topics/phenomena used in the curriculum were engaging for our students, students provided feedback that they found the lessons relevant and interesting. ● Many other districts in Oregon have adopted Patterns, providing local collaboration partners. Additionally, surrounding districts (e.g. Beaverton, Hillsboro) also use Patterns, which supports students being able to transfer seamlessly between districts	

Science Adoption Board Report

May 11, 2026

BANKS SCHOOL DISTRICT

Banks Adoption Timeline

BANKS SCHOOL DISTRICT

Sept

Kickoff Meeting

Oct-Nov

Teachers review curricular options

Dec

CCAC receives Teacher input on top choices

Jan-March

CCAC review top options and give feedback.

Teachers pilot lessons

April

CCAC + teachers analyze feedback and pilot data to develop recommendations

May-June

Curriculum recommended to the Board

Science Adoption Team Members

- BES: Becky Wallace, Leslie Curran, Jonathan Pearson, Tasha Blatner, Marjorie Salter
- BMS: Marlee Zakrevsky, Glenn Smith, Caitlin Everett
- BHS: Tony Richeson, Carol Pallett, Jacob Penc
- District Level: Caitlin Everett and Darla Waite-Larkin
- Community Curriculum Advisory Committee: Sarah Trussell, Jodi Hailey, Mike Blok, Rhonda King, Vanessa Hancock, Curtis Updike

Importance of a High Quality Science Education

1. Builds critical thinking and problem-solving skills
Science teaches students how to ask questions, evaluate evidence, and think logically.

2. Prepares students for future careers
Many high-demand, high wage careers are in STEM fields (science, technology, engineering, and math).

3. Helps students understand the world around them
From weather patterns to human health to technology, science explains everyday phenomena and helps students make sense of their environment.

4. Promotes informed citizenship
Science literacy enables students to understand important societal issues—like climate change, public health, and energy use, so they can make informed decisions as voters and community members.

5. Encourages curiosity and lifelong learning
Science naturally sparks curiosity. Engaging science education fosters a mindset of exploration, creativity, and a desire to keep learning beyond the classroom.

Banks Elementary School

Feedback from Review & Pilots

- Aligned with BES vision
- Teachers found it easy to follow with clear and well supported lesson plans
- Strong literacy and math integration
- Has a “fast track” option that still meets standards to support teacher flexibility with instructional time
- Lots of hands on investigations with high interest phenomena
- Engaging and scaffolded student-facing materials
- On ODE approved science adoption list

Adoption Selection

Curriculum: **Twig Science K-5**
Publisher: Imagine Learning
Includes:

- 3-hour professional development during inservice + option for PLC time PD
- 7 years student digital licenses
- 7 years teacher digital licenses
- Non-consumable lab kits
- Consumable refill kits
- Trade books connected to the curriculum (literacy connection)
- Printable workbook files for paper/pencil student work
- Teacher guides

Banks Middle School

Feedback from Review & Pilots

- Aligned with BMS vision
- Has a high level of rigor paired with differentiated supports and scaffolds for support.
- Teacher positive feedback
- Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License
- Topics/phenomena used in the curriculum were engaging for our students
- students provided feedback that they found the lessons relevant and interesting.
- Rated as meeting all expectations on Edreports, a national curriculum review organization.

Adoption Selection

Curriculum: OpenSciEd Middle School
Publisher: OpenSciEd
Includes:

- Full digital curriculum access for teachers and students
- Consumable and nonconsumable lab kits aligned to the curriculum, available from AquaPhoenix
- 3 day summer virtual professional development for teachers
- On-demand teacher PD videos for each unit as well as an instructional strategies video library.

Curriculum Supplement: Newsela STEM

- Newsela STEM provides a library of relevant, engaging science texts, articles, embedded assessments, and videos that provide enhanced literacy opportunities for our students. We propose adopting this as a supplement to the OpenSciEd curriculum.

Banks High School

Feedback from Review & Pilots

- Aligned with BHS vision
- Three year sequence (Physics →Chemistry →Biology) provides access to all standards for all students.
- Option for AP Biology for 3rd course.
- Patterns Physics class aligned to Algebra
- Teacher positive feedback.
- No cost to the district, licensed under a Creative Commons Attribution 4.0 International License
- Engaging and relevant topics phenomena used in the curriculum were engaging for our students
- Had the most positive student feedback
- Many other districts in Oregon have adopted Patterns, providing local collaboration partners.
- Surrounding districts (e.g. Beaverton, Hillsboro) also use Patterns, students can transfer seamlessly between districts.

Banks High School

Adoption Selection

Curriculum: Patterns High School Science for All
Sponsor: Portland Metro STEM Partnership
Includes:

- Full digital curriculum access for teachers and students
- Consumable and nonconsumable lab equipment
- Teacher support for equipment ordering and lab reorganization.
- Summer professional development
- On-demand teacher PD videos for each unit.

Independent Adoption

Patterns and OpenSciEd were not on the ODE adoption list. In order to adopt these curricula, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

Many districts in the state have independently adopted these two specific curricula in Oregon, and we do not foresee challenges with this process.

Note: When ODE was accepting submissions for adoption review, they were at that time still charging fees for publishers to submit materials. Both of the developers for Patterns and OpenSciEd are non profit organizations, and so do not participate in fee-based state submission processes. ODE changed this rule after the science adoption was over.

Questions or Comments?

Budget Committee Meeting
Thursday, May 14, 2026 6:00 PM Pacific

Temporary District Office Location
42350 NW Trellis Way (BES)
Banks, Or 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Present

Present: 5.

1. Call to Order

2. Approve Agenda

3. Election of Budget Committee Chair

3.1. Nomination and election of Budget Committee Chair

3.2. Nomination and election of Budget Committee Vice Chair

4. Superintendent's Budget Message

5. Budget Presentation
Business Manager, Jennifer Collins, shared the Budget presentation, which included the roles and responsibilities of the Budget Committee, details of funding and revenue sources, key budget expenditure changes for 2026-2027. Significant changes include increases to PERS, PD allotment, Health Insurance costs, sub costs, operations and maintenance and increase to utilities and custodial supplies. Details of the reason for each increase were explained

Details of decreases to funds were also shared, which included FTE

Details of Special Revenue funding were also shared.

Board and Budget members asked clarifying questions as needed.

Q. Salaries/PERS accounts - why does one account go up and another down?
A. All PERS is in the same fund. The budget reflects the same as how PERS bills. Increases are mostly just to UAL. Different Tiers and retiree rates also affect the placement of the funding.

Q. Salaries/Employee benefits — don't seem to be promotional changes?
A. Some of these changes are due to changes in grant funding,

Q. Page 7 - Header of the column has a typo.

Q. Restricted programs. Salaries, benefits and contractual costs don't seem to match?
A. The assumptions are based on most employees taking health benefits. There is also additional funding in case of outside placement.

Q. Reduction to salary in licensed?
A. Budget for special training and extra hours. Last year we over budgeted to cover IDEA differences.

Q. Students with Disabilities - less staff budgeted?
A. Decrease in students which allowed us to cut FTE using attrition instead oof cutting a teacher

Q. ESL change?
A. - med cap difference between fiscal years.

Q. - Number of staff has not changes but salaried positions did?
A. Counselors were moved from a grant fund

Q. Increase to Library services?
A. Contractual employee benefits - we are aware that the employees funded by this will take insurance.

Q. AD position gone?
A. It is reflected in the athletic portion of the budget book

Q. Can the budget book reflect the FTE changes each year? What, why & where.

Q. insurance costs?
A. Multiple claims this year in addition to the rates increasing.

Q. Business Manager in the budget?
A. Yes

Q. Secretarial position added?
A. Short staffed and PBAM changes are coming up.
Q. Will the district hire or use ESD
A. We will not be using the ESD

Q. FTE changes?
A. One FTE was moved from the Bond

Q. Outdoor School?
A. Moving to in-house

Q. Fund 206?
A. Reading specialist historically funded by Title I is now funded by multiple funds as Title funding has decreased.

Q. Coaches salaries?

A. Most coaches are hired through ESS and funding is reflected in contractual services (?)

Q. Rentals?
A. Athletic costs have increased...

Q. District curriculum fund?
A. New science curriculum and equipment is expensive and we need to start building a fund for future curriculum as well.

Q. Can you explain the beginning fund balance?
A. This is whatever rollover from the prior year. The plan is to keep building the fund.

Q. Header may need to be removed

Q. Process; how is the budget going this year? Mid-year recap added would be great.
A. We are doing fine. Some expect revenue did not come in as high. But we are on track.

6. Public Comment
No public comment at this time.

7. Action
Tom Forest made the motion to approve the proposed budget as presented

Corissa Mazurkiewicz seconded the motion. Motion passed unanimously.

8. Upcoming Items
Adjourned at 7:19 pm.

Special Session
Thursday, May 14, 2026 5:50 PM Pacific

Temporary District Office Location
42350 NW Trellis Way (BES)
Banks, Or 97106

Ron Frame:	Present
Corissa Mazurkiewicz:	Present
William Moore:	Present
Leslee Sipp:	Present
Daniel Streblow:	Present

Present: 5.

1. Call to Order
2. Roll Call
3. Approval of Agenda
   I make a motion to approve the May 14th, 2026 Special Session agenda as presented. This motion, made by Leslee Sipp and seconded by Daniel Streblow, Carried.
   Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea, Daniel Streblow: Yea
   Yea: 5, Nay: 0
4. Action Items
   4.1. Approval of BES Roofing contract
      I make a motion to approve the Banks Elementary Roof Repair and Replacement contract as presented. This motion, made by Corissa Mazurkiewicz and seconded by Daniel Streblow, Carried.
      Ron Frame: Yea, Corissa Mazurkiewicz: Yea, William Moore: Yea, Leslee Sipp: Yea, Daniel Streblow: Yea
      Yea: 5, Nay: 0
      Adjourned at 5:52 pm.

BID FORM
DIVISION 0 * SECTION 00300

Bid TO: **Brian Sica, Superintendent**

Bids DUE: April 30, 2026 @ 1:00 PM

PROJECT: **Banks ES Shingle Roof Replacement Project**

Start of Project: June 15, 2026 (unless changed by Addenda)

Substantial Completion: August 14, 2026 (unless changed by Addenda)

Final Completion: September 18, 2026 (unless changed by Addenda)

1. The undersigned,

   NAME of FIRM: SafeCover Roofing

   after having carefully examined the bidding documents and **addenda numbered** 0 **through** 1 inclusive, as well as the work site and conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, and all other work, required by and in strict conformance with the above documents, necessary to complete the project for the stipulated sum of:

Base Bid – Shingle Roof Replacement:

TOTAL (Figures) $ #189,500.00 Dollars

TOTAL (Words) One hundred and Eighty-Nine Thousand Five hundred 00/100 Dollars

Unit Cost: Plywood Decking (provide a cost/SF):

TOTAL (Figures) $ 5.00 Dollars

TOTAL (Words) Five Dollars

Unit Cost: Fascia Board Replacement (provide a cost/LF)

TOTAL (Figures) $ 20.00 Dollars

TOTAL (Words) Twenty Dollars

Unit Cost: Roof Tie Off Anchor (provide a cost)

TOTAL (Figures) $ 100 Dollars

TOTAL (Words) One-hundred Dollars

2. The undersigned agrees to maintain the proposal price for a period of 30 calendar days after bid opening.

3. The undersigned agrees, if awarded a contract, to complete all work as shown in the Contract Documents by the substantial completion date listed above.

4. The undersigned agrees that, prior to commencement of the Work, and within 7 calendar days of Notice of Intent to Award, to:

   A. Enter into and execute a contract for the work in the form of Banks School District, "Construction Contract".

   B. Deliver to the Owner duly executed AIA Document G705, "Certificate of Insurance," or ACORD form 25S.

   C. Deliver to the Owner duly executed AIA Document A312, "Performance Bond and Payment Bond."

5. The undersigned certifies that this Bid has been prepared independently and is not made in the interests of any undisclosed party. It is submitted without collusion or intent to limit independent, competitive bidding. The Bidder has in no way induced or solicited other Bidders to submit false bids, or to refrain from bidding.

6. The Undersigned agrees to be bound by and will comply with the provisions of ORS 279C.838 and 279C.840 pertaining to the payment of the prevailing rates of wage.

7. The undersigned agrees to comply with Oregon tax laws in accordance with ORS 305.385.

8. Indicate below whether Bidder is Resident or Non-Resident bidder.

   Oregon Reciprocal Preference Law (ORS 279.029): In compliance with ORS 279.029, each Bidder must state in its proposal whether it is a resident or non-resident bidder. Bids that fail to provide this information will be considered nonresponsive and will be rejected.

   DEFINITION - RESIDENT BIDDER: A bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the bid whether the bidder is a "resident bidder."

   DEFINITION – NON-RESIDENT BIDDER: A bidder who is not a resident bidder as defined above.

   Indicate by an "X" in the appropriate space whether you are an Oregon resident bidder or non-resident bidder:
   Oregon Resident Bidder _____ Non-Resident Bidder X

9. The undersigned certifies that you visited the site and thoroughly investigated all existing conditions. It is understood that the Bidder, before signing his/her proposal, has made a careful examination of the plans, specifications, and character of work required; that he/she has made a careful examination of the location and condition of the work, verified all measurements at the job site, and sources of supply of materials.

10. Security Deposit is NOT required:

11. The Undersigned certifies that it has not discriminated against minority, women, or emerging small businesses in obtaining any subcontracts for this project as required by ORS 279A.110(4).

12. If applicable the first-tier subcontractor disclosure form is due 2 hours after bid are due.

13. Submittals are due promptly after Letter of Intent. A Pre-Construction Meeting will be held prior to commencement, Weekly Construction meetings are required but may be held with less frequency.

14. As a condition to submitting a bid, a Contractor must be registered with the Oregon Construction Contractors Board in accordance with ORS 701.035 to 701.055 and/or the State Landscape Contractors Board licensed number, and disclose the appropriate numbers. Failure to register and disclose the numbers, as applicable, will make the bid unresponsive and it will be rejected. The Undersigned hereby certifies that all subcontractors who will perform construction work as described in ORS 701.005 are or will be registered with the Construction Contractors Board in accordance with ORS 701.035 to 701.055 or State Landscape Contractors Board, as applicable, at the time the subcontractor(s) made a bid to work under the contract.

15. Oregon Business Registration: To transact business in the State of Oregon, a Bidder must be registered with the State of Oregon Corporations Division. Please indicate your business' current registration type with an "X" in the appropriate space:

X Corporate Registration 0247604618

X Assumed Business Name Registration SafeCover Roofing LLC.

16. Any Bid of a contractor or subcontract listed on BOLI's list of Ineligible Contractors will be rejected.

SIGNATURES

Oregon Construction Contractor's Board No. 236354

State Landscape Contractors Board No. N/A (if applicable for the project)

NAME OF FIRM SafeCover Roofing

ADDRESS 1696 Bishop Rd Chehalis, WA

FEDERAL TAX ID _____

TELEPHONE NO. 360-304-8055

Cell NO. Same

SIGNATURE

1) _____
Sole Individual – Signature

2) _____
Sole Individual – Printed Name

or 2) _____
Partner

or 3) _____
Authorized Officer of Corporation – Signature

Brady Collins
Authorized Officer of Corporation – Printed Name

(SEAL)

Kaitlin M. Bailey
Attested: Secretary of Corporation

Notary Public
State of Washington
KAITLIN M. BAILEY
COMM. # 23033348
MY COMM. EXP. 10/29/2027

SAFECOVER
ROOFING LLC

961 INDUSTRIAL WAY
LONGVIEW, WA 98632
(360) 916-1430
LONGVIEWOFFICE@SAFECOVERROOFING.COM
LIC# SAFECRL820KZ

REFRENCES SUBMITTED TO: Cornerstone Management Group, Inc.

ADDRESS: 42350 NW Trellis Way, Banks, OR

PHONE: 251-554-9822

EMAIL: mdolan@cornerstonemgi.com

DATE: 4-28-26

REFERENCES

Tenino Stadium
- Tear off and install Polyglass roof
- Tenino, Wa
- Tenino School
- 120k
- Start and finish April 2026
- Ian 360-280-7390
Tenino Highschool
- Tear off and install Polyglass roof
- Tenino, Wa
- Tenino School
- 206k
- Start and finish November 2025
- Same as above
St Joseph Vancouver
- Tear off and install of Pabco Prestige
- Vancouver, Wa
- Catholic Archbishop Seattle
- 394k
- Start and finish July 2025
- Jessicaav@stjoevan.org
Winlock School
- Tear off and install GAF TPO
- Winlock, Wa
- Winlock School district

- 110k
- Start and finish July 2022
- fterry@winlock.wednet.edu
Centralia city pool
- Tear off and install steep slope and low slop roof system
- Centralia, Wa
- City of Centralia
- 494k
- Start and finish March 2026
- Contact Matt at Thorbeckes
Lewis County Community Development
- Install GAF TPO
- Chehalis, Wa
- Lewis County
- 114k
- Start and finish August 2024
- TJ.Snodderly@lewiscountywa.gov
Lewis County Senior Center Projects
- Completed 5 senior centers
- Lewis County
- Lewis County Wa
- 300k
- Completed from 2022-2026
- Same as above

BANKS SCHOOL DISTRICT

BID TABULATION FORM

Banks ES Shingle Roof Replacement Project								
OPEN: April 30, 2026 @ 1:00pm								
BID PROVIDER	Signed	Add -1 Ack.	Base Bid:	Unit Price: Plywood	Unit Price: Fascia Board Replacement	Unit Price: Tie Off Anchor	Total	1st Tier Discl.
Vitan Construction	X	X	248,000	$5	$18	$125	248,000	n/a
ABC Roofing	X	X	374,470	$7.50	$22.50	$33,042	374,470	n/a
Frontier Roofing	X	*	356,396	$4	$7		356,396	n/a
Carlson Roofing	X	X	221,672	$3.75	$20/LF	$25/anchor	221,672	n/a
Griffith Roofing	X	X	271,943	$4.25	$5/LF	$98	271,943	n/a
Safe Cover Roofing	X	X	189,500	$5.00	$20/LF	$100	189,500	n/a
								n/a

OWNER Representative:

WITNESS: Dale Virden, Banks SD

Code: **BDC**
Adopted: 4/13/98; 7/10/00;
Readopted: 11/13/23

Executive Sessions

The Board may meet in executive session to discuss subjects allowed by statute but may not take final action except for the expulsion of a student and matters pertaining to or examination of the confidential records of the student.

An executive session may be included as an agenda item of an existing meeting in accordance with Board policy BDDC - Board Meeting Agenda or held as its own meeting. Proper notice is required.

If open session is held prior to the executive session the presiding officer will announce the executive session by identifying the authorization under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 for holding such session and by noting the subject of the executive session.

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a))

2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))

3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))

4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))

5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))

6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

7. 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. (ORS 192.660(2)(i))

8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))

9. To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))

DELETE

10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))

11. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))

12. To review matters pertaining to or examination of the confidential records of a student(ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;

2. Hearings on the expulsion of a minor student or examination of the confidential records of a student; and

3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential records; the discussion; and each Board member's vote on the issue.

Minutes shall be kept for all executive sessions.

Content discussed in executive sessions is confidential except as provided by law. Board members and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required by law.
.

END OF POLICY

Legal Reference(s):
ORS 192.660 ORS 332.061 House Bill 2514 (2019)
ORS 332.045

OR. ATTY. GEN. Public Records and Meetings Manual.
Oregon Government Ethics Commission, Staff Advisory Opinion No. 22-106S
House Bill 2806 (2023)

DELETE

Banks School District No. 13

Code: **BBAA**
Adopted: 7/10/00; 4/8/19
Revised/Readopted: 1/10/22

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

When expressing personal opinions in public, the Board member should clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

   Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

   Requests for legal opinions by a Board member must be approved by a majority vote of the Board before the request is made to legal counsel. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

   When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy Board policy KL – Public Complaints. Such information will be conveyed to the superintendent.

DELETE

4. Board Member's Relationship to Administration

Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information, and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075

38 Or. Atty. Gen. Op. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

DELETE

Banks School District No. 13

Code: **BD/BDA**
Adopted: 7/10/00
Revised/Readopted: 11/13/23

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. "Meeting" means the convening of a quorum of the Board as the district's governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the Board, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business. "Meeting" does not include any on-site inspection of any project or program the attendance of members of the Board at any national, regional or state association to which the Board or its members belong.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law[1]. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including the news media which have requested notice, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they are not included in the notice.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for hearing-impaired persons. If the meeting is being held upon less than 48 hours' notice and a request for an interpreter is made, the Board shall make a reasonable effort to have an interpreter present. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice.

If requested to do so at least 72 hours before a meeting held in public, the Board will make a reasonable effort to provide translation services.

All meetings held in public shall comply with the Oregon Indoor Clean Air Act.

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

DELETE

1

"Convening" means: (a) Gathering in a physical location; (b) Using electronic, video or telephonic technology to be able to communicate contemporaneously among participants; (c) Using serial electronic written communications among participants; or (d) Using an intermediary to communicate among participants.

"Decision" means any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of a governing body is required, at any meeting at which a quorum is present.

"Deliberation" means discussion or communication that is part of a decision-making process.

ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

---

1. Regular, Special and Emergency Meetings

   Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the annual organizational meeting and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

   No later than the next regular meeting following July 1, the Board will hold the annual organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years), the first meeting will be held no later than July 31.

   Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may be scheduled if less than a quorum is present at a meeting, additional business still needs to be conducted at the ending time of a meeting, conducting business prior to the next regular meeting would be advantageous to the district or other reasons. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

   Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings Communications outside of a Board meeting may contain:

   a. Communications to, between or among members of a governing body that are:

      (1) Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the Board (including agendas and information concerning agenda items);
      (2) Not related to any matter that, at any time, could reasonably be foreseen to come before the Board for deliberation and decision; or
      (3) Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters; or

DELETE

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication, video or telephonic communications, serial electronic communications among participants and using an intermediary to communicate among participants. Such communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

a. Individual responses to questions posed by community members, subject to other limitations in Board policy.

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law.

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with state law on public meetings, including notice and minutes. The Board is discouraged from making official decisions during a work session/ executive session.

5. Executive Sessions

Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law.

Complaints regarding public meetings laws can be filed with the Board in accordance with Board Policy KL – Public Complaints. The Board will respond and provide a copy of the complaint and response to the Oregon Government Ethics Commission within 21 days in accordance with state law.[2]

{[3]}[**Mandatory Training**

Every member of the Board shall attend or view a training on public meetings law prepared or approved by the Oregon Government Ethics Commission (OGEC) at least once during the Board member's term of office and shall verify attendance in accordance with OGEC procedures.

END OF POLICY

Legal Reference(s)

[2] See House Bill 2805 (2023) Section 5(2) for requirements of the response.

[3] This is required for Board members in districts with total expenditures for a fiscal year of $1 million or more. This number will be reviewed by OGEC at least once every five years. If the district has total expenditures of less than $1 million, this language can be kept, but "shall" should be replaced with "is encouraged to."

DELETE

ORS Chapter 192 | ORS 255.335 | ORS 332.040 - 332.061
ORS 433.835 - 433.875

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
OR. ATTY. GEN. Public Records and Meetings Manual.
House Bill 2805 (2023)

DELETE

Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in a meeting which is being held in accordance with Oregon's Public Meetings Law. A Board member has the authority to act in the name of the Board only when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business.

When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

Board members may speak on behalf of the Board or district only when specifically authorized to do so. Any other statements do not represent the position of the Board or district. When expressing personal opinions in public, Board members are encouraged to clearly identify the opinions as their own.

All Board members shall maintain awareness of relevant district information and participate in Board functions and professional Board development activities.

All members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Records

Any individual Board member who desires a copy of an existing record may make such a request to the superintendent. Requests involving confidential records or significant staff time will be referred to the Board for approval.

2. Requests for Legal Opinions{[1]}

Requests for legal advice or opinions by a Board member that will incur a cost for the district must be approved by a majority vote of the Board before the request is made to legal counsel. The Board chair is authorized to obtain legal advice or opinions if advantageous to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to a Board Member

When a Board member receives complaints or requests for action from staff, students or members of the public, the Board member will direct the staff, students, members of the public to the public complaint policy Board policy KL – Public Complaints. Such information will be conveyed to the superintendent. An individual Board member is not authorized to independently act on complaints.

4. Board Member's Communication with Administration

No individual Board member may direct the superintendent or other staff to action without Board authorization. No Board member will intervene in the administration of the district or its schools.

5. Contracts or Agreements

All district contracts must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

6. Visits to Schools

DRAFT

A Board members may visit schools in accordance with Board policy BG – Board–Staff Communications.

7. Public Meetings Law

All Board members will comply with Public Meetings Law[, including participating in an approved[2] training at least once during each term of office{[3]}].

8. Mandatory Reporting

A Board member having reasonable cause to believe that any child with whom the Board member comes in contact has suffered abuse or that any person with whom the Board member comes in contact has abused a child shall immediately make an oral report or cause an oral report be made to Department of Human Services[4] or local law enforcement.

9. Oregon Ethics Laws

All Board members will adhere to Oregon Government Ethics laws, including filing the statement of economic interest as required by Oregon Revised Statute (ORS) 244.

10. Confidential Information

All Board members will not disclose confidential information received as part of Board service.

11. Other Laws, Policies, Agreements and Procedures

All Board members will follow all laws, Board policies, working agreements, and any other procedures established by the district.

END OF POLICY

Legal Reference(s):

ORS 192.311 – 192.478
ORS 192.610 – 192.705
ORS Chapter 244
ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075
ORS 332.107
ORS 419B.010

38 Or. Atty. Gen. Op. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

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[1] {Consider how board members obtain legal advice and whether a cost is associated with that. Does the Board want individual board members to be able to contact attorneys at PACE or OSBA (no bill accrued) on their own, or does the Board want them to get Board approval first? Do you want individual Board members to be able to contact attorneys that will bill the district on their own, or do you want them to get board approval first?}

[2] Approved by the Oregon Government Ethics Commission.

[3] {Training is only required for districts with annual fiscal expenditures of $1M or more. See ORS 192.700.}

DRAFT

DRAFT

Board Meetings, Notices and Communications

Definitions

"Communication" means the expression or transmission of information from one person to another through verbal, non-verbal, written, or electronic means. Non-verbal means include gestures, such as thumbs-up and thumbs-down, as well as sign language.

"Convening" means gathering in a physical location, using electronic, video or telephonic technology to be able to communicate contemporaneously among participants, using serial electronic written communication among participants, or using an intermediary to communicate among participants.

"Decision" means any determination, action, vote or final disposition upon a motion, proposal, resolution, order, ordinance or measure on which a vote of the Board is required, at any meeting at which a quorum is present.

"Decision-making process" means the process the Board engages in to make a decision, such as: (a) identifying or selecting the nature of the decision to be made; (b) gathering information related to the decision to be made; (c) identifying and assessing alternatives; (d) weighing information; and (e) making a decision.

"Deliberation" means discussion or communication that is part of a decision-making process.

"Executive session" means any meeting or part of a meeting of the Board that is closed to certain persons for deliberation on certain matters.

"Intermediary" means a person who is used to facilitate communications among members of the Board about a matter subject to deliberation or decision by the Board, by sharing information received from a member of the Board with other members of the Board. The term "intermediary" can include a member of the Board.

"Meeting" means the convening of the Board for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter. Meeting does not include any on-site inspection of any project or program or the attendance of members of the Board at any national, regional or state association to which the Board or the members belong.

"Public Meetings Law" means Oregon Revised Statutes (ORS) 192.610 – 192.705 and Oregon Administrative Rules (OAR) 199-040 and 199-050.

"Quorum" means the minimum number of members of the Board required to legally transact business. For the Board, a quorum is three Board members.

"Work session" or "workshop" means meetings held for the purpose of either presenting information to the Board to prepare for a regular or special meeting, or to allow the Board to engage in preliminary discussions or deliberations.

PROPOSED

Board Authority at Meetings

The Board has the authority to act only when a quorum is present at a properly noticed regular, special or emergency meeting. The affirmative vote of three members of the Board is required to transact any business.

Types of Meetings

The Public Meetings Law applies to all regular, special, emergency, executive session and work session meetings of the Board.

1. Regular Meetings

   The regular meeting schedule will be established at the annual organizational meeting each year and may be changed by the Board with public notice. The purpose of each regular meeting will be to conduct the regular Board business.

2. Special Meetings

   A special meeting may be scheduled when less than a quorum is present at a regular meeting and therefore no business may be conducted, additional business still needs to be conducted at the ending time of a meeting, conducting business prior to the next regular meeting would be advantageous to the district, or other reasons. Special meetings may be convened by the Board chair, upon request of three Board members, or by common consent of the Board.

3. Emergency Meetings

   Emergency meetings may be called in the case of an actual emergency upon appropriate notice under the circumstances. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

4. Work Sessions

   The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with Public Meetings Law. The Board may make official decisions during a work session.

5. Executive Sessions

   Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law. (See Board policy BDC – Executive Sessions).

Communications Outside of a Board Meeting (Serial Meetings Prohibited)

Private meetings where a quorum of the Board engages in discussions or communications that are part of the Board's decision-making process on matters within the authority of the Board violate Public Meetings Law, except as part of an executive session.

A quorum of Board members shall not, outside of a meeting conducted in compliance with Public Meetings Laws, use a series of communications of any kind, directly or through intermediates, for the

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purpose of deliberating or deciding on any matter that is within the jurisdiction of the Board. This prohibition applies to using any one or a combination of the following methods of communication:

1. In-person;

2. Telephone calls;

3. Videos, videoconferencing, or electronic video applications;

4. Written communication, including electronic written communications, such as email, texts, and other electronic applications;

5. Use of one or more intermediaries to convey information among members; and

6. Any other means of conveying information.

Communications outside of a Board meeting may contain communications between or among members of the Board, including a quorum, that are:

1. Purely factual or educational in nature and that convey no deliberation or decision on any matter that might reasonably come before the Board;

2. Not related to any matter that, at any time, could reasonably be foreseen to come before the Board for deliberation and decision; or

3. Nonsubstantive in nature, such as communication relating to scheduling, leaves of absence and other similar matters.

E-mails sent to other Board members are encouraged to have the following notice:

Important: Please do not reply or forward this communication if this communication could constitute a decision or deliberation toward a decision between and among members of the district board. Board member electronic communications on district business are subject to Public Meetings and Public Records Law.

A quorum of Board members may attend social meetings or gatherings so long as no discussions or deliberations are had.

Meeting Location, Public Accommodations and Logistical Requirements

All meetings will be open to the public except as provided by law.

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law[1]. The Board may attend training sessions outside the district boundaries but may not deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced. Meeting locations shall be accessible to persons with disabilities.

[1] ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

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Any Board meeting may be held in person, through the use of electronic or telephonic means, or in some combination of in-person, electronic or telephonic means.

Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. For Board meetings (excluding executive session) held by telephone or other electronic means of communication, the district shall make available a place or an electronic means by which the public can listen to or view the meetings in real time. The place provided may be a place where no Board member is present.

For executive sessions where the media are statutorily authorized to be present, if any person, including any Board member, is attending the executive session by telephone, video, or other electronic means, the district shall provide members of the media the same attendance option. The district may establish reasonable security measures to ensure the media's attendance by telephone, video, or other electronic means is conducted through a secure connection or method.

If requested to do so at least 48 hours before a meeting held in public, the Board shall make a good faith effort to provide an interpreter for persons who are deaf or hard of hearing. The request should include the name of the requester, sign language preference and any other relevant information requested. If the meeting is being held upon less than 48 hours' notice and a request for an interpreter is made, the Board shall make a reasonable effort to have an interpreter present. Other appropriate aids and services may be provided upon request and appropriate advance notice.

If requested to do so at least 72 hours before a meeting held in public, the Board will make a reasonable effort to provide translation services.

Recordings or minutes will be kept for all meetings in accordance with state law and Board policy BDDG – Recordings or Minutes of Board Meetings.

All meetings shall comply with applicable provisions of the Oregon Indoor Clean Air Act.

The possession of a firearm, deadly weapon or any other instrument used as a dangerous weapon is prohibited at Board meetings, except as authorized by law.

Public Notice Requirements

The district posts public notice of its meetings on the district's website or on a publicly accessible website hosted by a third-party that is linked to the district's website.

The public notice shall identify the following:

1. The time, date, location of the meeting, and, to the extent reasonably possible, will include the electronic link or telephone access information to allow members of the public to attend the meeting by telephone or electronic means;

2. The agenda or list of the principal subjects anticipated to be considered at the meeting and will be specific enough to permit the public to recognize matters in which they are interested. The Board may amend the agenda or may add or remove items from the list of principal subjects prior to or during a meeting. See Board policy BDDC – Board Meeting Agenda for additional meeting agenda information; and

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3. The name, telephone number, and email address of a person at the district office to contact to request an interpreter or other communication aids or a statement that the district will provide a sign language interpreter or other communication aids at the meeting.

The district will provide notice to interested persons and news representatives who have requested notice through means reasonably calculated to provide actual notice to interested persons known to the Board.

For all regular meetings, the meeting notice shall be provided with as much advance notice as reasonably possible, but no less than 48 hours' advance notice.

For all special meetings, the meeting notice shall be provided with no less than 24 hours' advance notice.

For an emergency meeting, public notice shall be provided with as much advance notice as reasonably possible given the emergency circumstances. The district shall attempt to contact the media and other interested persons to inform them of the emergency meeting by telephone, email, social media, or other method reasonably calculated to provide actual notice. If reasonably possible under the emergency circumstances, the emergency meeting notice shall be conspicuously displayed on the district's website or on a publicly accessible website hosted by a third-party hosted and linked to the district's website.

If a meeting will include an executive session, the notice shall comply with the above notice requirements and the notice shall also identify the specific statutory citation and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization. Example:

> "The Board will meet in executive session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent."

If an executive session is to be part of an open regular, special, or emergency meeting, the notice shall comply with the above notice requirements and prior to entering the executive session, the Board chair shall make a public announcement and identify in open session the specific statutory provision and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization (See Board policy BDC – Executive Sessions for additional information on executive sessions.)

Complaints

Complaints regarding Public Meetings Laws can be filed in accordance with Public Meetings Law complaint procedures outlined in Board policy KL – Public Complaints. Complaints must be filed within 30 days of the alleged violation.

Mandatory Training

Every member of the Board shall attend or view a training on Public Meetings Law as required by ORS 192.700 and Board policy BBAA – Board Member's Authority and Responsibilities.]

END OF POLICY

Legal Reference(s):

ORS Chapter 192 ORS 332.040 - 332.061 ORS 332.107

PROPOSED

ORS 433.835 - 433.875 OAR 199-050-0005 – 199-050-0085

OR. ATTY. GEN. *Public Records and Meetings Manual*.

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Sick Time

"Employee" means an individual renders personal services at a fixed rate to the district if the district either pays or agrees to pay for personal services or permits the individual to perform personal services. The definition does not include volunteers or independent contractors, or others excluded by law.

Employees qualify to begin earning and accruing sick time on the first day of employment with the district.

A district employing 10 or more employees shall allow an eligible employee to access up to 40 hours of paid sick time per year. Any unused sick time left over at the last day of the expiring year goes away, and paid sick time of 40 hours shall be front-loaded to an employee at the beginning of each year.

Sick time earned by an employee may also be used for the following reasons:

1. In the event of a public health emergency or compliant with Oregon Revised Statute (ORS) 653.616;

2. To donate accrued sick time to another employee if the other employee uses the donated sick time for a purpose consistent with OR

3. To donate blood in connection with a voluntary program for the donation of blood that is approved or accredited by the American Association of Blood Banks or the American Red Cross; or

4. for For leave to address domestic violence, harassment, sexual assault, bias, or stalking under ORS 659A.272 (safe leave).

Sick time shall be taken in hourly increments and may be used for the employee's or a family member's mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition or need for preventive care, or for reasons consistent with qualifying Family Medical Leave (FMLA) , Paid Family and Medical Leave Insurance (PFMLI) or Oregon Family Leave (OFLA). Sick time may also be used in the event of a public health emergency.

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

The district reserves the right after an employee uses sick time for more than five consecutive days of, to require proof of personal illness or injury from an employee, including a medical verification or certification and paid for by the district. If an employee fails to provide verification or certification or fails to provide other evidence as required by the district, shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA/OFLA leave, the sick time and the FMLA/OFLA leave may run concurrently.

When the reason for sick time is consistent with ORS 332.507, the sick time and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district may require the employee to provide advance notice of the intention to use sick time within 10 days prior to when of the requested sick time is to begin, or as soon as otherwise practicable. When an employee uses sick time for a foreseeable absence, the employee shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, inservice training, mandatory meetings).

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district at least 24 hours in advance, before the start of the employee's shift, or when circumstances prevent the employee from providing notice as required, or as soon as practicable.

The district may discipline an employee for violating workplace policies and procedures if the employee fails to provide notice as required.

END OF POLICY

Legal Reference(s):

ORS 332.507
ORS 342.545
ORS 342.610
ORS 653.601 to -653.661
ORS 659A.150 to -659A.186

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2016); 28 C.F.R. Part 35 (2016).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2012); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2016).
Americans with Disabilities Act Amendments Act of 2008.

Family and Medical Leave *

Employee Eligibility

FMLA benefits are available to employees who have been employed by the district for at least 12 months, have worked at least 1,250 hours during the past 12-month period and work at a worksite that employs 50 district employees within 75 miles of the worksite.

Generally, in order for an employee to be eligible for the benefits under OFLA, the employee must work an average of 25 hours or more per week during the 180 calendar days[1] immediately prior to the first day of the start of the requested leave. In determining if an employee has been employed for the preceding 180 calendar days under OFLA, the district must consider days, paid or unpaid, an employee is maintained on payroll.

In determining average workweek, under FMLA and OFLA, the employer must count the actual hours worked using the Fair Labor Standards Act (FLSA) guidelines. An employee is eligible to take leave for any purposes of OFLA during a period of time covered by a public health emergency except:

1. An employee who has worked for the district for fewer than 30 days immediately before the date on which the family leave would commence; or

2. An employee who has worked for the district for an average of fewer than 25 hours per week in the 30 days immediately before the date on which the family leave would commence.

An employee of the district who has separated and is reemployed within 180 days, or experiences a temporary cessation of schedule hours may be eligible for OFLA in accordance with ORS 659A.156.

An employee of the district is eligible to take leave for purposes of OFLA if the employee:

1. Separates from employment with the district, irrespective of any reason:

   a. Is eligible to take OFLA leave at the time the employee separates; and
   b. Is reemployed by the district within 180 days of separation from employment; or

2. Is eligible to take OFLA leave:

   a. At the beginning of a temporary cessation of scheduled hours of 180 days or less; and
   b. Returns to work at the end of the temporary cessation of scheduled hours of 180 days or less.

[1] Thirty days during a declared public health emergency.

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Any OFLA leave taken by the employee within any one-year period continues to count against the length of time of OFLA leave the employee is entitled. The amount of time that an employee is deemed to have worked for the district prior to a break in service due to a separation from employment or a temporary cessation of scheduled hours shall be restored to the employee when the employee is reemployed by the district within 180 days of separation from employment or when the employee returns to work at the end of the temporary cessation of scheduled hours of 180 days or less.

When an employee requests OFLA leave, or when the district acquires knowledge that an employee's leave may be for a purpose that constitutes OFLA leave, the district will notify the employee of the employee's eligibility to take OFLA leave within five business days, absent extenuating circumstances. Whether an employee is an "eligible employee" as defined in OAR 839-009-0210 is determined, a notice must be provided, at the commencement of the first instance of each purpose for leave listed in OAR 839-009-0240 during the OFLA leave year. If an employee is an "eligible employee" as defined in OAR 839-009-0210 for the purpose listed in OAR 839-009-0240, the employee's eligibility for that purpose does not change during the applicable 12-month period. In addition:

1. An employee taking, in any order, some or all of 12 weeks of OFLA pregnancy disability leave and some or all of 12 weeks of OFLA leave for any other purpose, need not requalify each time the employee takes OFLA leave within the same leave year;

2. An employee who has taken 2 weeks of OFLA child placement leave need not requalify for up to an additional 12 weeks of leave within the same leave year when used for the purposes of OFLA sick child leave;

3. An employee unable to work because of a disabling compensable injury[2] need not requalify under OAR 839-009-0210 in order to use OFLA leave following a period the employee is off work due to the compensable injury.

In determining if an employee has been employed for the preceding 180 calendar days under OFLA, the district must consider days, paid or unpaid, an employee is maintained on payroll.

Leave under the Oregon Military Family Leave Act (OMFLA) applies to employees who work an average of at least 20 hours per week. There is no minimum number of days worked when determining employee eligibility for OMFLA.

In determining average workweek, the employer must count the actual hours worked using the Fair Labor Standards Act (FLSA) guidelines.

Qualifying Reason

Eligible employees may access FMLA leave entitlements for the following reasons:

1. Serious health condition of the employee or the employee's covered family member. "Serious health condition" means an illness, injury, impairment or physical or mental condition that involves inpatient care[1] or continuing treatment by a health care provider[2].

[2] As defined in ORS 656.005.

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2. Parental leave[3] (separate from eligible leave as a result of a child's serious health condition):

a. Bonding with and caring for the employee's newborn child (within 12 months following birth);
b. Bonding with and caring for a newly adopted child or newly placed child in foster care{[4]} under the age of 18 (within 12 months of placement);
c. Caring for a newly adopted child or newly placed child in foster care 18 years of age or older who is incapable of self-care because of a mental or physical disability (within 12 months of placement);
d. Time to effectuate the legal process required for placement of a child in foster care or the adoption of a child.

3. Military caregiver leave: leave for the care for a covered servicemember if the eligible employee is the spouse, child or next-of-kin who is a covered of the servicemember with a serious injury or illness;

4. Qualifying exigency leave: leave arising out of deployment to a foreign country of the employee's spouse, child or parent who is a military member on active duty or call to covered active duty status.

Eligible employees may access OFLA leave entitlements for the following reasons:

1. Pregnancy disability leave: leave taken by an employee for their own disability related to pregnancy, including pregnancy termination or childbirth, whether the disability occurs before, during or after the birth of the child or for prenatal care, including fertility or infertility treatment.

2. Sick child leave: leave taken to care for an employee's child who is suffering from an illness, injury, or condition that requires home care. Under OFLA, sick child leave includes; or leave taken to care for an employee's child whose school or child care provider has been closed[5] in conjunction with a statewide public health emergency declared by a public health official.[6]

3. Bereavement leave: leave taken to deal with the death of a covered family member and includes leave taken to attend the funeral or alternative to a funeral of the family member, to make arrangements necessitated by the death of the family member, or to grieve the death of the family member. When such leave is used for a family member who is related by affinity, the district requires an attestation form signed and submitted by the employee.

1. Child placement leave: leave taken under OFLA before January 1, 2025, to effectuate the legal process required for placement of a foster child or the adoption of a child.

1. Leave previously protected by OFLA: 1) leave to which an eligible employee was entitled under ORS 659A.150 - ORS 659A.186 on June 30, 2024; and 2) leave to which an eligible employee would not be entitled under ORS 659A.150 - ORS 659A.186 on July 1, 2024 and may now be entitled leave under Paid Family Medical Leave (ORS 657B).

Eligible employees may also access OMFLA under OFLA for the purpose of spending time with a spouse or domestic partner who is in the military and has been notified of an impending call or order to active duty, or who has been deployed during a period of military conflict.

PROPOSED

Definitions

1. Family member:

   a. For the purposes of FMLA, "family member" means:

      (1) Spouse;
      (2) Parent; or
      (3) Child; or
      ~~(1) Persons who are "in loco parentis."~~

   b. For the purposes of OFLA, "family member" means an eligible employee's:

      (1) Spouse or domestic partner;
      (2) Child or the child's spouse or domestic partner;
      (3) Parent or the parent's spouse or domestic partner;
      (4) Sibling or stepsibling, or the sibling's or stepsibling's spouse or domestic partner;
      (5) Grandparent or the grandparent's spouse or domestic partner;
      (6) Grandchild or the grandchild's spouse or domestic partner; or
      (7) Any individual related by blood or affinity whose close association with an eligible employee is the equivalent of a family relationship.

2. Child:

   a. For the purposes of FMLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, a legal ward or a child of a person standing "in loco parentis", who is either under the age of 18, or who is 18 years of age or older and who is incapable of self-care because of a physical or mental disability.
   b. For the purposes of Military Caregiver Leave and Qualifying Exigency Leave under FMLA, "child" means the employee's child on covered active duty regardless of that child's age.
   c. For the purposes of OFLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, the child of the employee's spouse or domestic partner, or a child with whom the employee is or was in a relationship of "in loco parentis."
   d. For the purposes of child placement leave and sick child leave only under OFLA, the child must be under the age of 18 or an adult dependent child substantially limited by a physical or mental impairment as described in ORS 659A.104.

3. In loco parentis:

   a. For the purposes of FMLA, "in loco parentis" means persons with day-to-day responsibility to care for or financially support a child, or, in the case of an employee, who had such responsibility for the employee when the employee was a child. A biological or legal relationship is not necessary.
   b. For the purposes of OFLA, "in loco parentis" means person in the place of the a parent, having financial or day-to-day responsibility for the care of a child. A legal or biological relationship is not required.

4. Next of kin:

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For the purposes of FMLA , "next of kin" means the nearest blood relative other than the covered servicemember's spouse, parent or child in the following order of priority (unless otherwise designated in writing by the servicemember):

a. Blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions;
b. Siblings;
c. Grandparents;
d. Siblings of parents and their spouses; and
e. First cousins.

5. Covered servicemembers:

For the purposes of FMLA, "covered servicemember" means a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness; or a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

For the purposes of FMLA, "covered servicemember" means:

a. A current member of the Armed Forces, including a member of the National Guard or Reserves, who:

(1) Is undergoing medical treatment, recuperation or therapy;
(2) Is otherwise in outpatient status; or
(3) Is otherwise on the temporary disability retired list for a serious injury or illness; or

b. A covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

6. Covered veteran:

For the purposes of FMLA, "covered veteran" means an individual who was:

a. A member of the Armed Forces (including a member of the National Guard or Reserves);
b. Discharged or released under conditions other than dishonorable; and
c. Discharged within the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

7. Public health emergency:

For OFLA a "public health emergency" means;

a. A public health emergency declared under ORS 433.441.
b. An emergency declared under ORS 401.165 if related to a public health emergency as defined in ORS 433.442.

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Leave Period

For the purposes of calculating an employee's leave period for FMLA, the district will use the 12-month period measured forward from the date the employee's leave begins.

For the purposes of calculating an employee's leave period for OFLA, the district will use a period of 52 consecutive weeks beginning on the Sunday immediately preceding the date on which family leave commences.

The methods for calculating the leave period for FMLA or OFLA leave entitlement shall be used for all employees.

The leave period for the purposes of Military Caregiver Leave under FMLA shall be dependent on the start of any such leave regardless of the district's designated leave period described above.

Leave Duration

For the purposes of FMLA, an eligible employee is generally entitled to a total of 12 weeks of qualified leave during the district's designated leave period (12-month period). Spouses who work for the district and are eligible for FMLA leave may be limited to a combined total of 12 weeks of FMLA leave during the district's designated leave period when the purpose of the leave is for:

1. Birth of a child or to care for a child after birth;

2. Placement of an adopted child or child in foster care, the care for an adopted child or child in foster care after placement; or

3. Care of the employee's parent with a serious medical condition.

Except in specific and unique instances, all qualified leave under FMLA counts toward an employee's leave entitlement within the designated leave period.

For the purposes of OFLA, an eligible employee is generally entitled to a total of up to 12 weeks of OFLA leave, for sick child leave and bereavement leave, during the designated leave period. An eligible employee is entitled to a total of two weeks of bereavement leave upon the death of each family member of the employee within a leave year, except that the eligible employee may not take more than four weeks of bereavement leave within a leave year.

An employee may also be entitled to take a total of 12 weeks of OFLA pregnancy disability leave within the same leave year.

Qualifying Reason

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Eligible employees may access OFLA leave entitlements for the following reasons:

1. Pregnancy disability leave: leave taken by an employee for their own disability related to pregnancy, including pregnancy termination or childbirth, whether the disability occurs before, during or after the birth of the child or for prenatal care, including fertility or infertility treatment.

2. Sick child leave: leave taken to care for an employee's child suffering from an illness, injury, or condition that requires home care. Under OFLA, sick child leave includes leave to care for an employee's child whose school or child care provider has been closed in conjunction with a statewide public health emergency declared by a public health official.

3. Bereavement leave: leave taken to deal with the death of a covered family member and includes leave taken to attend the funeral or alternative to a funeral of the family member, to make arrangements necessitated by the death of the family member, or to grieve the death of the family member. When such leave is used for a family member who is related by affinity, the district requires an attestation form signed and submitted by the employee.

4. Child placement leave: leave taken under OFLA before January 1, 2025, to effectuate the legal process required for placement of a foster child or the adoption of a child.

5. Leave previously protected by OFLA: 1) leave to which an eligible employee was entitled under ORS 659A.150 - ORS 659A.186 on June 30, 2024; and 2) leave to which an eligible employee would not be entitled under ORS 659A.150 - ORS 659A.186 on July 1, 2024 and may now be entitled leave under Paid Family Medical Leave (ORS 657B).

Eligible employees may access OMFLA for the purpose of spending time with a spouse or domestic partner who is in the military and has been notified of an impending call or order to active duty, or who has been deployed during a period of military conflict.

Definitions

1. Family member:

For the purposes of OFLA, "family member" means an eligible employee's:

a. Spouse or domestic partner;
b. Child or the child's spouse or domestic partner;
c. Parent or the parent's spouse or domestic partner;
d. Sibling or stepsibling, or the sibling's or stepsibling's spouse or domestic partner;
e. Grandparent or the grandparent's spouse or domestic partner;
f. Grandchild or the grandchild's spouse or domestic partner; or
g. Any individual related by blood or affinity whose close association with an eligible employee is the equivalent of a family relationship.

2. Child:

a. For the purposes of OFLA, "child" means the eligible employee's biological or adopted child, a child the employee is fostering, a stepchild, the child of the employee's spouse or domestic partner, or a child with whom the employee is or was in a relationship of "in loco parentis."

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b. For the purposes of child placement leave and sick child leave only under OFLA, the child must be under the age of 18 or an adult dependent child substantially limited by a physical or mental impairment.

3. In loco parentis:

For the purposes of OFLA, "in loco parentis" means a person in the place of the parent, having financial or day-to-day responsibility for the care of a child. A legal or biological relationship is not required.

4. Public health emergency:

For OFLA a public health emergency means:

a. A public health emergency declared under ORS 433.441.
b. An emergency declared under ORS 401.165 if related to a public health emergency as defined in ORS 433.442.

Leave Period

For the purposes of calculating an employee's leave period, the district uses a period of 52 consecutive weeks beginning on the Sunday immediately preceding the date on which family leave commences. The same method for calculating the leave period for OFLA leave entitlement shall be used for all employees.

Leave Duration

For the purposes of OFLA, an eligible employee is generally entitled to a total of 12 weeks of OFLA leave, for sick child leave and bereavement leave, during the designated leave period. An eligible employee is entitled to a total of two weeks of bereavement leave upon the death of each family member of the employee within a leave year, except that the eligible employee may not take more than four weeks of bereavement leave within a leave year.

An employee may also be entitled to take a total of 12 weeks of OFLA pregnancy disability leave within the same leave year.

The employee may use all or part of the 12 weeks of family leave and all or part of the 12 weeks of pregnancy disability leave in any order.

In addition to the 24 weeks of possible OFLA leave identified above, an eligible employee is entitled to a total of two weeks of child placement leave within an OFLA leave year until January 1, 2025. The adoption or foster placement of multiple children at one time entitles the employee to take only one two-week period of child placement leave.

OFLA does not combine the leave entitlement when two or more family members work for the district. Under OFLA, family members who work for the district may be restricted from taking concurrent OFLA qualified leave.

For the purposes of OMFLA, an eligible employee is entitled to 14 days of leave per call or order to active duty or notification of a leave from deployment. When an employee also meets the eligibility requirements

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of OFLA, the duration of the OMFLA leave counts toward that employee's leave entitlement during the designated leave period.

Qualified leave under OFLA may run concurrently with available leave taken under ORS 653.601 - 653.661, but does not run concurrent with leave taken under Paid Family and Medical Leave Insurance (PFMLI).

For the purpose of tracking the number of leave hours an eligible employee is entitled and/or has used during each week of the employee's leave, leave entitlement is calculated by multiplying the number of hours the eligible employee normally works per week by 12. If an employee's schedule varies from week-to-week, a weekly average of the hours worked over the 12 months worked prior to the beginning of the leave period shall be used for calculating the employee's normal workweek. If an employee takes intermittent or reduced work schedule leave, only the actual number of hours of leave taken may be counted toward OFLA leave to which the employee is entitled.

Under OFLA, days in which the district is not in operation, are not counted toward intermittent or reduced work schedule OFLA leave.

Intermittent Leave

An eligible employee is permitted under OFLA to take intermittent leave for any qualifying reason.

Intermittent leave is taken in multiple blocks of time (i.e., hours, days, weeks, etc.), rather than in one continuous block of time, and/or requiring an altered or reduced work schedule. For OFLA this includes but is not limited to sick child leave taken requiring an altered or reduced work schedule because the intermittent or recurring closure of a child's school or child care provider due to a statewide public health emergency declared by a public health official.

When an exempt employee is eligible for OFLA but not FMLA leave, and the employee takes intermittent leave in blocks of less than one day, the district will jeopardize the employee's exempt status if the district reduces the employee's salary for the part-day absence.

An employee's intermittent leave time is determined by calculating the difference between the employee's normal work schedule and the number of hours the employee actually works during the leave period. The result of such calculation is credited against the eligible employee's leave entitlement.

Alternate Work Assignment

Under FMLA, the district may transfer an employee taking intermittent leave or leave on a reduced leave schedule that is foreseeable based on planned medical treatment to an alternate position for which the employee is qualified and which better accommodates an employee's recovery from a serious health condition, a serious health condition of a spouse, parent, son, or daughter or child, or a serious injury of illness of a covered servicemember. However, the district may not transfer the employee to an alternative position in order to discourage the employee from taking leave or otherwise work a hardship on the employee.

Under FMLA, when an employee who is taking leave intermittently or on a reduced leave schedule and has been transferred to an alternative position no longer needs to continue on leave and is able to return to

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full-time work, the employee will be placed in the same or equivalent job as the job they left when the leave commenced. An employee may not be required to take more leave than necessary to address the circumstance that precipitated the need for leave.

Under OFLA, the district may transfer an employee on intermittent OFLA leave or reduced work schedule into an alternate position with the same or different duties to accommodate leave, provided:
The district may transfer an employee on intermittent OFLA leave or a reduced work schedule into an alternate position with the same or different duties to accommodate leave, provided:

1. The employee accepts the position voluntarily and without coercion;

2. The transfer is temporary, lasts no longer than necessary to accommodate the leave and has equivalent pay and benefits;

3. The transfer is compliant with any applicable collective bargaining agreement, as well as with state and federal law;

4. The transfer to an alternate position is used only when there is no other reasonable option available that would allow the employee to use intermittent leave or reduced work schedule; and

5. The transfer is not used to discourage the employee from taking leave or to create a hardship for the employee.

An employee transferred to an alternate position for the purpose of a reduced work schedule must be returned to the employee's former position when the employee notifies the employer that the employee is ready to return to the former position at the end of the alternate duty leave.

The district may transfer an eligible employee to an alternate position that accommodates OFLA pregnancy disability leave provided:

1. The employee accepts the transfer position voluntarily and without coercion;

2. The transfer is temporary, lasts no longer than necessary and has equivalent pay and benefits;

3. The transfer is compliant with any applicable collective bargaining agreements, as well as with state and federal law;

4. The transfer is not used to discourage the employee from taking leave or to create a hardship for the employee.

If an eligible employee is transferred to an alternative position and as a result the employee works fewer hours than the employee worked in the original position, the employee's OFLA leave time is determined by calculating the difference between the number of hours the employee worked in the original position and the number of hours the employee actually works in the alternate position.

An employee is not on OFLA leave if the employee has been transferred – as provided for in OAR 839-009-0245 (5) – to an alternate position for the purpose of alternate work duties that the employee is able to perform within the limitations of the employee's pregnancy disability, but not requiring a reduced workweek. An employee working in an alternate position retains the right to return to the employee's

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original position at any time during the employee's OFLA leave. This does not impair the right of an employee to a reasonable accommodation or the application of any other state or federal law.

Special Rules for School Employees

For the purposes of OFLA leave, if an employee begins a period of bereavement leave during the three-week period before the end of the term and the duration of the leave is greater than five working days, the district may require the employee continue on family leave until the end of the term.

Paid/Unpaid Leave

OFLA does not require the district to pay an eligible employee who is on a qualified leave. Paid Family and Medical Leave Insurance (PFMLI) leave taken via Paid Leave Oregon or an equivalent plan will not run concurrently with OFLA but may run concurrently with leave available under ORS 653.601 - 653.661 when taken for the same purpose. An employee may elect to use any available accrued paid leave including personal, sick or vacation leave during the leave period, to the extent that the total combined amount of accrued paid leave and benefits received from PFMLI does not exceed an amount equal to the employee's full wage replacement during the period of leave. The total combined amount received by using accrued leave and PFMLI may exceed the employee's full wage replacement during the period of leave. The district will notify the eligible employee when the requested leave has been designated as OFLA leave and ask the employee about the use of available accrued paid leave.

Eligible employees who request OMFLA leave are entitled to use available accrued paid time off during the OMFLA leave period.

Benefits and Insurance

When an eligible employee returns to work following FMLA, OFLA or OMFLA qualified leave, the employee must be reinstated to the same position the employee held when the leave commenced, or to an equivalent position with equivalent benefits, pay and other terms and conditions of employment.

During an OFLA qualified leave an eligible employee does not accrue seniority or other benefits that would have accrued while the employee was working, unless the terms of a collective bargaining agreement, other agreement or other district policy provide otherwise. The eligible employee is also subject to layoff to the same extent similarly situated employees not taking OFLA leave are subject unless the terms of an applicable collective bargaining agreement, other agreement or the district's policies provide otherwise.

For the purposes of OFLA, the district will continue to pay the employer portion of the eligible employee's group health insurance contribution (if applicable) during the qualified leave period. The eligible employee is required to pay the employee portion of any such group health insurance contribution as a condition of continued coverage.

For the purposes of OMFLA, the eligible employee is entitled to a continuation of benefits.

Application

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An eligible employee shall provide at least 30 days' written notice of the need for foreseeable leave before starting family leave. An employee may commence family leave without prior notice in the event of: an unexpected illness, injury or condition of a child of the employee that requires home care; the death of a family member; the closure of the school or child care provider of the employee's child due to a public health emergency unless the declaration of the emergency was issued by the Governor at least 30 days before commencement of the leave; or an illness, injury or condition related to the employee's own pregnancy or childbirth that disables the employee from performing any available job duties offered by the district. If an employee commences leave without prior notice as allowed above, the employee must give oral notice to the employer within 24 hours of the commencement of the leave and must provide the written notice within three days after returning to work. Failure of an employee to provide the required notice for leave may result in the district deducting up to three weeks from the employee's unused OFLA leave in that one-year leave period. The employee may be subject to disciplinary action for not following the district's notice procedures.

The district may request additional information to determine that the requested leave qualifies as FMLA or OFLA leave as provided by law. The district may designate the employee as provisionally on OFLA leave until sufficient information is received to properly make a determination. An eligible employee able to give advance notice of the need to take such leave must follow the district's known, reasonable and customary procedures for requesting any kind of leave.

If an eligible employee is taking leave in an unforeseeable situation, an employee must give oral or written notice within 24 hours before or after commencement of the leave. In all cases, proper documentation must be submitted no later than three working days following the employee's return to work.

For purposes of OMFLA, an employee must provide the district with notice of the intention to take leave within five business days of receiving official notice of an impending call or order to active duty or of a leave from deployment.

Verification

Under FMLA, the district may require an eligible employee to provide medical certification, when appropriate[1], to support the stated reason for such leave. In most cases, the district will provide written notification to an employee of this requirement within five working days of the employee's request for leave. The employee is required to submit such medical certification no later than 15 calendar days after receipt of the district's notification that medical certification is required, unless not practicable. Any additional certifications, including second and third opinions, will be in accordance with applicable law.

Under OFLA, the district may require an eligible employee to provide medical verification, when appropriate[2], to support the stated reason for qualifying OFLA leave. The district will provide written notification to an employee of this requirement and state the consequences for failure to provide the requested medical verification. If the employee gives advance written notice of foreseeable leave, the district may require the employee to provide medical verification for OFLA leave before the leave starts. If the employee begins unforeseeable OFLA leave without prior notice, the employee is required to submit such medical verification within 15 calendar days after receipt of the district's request for medical verification. The employee may be subject to disciplinary action for not providing the requested medical verification.

For the purposes of OFLA qualified leave, costs associated with obtaining the medical verification shall be borne by the district, or be paid as otherwise allowed by law. The district will not delay the use of

PROPOSED

qualifying OFLA leave when medical verification is not received before the commencement of unforeseeable leave. The district may not require an employee to obtain a second opinion,

~~The district may require an eligible employee to provide medical verification, when appropriate, to support the stated reason for qualifying OFLA leave. The district will provide written notification to an employee of this requirement and state the consequences for failure to provide the requested medical verification. If the employee gives advance written notice of foreseeable leave, the district may require the employee to provide medical verification for OFLA leave before the leave starts. If the employee begins unforeseeable OFLA leave without prior notice, the employee is required to submit such medical verification within 15 calendar days after receipt of the district's request for medical verification. The employee may be subject to disciplinary action for not providing the requested medical verification.~~

~~For the purposes of OFLA qualified leave, any costs associated with obtaining the medical verification shall be borne by the district, or be paid as otherwise allowed by law. The district will not delay the use of qualifying OFLA leave when medical verification is not received before the commencement of unforeseeable leave. The district may not require an employee to obtain a second opinion.~~

Under OFLA, the district may request verification for the need for leave to care for a child who requires home care due to the closure of the child's school or child care provider as a result of a public health emergency. A request for verification may include a request for:

1. The name of the child requiring home care;

2. The name of the school or child care provider that is subject to the closure;

3. A statement from the employee that no other family member of the child is willing and able to care for the child; and

4. A statement that special circumstances exist that require the employee to provide home care for the child during the day, if the child is older than 14 years of age.

Posted Notice

The district will post the Bureau of Labor and Industries Family Leave notice in each building or worksite in an area that is accessible to and regularly frequented by employees.[3] The district will also post a notice explaining the provisions of FMLA and providing information concerning the procedures for filing complaints.[4]

Record Keeping

The district will maintain all records as required by federal and state laws including dates leave is taken by employees, identified separately from other leave; hours/days of leave; copies of general and specific

[3] https://www.oregon.gov/boli/employers/Documents/BOLI_Printable_FamilyMedLv.pdf; electronic posting is not sufficient to satisfy this requirement, but may be used to supplement the physical posting.

[4] https://www.dol.gov/sites/dolgov/files/WHD/legacy/files/fmlaen.pdf; electronic posting is sufficient as long as it is posted prominently where it can be readily seen by employees and applicants for employees. The poster and the text must be large enough to be easily read and contain fully legible text.

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notices to employees, including Board policy(ies) and regulations; premium payments of employee health benefits while on leave and records of any disputes with employees regarding granting of leave.

Medical documentation will be maintained separately from personnel files as confidential medical records.

Federal vs. State Law

Both federal and state law contain provisions for family and medical leave. Federal regulations state an employer must comply with all leave laws; that the federal law does not supersede any provision of state law that provides greater family or medical leave rights than those established pursuant to federal law; and if leave qualifies for FMLA and OFLA leave, the leave used counts against the employee's entitlement under both laws. State law requires that FMLA and OFLA or other state leave entitlements run concurrently when for the same purpose.

PROPOSED

Banks School District No. 13

Code: **GBA**
Adopted: 9/9/96; 7/10/00; 11/5/07; 6/8/09;
Readopted: 1/13/20, 5/11/26

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race, color, religion, sex, sexual orientation, national origin, marital status, pregnancy, childbirth or a related medical condition, age, veterans' status, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The district administers preference in hiring or promotion decisions in accordance with Oregon law for applicants claiming preference as a veteran, disabled veteran, state servicemember or former state servicemember.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act of 1990, the Americans with Disabilities Act Amendments Act of 2008 (ADA), and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be ~~provided to all students and employees.~~ communicated to all students, parents of students and employees through handbooks and will be published on the district website.

The superintendent will develop other specific recruiting~~g~~ment, interviewing and evaluation procedures as are necessary to implement this policy. These procedures will seek to provide an equal employment opportunity and eliminate the effects of past and present discrimination[, intended or unintended, on the basis of race, religion, national origin, age, sex, marital status or physical or mental disabilities.

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 326.051
ORS 332.505
ORS 342.934
ORS 408.225
ORS 408.230
ORS 408.235
ORS 652.210 - 652.220
ORS 659.850
ORS 659.870
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.040
ORS 659A.082
ORS 659A.109
ORS 659A.112
ORS 659A.233
ORS 659A.236
ORS 659A.309
ORS 659A.321
ORS 659A.409
ORS 659A.820
OAR 581-021-0045
OAR 581-022-2405
OAR 839-003-0000
OAR 839-006-0435
OAR 839-006-0440
OAR 839-006-0450
OAR 839-006-0455
OAR 839-006-0460
OAR 839-006-0465

House Bill 2341 (2019)
Senate Bill 479 (2019)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20182024).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (20182024).

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Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (20182024); 29 C.F.R Part 1626 (20192025).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (20182024).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (20182024).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (20182024); 34 C.F.R. Part 104 (20192025).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (20182024); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (20182-2024); 29 C.F.R. Part 1630 (20192025); 28 C.F.R. Part 35 (20192025).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (20182024).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (20182024).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303, 4311 (20182024).

PROPOSED

Banks School District 13

Code: EBBA
Adopted: 6/10/24
Revised: 5/11/26

Student Health Services

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The district shall maintain a written prevention-oriented health services plan for all students. The health services plan will:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;

2. Refer to available communicable disease prevention and management plan that includes school-level protocols;

3. Outline a district-to-school communication plan;

4. Provide information about health screenings, including immunizations and TB certificate requirements;

5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed;

6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;

7. Describe how hearing, vision and dental screenings are managed and/or verified for required students;

8. Include a process to assess and determine a student's health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more

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new medical diagnose(s) impacting a student's access to education, and implement a student's individual health plan prior to attending school;

9. Comply with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids;

10. Refer to adopted policy and procedures for medications in accordance with Oregon law;

11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities; and

12. Instructional Assistants and Coaches shall be required to obtain and maintain a first-aid/CPR/AED card in accordance with OAR 581-022-2220(3).

Any nurse(s) employed by the district and providing services to students on behalf of the district shall be licensed in Oregon to practice as a registered nurse or nurse practitioner or be a licensed practical nurse (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 – 0060.

A nurse employed by the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of a student prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.

An administrator or other staff who is not a nurse may supervise, evaluate or direct a school nurse or registered nurse for purposes related to the nurse's role as a school employee, including but not limited to assigning the nurse's work hours, locations and workload and other matters addressed through a collective bargaining agreement. An administrator may not direct the school nurse or registered nurse in the practice of nursing.

A nurse employed by the district will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

The district provides a menstrual product dispenser with a variety of products in every student bathroom which meets the requirements of law.

END OF POLICY

Legal Reference(s):

ORS 329.025
ORS 332.107
ORS 336.201
ORS 336.204
ORS 336.211 – 336.214
OAR 581-021-0017
OAR 581-021-0031
OAR 581-021-0587
OAR 581-021-0590
OAR 581-022-2050
OAR 581-022-2220
OAR 581-022-2515

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

[6] For definitions for this policy see ORS 336.201.

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[7] OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

[8] Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

[9] For guideline requirements see OAR 581-022-2220(1)(k).

PROPOSED

Banks School District No. 13

Code: **EBB**
Adopted: 9/9/96; 7/10/00
Revised/Readopted: 5/14/12, 5/11/26

Integrated Pest Management

To ensure the health and safety concerns of student, staff and community members, the ~~district~~ Board shall adopt an integrated pest management plan (IPM)[1] which emphasizes the least possible risk to students, staff and community members and shall adopt a list of low-impact pesticides for use with the IPM plan. The IPM plan and list shall be available to the public through the district's website.

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

   a. Protect the health and safety of students and staff;
   b. Protect the integrity of district buildings and grounds;
   c. Maintain a productive learning environment; and
   d. Protect local ecosystem health.

2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

3. Incorporates the use of sanitation, structural remediation or habitat manipulation or of mechanical, biological and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;

4. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;

5. Evaluates the need for pest control by identifying acceptable pest population density levels;

6. Monitors and evaluates the effectiveness of pest control measures;

7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

8. Excludes the application of pesticides for purely aesthetic purposes;

[1]See Model Integrated Pest Management Plan for Oregon Schools at http://www.ipmnet.org/tim/IPM_in_Schools/Model_School_IPM_Plan_Main_Page.html

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9. Includes school staff education about sanitation, monitoring, inspection and pest control measures;

10. Gives preference to the use of nonchemical pest control measures;

11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

~~The district shall designate t~~The maintenance supervisor is designated as the Integrated Pest Management Plan Coordinator and ~~give them~~ has the authority for overall implementation and evaluation of the IPM plan.

Integrated Pest Management Plan Coordinator

The IPM Plan Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;

2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;

3. Oversee pest prevention efforts;

4. Ensuring identification and evaluation of pest situation;

5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;

6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;

7. Evaluate pest management results; and

8. Keep for at least four years following the application date, records of applied pesticides that include:

   a. A copy of the label;
   b. A copy of the Material Data Safety Sheet;
   c. The brand name and USEPA registration number of the product;
   d. The pest condition that prompted the application;
   e. The approximate amount and concentration of pesticide applied;
   f. The location and description of the area where the pesticide was applied;
   g. The type of application and whether the application was effective;
   h. The name(s) of the person(s) applying the pesticide;
   i. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
   j. The dates and times for the placement and removal of warning signs; and
   k. Copies of all required notices given, including the dates the IPM Coordinator gave the notices.

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9. Respond to inquires about the IPM plan and refer complainants to Board policy KL - Public Complaints; and ~~the superintendent~~;

10. Conduct outreach to district staff about the district's IPM plan.

At least once every five years, the Board shall review the IPM plan, make any necessary updates and readopt the IPM plan. The final IPM plan shall include the day, month and year the Board adopted or readopted the plan.

END OF POLICY

Legal Reference(s):

ORS 634.116
ORS 634.700 - 634.750

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Banks School District No. 13

Code: **BDDG**
Adopted: 9/9/96; 7/10/00;
Readopted: 1/13/20

Minutes of Board Meetings

The Board secretary will take written minutes of all Board meetings. The written minutes will be a true reflection of the matters discussed at the meeting and the views of the participants. The minutes will include, but not be limited to, the following information:

1. All members of the Board who were present;

2. All motions, proposals, resolutions, orders and measures proposed and their disposition;

3. The results of all votes and the vote of each member by name;

4. The substance of any discussion on any matter;

5. Any other information required by law.

All minutes shall be available to the public within a reasonable time. The public and patrons of the district may receive, upon request, copies of minutes from the district office. A copy of the minutes of each regular and special Board meeting as they are drafted for approval will be distributed after such meeting to each Board member and administrator.

The district will maintain a hard copy[1] of the meeting minutes and make them available to staff and other interested patrons.

Minutes of executive sessions will be kept in accordance with the requirements of Oregon's Public Meetings Law with essentially the same level of detail as for public sessions. If disclosure of material in the executive session minutes would be inconsistent with the purpose for which executive session was held under Oregon Revised Statute (ORS) 192.660, the material may be withheld from disclosure.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including a student's confidential records; the discussion; and each Board member's vote on the issue.

DELETE

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.710 ORS 332.061 House Bill 2514 (2019)

Letter Opinion, Office of the OR Attorney General (Nov. 20, 1970).

[1] Oregon Administrative Rule 166-400-0010(9)

Banks School District 13

Code: **DBEA**
Adopted: 7/10/00, 10/13/2025, 5/11/26

Budget Committee

Organization, Membership and Terms of Office

The district budget committee will consist of the five members of the Board and five electors appointed by the Board as required by law. Terms of the appointed members will be three years each with appointments made so that, as nearly as possible, the terms of one-third of the members expire 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 end each year. At least one member of the budget committee must be a member of the district's educational equity advisory committee. The Board will establish appropriate timelines and procedures for appointment of budget committee members.

A majority of the constituted committee is required for passing an action item. Majority for a 10-member budget committee is 6. Therefore, if only 6 members are present, a unanimous vote is needed for passing an action item.

Presiding Officer and Orientation of Budget Committee

1. Organization: The budget committee will hold its first regular organizational meeting on a day set by the Board. A presiding officer shall be elected from among its members at this meeting. Such meeting may be prior to or on the date the budget message and document are presented.

2. Background Information: Budget committee members will be provided with data for the ensuing year, such as the Board's educational plan, and other pertinent material bearing on the preparation of a school budget.

Meetings of the Budget Committee

The budget committee shall hold one or more meetings to receive the budget message, 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 committee shall announce the time and place for all such meetings, as provided by law. All meetings of the budget committee are open to the public.

Function of the Budget Committee

It is the function of the budget committee to approve budget estimates for an educational plan previously determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board and approved as a part of the educational plan. The budget committee will determine levels of spending, but will not determine programs.

Final Action

The budget committee will approve an estimated budget document for submission to the Board.

END OF POLICY

Legal Reference(s):

ORS 174.130
ORS 192.610 - 192.695
ORS 294.305 - 294.565
ORS 328.542
ORS 329.711
ORS 433.835 - 433.875
OAR 581-022-2307

House Bill 4066 (2026)

Banks School District No. 13

Code: **CBG**

Adopted: 7/10/00; 5/8/17, 6/10/24

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance at least once each year. The evaluation will be based on the Superintendent's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and his/her performance will be conducted in an executive session, unless the superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any district goal, objective or operation, or of any directive to personnel concerning district goals, objectives, operations or programs. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

ORS 192.660(2)(i), (8)
ORS 332.107
ORS 332.505

OAR 199-040-0027
OAR 199-040-0030

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Banks School District 13

Code: **CBA**
Adopted: 7/ 10/00; 5/10/21,
Proposed: 5/11/26

Qualifications and Duties of the Superintendent

The Board requires the superintendent be a strong educational leader who has the following professional experience and training:

1. A current license that qualifies the individual to serve as superintendent of the district;
2. A master's degree or higher in the field of education, preferably in educational administration;
3. Successful teaching experience at the elementary or secondary school level;
4. Service as a superintendent or administrative experience in the central administration of a school system.

In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets alternative licensure requirements. The Board may take steps to assist an individual to qualify for such a license.

The superintendent will have the following personal and professional qualities:

1. Success in leadership roles with staff, community and professional peers;
2. Ability to communicate effectively, both orally and in writing;
3. Scholarship, intelligence and excellent ability to plan and organize;
4. Training, experience and success in personnel selection, evaluation and development;
5. Knowledge of curriculum development, implementation and evaluation;
6. Knowledge of business and support service systems which facilitate planning, control and accountability;
7. Experience in administering collective bargaining agreements;
8. Ability to motivate other administrators and significantly involve them in the decision-making process;
9. Strong management skills; and the desire and ability to motivate and innovate, taking advantage of the district's strengths.

General Functions

1. The superintendent is the chief executive officer of the district and, under the direction of the Board, is responsible for control and operation of the school system, and for implementing the decisions and policies of the Board.

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2. The superintendent has the authority to formulate and delegate duties and responsibilities to subordinate administrative personnel. The delegation of such duties and responsibilities, however, will not relieve the superintendent of responsibility for the action taken under such delegation.

Specific Functions

The superintendent will have the duty and authority to perform the following specific functions:

1. Review data regularly and lead the district in enacting equitable changes to improve educational outcomes for every student;

2. Serve as educational leader to the Board, staff and community;

3. Act as the district's chief administrative officer;

4. Serve as district school clerk, performing such duties as required by law or by the Board;

5. Support the Board with scheduling ~~e~~ meeting places, providing for required notices, ~~prepare an agenda~~ and ensuring any required recordings or minutes for all Board meetings and for all ~~other~~ committee meetings authorized by the Board, as appropriate;

6. Attend all regular and special meetings of the Board, except when excused;

7. Serve as executive officer of the budget committee and prepare an educational plan that is the basis for formulating the district's budget;

8. Administer adopted Board policies;

9. Regularly review adopted Board policies and make recommendations for needed changes;

10. Advise, inform and make recommendations to the Board on matters of policy and other required action(s), and inform the Board on all phases of district operation;

11. Provide an ongoing program of communication to and from the community, staff and Board concerning district programs and activities;

12. Assess trends and changing procedures in salary negotiations and assist the Board in collective bargaining and salary consultation with district employee groups;

13. Serve as a member of the Board's salary consultation and negotiations teams, and make recommendations to the Board on all issues;

14. Direct the implementation and administration of all agreements resulting from the consultation or negotiation process;

15. Develop and file a complete list of position descriptions, with job descriptions within each classification for all classes of personnel; review and change those descriptions as needed or directed by the Board;

16. Formulate and recommend for Board adoption such personnel policies as may be necessary for efficient functioning of the district staff;

17. Make rules and reasonable regulations to govern routine matters and see that such rules and regulations are communicated to employees concerned;

18. Resolve problems of operations and settle disputes referred through administrative channels;

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19. Work with staff organizations and committees in the development of sound personnel practices and procedures and provide for their implementation;

20. Assume responsibility for the development, maintenance and operation of a constructive program of in-service, training and education for all school system employees. For this responsibility, the superintendent may employ lecturers, grant temporary leave from work, approve reimbursement for extension or college courses and develop professional library facilities as required, subject to Board approval;

21. Recommend to the Board, the appointment, renewal, contract extension, contract nonrenewal, contract non-extension or dismissal of licensed district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

22. Appoint, promote, demote or discharge classified and non-represented employees as provided by state law, Board policy, collective bargaining agreements and meet and confer agreements, as applicable;

23. Assign or transfer all district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

24. Evaluate the performance of all district administrative personnel in accordance with state law and Board policy, and make recommendations for those positions to the Board before March 15 of each year;

25. ~~Evaluate~~ Provide for ~~the~~ performance evaluations of licensed and classified personnel in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;

26. Assign and control the promotion of students;

27. Maintain a continuous inventory of all district property, furniture, material and supplies;

28. Recommend plans for repairs to district property and for new construction and see that all plans adopted by the Board are properly executed;

29. Establish procedures to involve teachers, principals, supervisory personnel and representatives from student and community groups in the preparation and selection of courses of study and other instructional materials;

30. Recommend instructional materials, instructional supplies and school equipment to be purchased by the district;

31. Direct the preparation of the budget, prepare the budget message for presentation to the budget committee, supervise the administration of all fiscal policies of the district and serve as custodian of all district funds;

32. Develop and recommend to the Board long-range plans for educational programs, facilities and financial resources that are consistent with population trends, district goals and community needs;

33. Direct the district in its relationships with federal, state and local government agencies;

34. Cooperate with universities and colleges in their student-teacher training programs;

35. Attend local, state and national meetings, conferences and workshops as deemed beneficial to the interests of the district;

DRAFT

36. Visit, as may be required, all district schools as a regular part of a schedule and institute and carry out such regulations, as may be necessary, to attain their efficient operation;

37. Direct the administrative staff in establishing and changing, as needed, school attendance area boundaries subject to Board approval;

38. In cases of matters not specifically covered by Board policies, take appropriate action and report such action to the Board no later than the next regular Board meeting;

39. Have other power and duties as may be approved by the Board, and as may be necessary to fulfill the functions of the office of superintendent.

END OF POLICY

Legal Reference(s):

ORS 332.075
ORS 342.143
ORS 342.173
ORS 342.850
OAR 584-020-0000 - 0035
OAR 584-046-0003 - 0024
OAR 584-080-0151
OAR584-080-0152
OAR 584-080-0161

DRAFT

Banks School District No. 13

Code: BDDG
Proposed: 5.11.26

Recordings and Minutes of Board Meetings

The Board will ensure a video recording is made of all of its meetings and portions of meetings that are not held in executive session. These recordings will be posted on the district's website or social media site within seven days following the meeting.

A video or audio recording of a meeting can be kept as the official record as long as all required content is included and it is kept in an allowable format. Alternatively, the district may create written minutes. Written minutes do not need to be a verbatim transcript and can be kept in hard copy or electronic form.

The official record must give a true reflection of the matters discussed at the meeting and the views of the participants, and must include the following information:

1. All members of the Board present;

2. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;

3. The results of all votes and the vote of each member by name for all actions taken;

4. The substance of any discussion on any matter; and

5. A reference to any document discussed at the meeting.

If written minutes are created for meetings which do not take place in executive session, those minutes shall be available to the public within a reasonable time after the meeting. These minutes will be published to the district website and may be requested from the district office.

Recordings or minutes of executive sessions will be kept in the same manner as other meetings of the Board. If disclosure of material from executive session recordings or minutes would be inconsistent with the purpose for which executive session was held under Oregon Revised Statute (ORS) 192.660, the material may be withheld from disclosure. Executive session minutes of a hearing held under ORS 332.061 shall contain only material not excluded under ORS 332.061(2) and information will not be disclosed in accordance with ORS 332.061.

Either the recording or minutes of Board meetings will be kept permanently. If written minutes are created for any meetings of the Board, any recordings will be kept for at least one year after the minutes are created.

PROPOSED

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.705
ORS 332.061
OAR 166-017-0005 - 0095
OAR 166-400-0010(9)
OAR 199-050-0060

Attorney General's PUBLIC RECORDS AND MEETINGS MANUAL.

PROPOSED

Executive Sessions

The Board may meet in executive session to discuss subjects allowed by statute under Oregon Revised Statute (ORS) 192.660 or ORS 332.061 but may not take final action in executive session except for the expulsion of a student and matters pertaining to or examination of the confidential records of the student in accordance with ORS 332.061.

An executive session may be included as an agenda item of a meeting open to the public in accordance with Board policy BDDC - Board Meeting Agenda or held as its own meeting. Public notice is required as outlined in Board policy BD – Board Meetings, Notices and Communications.

If an executive session is held as part of a meeting open to the public, the Board chair will announce the executive session in compliance with Board policy BD – Board Meetings, Notices and Communications and include and identify the appropriate statutory citation, appropriate subsection and the paragraph authorizing the session under ORS 192.660 or ORS 332.061 for holding such session and by noting the general subject of the executive session.

Example:

> "The Board will now meet in executive session under ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent."

Prior to or at the beginning of the executive session, the Board chair may read the following:

> "Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room."

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent; may not include a discussion or negotiation of compensation (including salaries and benefits). (ORS 192.660(2)(a))

2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing; may not include a discussion or negotiation of compensation (including salaries and benefits). (ORS 192.660(2)(b))

3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))

4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))

5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))

6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

PROPOSED

7. 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; may not include a discussion or negotiation of compensation (including salaries and benefits or a general evaluation of an agency, goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs. (ORS 192.660(2)(i))

8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(2)(k))

9. To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces. (ORS 192.660(2)(o))

10. To consider matters relating to cyber security infrastructure and responses to cyber security threats. (ORS 192.660(2)(p))

11. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))

12. To review matters pertaining to or examination of the confidential records of a student. (ORS 332.061(1)(b))

Members of the press may attend executive sessions except those matters pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;

2. Hearings on the expulsion of a minor student or examination of the confidential records of a student; and

3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including the student's confidential records; the discussion; and each Board member's vote on the issue.

Recordings or minutes shall be kept for all executive sessions in accordance with state law and Board policy – BDDG – Recordings and Minutes of Board Meetings.

Content discussed in executive sessions and recordings or minutes for executive sessions are confidential except as provided by law. Board members, district employees and the media are instructed not to disclose information obtained in executive session except when specifically authorized to do so or as required or allowed by law.

END OF POLICY

Legal Reference(s):

ORS 192.660
ORS 192.685
ORS 192.705
ORS 332.045
ORS 332.061
OAR 199-040-0015 - 0060
OAR 199-050-0015
OAR 199-050-0040
OAR 199-050-0050
OAR 199-050-0060

OR. ATTY. GEN. *Public Records and Meetings Manual*.

PROPOSED

[1] This statement should be amended if ORS 192.660 does not require that representatives of the news media be allowed to attend, ORS 332.061 allows the Board to vote in executive session, or the Board will not be returning to open session following the executive session. This statement can also be included on the agenda.

[2] This provision does not apply to the filling of a vacancy in elective office or on any public committee, commission or other advisory group; or for the consideration of general employment policies. It also does not apply to the employment of the chief executive officer, other public officers, employees and staff members of the district unless:

a. The vacancy has been advertised;
b. Regular hiring procedures have been adopted;
c. If hiring an officer, the public has had the opportunity to comment on the employment of the officer; and
d. If hiring a chief executive officer, the Board has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

[3] To determine whether the individual involved is considered a public officer, consult with legal counsel.

[4] Notice must be provided to the public officer, employee, staff member or individual agent in accordance with OAR 199-0040-0030. The public official must receive written notice of the meeting no less than one business day or 24 hours, whichever is greater, in advance of the meeting. The notice must include:

a. Identification of the governing body before which the matter will be considered (the Board);
b. The time, date and location of the meeting;
c. The purpose for which the governing body proposes to convene the executive session, including the citation to the applicable section of ORS 192.660 and the fact that the governing body will be considering the dismissal or disciplining of, hearing complaints or charges against, or reviewing and evaluating the performance of the public official receiving the notice; and
d. Information on how the public official may make a request for an open hearing.

[5] Consider including a reference to the law that exempts the information or records from public inspection in the notice.

[6] Legal counsel must be present in the executive session, either in-person or via electronic or telephonic communications.

[7] Notice must be provided to the chief executive officer, public officer, employee or staff member in accordance with OAR 199-0040-0030. The public official must receive written notice of the meeting no less than one business day or 24 hours, whichever is greater, in advance of the meeting. The notice must include:

a. Identification of the governing body before which the matter will be considered (the Board);
b. The time, date and location of the meeting;
c. The purpose for which the governing body proposes to convene the executive session, including the citation to the applicable section of ORS 192.660 and the fact that the governing body will be considering the dismissal or disciplining of, hearing complaints or charges against, or reviewing and evaluating the performance of the public official receiving the notice; and
d. Information on how the public official may make a request for an open hearing.

PROPOSED

SUMMARY OF OSBA POLICY UPDATES - PROPOSED 2.11.26

BBAA – Individual Board Member's Authority and Responsibilities - Delete
BBAA – Board Member's Authority and Responsibilities - New
BD – Board Meetings, Notices and Communications - New
BD/BDA – Board Meetings - Delete
BDC – Executive Sessions - New
BDC – Executive Sessions - Delete
BDDG – Minutes of Board Meetings - Delete
BDDG – Recordings and Minutes of Board Meetings - New
CBA – Qualifications and Duties of the Superintendent
CBG – Evaluation of the Superintendent

Summary

There have been several changes to Oregon Public Meetings laws over the last few years. These include statutes from the Oregon Legislature and rules from the Oregon Government Ethics Commission. In 2026, the Legislature passed House Bill 4177, but it will not go into effect as it was vetoed by the governor. The policies included in this update include language that matches the new laws.

DBEA – Budget Committee

Summary

The Oregon Legislature passed House Bill 4066, modifying the requirement requiring a member of the educational equity advisory committee serve on the district's budget committee. The amendment clarifies that this requirement does not apply if no member of the educational equity advisory committee is willing or eligible to serve on the budget committee.

EBB – Integrated Pest Management

Summary

House Bill 2684 (2025) added some new requirements to law for Integrated Pest Management Plan requirements. The first requires posting the Integrated Pest Management Plan and list of low-impact pesticides to the website (can be included in the Healthy and Safe Schools Plan); the second requires a review of a IPM plan every five years to identify updates, if any, and readoption.

EBBA – Student Health Services

Summary
Senate Bill 2948 (2025, now in ORS 342.458) added language regarding nurse delegation. This update reflects the new language.

GAA – Personnel Definitions - Delete
Summary
GAA – Personnel Definitions * has been reviewed recently and the recommendation is to delete this policy from the board's policy manual, if present. This policy is largely definitions already found in statute under ORS Chapter 342 and/or outlined in an agreement. A recent change to ORS 342.815 includes a modification to the definition of "contract teacher"; the change is reflected in House Bill 2900 (2025) and is effective January 1, 2026. The most noticeable change adds an additional category to the definition of "contract teacher" to include "any teacher who has been regularly employed by a fair dismissal district for two successive years, who has already satisfied the initial three-year probationary term in another Oregon school district, and who has been retained for the next succeeding school year."

GBA – Equal Employment Opportunity
Summary
Senate Bill 808 (2025) amended ORS 408.225, 408.230 and 408.235, which discusses issuing preferences to veterans and disabled veterans during a hiring or promotion process, and defined and added state servicemembers and former state servicemembers. These are servicemembers who are current servicemembers of the Oregon National Guard or former servicemembers of the Oregon National Guard, and who meet the new provisions.
As a result, board policy GBA – Equal Employment Opportunity and administrative regulation GBA-AR – Veteran and State Servicemember Preference has been updated to reflect SB 808 and to account for the four different employment preferences now allowed under Oregon law effective January 1, 2026.

GBN/JBA – Sexual Harassment
JBA/GBN – Sexual Harassment
Summary
Multiple laws address sexual harassment in Oregon schools. Oregon laws include requirements to provide notice to individuals involved in reports of sexual harassment. This update is to clarify these notice requirements.

GCBDA/GDBDA-AR(1) – Family and Medical Leave
GCBDD/GDBDD – Sick Time

Summary
Many changes have been made to leave laws over the last few years. This update reflects those changes.

Science Adoption Board Report

Banks School District 13, May 11, 2026

District Team Members	BES: Becky Wallace, Leslie Curran, Jonathan Pearson, Tasha Blatner, Marjorie Salter BMS: Marlee Zakrevsky, Glenn Smith, Caitlin Everett BHS: Tony Richeson, Carol Pallett, Jacob Pence District Level: Caitlin Everett and Darla Waite-Larkin
CCAC Members	Sarah Trussell, Jodi Hailey, Mike Blok, Rhonda King, Vanessa Hancock, Curtis Updike

School	School Specific Priorities and Feedback	Curriculum Adoption Proposal
BES	Our selection of materials for this curriculum adoption is guided by the elementary school's vision for student learning: *Banks Elementary School students are actively engaged in a safe, structured, inclusive learning environment where they make connections to build their academic and socio-emotional skills. By taking ownership of their learning, students will feel empowered to take academic risks and persevere through challenges during their time at BES and beyond.* Feedback from Twig review and classroom pilots: ○ Aligned with BES vision for student learning, highly engaging, student centered, and promotes ownership of learning through active engagement in the science and engineering practices. ○ Teachers found it easy to follow with clear and well supported lesson plans ○ Strong literacy and math integration ○ Has a "fast track" option that still meets standards to support teacher flexibility with instructional time ○ Lots of hands on investigations with high interest phenomena ○ Engaging and scaffolded student-facing materials ○ Many opportunities to learn and practice vocabulary. ○ On ODE approved science adoption list	Curriculum: **Twig Science K-5** Publisher: Imagine Learning Includes: ● 3-hour professional development during inservice + option for PLC time PD ● 7 years student digital licenses ● 7 years teacher digital licenses ● Non-consumable lab kits ● Consumable refill kits ● Trade books connected to the curriculum (literacy connection) ● Printable workbook files for paper/pencil student work ● Teacher guides

Science Adoption Board Report

Banks School District 13, May 11, 2026

School	School Specific Priorities and Feedback	Curriculum Adoption Proposal
BMS	Our selection of materials for this curriculum adoption is guided by the middle school's vision for student learning: *BMS Students are independent thinkers and problem solvers who engage with and take ownership of their learning.* Feedback from OpenSciEd review and classroom pilots: ● Aligned with BMS vision for student learning, with many student talk opportunities, engaging hands-on investigations, and high quality assessments that promote ownership of learning. ● Has a high level of rigor paired with differentiated supports and scaffolds for support. ● Teachers had positive feedback on usability and customizability. ● Lab supply kits available for purchase that are aligned to the curriculum ● Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License ● Topics/phenomena used in the curriculum were engaging for our students, students provided feedback that they found the lessons relevant and interesting. ● Rated as meeting all expectations on Edreports, a national curriculum review organization.	Curriculum: OpenSciEd Middle School Publisher: OpenSciEd Includes: ● Full digital curriculum access for teachers and students ● Consumable and nonconsumable lab kits aligned to the curriculum, available from AquaPhoenix ● 3 day summer virtual professional development for teachers ● On-demand teacher PD videos for each unit as well as an instructional strategies video library. Curriculum Supplement: Newsela STEM ● Newsela STEM provides a library of relevant, engaging science texts, articles, embedded assessments, and videos that provide enhanced literacy opportunities for our students. We propose adopting this as a supplement to the OpenSciEd curriculum. Note: OpenSciEd is not on the ODE adoption list. In order to adopt OpenSciEd middle school, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

Science Adoption Board Report

Banks School District 13, May 11, 2026

BHS	Our selection of materials for this curriculum adoption is guided by the high school's vision for student learning: *Our vision for learning is to create an environment where students are engaged, collaborative, and take ownership of their education. Through hands-on activities and personal exploration, students develop a deep understanding and passion for learning. We believe in empowering students to shape their educational journey, preparing them for the challenges of the future.* Feedback from Patterns review and classroom pilots: ● Aligned with BHS vision for student learning, with many student talk opportunities, relevant phenomena, engaging hands-on investigations, rigorous assessments that promote ownership of learning, and student collaboration opportunities. ● Has a high level of rigor paired with differentiated supports and scaffolds for support. ● Three year sequence (Physics →Chemistry →Biology) provides access to all standards for all students. ● Third year in sequence can be substituted for AP Biology, improving access to AP science courses. ● The freshman Patterns Physics class is aligned to Algebra 1 standards, supporting student math achievement. ● Teachers had positive feedback on usability and customizability. ● Lab supply equipment lists are well organized. Lab supplies	Curriculum: Patterns High School Science for All Publisher: Portland Metro STEM Partnership Includes: ● Full digital curriculum access for teachers and students ● Consumable and nonconsumable lab equipment lists ● Teacher support for equipment ordering and lab reorganization. ● Summer professional development ● On-demand teacher PD videos for each unit. Note: Patterns is not on the ODE adoption list. In order to adopt Patterns, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

	will enhance our overall science program. ● Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License ● Topics/phenomena used in the curriculum were engaging for our students, students provided feedback that they found the lessons relevant and interesting. ● Many other districts in Oregon have adopted Patterns, providing local collaboration partners. Additionally, surrounding districts (e.g. Beaverton, Hillsboro) also use Patterns, which supports students being able to transfer seamlessly between districts	

Science Adoption Board Report

May 11, 2026

BANKS SCHOOL DISTRICT

Banks Adoption Timeline

BANKS SCHOOL DISTRICT

Sept

Kickoff Meeting

Oct-Nov

Teachers review curricular options

Dec

CCAC receives Teacher input on top choices

Jan-March

CCAC review top options and give feedback.

Teachers pilot lessons

April

CCAC + teachers analyze feedback and pilot data to develop recommendations

May-June

Curriculum recommended to the Board

Science Adoption Team Members

- BES: Becky Wallace, Leslie Curran, Jonathan Pearson, Tasha Blatner, Marjorie Salter
- BMS: Marlee Zakrevsky, Glenn Smith, Caitlin Everett
- BHS: Tony Richeson, Carol Pallett, Jacob Penc
- District Level: Caitlin Everett and Darla Waite-Larkin
- Community Curriculum Advisory Committee: Sarah Trussell, Jodi Hailey, Mike Blok, Rhonda King, Vanessa Hancock, Curtis Updike

Importance of a High Quality Science Education

1. Builds critical thinking and problem-solving skills
Science teaches students how to ask questions, evaluate evidence, and think logically.

2. Prepares students for future careers
Many high-demand, high wage careers are in STEM fields (science, technology, engineering, and math).

3. Helps students understand the world around them
From weather patterns to human health to technology, science explains everyday phenomena and helps students make sense of their environment.

4. Promotes informed citizenship
Science literacy enables students to understand important societal issues—like climate change, public health, and energy use, so they can make informed decisions as voters and community members.

5. Encourages curiosity and lifelong learning
Science naturally sparks curiosity. Engaging science education fosters a mindset of exploration, creativity, and a desire to keep learning beyond the classroom.

Banks Elementary School

Feedback from Review & Pilots

- Aligned with BES vision
- Teachers found it easy to follow with clear and well supported lesson plans
- Strong literacy and math integration
- Has a “fast track” option that still meets standards to support teacher flexibility with instructional time
- Lots of hands on investigations with high interest phenomena
- Engaging and scaffolded student-facing materials
- On ODE approved science adoption list

Adoption Selection

Curriculum: **Twig Science K-5**
Publisher: Imagine Learning
Includes:

- 3-hour professional development during inservice + option for PLC time PD
- 7 years student digital licenses
- 7 years teacher digital licenses
- Non-consumable lab kits
- Consumable refill kits
- Trade books connected to the curriculum (literacy connection)
- Printable workbook files for paper/pencil student work
- Teacher guides

Banks Middle School

Feedback from Review & Pilots

- Aligned with BMS vision
- Has a high level of rigor paired with differentiated supports and scaffolds for support.
- Teacher positive feedback
- Curriculum is open-source, with no cost to the district, and is licensed under a Creative Commons Attribution 4.0 International License
- Topics/phenomena used in the curriculum were engaging for our students
- students provided feedback that they found the lessons relevant and interesting.
- Rated as meeting all expectations on Edreports, a national curriculum review organization.

Adoption Selection

Curriculum: OpenSciEd Middle School
Publisher: OpenSciEd
Includes:

- Full digital curriculum access for teachers and students
- Consumable and nonconsumable lab kits aligned to the curriculum, available from AquaPhoenix
- 3 day summer virtual professional development for teachers
- On-demand teacher PD videos for each unit as well as an instructional strategies video library.

Curriculum Supplement: Newsela STEM

- Newsela STEM provides a library of relevant, engaging science texts, articles, embedded assessments, and videos that provide enhanced literacy opportunities for our students. We propose adopting this as a supplement to the OpenSciEd curriculum.

Banks High School

Feedback from Review & Pilots

- Aligned with BHS vision
- Three year sequence (Physics →Chemistry →Biology) provides access to all standards for all students.
- Option for AP Biology for 3rd course.
- Patterns Physics class aligned to Algebra
- Teacher positive feedback.
- No cost to the district, licensed under a Creative Commons Attribution 4.0 International License
- Engaging and relevant topics phenomena used in the curriculum were engaging for our students
- Had the most positive student feedback
- Many other districts in Oregon have adopted Patterns, providing local collaboration partners.
- Surrounding districts (e.g. Beaverton, Hillsboro) also use Patterns, students can transfer seamlessly between districts.

Banks High School

Adoption Selection

Curriculum: Patterns High School Science for All
Sponsor: Portland Metro STEM Partnership
Includes:

- Full digital curriculum access for teachers and students
- Consumable and nonconsumable lab equipment
- Teacher support for equipment ordering and lab reorganization.
- Summer professional development
- On-demand teacher PD videos for each unit.

Independent Adoption

Patterns and OpenSciEd were not on the ODE adoption list. In order to adopt these curricula, we will need to apply for an independent adoption through ODE. This will be done in May/June 2026 after Board approval.

Many districts in the state have independently adopted these two specific curricula in Oregon, and we do not foresee challenges with this process.

Note: When ODE was accepting submissions for adoption review, they were at that time still charging fees for publishers to submit materials. Both of the developers for Patterns and OpenSciEd are non profit organizations, and so do not participate in fee-based state submission processes. ODE changed this rule after the science adoption was over.

Questions or Comments?

BANKS

BRAVES

VIRCO

Banks High School

“A strong tradition, a vibrant future, together.”

Project Personnel

Meet the Team

Our experienced team members are dedicated to ensuring that every space meets the needs of the students and aligns with tea goals and the district budget. Your sales, design and installation has a combined 115 years of experience serving K-12 customer throughout the West.

Holly Horton

Territory Sales Manager

Sadie Kane

Field Service Supervisor

Kathy Young

VP of Sales Western Division

Carlos Rodriguez

Field Service Manager

Laurinda Moore

PlanSCAPE Specialist

Andrea Simms

PlanSCAPE Project Facilitator

About Us

As America's leading manufacturer and supplier of classroom furniture and equipment, Virco has served the diverse education community for over 76 years.

Virco is proud of our iconic American quality and innovation-we design, manufacture and assemble our products at state-of-the-art facilities in Torrance, California and Conway, Arkansas.

From healthy movement seating and collaborative classrooms to libraries, commons, CTE and STEM spaces, Virco has solutions for today's evolving educational spaces.

76

Years of Experience

7

Product Awards for Innovation and Quality

Access to Vendor Partners

State and National Contracts

Leading Manufacturer

Collaborative Project Approach

America's K-12 Furniture Manufacturer

At Virco, our core values of Voice, Dignity, Fairness, Leadership and continue to guide us in all that we bring those same values to your community as you look forward to new educational spaces. We prom bring to you the same work ethic t our company from one customer i to the trusted brand we are today.

Virco Torrance Head Quarters 2027 Harpers Way
Torrance, CA 90501

What We Do

We are America's leading manufacturer and supplier of furniture solutions for modern campuses.

We promise to bring to you the same work ethic that built our company from one customer in 1950 to the trusted choi customers across the country and around the world. Our fundamental focus on students, remains the same. From ownership to multi-generational employment in our operations, we remain, in the best sense of the word, "family." the greatest compliment we can receive from our customers is a long standing relationship that stands the test of time appreciate the opportunity to work with you on upcoming projects and to be a trusted partner in your vision for your st and community.

What Can We Do?

Steel Fabrication & Tube Mill

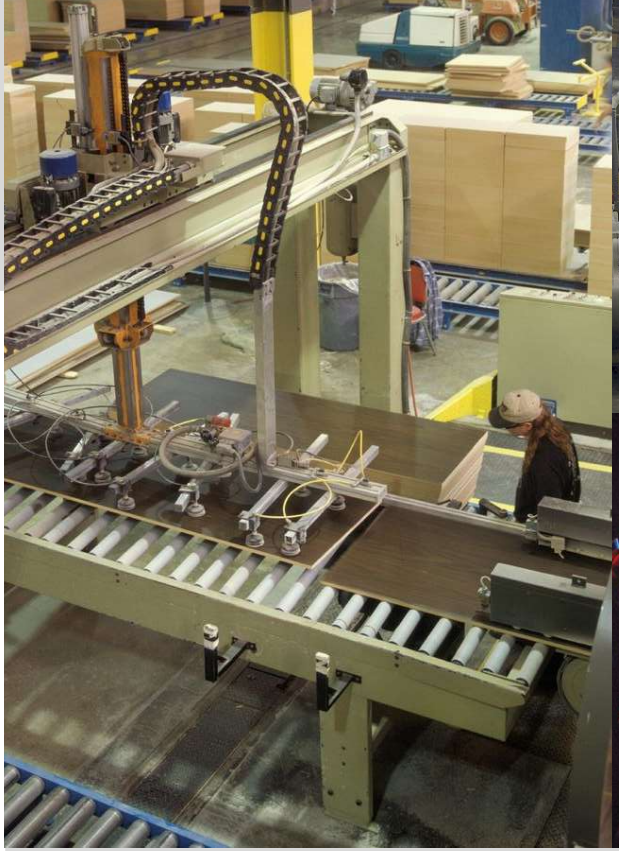
Virco's steel fabrication capabilities, with a total of seven American-made tube mills - five in Conway and two in Torrance, along with dozens of in-house stamping and bending machines, allow for the production of millions of pounds of tubular steel components and 17 different tube diameters for use in our furniture and equipment lines.

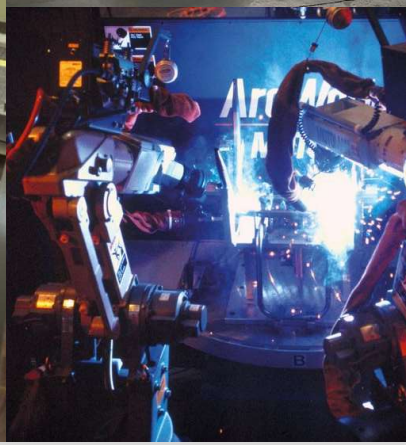
Robotics & Welding

Virco uses American-made robotic welding systems in our Fabrication, Woodshop, Compression Molding, Injection Molding and Final Assembly departments for a total of 120 robotic arms throughout our facilities.

Wood Shop

For products like desks, tables and worksurfaces, Virco manufactures high-pressure laminate work surfaces in the Woodshop departments of our Torrance and Conway factories.





Designed and built at our state-of-the-art factories

Virco's 560,000 square-foot Torrance, California headquarters fea
state-of-the-art manufacturing facility, as does our Conway, Arkan
location, which has over 2,100,000 square feet of operational spa

Plant II - Conway, Arkansas
1.2 Million Square Feet

Torrance, California
560,000 Square Feet

Large Distribution Centers

Large distribution centers in Torrance and C
give Virco excellent shipping access to majo
facilitate the quick, efficient shipment of all V
products, including installations in over 85 c

PlanSCAPE

Our project process

01

Design Phase

Define the project scope in terms of space, product selection, design, and timeline. This includes pilot furniture options.

02

Procurement Phase

Secure products and services, as well as plan delivery schedule.

03

Install Phase

Receive, assemble, and install products; verify satisfactory completion.

04

Closing Phase

Resolve open issues, finalize administrative tasks, and conduct lessons learned.

Design and Space Planning

Our overall approach to the furniture designs incorporates the three overarching principles of a modern and effective learning environment:

FLEXIBILTY – Flexible & easily reconfigurable tables & student desks that accommodate multiple teaching styles as well as **multiple learning styles**

ADAPTABILITY – Configurations allow for **individual small, and large group options.** Furnishings can adapt to a student-centered learning environment as well as a teacher-centered environment.

VARIETY – Seating options change from static seating to **active ergonomic seating encouraging healthy movement.** Multiple shapes and heights give students choice and diversity in learning.

Considerations for **technology integration** are given across all environments. Power options and tools can be added into most tables and soft seating enabling the students to use and access digital technology where it is appropriate.

Healthy Movement Solutions

From left to right: ZUMA Series Rocking Chair, Floor Rocker, 4-Leg Chair on Casters, Lab Stool, R2M (Room to Move) Mobile Task Chair, C2M (Choose-to-Move Chair) 4-Leg Chair

Virco's Room to Move® collection offers e
seating that flexes and rocks, chairs that r
swivel and tables and desks that adjust fro
to stand-up height and can work alone or
together – all designed to move with ease
students find the position and space where
best.

Pilot Classrooms

We encourage the district team to review sample furniture as well as utilizing our pilot classroom program. We have included a pilot classroom review into our project timeline after preliminary designs have been presented but this process can take place at any time in the scope of the project. Your feedback provides additional information that ensures the furniture selections are in line with the desired outcomes.

Proposed Timeline

If awarded this project, we will work in conjunction with district, architect, and school representatives to create a schedu
works for all.

1

DESIGN PHASE

4-6 MONTHS

Develop layouts, space plans, and product options; align with budget, demo pilot classroom furniture.

2

PROCUREMENT PHASE

1-3 MONTHS

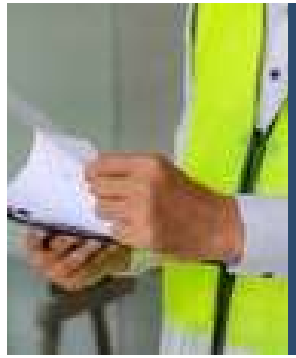
The purchase order is placed, and your order is put into production. It's time to relax and look forward to your project installation date.

3

INSTALLATION PHASE

1-3 WEEKS

Our dedicated project facilitator closely monitors the status of the order to ensure each product on your order will meet the required installation date. Our Installation supervisor plans the installation schedule; and site readiness visits



CLOSING PHASE

2-4 WEEKS

Deliver & assemble
walk-through, addre
list & final sign-off.

Delivery, Installation, and Maintenance

Site Readiness

- Site Visit schedules
- Coordinate deliveries with district appointed representative
- Staging area
- Post room by room

Change May Happen

- Construction Delays
- Change in Building Plan or Design
- Change in Furniture schedule
- Accelerated installation schedule

Deliveries Arrive

- Delivery schedule
- Onsite project Representative
- Floor and door protection
- Dunnage removal

Building & Placing

- Furniture assembly and placement to plan
- Punch list created

SAMPLE:

CHANGE REPORT

VIRCO
Equipment for Educators

Sales Order #1527353 - Cha

Purchase Order #P571275 V
Original Requested Delivery Dat

Sold To:
CHESTERFIELD CO PUBLIC SCHOOLS
9800 KRAUSE RD
CHESTERFIELD VA 23832

Change Request #1 Summary

Net Change From Items With A Quantity Decrease

Change Request #1 Net Change

The undersigned certifies understanding and agreement with this Change Order and has auth

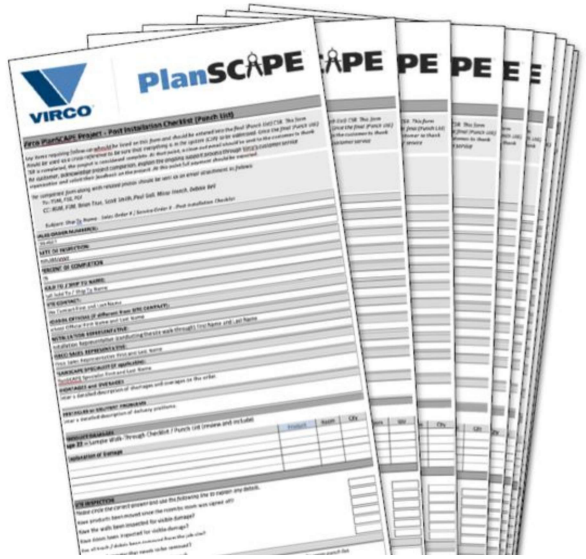
VIRCO INC
2027 HARPERS WAY
TORRANCE CA 90501

CHESTERFIELD C
9800 K
CHESTERF

X _____ Name (Print)

X _____ Authorized Signature

WALK-THROUGH CHECKLIST/PUNCH LIST



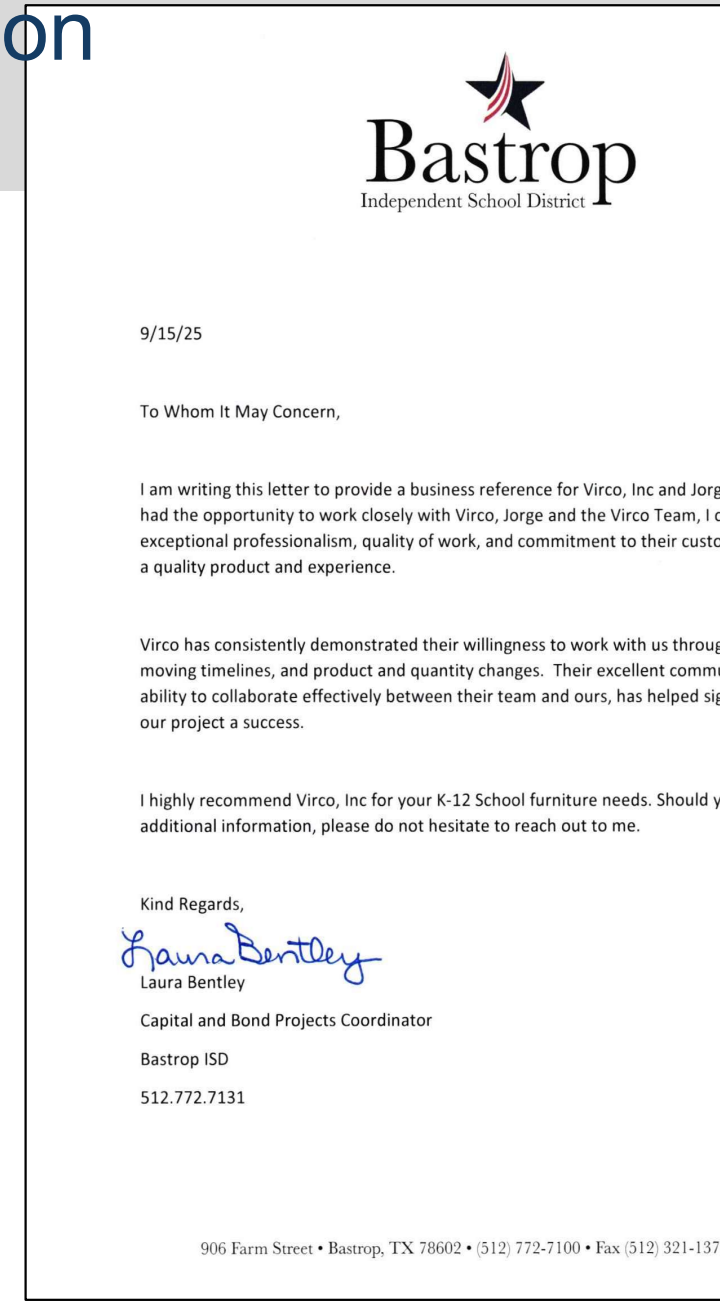
Customer Satisfaction and Education

As part of our commitment to building relationships and creating dynamic spaces, we follow up to make sure that the furniture is trouble free and there are no questions regarding care and use. In addition, we will meet with staff to review the various ways to use the furniture to create a variety of learning zones and arrangements. We have found that with all things new, there is a period of adjustment as everyone settles into their new space. We are here to answer any questions and provide any guidance that you request. We have also found that teachers and students are immensely creative and come up with their own amazing interpretations and we can also learn from them! We feel that feedback is not only important but essential.

This Virco team now outperforms other competitors by offering competitively priced furniture options, with excellent Customer Service from project initiation through design and to final installation."

Cheryl Rusnak Project Manager
Jeffco Public Schools
Lakewood, CO

JEFFCO PUBLIC SCHOOLS



Bastrop
Independent School District

9/15/25

To Whom It May Concern,

I am writing this letter to provide a business reference for Virco, Inc and Jorg
had the opportunity to work closely with Virco, Jorge and the Virco Team, I c
exceptional professionalism, quality of work, and commitment to their custo
a quality product and experience.

Virco has consistently demonstrated their willingness to work with us throug
moving timelines, and product and quantity changes. Their excellent commu
ability to collaborate effectively between their team and ours, has helped sig
our project a success.

I highly recommend Virco, Inc for your K-12 School furniture needs. Should y
additional information, please do not hesitate to reach out to me.

Kind Regards,

Laura Bentley

Laura Bentley
Capital and Bond Projects Coordinator
Bastrop ISD
512.772.7131

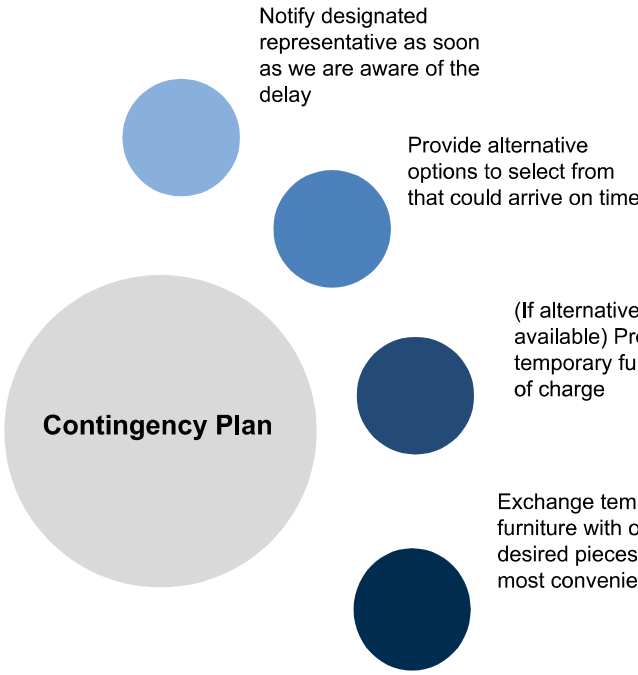
906 Farm Street • Bastrop, TX 78602 • (512) 772-7100 • Fax (512) 321-137

Addressing Delays

Whether we are manufacturing products for your space or procuring it from one of our many vendor partners, we closely monitor the progress of your order from the time it's processed to the time it is ready to ship. We have a dedicated Project Facilitator who will closely monitor the status of each product on your order to ensure the requested deadline is met.

We pride ourselves on timeliness and have not missed a school start date in the State of Oregon for orders placed within our standard lead times. In the rare instance an unforeseen delay was to occur, we would notify the designated representative as soon as we are aware of the delay.

If time permits, we will provide similar alternative options to select from that could arrive on time. In the instance that alternatives were not an option available we would provide temporary furniture free of charge to start school and exchange the furniture at a time most convenient to the district.



Safety Compliance

CPSIA Certification

UNITED STATES CONSUMER PRODUCT SAFETY IMPROVEMENT ACT (CPSIA) SECTION 102

CERTIFICATE OF CONFORMITY

UNIQUE IDENTIFIER: VIRCO C0C005

PRODUCT/SERIES DESCRIPTION: Virco ZUMA® Series

ITEM /SERIES: All ZUMA Series seating, chair desks, combo units, fixed-height and adjustable single pupil and 2-student desks inclusive of models beginning with ZU, ZCANT, ZTASK, ZLAB, ZERGO, ZCOMBO, ZSLED, ZADJ, ZDESK, ZHEX, ZOCT, AND ZFRD including the various configurations, options and finishes.

CERTIFICATION: BASED ON A REASONABLE TEST PROGRAM, THIS PRODUCT COMPLIES WITH ALL RULES, BANS, STANDARDS, OR REGULATIONS APPLICABLE TO THE PRODUCT UNDER THE CPSIA OR ANY OTHER ACT ENFORCEABLE BY THE CPSC INCLUDING (List all rules, bans, standards and applicable to the product):

- 21 C.F.R. Part 1303 (Ban of Lead-Containing Paint and Certain Consumer Products Bearing Lead-Containing Paint).
- Consumer Product Safety Improvements Act (CPSIA) Section 101 (a)(2)(B).

CERTIFICATION DATE: December 21, 2018

CERTIFIED BY:

- MANUFACTURER NAME: Virco Mfg. Corporation
- ADDRESS: 2027 Harpers Way
- CITY STATE/PROVINCE: Torrance, California
- ZIP/POSTAL CODE: 90501
- COUNTRY: USA

DATE AND PLACE OF MANUFACTURE:

UNITED STATES CONSUMER PRODUCT SAFETY IMPROVEMENT ACT (CPSIA) SECTION 102

CERTIFICATE OF CONFORMITY

UNIQUE IDENTIFIER: VIRCO C0C072

PRODUCT/SERIES DESCRIPTION: Virco 5000 Series

ITEM /SERIES: All 5000 Series table units beginning with 50, 50COOP, 50KID, 50HORSE, 50CLO, 50FLOW AND 50TRAP, 50SL, 50CLO, 50HUB, 50SPK, 50SWV, 50PIN, 50BU, 50LF, and 50NEST including the various configurations, options and finishes.

CERTIFICATION: BASED ON A REASONABLE TEST PROGRAM, THIS PRODUCT COMPLIES WITH ALL RULES, BANS, STANDARDS, OR REGULATIONS APPLICABLE TO THE PRODUCT UNDER THE CPSIA OR ANY OTHER ACT ENFORCEABLE BY THE CPSC INCLUDING (List all rules, bans, standards and applicable to the product):

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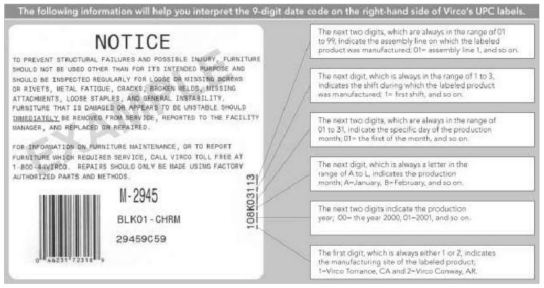
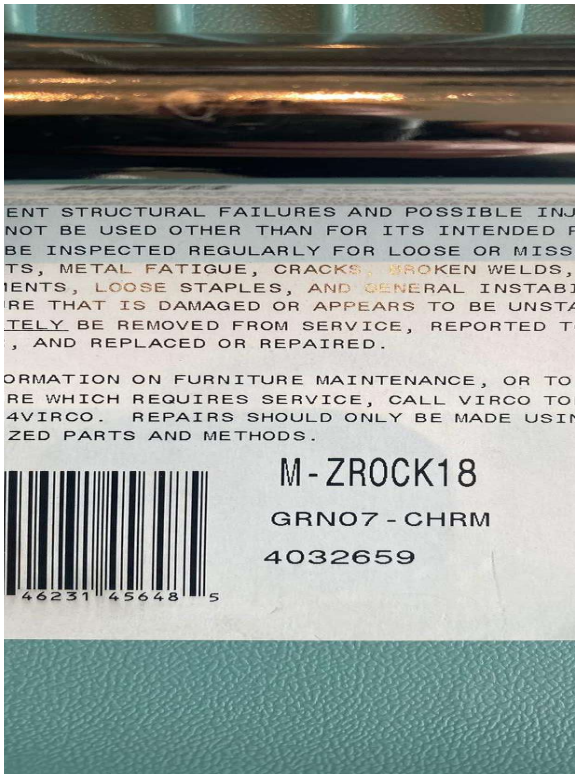




GREENGUARD

- In 2005, Virco's ZUMA® and ZUMAfrd™ became the first classroom furniture product lines from manufacturer to earn GREENGUARD indoor air quality certification through the Greenguard for and Schools program
- Today, hundreds of additional Virco classroom furniture models have earned this certification an GREENGUARD Gold Certification

Testing: ANSI/BIFMA

- Virco is a member of BIFMA, the trade association for business and institutional furniture manufa
- Virco tests and evaluates our products according to rigorous standards, including applicable per testing for strength, durability and stability as established by the Business and Institutional Furnit Manufacturers Association (BIFMA) and accepted by the American National Standards Institute

CPSIA Certification

- Virco proudly complies with all laws and governmental regulations affecting our products, includi federal Consumer Products Safety Improvement Act of 2008 (CPSIA) and the California Air Res Board (CARB) regulation of formaldehyde emissions from composite wood
- All applicable Virco products are tested by a third-party laboratory and certified to comply.

Recycling & Resource Recovery Initiatives

Recycling is a key aspect of Virco's commitment to sustainable business practices. Virco started is r program in 1989 with four material categories: scrap, metal, office paper and hydraulic oil. Today, w more than 43 categories and have processed over 450,000,000 pounds of recyclables.

WasteWise

Virco joined the EPA's WasteWise Program as a charter member in 1994. Over the years, we've be privileged to receive a number of WasteWise honors, including: WasteWise Program Champion (19 & 2001); WasteWise Partner of the Year for Large Businesses (2000 & 2002); and WasteWise Clim Change Partner of the Year (2002). In 2003, Virco was designated as a charter member of the Wast Hall of Fame. In 2019, Virco received a Region 9 EPA Sustainability Award.

Proudly Designed, Manufacturer and Assembled by American Workers

Since 1950, when we opened our doors in Southern California, Virco has been proud to design, ma and assemble our products in the US.

Stewardship

In 2006 Virco launched the industry's first and only Take Back program. Recognizing that the refurbishme single classroom can generate tons of unwanted furniture components, we took the initiative to help scho recycle out-of-service work surfaces, chair shells and hard plastic components that would otherwise go to landfill. Virco will pick up and recycle your out of service classroom chairs, desks and tables as well as m other furniture items on your campus. We will also recycle the metal frames. We do not recycle electronic can also furnish a report of recycled materials by weight.

nd grading of furniture at your existing facilities.

Project Title: Louiseville Elementary
BVSD Construction Waste Progress Report
Current Totals Through Oct 2018

Material Category	Total Weight of Waste (Tons)	Quantity of Waste Landfilled (Tons)	Quantity of Waste Salvaged (Tons)	Quantity of Waste Recycled (Tons)	Total Quantity of Waste Recovered (Tons)	Total Quantity of Waste Recovered (%)
Wood	6.00	0.00	0.00	6.00	6.00	100%
Metals	7.65	0.00	0.00	7.65	7.65	100%
Concrete and Masonry	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Drywall	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Acoustical Ceiling	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Cardboard	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Mixed Recyclables (Paper, Bottles, Cans,	0.00	0.00	0.00	0.00	0.00	#DIV/0!
General Waste	84.00	84.00	0.00	0.00	0.00	0%
Other (List)	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Total (all types) to Date	**97.65**	**84.00**	**0.00**	**13.65**	**13.65**	**14%**

Vendor Partners

Virco's unmatched ability to provide a complete turnkey solution hinges on our unique operation as both a manufacturer AND dealer with the ability to deliver and install your order from one purchase order, one point of contact and warehousing and deliveries staged from our company owned warehouse locations. We are able to control the manufacturing process from sourcing domestic raw materials with integrated inventory controls, procure and hold our vendor partner products in our warehouse and schedule your delivery when the building and project team are ready to receive the product.

Contractual Partners:

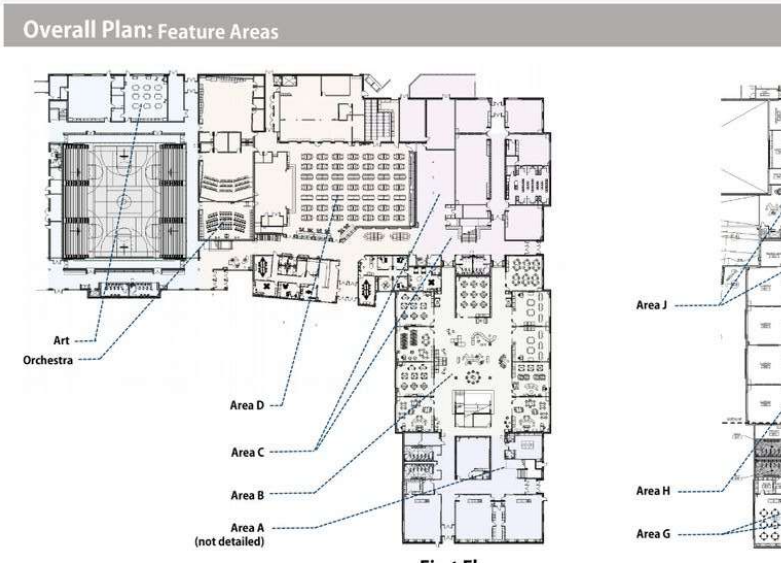
Carpets for Kids
DeskMakers Diversified
Woodcrafts ERG
International
Fluid Concepts
Ghent
Greene Manufacturing
High Point Furniture Industries
Indiana Furniture
Interior Concepts
InterStuhl Plymold
Republic Storage
RFM Preferred Seating
Right Angle Products
Russwood Furniture
Startranet Exhibits Tesco
Ultra-Play Systems, Inc.
Vintage Leather Co.
Wenger
Wood Designs

Catalog Partne

American Art Clay
Annin Flags
Athletic Connectio
AWT World Trade
Brown Sales
Bulman Products
ChildBrite
Children's Factory
Copernicus Educa
Durham Manufac
Essendant
Fire King Internat
Gressco LTD
Group LaGasse L
Hann Manufactur
Infinity Instrument
Interstuhl
Lyon Workspace
Luxor Workspace
Magnuson Group
Pelstar LLC
Skutt Ceramic Pro
Walker-McGuire &

Design

The PlanSCAPE design team utilizes Revit as a tool to provide an accurate visual representation of your project, with th
selected furnishings rendered within the actual interior detail.



Finishes

Classroom Finishes

Laminate: Fusion Maple

Metal Finish: Adobe

Poly Finish: Navy

Private Office Finishes

Laminate: Hard Rock Maple

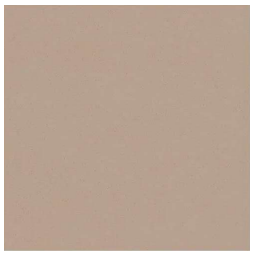
Metal Finish: Black

Building Finishes

Countertop Wilsonart Evening Tigris

Cabinets Pionite Hard Rock Maple

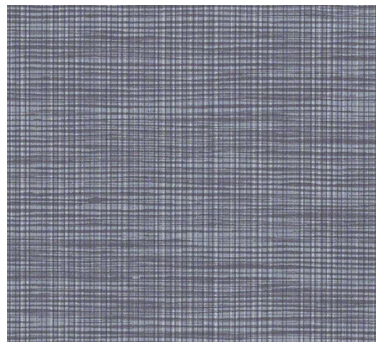
Wilsonart Nightfall Leno weave finish



Solid Surface Wilsonart Canon Beach

Soft Seating Finishes

CF Stinson Intersect Opal



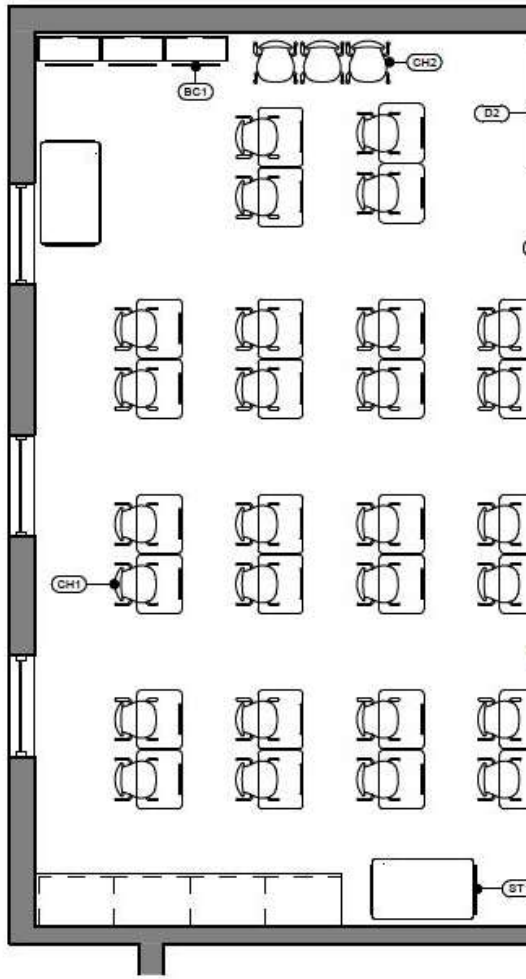
CF Stinson Grille Indigo

CF Stins

Momentum Carson Stone

Momentum Carson Indigo

01				
TAG	QTY	MFG	MODEL #	DESCRIPTION
BC1	3	Fluid Concepts	3SBG2912	Treo, Narrow Bookcase, 30W x 12D x 29H (2 openings)
CH1	28	VIRCO	CZ18	18" SEAT HEIGTH
CH2	3	VIRCO	ZC2M18	Choose to Move 18" Seat, 4 Leg, Swivel Mech
CH3	1	RFM Seating	170 Task	Swivel Task Chair
D1	28	VIRCO	ZDESK29M	ZUMA 29"H CANTILEVER STUDENT DESK
D2	1	VIRCO	T3066PR	30"W x 66"L x 30"H, right-side pedestal. Top with radius on one end
ST1	2	VIRCO	2501	Four adjustable steel shelves, two hinged doors, 48"W x 28"D x 66"H
ST4	1	Desk Makers	SK_CAB_2419_K_T1_BK	



CLASSROOM - TYP 1
3/16" = 1'-0"

VIRCO PlanSCAPE

www.virco.com

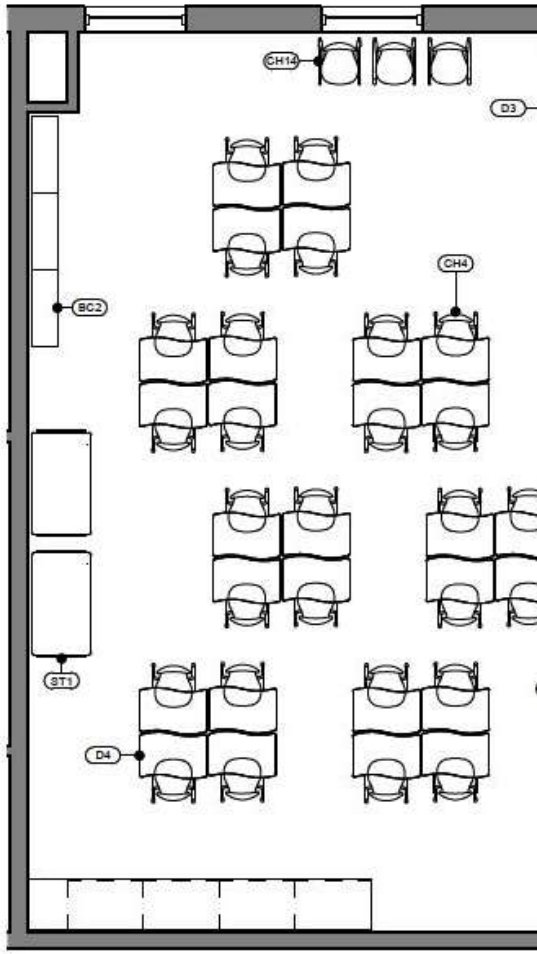
Banks HS Addition & Remodel - RFP

No.	Description	Date

CLASSROO

Project number:	
Date:	
PS Specialist:	
Sales Person:	

$16,058.48 ZDESK HARD PLASTIC TOP 23” x 31” top



CLASSROOM - TYP 2
3/16" = 1'-0"

02				
TAG	QTY	MFG	MODEL #	DESCRIPTION
BC2	3	VIRCO	BCM3630	36 1/4""W x 12 1/4""D x 30""H with 2 shelves (1 adj.)
CH3	1	RFM Seating	170 Task	Swivel Task Chair
CH4	28	VIRCO	ZU418	18" seat height
CH14	3	VIRCO	ZROCK18	18 1⁄6" seat height.
D3	1	VIRCO	T3060R	30"W x 60"L x 30"H, right-side pedestal.
D4	28	VIRCO	50SL22323	5000 SERIES SLIDE DESK 30"FIXED HEIGHT LEG
D5	1	VIRCO	RMWS2430	Rectangle Room to Move Sit-to-Stand Workstations
ST1	2	VIRCO	2501	Four adjustable steel shelves, two hinged doors, 48"W x 28"D x 66"H

VIRCO PlanSCAPE

www.virco.com

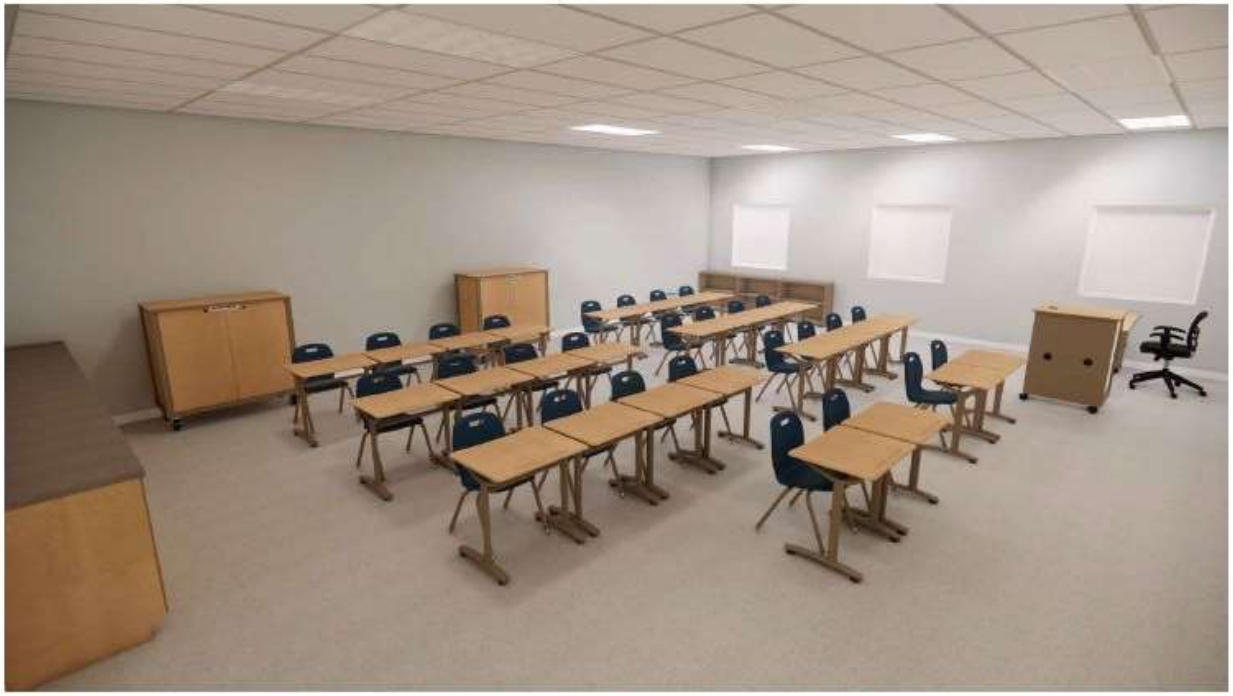
Banks HS Addition & Remodel - RFP

No.	Description	Date

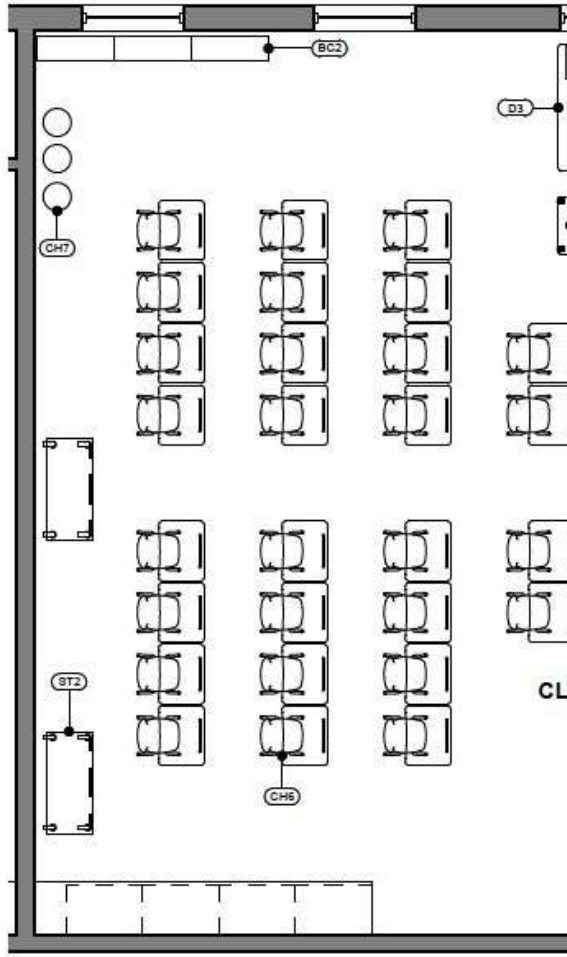
CLASSRO

Project number:	
Date:	
PS Specialist:	
Sales Person:	

$14,964.80 SLIDE DESK 22 x 32 desk with AE Edge treatment



03				
TAG	QTY	MFG	MODEL #	DESCRIPTION
BC2	3	VIRCO	BCM3630	36 1/4""W x 12 1/4""D x 30""H with 2 shelves (1 adj.)
CH3	1	RFM Seating	170 Task	Swivel Task Chair
CH6	28	VIRCO INC	N218	N2 4 LEG CHAIR 18"H
CH7	3	Interstuhl	100U-3403_White	Desk Height Adjustable Wobble Stool - Base and Top Gray - Seat Smart White
D3	1	VIRCO	T3060R	30"W x 60"L x 30"H, right-side pedestal.
D6	1	VIRCO	IMT1	INSTRUCTOR MEDIA TOWER WITH FULL HEIGHT DOOR
D7	28	VIRCO	TD2128YADJM	TEXT SERIES DESK 26"x-34" ADJUSTABLE HEIGHT LEGS
ST2	2	VIRCO	TZMS4848TT	Mobile Srtorage With tote Trays, 48"W x 22"D x 48"H, Two Hinged doors



CLASSROOM - TYP 3
3/16" = 1'-0"

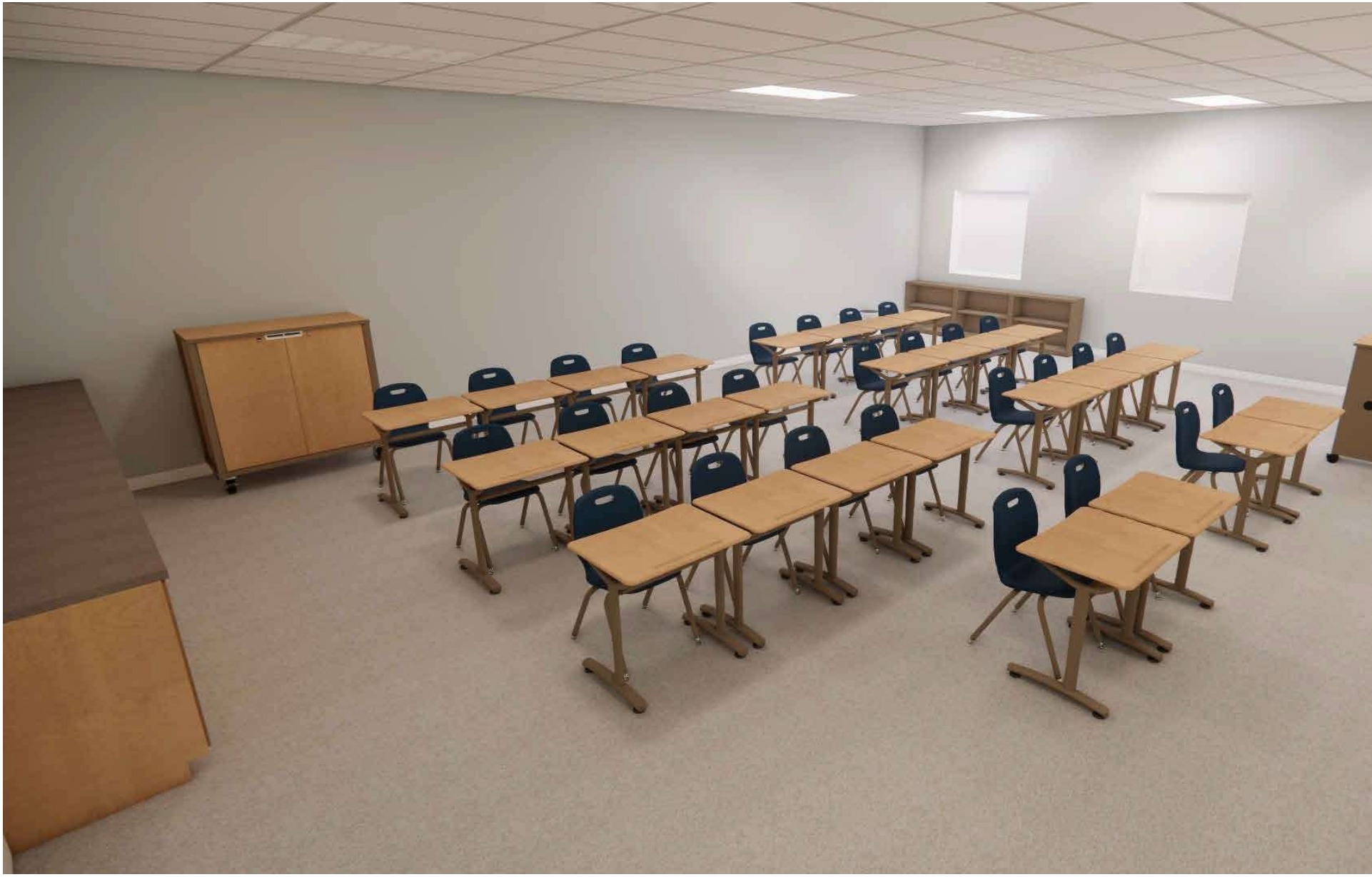
VIRCO
PlanSCAPE
www.virco.com

Banks HS Addition & Remodel - RFP

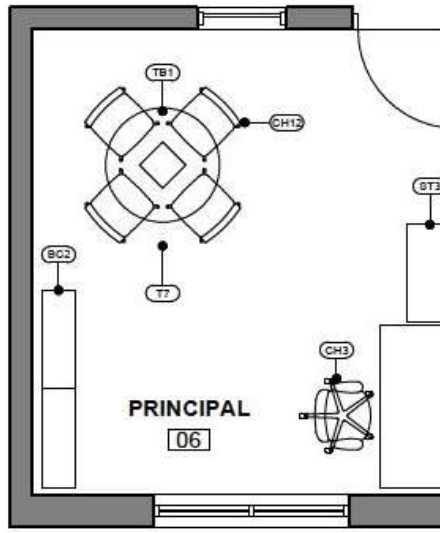
No.	Description	Date

CLASSROOM

Project number:	
Date:	
PS Specialist:	
Sales Person:	



$16,477.20 TEXT DESK with Hard Plastic top 21” x 28” available with optional caster



PRINCIPAL - OPT 1
1/4" = 1'-0"

06				
TAG	QTY	MFG	MODEL #	DESCRIPTION
BC2	2	VIRCO	BCM3630	36 1/4""W x 12 1/4""D x 30""H with 2 shelves (1 adj.)
CH3	1	RFM Seating	170 Task	Swivel Task Chair
CH12	4	RFM Seating	9534NA	Guest Chair with out Arms
D8	1	Fluid Concepts	QCLRT_30C & 3RS6030	Desk, 30x60 to
ST3	1	Fluid Concepts	3SFF2066	1/2 Storage & 1/2 Lateral File
T7	1	Fluid Concepts	3RR42	Round Table Top 42" Dia
TB1	1	Fluid Concepts	UXH28BL	Spider Table Base (Rect Tube) Black 2"W x 28"D x 28"H

VIRCO PlanSCAPE

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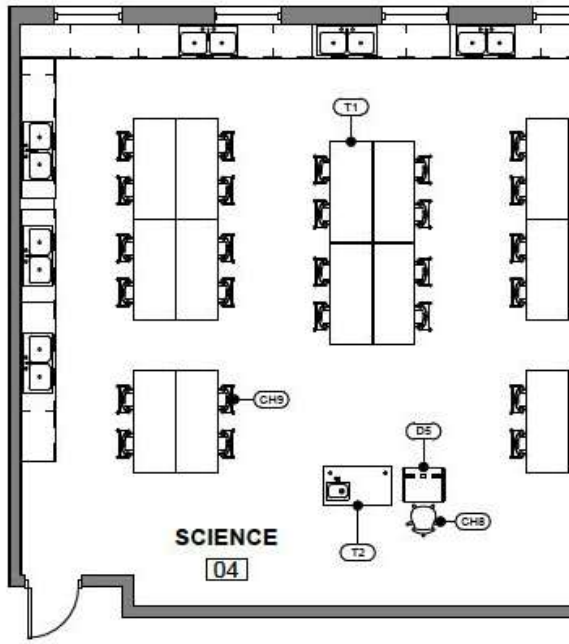
Banks HS Addition & Remodel - RFP

No.	Description	Date

PRINCIP

Project number:	
Date:	
PS Specialist:	
Sales Person:	

$5,790.40 Principal Office



SCIENCE
1/8" = 1'-0"

04				
TAG	QTY	MFG	MODEL #	DESCRIPTION
CH8	1	VIRCO	ZTASK18	16"-20½" seat height.
CH9	32	VIRCO	CZ25	CIVITAS ZUMA 25"H 4-LEG STOOL
D5	1	VIRCO	RMWS2430	Rectangle Room to Move Sit-to-Stand Workstations
T1	16	Diversified Woodcrafts, Inc.	A7000K	Temp
T2	1	Diversified Woodcrafts, Inc.	4222M	Mobile Demo Table with Drawers - Maple

VIRCO PlanSCAPE

www.virco.com

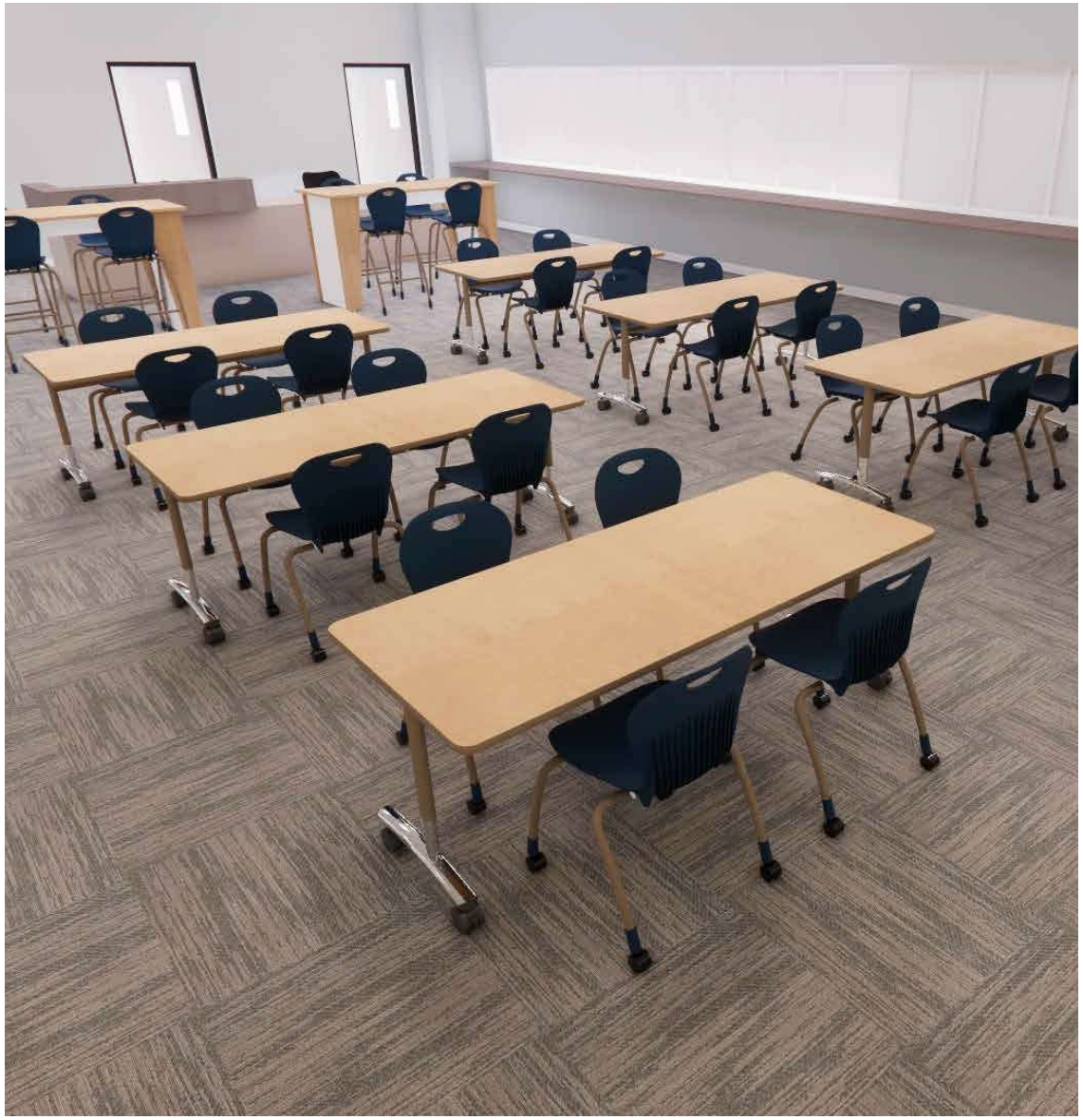
Banks HS Addition & Remodel - RFP

No.	Description	Date

Project number:	
Date:	
PS Specialist:	
Sales Person:	

$28,000 with 24 x 60 epoxy top 36” high and demo station

$17,166.67 with 30 x 72 epoxy table 30”High (option 2)



$36,640.21 Library

30 x 66 top and BBF

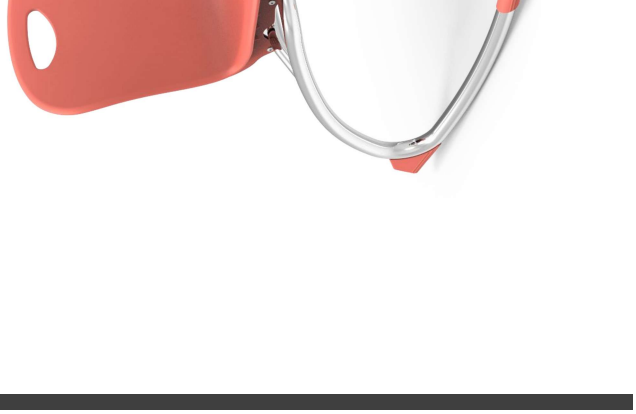
Adjustable with locking drawer

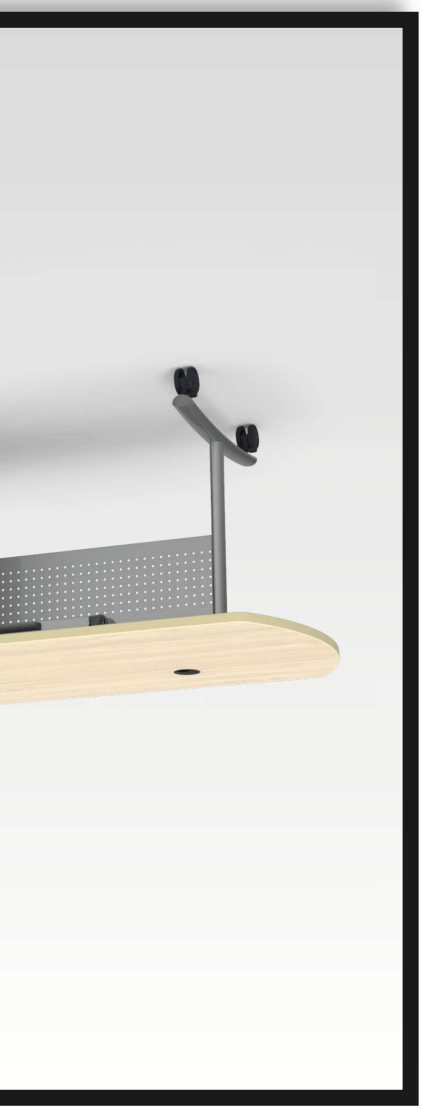
Equip Task

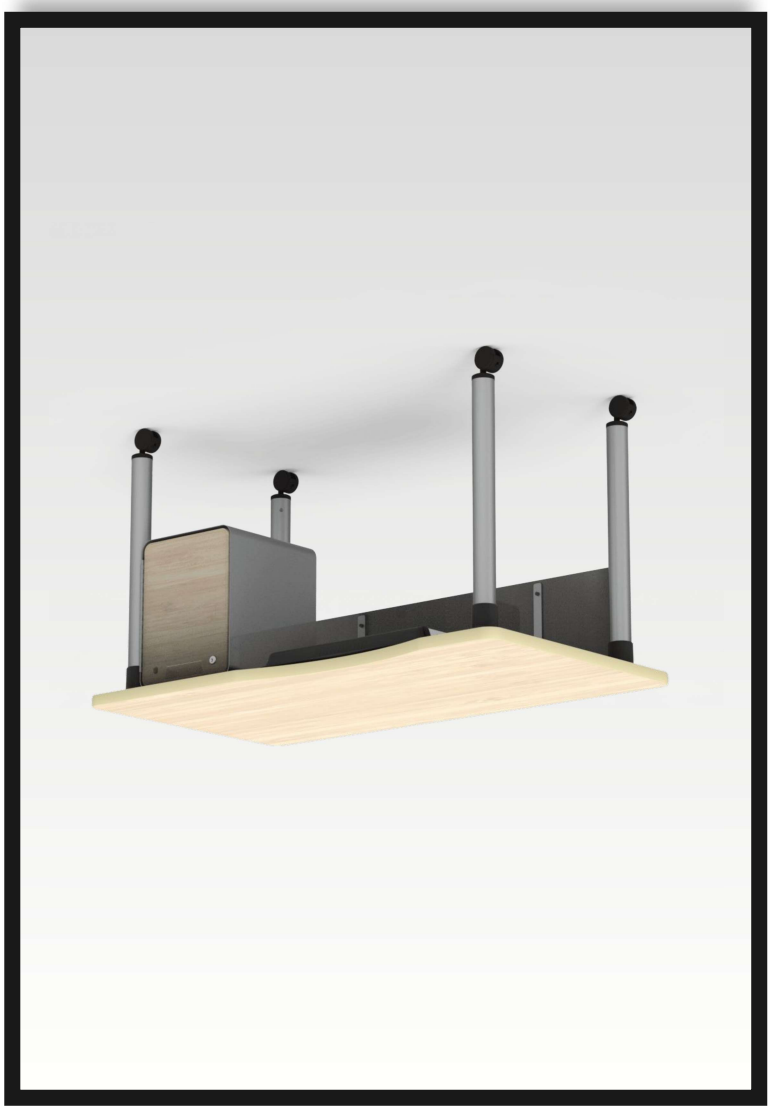
Basic Classroom $12, 010.40

With Sur

Rocking Chair 18”







What Sets Us Apart

Furniture, Fixtures and Equipment curated to meet your needs
Virco offers a wide range of products to support different budgets

We are the Manufacturer
Delivery, Timeline and Quality Control

We provide Design, Space Planning and Turnkey Project Management
Complete execution of planning & design, delivery and installation. There are no hidden design fees, surcharges, project management fees or storage charges. Pilot furniture at no charge.

US Factories
When Virco first opened for business in southern California back in 1950, we had one customer on our books. Our goal was – and still is – to provide reliable, high-value educational furniture and courteous, efficient service.

Bring production home?

Virco never left!

VIRCO®

2027 Harpers Way, Torrance, CA 90501
Highway 65 South, Conway, AR 72032
P: 800-448-4726
I: www.virco.com

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PROUDLY BUILT BY AMERICAN WORKERS

As a company committed to environmental excellence, Virco's industry-leading recycling and resource recovery endeavors have earned numerous honors from local, state and national organizations.

Printed in the U.S.A. 7/17

REF#12131

Thank you from all of us at Virco Mfg Corporation

VIRCO®

A Classic American Manufacturing Story

Virco's Innovative Influence on 21st Century Classroom Furniture

VIRCO®

Ground Breaking Ceremony
February 1, 1950 - Los Angeles, CA

VIRCO – SERVING YOU FROM OUR U.S. FACTORIES SINCE 1950

MASTER CRAFTSMEN OF WOOD, PLASTIC & STEEL

When Virco first opened for business in southern California back in 1950, we had one customer on our books. Our goal was – and still is – to provide reliable, high-value furniture and courteous, efficient service. Four years later, to meet the needs of our quickly growing customer base, we added another factory in Conway, Arkansas.

Ever since, as demand has increased, Virco has kept pace by continually expanding and upgrading our domestic facilities. Today, Virco serves you from two state-of-the-art U.S. locations: a 560,000 square-foot plant in Torrance, California and a multi-plant operation with 1,750,000 square feet of space in Conway. As America's largest manufacturer and supplier of furniture and equipment for K-12 schools – and a leading furniture and equipment source for convention centers and arenas, colleges and universities, hospitality providers, government facilities, and places of worship – Virco continues to give customers the unparalleled advantages of working with an experienced U.S. manufacturer.

Virco works with a variety of nationwide suppliers who provide us with everything from raw materials and machinery to packaging and shipping, helping to keep US dollars at home to strengthen our economy.

SOME OF VIRCO'S AMERICAN SUPPLY PARTNERS

USS POSCO

MJB Wood Group, Inc.
FREE FROM LIMITS. CONNECTED TO SUCCESS.

GatorHyde

WILSONART INTERNATIONAL

VALLEY OVER 80 YEARS of Quality Service Est. 1931
VALLEY PLATING WORKS, INC.

SMC PACKAGING GROUP
PACKAGING THAT DELIVERS

Reliable Container Corp.

PCA PACKAGING CORPORATION OF AMERICA

Gator-Ply®

PolyOne

3A COMPOSITES

EMPIRE FOAM INNOVATIONS INC.

NUCOR

Flakeboard

Conway, Arkansas plant 1

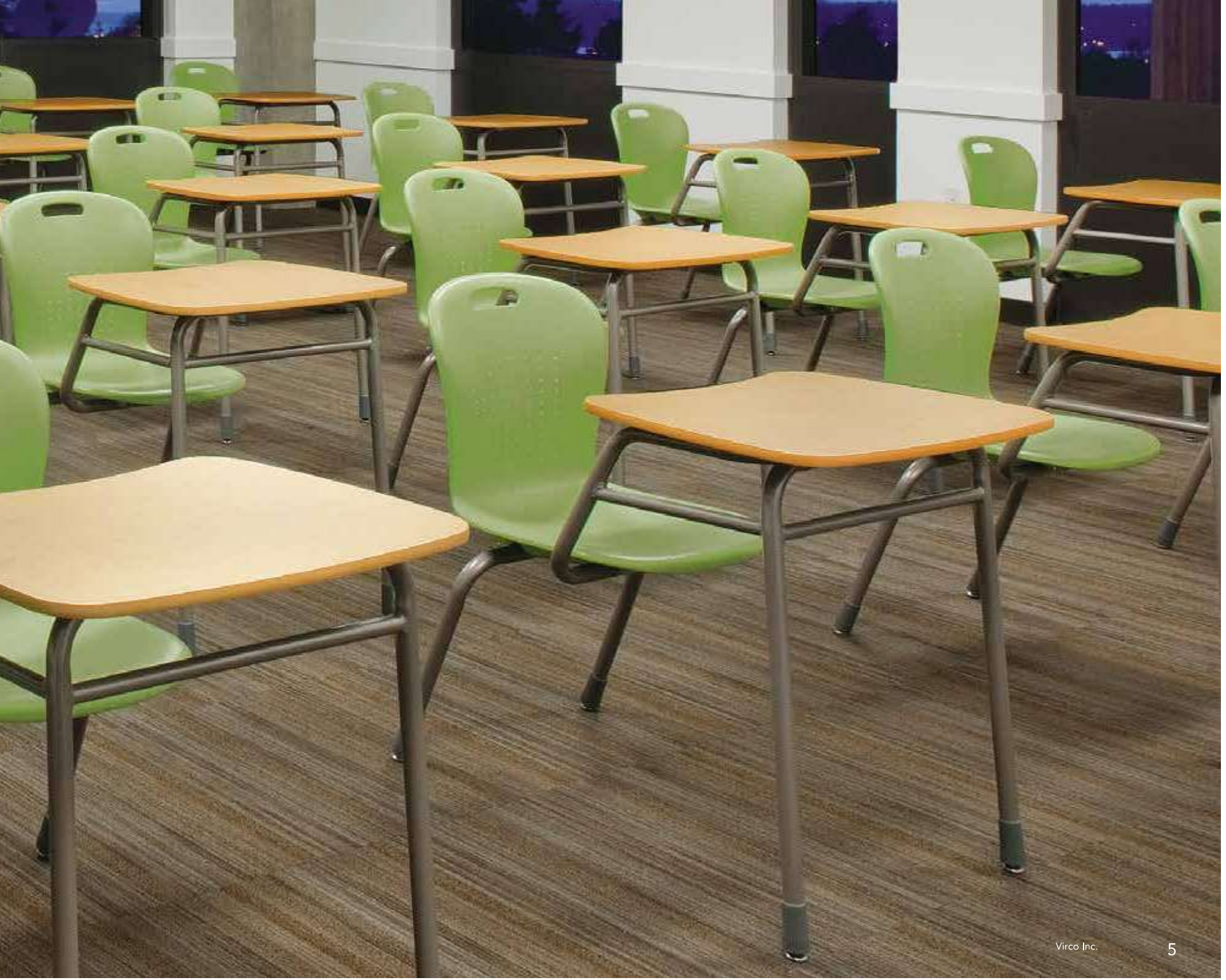
Conway, Arkansas plant 2

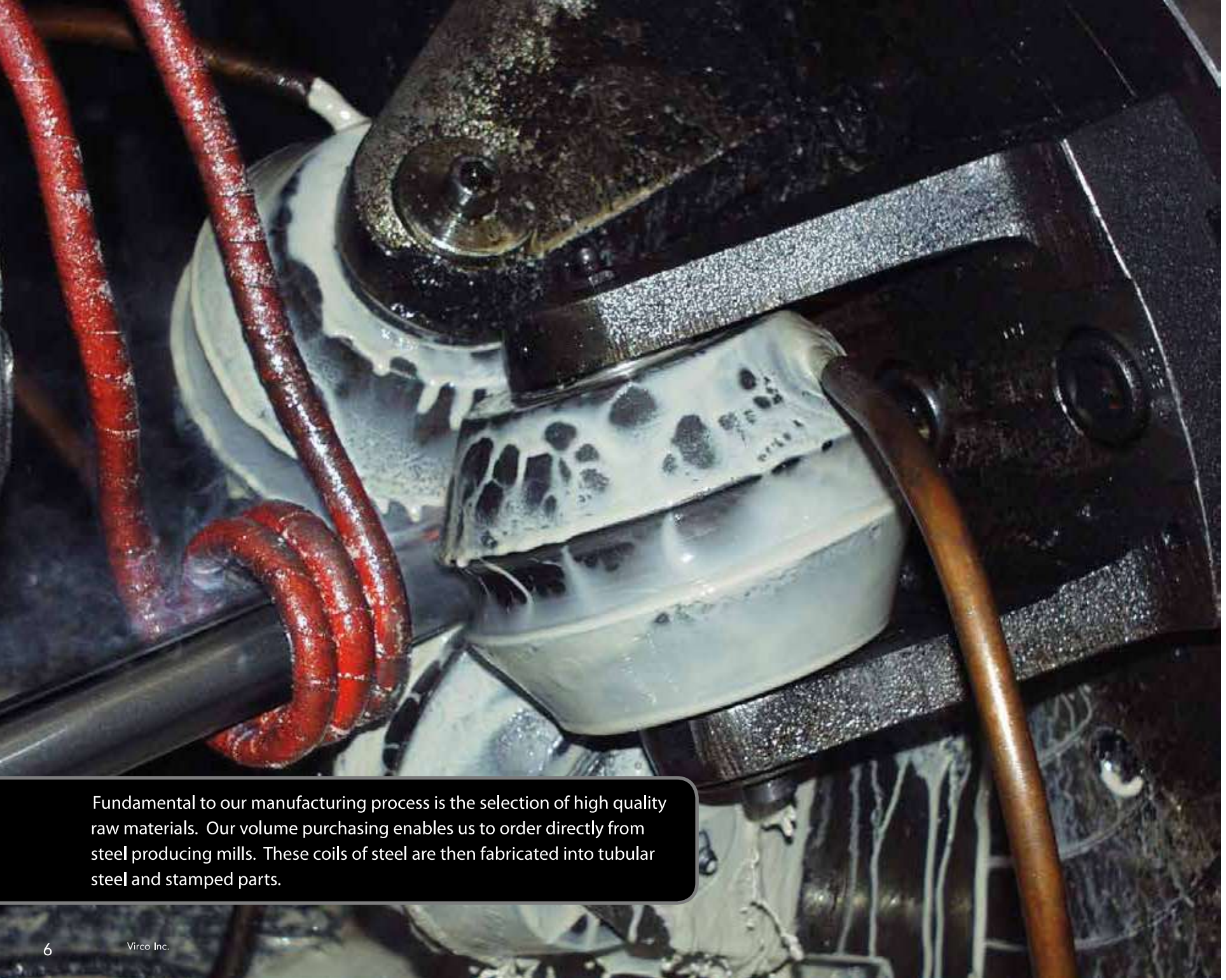
Torrance, California plant

ADVANTAGES OF VIRCO'S IN-HOUSE MANUFACTURING PROCESSES

In the pages that follow, you'll see how Virco's U.S. facilities – and American workers – expertly process wood, plastic and steel to offer you thousands of dependable furniture and equipment choices with excellent lead-times and a rainbow of color and finish choices.

After reviewing this brochure, if you'd like to take a closer look at Virco, we'd be glad to welcome you in Torrance or Conway for a visit. We invite you to contact your local Virco representative – or call us at 800-448-4726 – to schedule a Virco plant tour.





Fundamental to our manufacturing process is the selection of high quality raw materials. Our volume purchasing enables us to order directly from steel producing mills. These coils of steel are then fabricated into tubular steel and stamped parts.

STEEL FABRICATION/TUBE MILL

Virco's ability to make tubular steel components has always set us apart from the competition. By fabricating our own tubing – rather than buying it from a "middle man" – Virco gives our customers a quality control advantage, and a pricing advantage, that competitors who out-source their tubing simply cannot match.

Back in 1950, the first piece of manufacturing equipment installed in Virco's southern California factory was a tube mill, which transforms raw steel coils – some of which weigh over 20,000 pounds – into round, rectangular or specially shaped steel tubes.

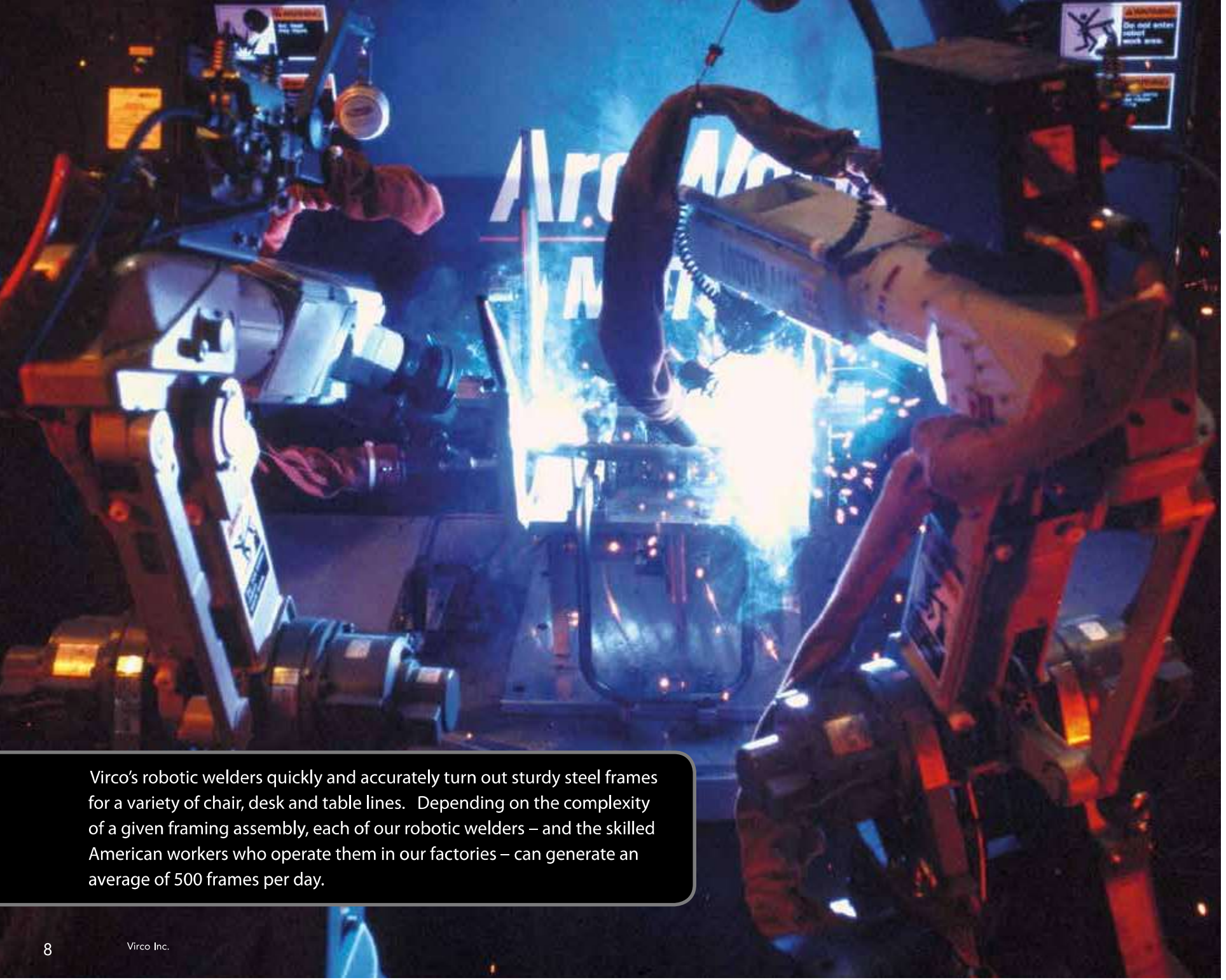
Virco's tubular steel fabrication operations include the use of slitters – like the one above – which cut large steel coils into smaller widths; we currently produce 17 different diameters of tubing.

Virco currently produces 17 different tube diameters for use in our various furniture and equipment lines. To satisfy customer demand for our products, Virco purchased more than 18,000,000 pounds of steel coil in the 12 months prior to the release of this brochure.

Because Virco maintains a total of seven American-made tube mills – five in Conway and two in Torrance – we're well equipped to fabricate millions of pounds of tubular steel every year. Dozens of in-house stamping and bending machines let us manufacture the full range of high-strength steel components that give Virco products their well-earned reputation for reliable, long-term performance.

In addition to our tubular steel manufacturing capabilities, Virco recently established a fully equipped flat metal forming department in Conway, where we now produce our own vertical files, lateral files, metal cabinets, storage pedestals and related items. By increasing the number of steel components we fabricate in house, we're giving you an even greater range of affordable, high-value Virco-made products.

Virco is able to offer a full line of metal filing and storage products to complement our popular metal based Plateau® and Parameter® office desks.



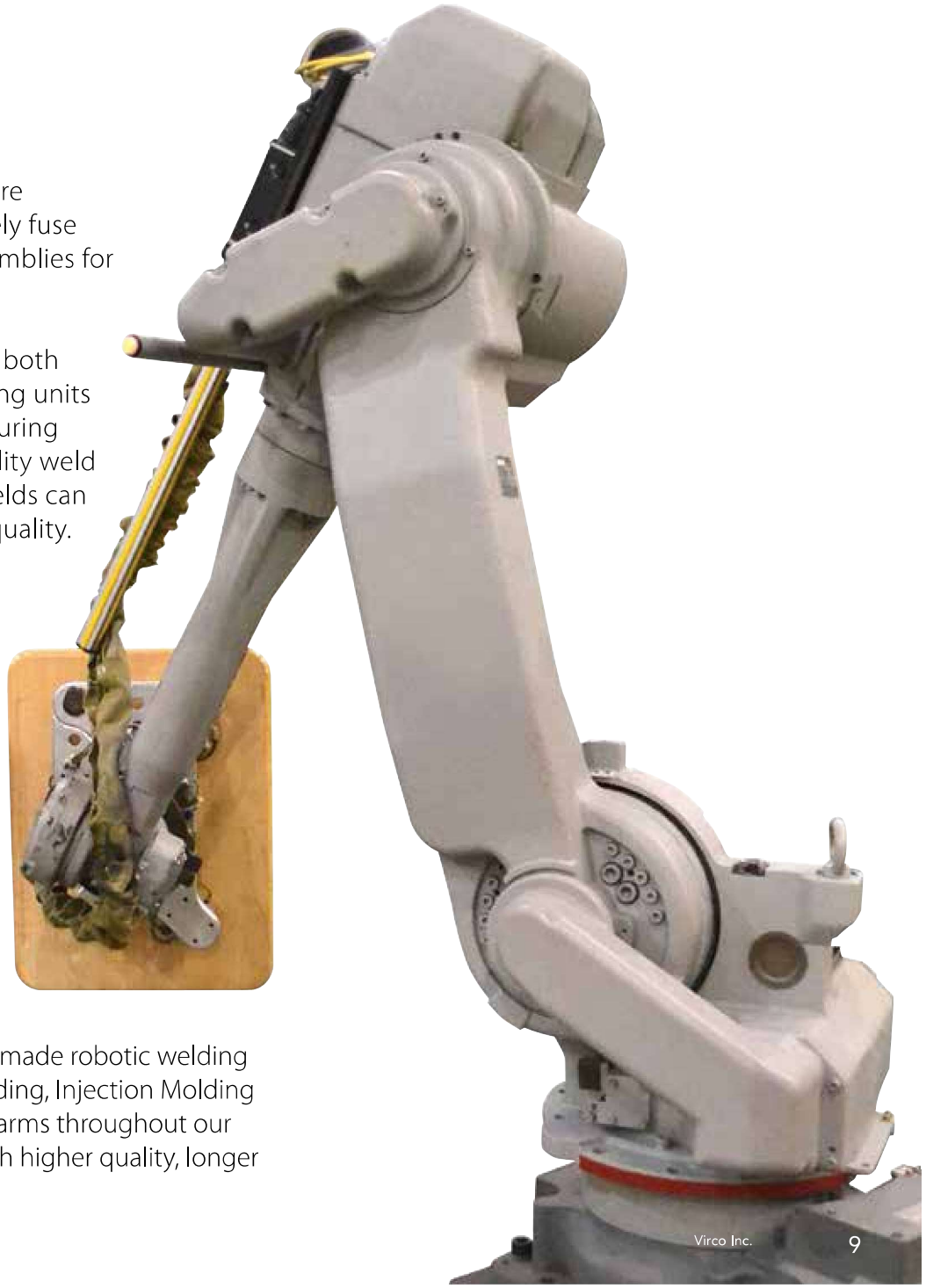
Virco's robotic welders quickly and accurately turn out sturdy steel frames for a variety of chair, desk and table lines. Depending on the complexity of a given framing assembly, each of our robotic welders – and the skilled American workers who operate them in our factories – can generate an average of 500 frames per day.

ROBOTICS

After various tubular and stamped steel components are fabricated in our facilities, robotic welding units securely fuse these components into legs, backs and other sub-assemblies for Virco products.

Virco began using robotic welders during the 1990s in both Conway and Torrance. Today, we rely on robotic welding units to cost-effectively enhance Virco's advanced manufacturing operations, in which precisely formed parts insure quality weld joints. With upfront investments in technology, our welds can be applied at minimal cost for superior Virco product quality.

Virco has the largest number of robotic welders in our industry. Welding has always been a critical operation in the manufacture of classroom/institutional furniture, recognizing the mandate for safety and durability. On a related note, Virco is the K-12 furniture market leader in vision-assisted assembly, in which robots photographically locate components for drilling and screwing to expedite and lower the cost of product assembly.

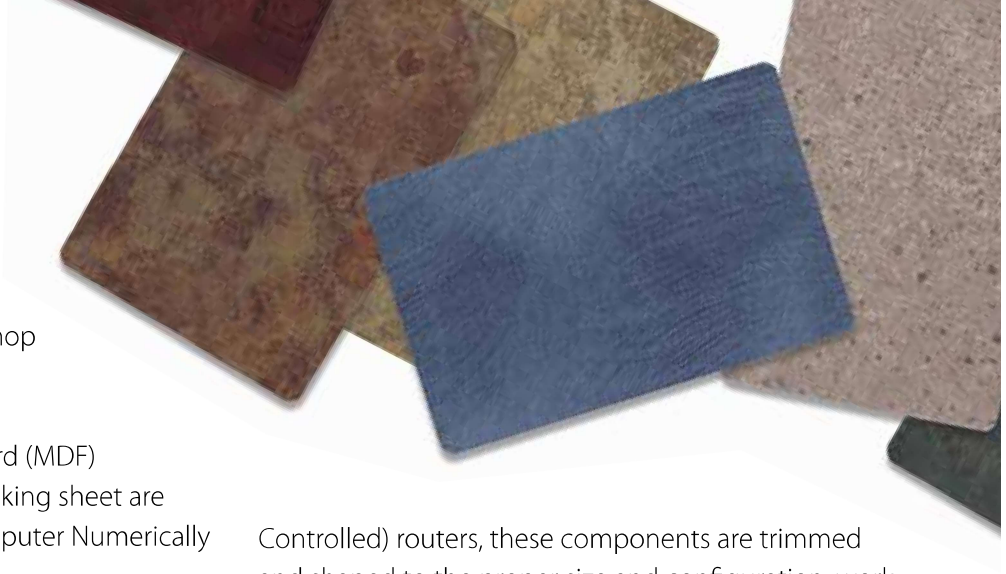


VIRCO'S ROBOTIC HELPING HANDS

Along with our robotic welders, Virco employs American-made robotic welding systems in our Fabrication, Woodshop, Compression Molding, Injection Molding and Final Assembly departments for a total of 55 robotic arms throughout our facilities. Virco's ultra-efficient operations provide you with higher quality, longer lasting furniture and equipment.

Virco's Woodshop departments are staffed by skilled American workers operating sophisticated machines, including this specialized router which shapes desk tops in Conway. Capable of processing materials at speeds of up to 60 feet per minute, this router can run approximately 4000 tops in a 10-hour shift.

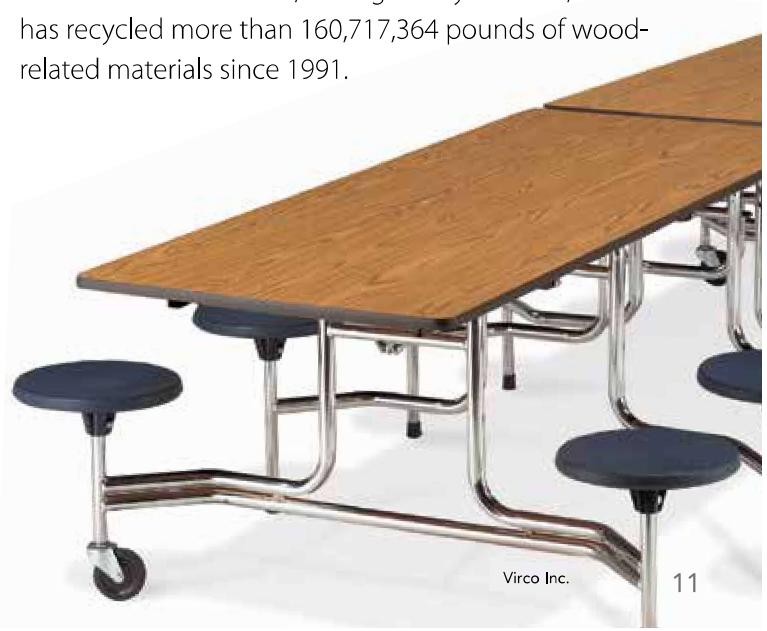
WOODSHOP

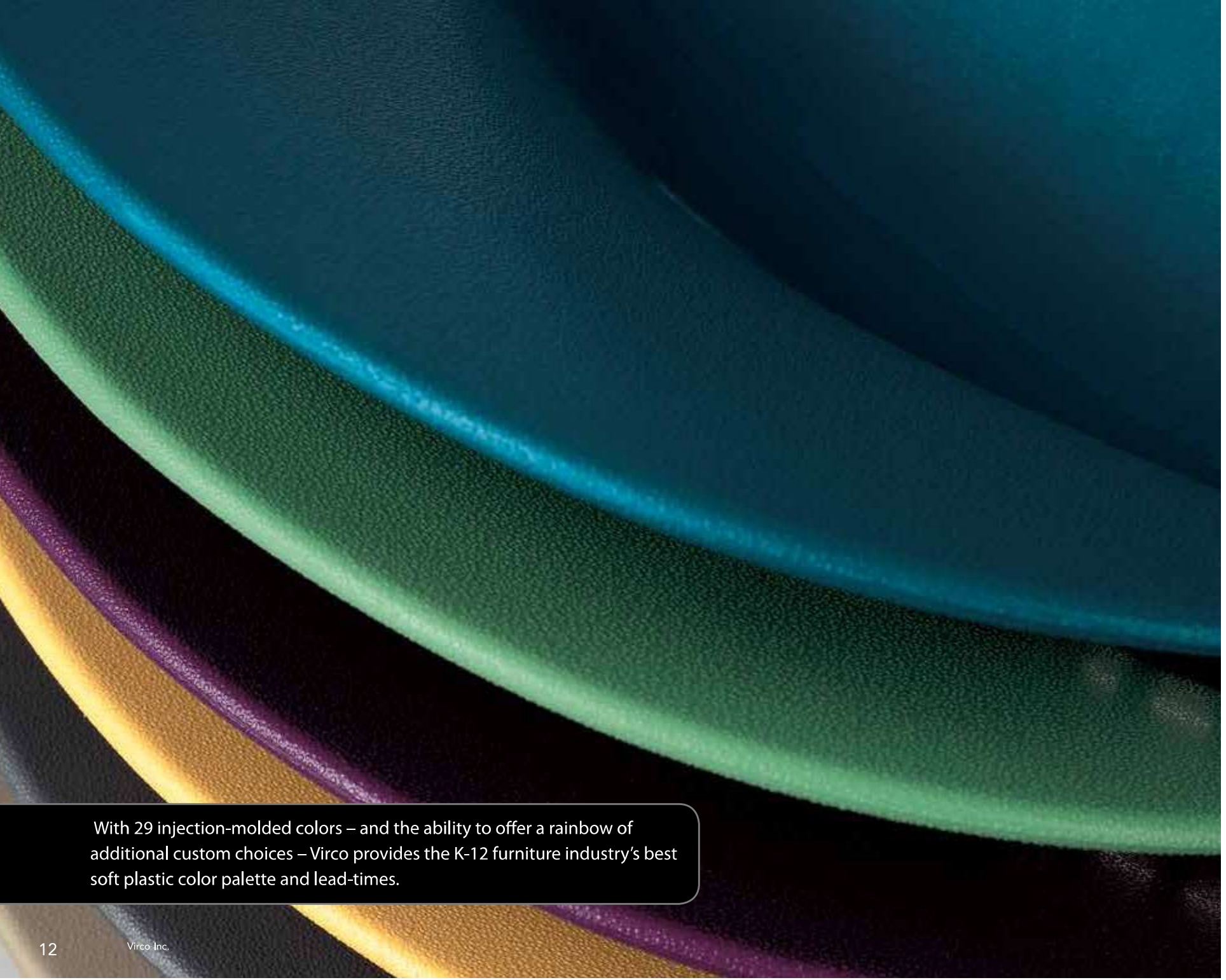


For products like desks, tables and chair/desk combo units, Virco manufactures high-pressure laminate work surfaces in the Woodshop departments of our Torrance and Conway factories.

We start with particleboard, plywood or medium-density fiberboard (MDF) substrates, to which a plastic laminate top sheet and a bottom backing sheet are bonded under intense pressure. Then, using one of our CNC (Computer Numerically Controlled) routers, these components are trimmed and shaped to the proper size and configuration; work surface edges are then either sealed with lacquer, with T-mold plastic banding or with Virco's premium urethane-based Sure Edge® finish.

To enhance the efficiency of our operations, Virco's Conway and Torrance Woodshop departments recycle scrap wood and wood dust that would otherwise be sent to a landfill. In fact, through the year 2016, Virco has recycled more than 160,717,364 pounds of wood-related materials since 1991.





With 29 injection-molded colors – and the ability to offer a rainbow of additional custom choices – Virco provides the K-12 furniture industry's best soft plastic color palette and lead-times.

COLORFUL INJECTION-MOLDING

Virco's fully integrated manufacturing operations include extensive injection-molding capabilities at our Conway factories. As with other aspects of our operations, Virco's ability to mold a complete range of soft plastic chair shells for our diverse seating lines gives us a cost- and quality-control advantage over competitors who rely on vendors for injection-molded components.

Taken together, Conway Plant 1 and Plant 2 have 22 injection-molding machines that turn out polyethylene shells for our best-selling 9000 Classic Series™ product line and a variety of polypropylene shells for our popular ZUMA®, Sage™, Metaphor® and I.Q.® seating collections. Robotic technology enhances the speed and accuracy of our injection-molding operations.

Compared to competitors who lack these capabilities, Virco gives you more plastic chair shell color choices and better lead-times. We also welcome special orders for seating with custom-colored shells.

Virco was one of the first K-12 manufacturers to bring the colorful, long-lasting value of molded plastic seating into the classroom when we introduced the 9000 Classic Series™ chair, having sold nearly 60,000,000 units since 1964.

Metaphor® Series *ZUMA® Series* *Sage™ Series* *Virtuoso® Series* *I.Q.® Series* *9000 Series* *2000 Series*

An experienced Conway Plant 3 operator prepares to load one of our hard plastic presses. With high skill sets that can take months or years to perfect, Virco's hard plastic production team makes components that meet the highest quality standards.

HARD PLASTIC

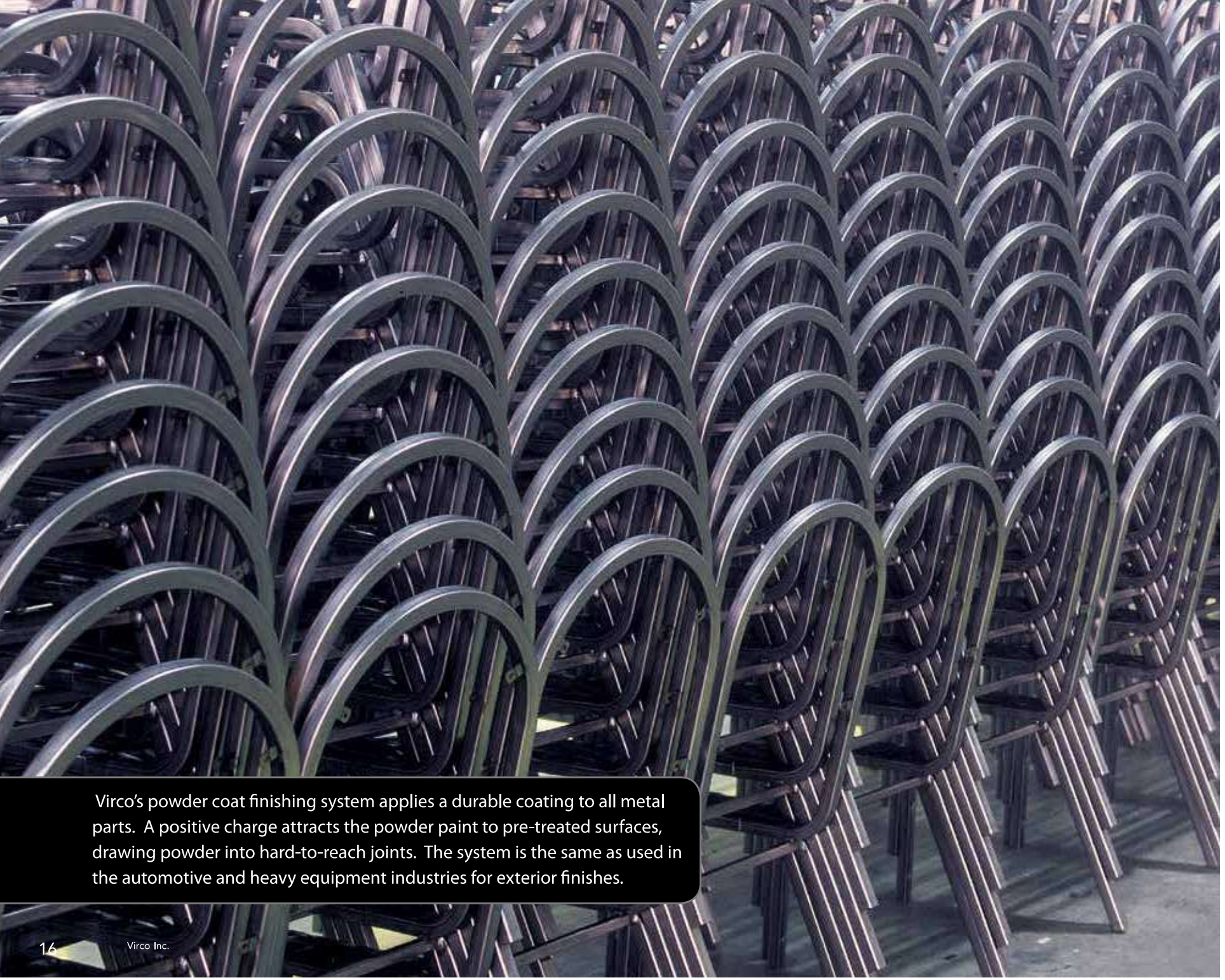
Many Virco student desks and combo units can be equipped with compression-molded hard plastic work surfaces made in our Conway Plant 3 facility. To make these colorfast, flameproof, scratch-resistant components, we mix wood flour, melamine resin, pigments and other materials, mold them under heat and pressure, then polish the finished work surfaces before attaching them to selected classroom furniture items.

At Virco, we support our core operating principles of safety, quality and housekeeping with the industry's most advanced hard plastic dust control system. More than 170 molds and 120 presses enable us to make 100% of our hard plastic components and offer custom-imprinted work surfaces with customer-supplied logos.

Here, a printed wood grain overlay is placed into the press where its graphic will be fused into a desk top though a combination of heat and pressure forming a finished product that is extremely hard and smooth. Work surfaces can be customized with customer-supplied logos or other artwork.

Virco's fully equipped compression molding facility lets us run up to 14,000 hard plastic pieces in a 24-hour period. We've also invested in an American-made grinder to insure maximum utilization of recyclable hard plastic materials.

Traditionally, most Virco hard plastic has been sold under the Martest® 21 brand. More recently, we introduced Fortified Recycled Wood™ (FRW™) hard plastic; our grinder can process recyclable materials for use in FRW hard plastic components.



Virco's powder coat finishing system applies a durable coating to all metal parts. A positive charge attracts the powder paint to pre-treated surfaces, drawing powder into hard-to-reach joints. The system is the same as used in the automotive and heavy equipment industries for exterior finishes.

POWDER COAT PAINT LINE

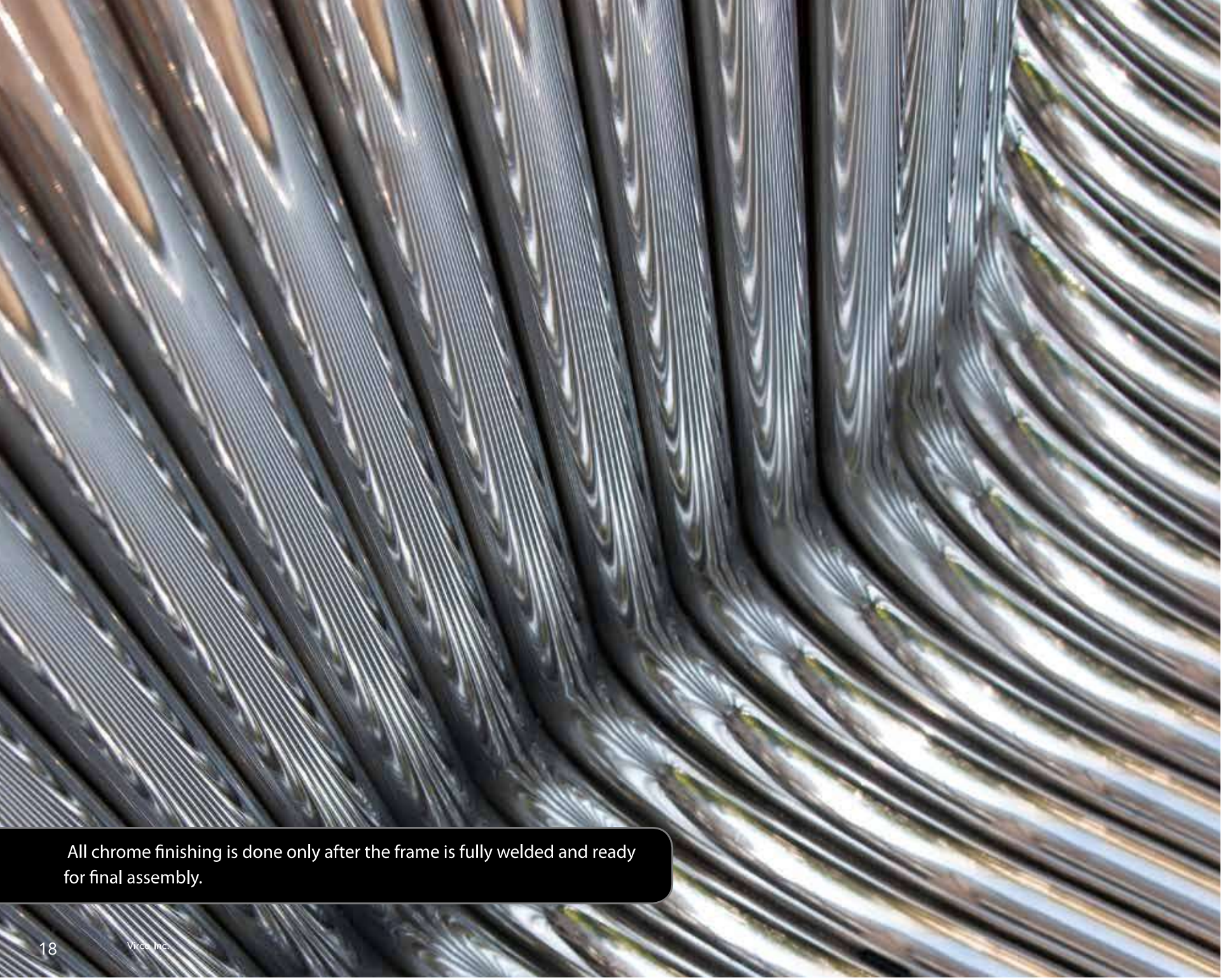
Steel-frame Virco products that require a painted finish are processed through our Torrance and Conway powder coat lines. First introduced on a large scale in the automotive industry, powder coat painting is now widely used in most industries as a more cost-effective and environmentally friendly alternative to older wet-paint applications.

In Torrance, Virco's two powder coat paint lines each extend more than 2100 linear feet and can be operated at speeds of up to 40 feet per minute; in Conway, our lines are 4600 feet long and move at up to 90 feet per minute. Powder paint is applied electrostatically in a spray booth to components suspended from each line; components are pre-treated to give them a positive electrical charge which attracts and holds the powder to their surface. To recycle powder from our booths, Virco has six reclaim modules for our most popular colors.

After passing through a spray booth which thoroughly disperses the powder paint – our booths have up to 22 automatic guns for this purpose – components move through an oven with temperatures that reach 400° where paint is melted on for an attractive, long-lasting finish.

Because Virco can quickly change colors on our lines – the changeover can take as little as 45 seconds – we can easily paint multiple colors each day. And thanks to solid relationships with our paint vendors, we can custom match paint colors at your request.

Folding table legs move through a spray booth where powder coat paint is electrostatically applied. They will then enter an oven where the paint is melted on; after cooling, the legs are removed from the line and are ready for assembly.



All chrome finishing is done only after the frame is fully welded and ready for final assembly.

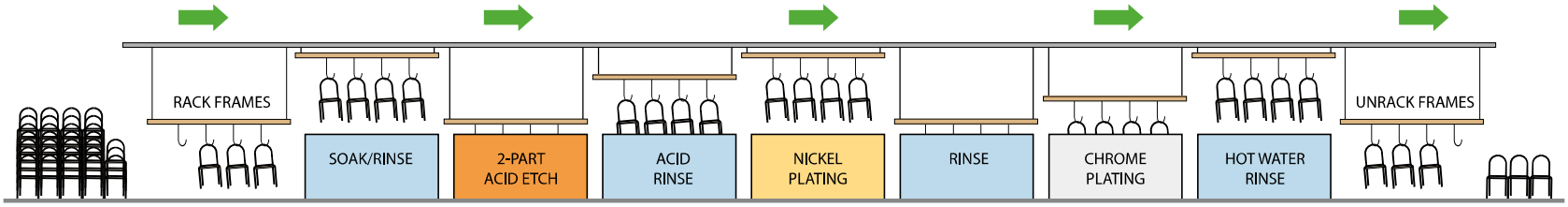
ADVANCES IN CHROME PLATING

Since many Virco customers – particularly K-12 schools – prefer steel-frame furniture with a chrome finish, Virco has an in-house chrome plating department at our Conway Plant 1 facility. To insure consistent, high-quality production, we've partnered for several years with a company that specializes in chrome plating to oversee the operations of this department.

We utilize an multi-step plating process that starts with a thorough soak to remove superficial dirt and grime, preparatory acid and electrocleaner baths and rinses, and a bright nickel undercoat. These steps are followed by several rinse cycles, and only then are steel frames immersed in a chroming tank. After a series of final steps that include four more rinses, chromed frames are set aside to dry before the attachment of a Virco chair shell, an independent seat and back, or other components.

In keeping with Virco's commitment to sustainable business practices, our trivalent chrome plating is more environmentally friendly than older chroming methods used in other operations.

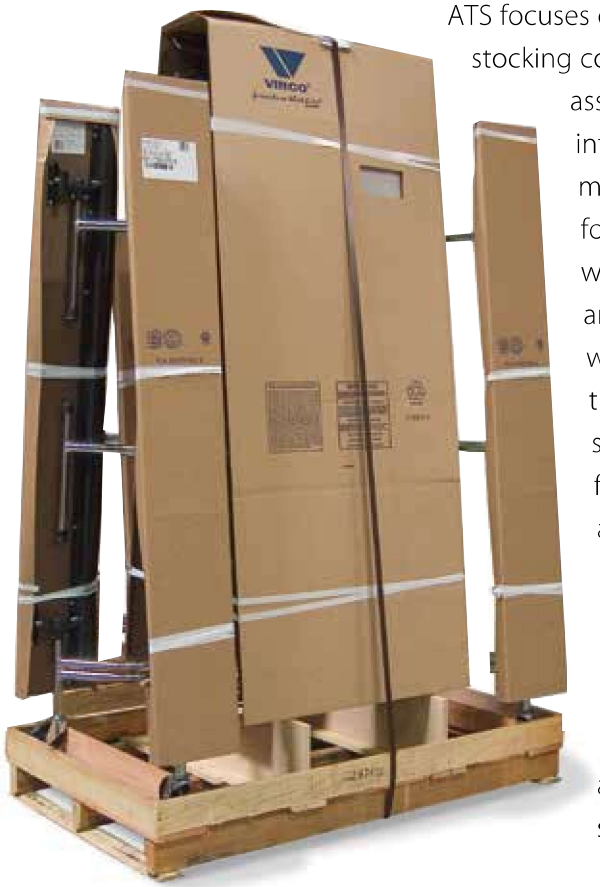
It's also important to note that our chrome plating department has a self-contained water treatment/filtration system. After filtration, the water used in the Conway chroming process is suitable for discharge into Conway's community wastewater system. And along with our Green approach to chroming, Virco's durable, eye-catching chrome finish meets or beats anything else on the market!



Virco's environmentally friendly chroming operations deliver consistent, high-quality results.

FINAL ASSEMBLY

In preparation for our busy summer delivery season, Virco builds inventories in Torrance and Conway using our Assemble-to-Ship – or ATS – production model.



ATS focuses on making and stocking components and sub-assemblies that are interchangeable among multiple product lines; for you, that means a wider range of furniture and equipment models with faster lead-times and a greater selection of color and finish choices. ATS also provides cost-control advantages by reducing our level of year-round labor, since we "flex" employees from fabrication to assembly during peak summer delivery months. Our 38 corporate-wide assembly lines – and staging areas that can hold up to 10 hours of work – give us the resources to quickly prepare and ship customer orders.

Although most furniture models are cartoned for shipment, large products like mobile tables have special packaging that includes wooden shipping crates.

Virco's ATS model works because we don't have extended overseas production lines that prolong lead-times and minimize color and finish options. Our large U.S. facilities and ATS production model give you more – and more colorful – product choices, and we give them to you faster!

Inventories of molded seat/back shells are produced in advance of final assembly.

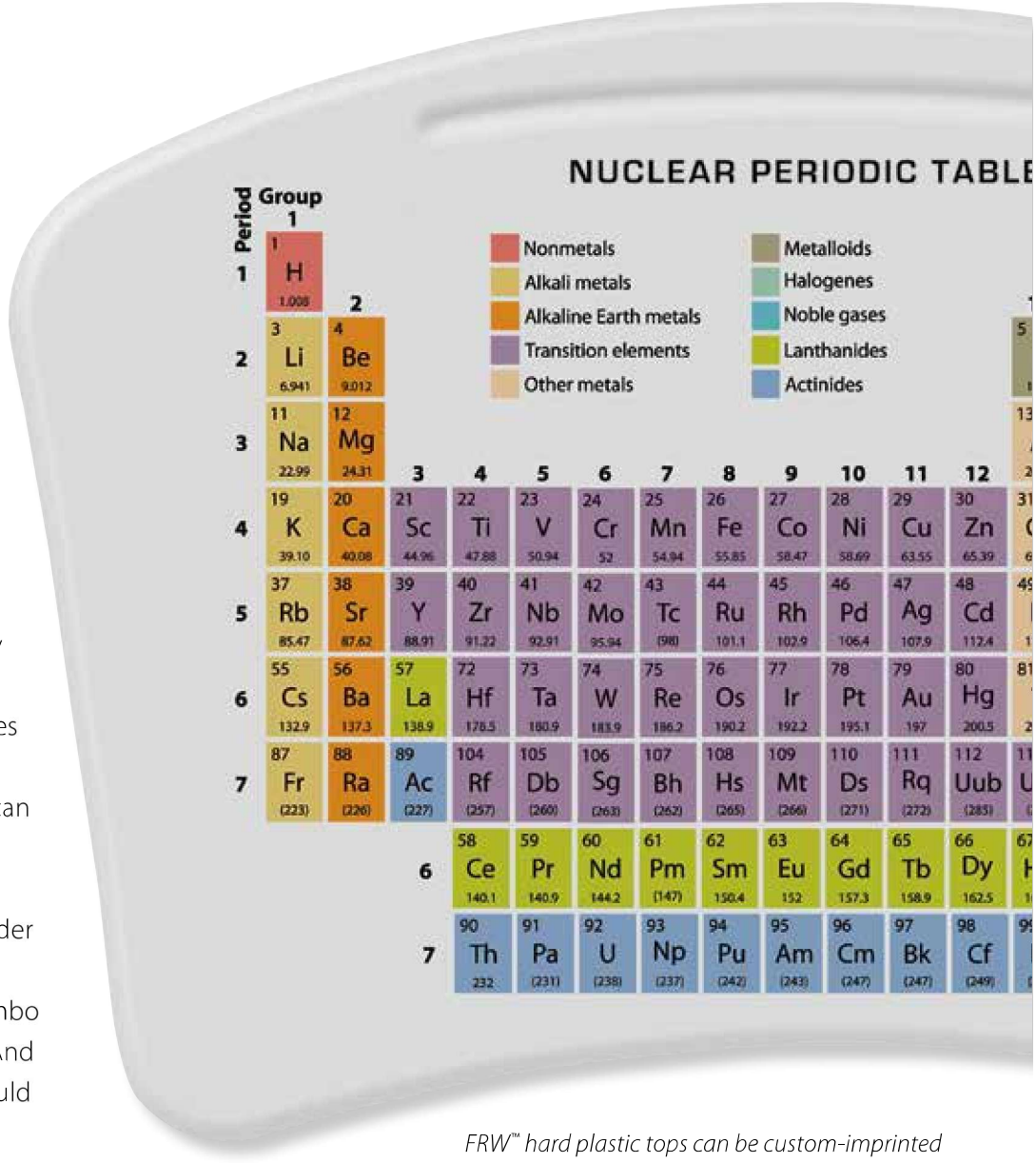
Every year, Virco responds to customer requests with new or custom products. In 2010, ZUMA® ZBOOM desks were designed and manufactured to meet the specific requirements of a Virco customer.

CUSTOM MANUFACTURING

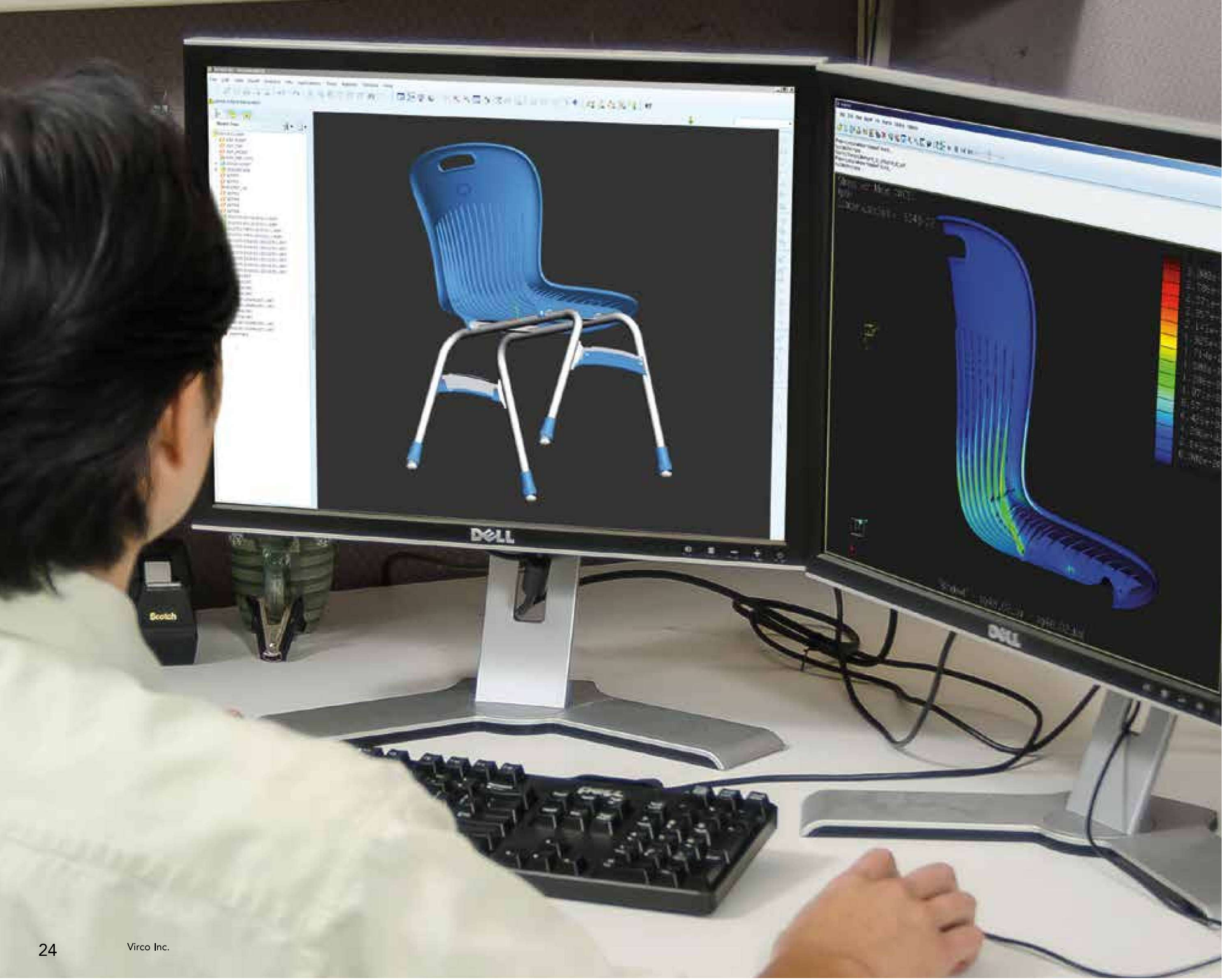
To complement the thousands of standard product configurations shown in our Equipment for Educators™ price list, Virco's modern domestic factories let us offer you an array of custom options. With more than six decades of service to the K-12 community, we've repeatedly worked with educators on built-to-order furniture solutions for schools. These have included everything from pairing traditional student-desk pedestal legs with collaborative learning desk tops to developing special technology support tables and accessories.

At Virco, our New Product Engineering experts are ready to assist you by providing customized products that correspond to your functional needs. And when it comes to filling your order, our well-equipped staging and assembly areas – and experienced American workers – can process any custom Virco-made furniture combination.

As we've already mentioned in these pages, you can order injection-molded Virco seating with custom-color chair shells. Likewise, work surfaces for desks, tables and combo units can be enhanced with custom-imprinted logos. And that's only the beginning; your Virco representative would be glad to discuss product customization with you!



FRW™ hard plastic tops can be custom-imprinted with logos and other graphics.


DELL
DELL
Scotch

PRODUCT DEVELOPMENT

At Virco, product development is grounded in "value-added design".

Our new designs are integrated operationally, visually and functionally. We focus not on designing one chair, but on developing whole families of complementary products that build together in the factory and work together in the classroom. We believe this integrated approach adds value by creating smarter, better, more efficient products instead of simply cutting corners and making (or buying) uninspired 'me-too' products.

All Virco products developed through this "integrated approach" to design have an appealing combination of comfort, style, and durability. They're "complementary" in the sense of offering a selection of features and benefits at different price points to accommodate a range of budgets. And because they're built in our domestic factories, Virco products give you better lead times, more color choices, and the superior craftsmanship of our experienced American work force.

As a U.S. manufacturer with substantial capacity and modern, efficient facilities, we've worked hard to create a strong culture of good design. Our popular ZUMA®, ZUMAfrd™ Sage™, Metaphor®, Telos®, Lunada®, Parameter® and TEXT® lines – all of which have been developed within the past decade – as well as the newly released Civitas™ line, demonstrate Virco's commitment to provide innovative new products for key markets.

With the success of these products, we've become the acknowledged design leader in classroom furniture. Virco has a proven track record of continuous new product development that includes designing entire product lines that provide complete integrated solutions, as well as single-purpose designs intended to meet specific customer needs. Our ongoing product development program will continue to bring more value-added furniture solutions to our customers.

TESTING

As a service to our customers and to assure superior levels of quality control, Virco tests and evaluates our products according to rigorous standards. Virco's product evaluation program includes applicable performance testing for strength, durability and stability as established by the Business and Institutional Furniture Manufacturer's Association and accepted by the American National Standards Institute.

ANSI
American National Standards Institute

BIFMA

Virco's Conway warehousing facility has 19,000 four-foot pallet locations in specialized storage racks; Conway's frame storage area can hold over 4,000 of these blue racks!

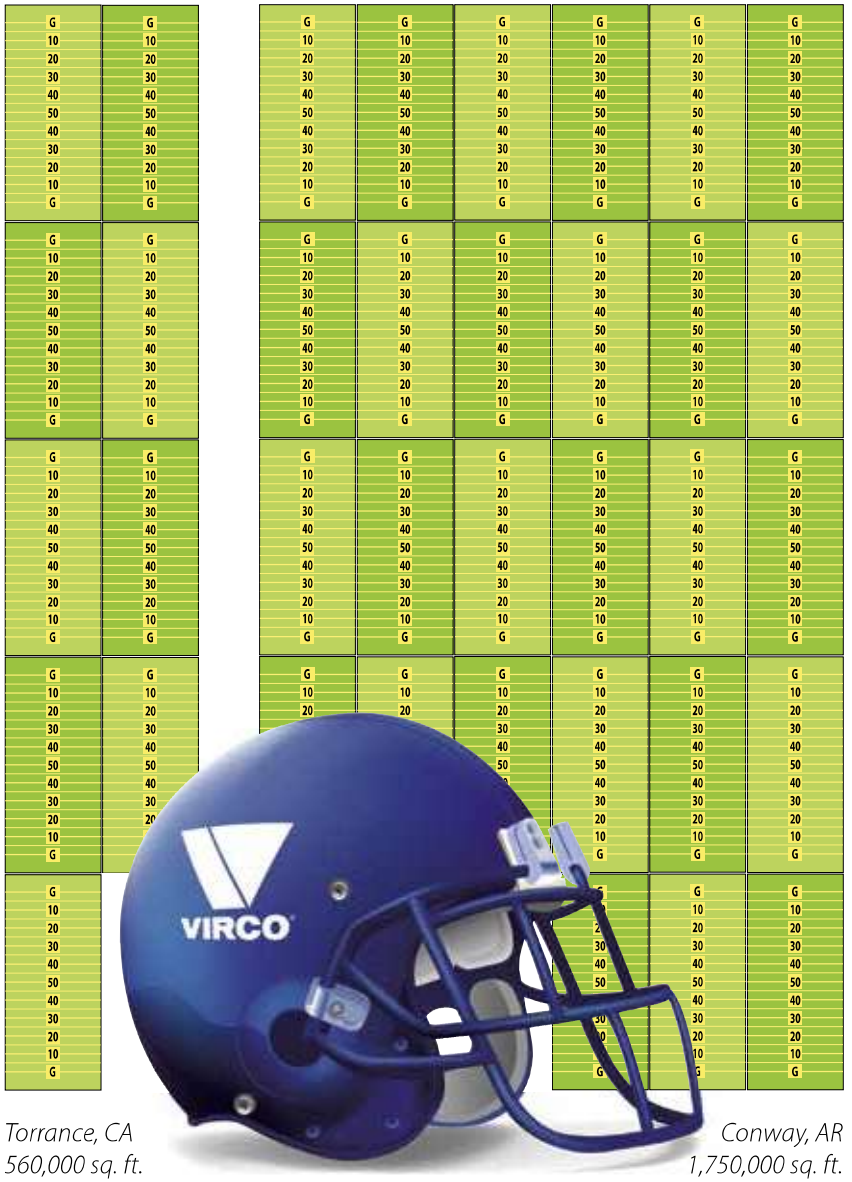
THE BIGGEST . . . AND BEST EQUIPPED!

As the leading maker and supplier of furniture and equipment for K-12 schools, Virco has more than 2,000,000 square feet dedicated to manufacturing, assembly, warehousing and distribution. That's nearly 35 football fields of operational space focused on providing thousands of Virco products with superior lead-times to customers throughout the U.S.A. and around the world.

CAPABILITIES

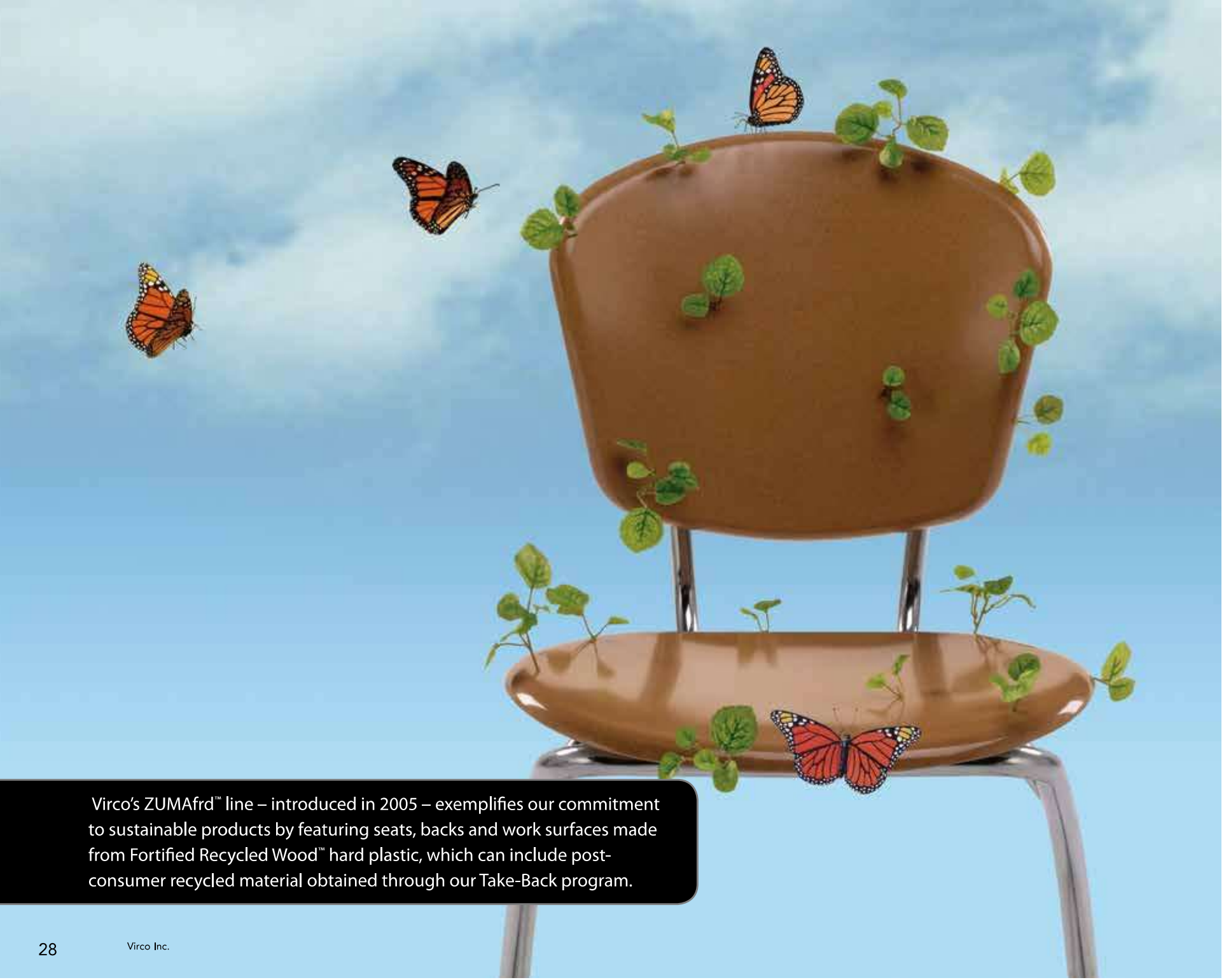
Along with the extensive capabilities already highlighted in these pages – from steel-fabrication, wood-working, injection-molding, and compression-molding, to powder-coating, chrome-plating, assembly and customization – our Torrance factory has vacuum-forming technology that we use to make strong, lightweight Core-a-Gator® folding tables.

Virco's advanced vacuum-forming systems turn out precision-shaped ABS plastic components for patented Core-a-Gator table tops. After components are formed, Virco's proprietary process for maintaining quality and integrity continues in the Core-a-Gator assembly area, where finished tops are produced by expert American workers. Customers who tour Virco's Torrance facilities are always impressed with our fascinating Core-a-Gator operations.



Torrance, CA
560,000 sq. ft.

Conway, AR
1,750,000 sq. ft.



Virco's ZUMAfrd™ line – introduced in 2005 – exemplifies our commitment to sustainable products by featuring seats, backs and work surfaces made from Fortified Recycled Wood™ hard plastic, which can include post-consumer recycled material obtained through our Take-Back program.

CORPORATE STEWARDSHIP

GOING GREEN & MORE

An important advantage of manufacturing at our company-operated facilities in the U.S. is that Virco can control a wide range of recycling and resource recovery processes. For us, recycling is a key aspect of Virco's commitment to sustainable business practices through our Corporate Stewardship Initiative.

Virco started recycling in 1989 with three material categories: scrap metal, office paper and hydraulic oil; now we have more than 40 categories and we've processed over 340,000,000 pounds of recyclables. Along with our in-house efforts, we've established a "Cash for Cardboard" program that's enabled 35 schools near our Conway facility to earn over $100,000 through recycling. We're proud that the U.S. Environmental Protection Agency recognized our recycling leadership by choosing Virco as a charter member of their WasteWise Hall of Fame in 2003.

We've gone on to introduce a Take-Back program which helps schools recycle their out-of-service furniture, rather than sending it to a landfill.

Take-Back also gives Virco the ability to reprocess unwanted furniture components into post-consumer recycled material that can be used to make our Fortified Recycled Wood™ hard plastic.

In addition to recycling, Corporate Stewardship involves engaging in dynamic projects with the National Association of Elementary School Principals (NAESP), the National Association of Secondary School Principals (NASSP) and the Association of School Business Officials International (ASBO) to support our customers and communities. We also make sure that applicable Virco products comply with the United States Consumer Product Safety Improvement Act (CPSIA), and with California Air Resources Board (CARB) regulation #93120.2, which affects emissions of formaldehyde from many products.

If you'd like to learn more about our commitment to sustainable business practices, go to www.virco.com and click on the Corporate Stewardship link.

30
31
32
VIRCO

THOUSANDS OF PRODUCTS

U.S. FACTORIES

At the beginning of this brochure, we invited you to take a closer look at Virco by visiting one of U.S. factories. Here's where we're located:

Torrance, California
Headquarters/Factory/Corporate Offices
2027 Harpers Way, Torrance, CA 90501
Tel: 310-533-0474

Conway, Arkansas
Factory/Branch Office
Highway 65, South Conway, Arkansas 72032
Tel: 501-329-2901
Fax: 501-450-1144

Your local Virco representative would be happy to schedule your Virco plant tour, or call us at 800-448-4726 for assistance. We look forward to seeing you!

Virco can ship products to most locations within the 48 contiguous states; we're also happy to arrange for the delivery of overseas orders.

Whenever possible, Virco re-uses or recycles packaging materials that are removed after completing Full Service Delivery orders.

Bring production home?

Virco never left!

VIRCO®

2027 Harpers Way, Torrance, CA 90501
Highway 65 South, Conway, AR 72032
P: 800-448-4726
I: www.virco.com

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PROUDLY BUILT BY AMERICAN WORKERS

As a company committed to environmental excellence, Virco's industry-leading recycling and resource recovery endeavors have earned numerous honors from local, state and national organizations.

Printed in the U.S.A. 7/17

REF#12131

Collaborative Learning

Flexible Furniture for Evolving Spaces

VIRCO®

Equipment for Educators™

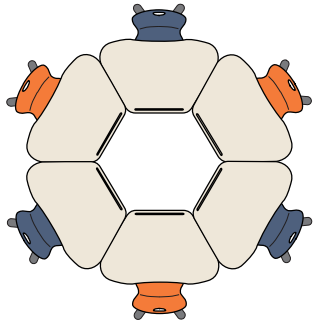
Student-Centered Collaboration

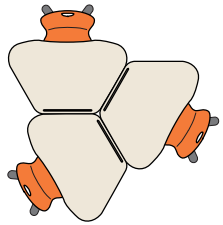
Modern learning environments are all about flexibility and collaboration – giving students and teachers the opportunity to create unique educational spaces. The best solutions are often those that enable a variety of learning and activity zones within the same classroom offering choices to accommodate all learners and learning styles.

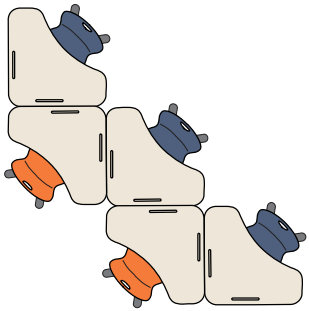
Virco supports a collaborative learning environment with furniture that allows easy transition from lecture to hands-on practice, from group projects to independent time for reading, research or introspection.

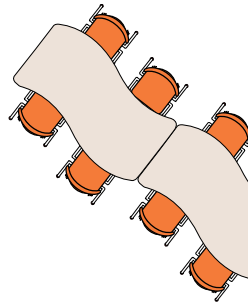
Taking learning to the next level

Our furniture solutions support the next generation of great



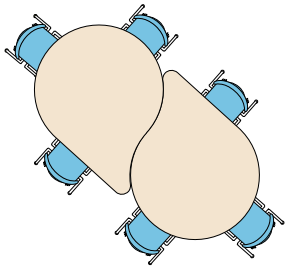




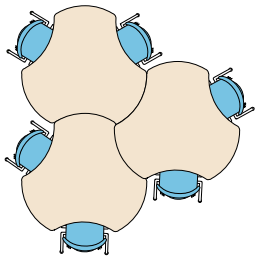


2 Slide Tables

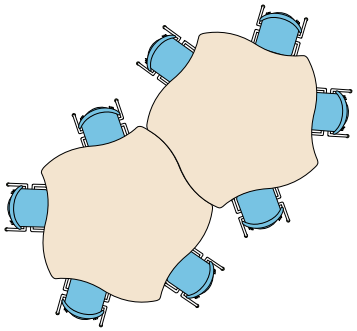
Today's active learnin
collaboration can thri
versatility throughout
from different classro



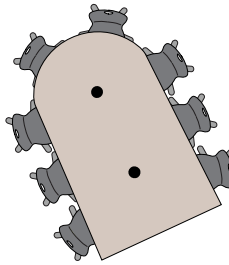
2 Bubble Tables



3 Hub Tables



2 Pinwheel Tables



1 Peninsula Plateau Media Tab

Reimagine common
learning, working an
seating and various a

Desks

Virco collaborative student desks are quick to adapt from single-student use to group learning. Our unique shapes offer ample writing space while adjustable-height ranges accommodate students of all sizes.

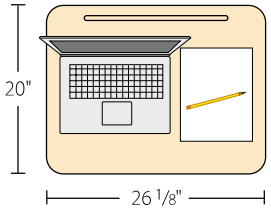
Tables

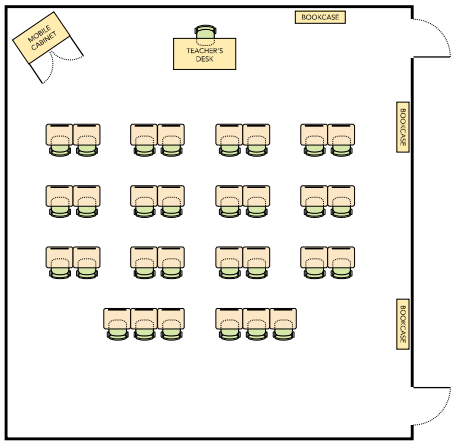
Virco's collection of classic and contemporary table styles provides a whole new look for a wide range of environments

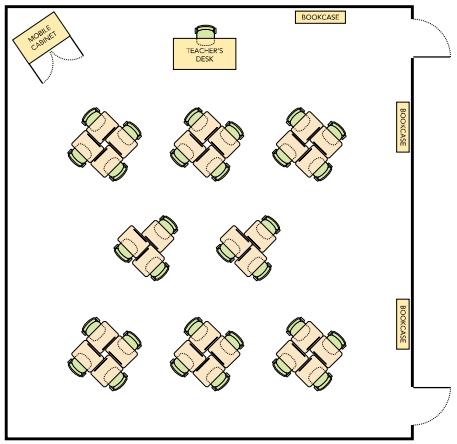
Sturdy, versatile, and supremely capable, Virco Series 4000 and 5000 tables are the new definition of activity table for today's dynamic classrooms, commons and media centers.

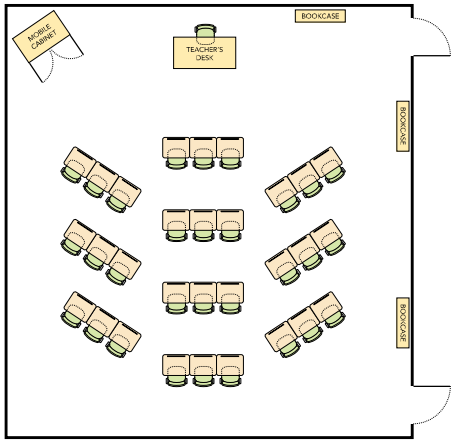
Rectangular Tops

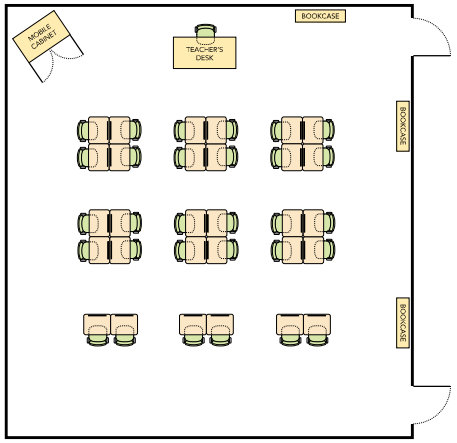
518.5 sq. in. work surface







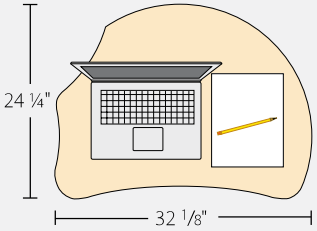




Classroom layout suggestions based on 32' x 34', 1088 sq ft classroom, seating 30 students.

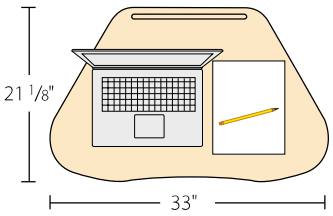
Molecule Tops

623.4 sq. in. work surface



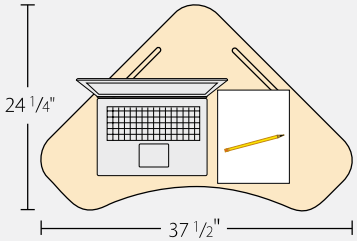
Hexagonal Tops

544.2 sq. in. work surface



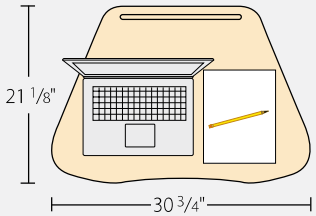
Boomerang Tops

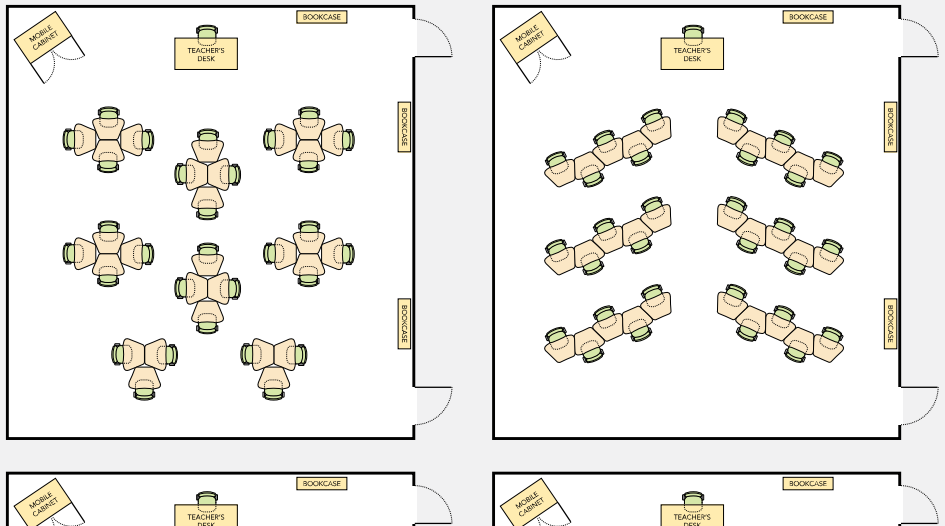
540.4 sq. in. work surface



Octagonal Tops

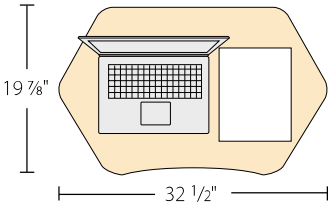
518.9 sq. in. work surface

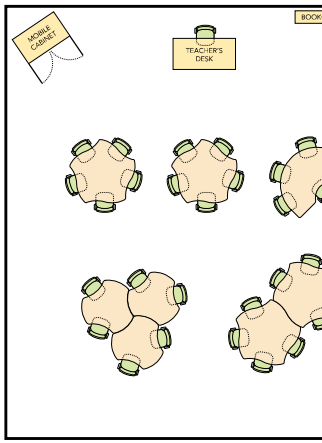


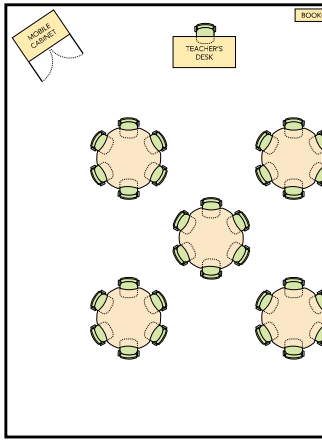


785 Tops

542.9 sq. in. work surface







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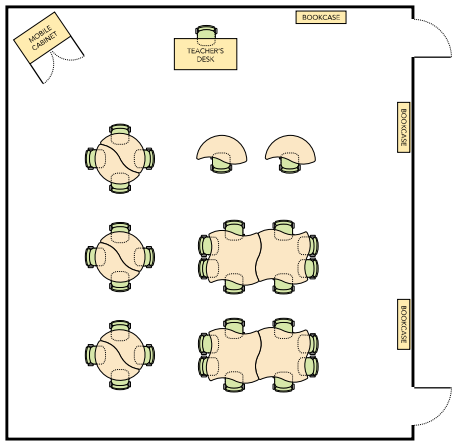
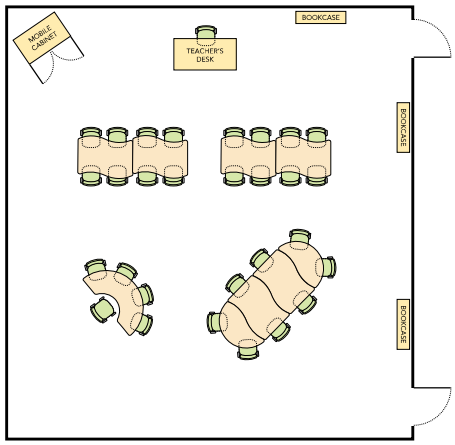


4 – 48SWV54
8 – 48NEST48



6 – 50SL3654
2 – 50NEST54
1 – 50COOP72

Product Overview

Easily configured and able to accommodate scholars of every age, our comprehensive line of collaborative furniture is ideal for the dynamic atmosphere of the modern classroom.

Our ergonomic seating flexes and rocks, rolls and swivels - all to keep students more engaged, comfortable and productive throughout the day.

Virco student desks and classroom tables support every stage and style of learning - from independent study to collaborative group work and creative hands-on projects. With nesting shapes that can be grouped in pods then split apart for different uses, and a selection of height-adjustable legs that can handle the smallest preschooler to the tallest graduate, Virco offers flexible designs to support evolving learning environments.

Mobile Chairs

ZUMA®

Sage™

Mobile Task Chairs & Lab St

ZUMA®

Sag

N2

Metap

C2M (Choose to Move) 4-Le

ZUMA®

Analogy®

Student Desks

ZUMA®

785

7900

5000

ZUMA 2-Student

Molecule

Plateau®

Tetra™

Sit-to-Stand Workstations

Room to Move®

Topaz®

Activity Tables

Rectangle

Slide

Deep-Center Horseshoe

Spoke

Classroom Tables

TEXT®

Makerspace

Plateau®

Tetra™

Science

5700

Tilt-Top Training Tables

6800

Marathon High School - Marathon, FL

FRONT COVER IMAGE:

Rainey-McCullers School
of the Arts, GA

Safe Environments

Virco proudly complies with all laws and governmental regulations affecting our products, including the California Air Resources Board (CARB) regulation on formaldehyde emissions from composite wood products and the federal Consumer Product Safety Improvement Act of 2008 (CPSIA). For information on GREENGUARD indoor air quality certification, ANSI/BIFMA and product warranty information, visit virco.com.

Proudly Supporting American Workers since 1950

One of America's iconic brands, Virco is the country's largest manufacturer and supplier of furniture and equipment for K-12 schools. Many manufacturing processes – from metal fabrication and woodworking, to plastic injection molding, powder coating and chrome plating – are done in-house at our two state-of-the-art facilities in Torrance, California, and Conway, Arkansas.

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REF# 25025

Libraries & Media Centers

Inspiration for Modern Campuses

VIRCO®

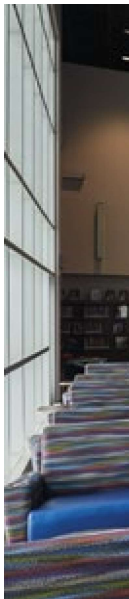
Furniture That Fits®

Inspiration Happens Here

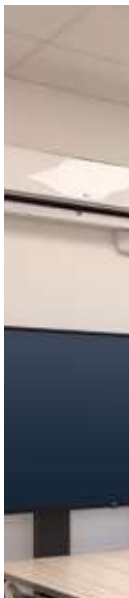
This is the place to fall in love with books, open our minds to new possibilities, work together to find solutions, and think for ourselves. Here, we can take our learning to the next level, connecting classroom lessons to the world outside. And for each way of learning, there is a space for learners, educators, and resources to come together.

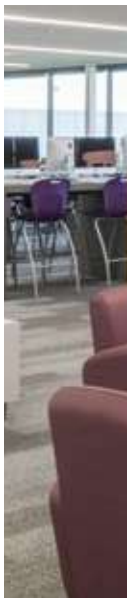
Today's libraries and media centers are the go-to learning commons, where students can find flexible spaces to collaborate with peers, as well as comfortable spots for independent study, research, and creativity. With Virco, America's leading manufacturer and supplier

AED



Make it Happen





ECB
STAR WARS

EXIT
EXIT
A B C D E F G H

A
A-C
H-K

Williams Elementary School – Springfield, MO

FRONT COVER IMAGE:
Lagos Elementary School – Manor, TX

Safe Environments

Virco proudly complies with all laws and governmental regulations affecting our products, including the California Air Resources Board (CARB) regulation on formaldehyde emissions from composite wood products and the federal Consumer Product Safety Improvement Act of 2008 (CPSIA). For information on GREENGUARD indoor air quality certification, ANSI/BIFMA and product warranty information, visit virco.com.

Proudly Supporting American Workers since 1950

One of America's iconic brands, Virco is the country's largest manufacturer and supplier of furniture and equipment for K-12 schools. Many manufacturing processes – from metal fabrication and woodworking, to plastic injection molding, powder coating and chrome plating – are done in-house at our two state-of-the-art facilities in Torrance, California, and Conway, Arkansas.

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REF# 25021

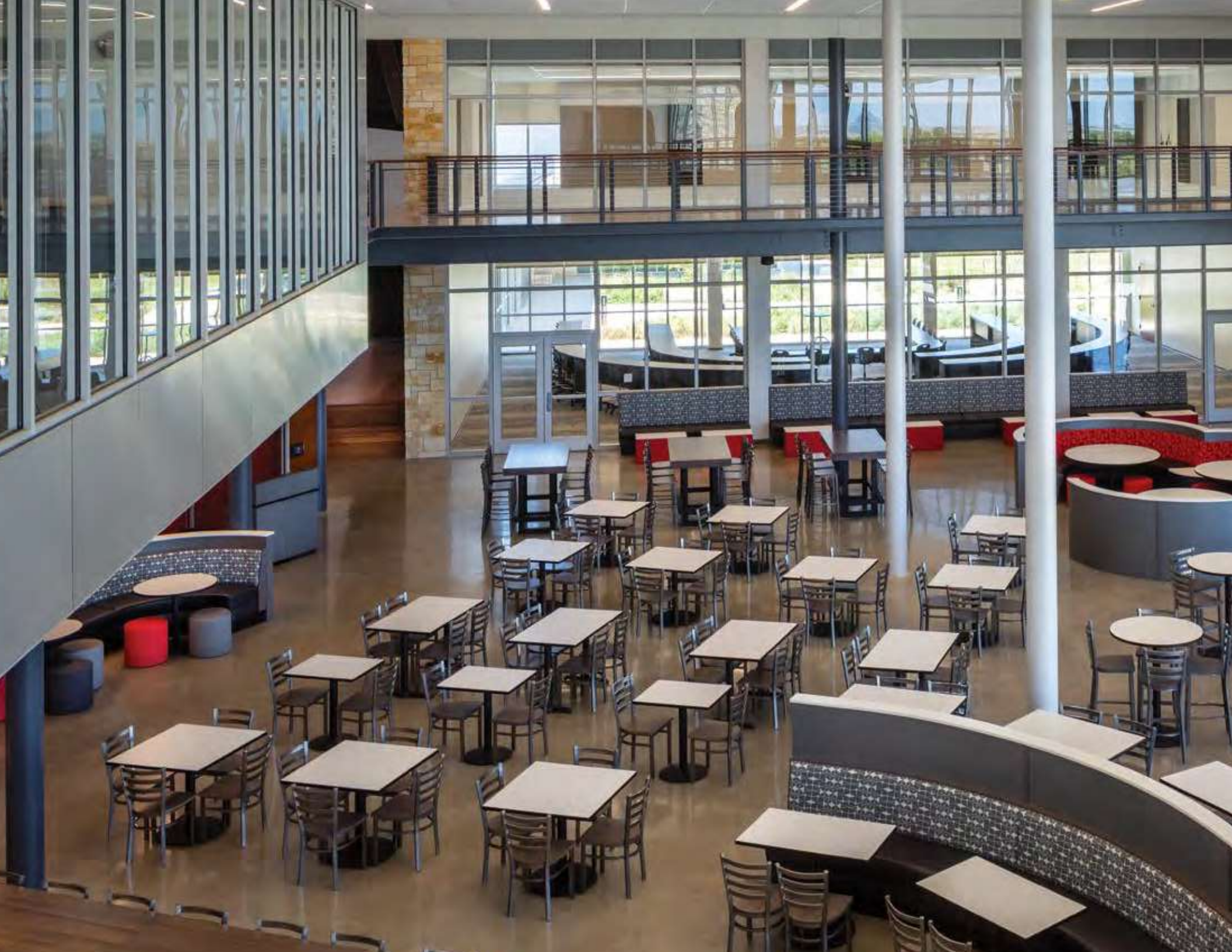
Meeting Spaces & Gathering Places

VIRCO®

Furniture That Fits®

Meet-Ups & Meetings

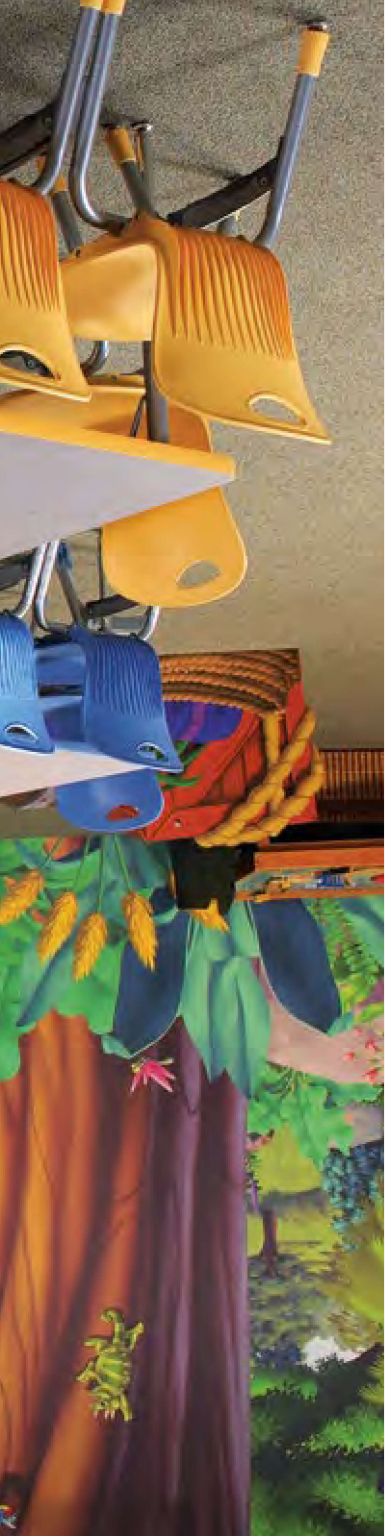
Meeting spaces and gathering places are essential areas to foster collaboration, interaction and community. Whether it's a lounge for casual conversations, a café for social interactions, a conference area or break room for office collaboration, or a place of worship for communal gatherings, these spaces share the common goal of bringing people together. At Virco, our mission is to transform these spaces into dynamic environments that inspire and connect people. With our thoughtfully designed solutions, you can create inviting and productive environments that cater to a variety of needs, from formal meetings and training



GREAT FUTUR

MAKER

9:09



SPECIALS
MONTH
MINMEALS

Safe Environments

Virco proudly complies with all laws and governmental regulations affecting our products, including the California Air ResourcesBoard (CARB) regulation on formaldehyde emissions from composite wood products and the federal Consumer Product Safety Improvement Act of 2008 (CPSIA). For information on GREENGUARD indoor air quality certification, ANSI/BIFMA and product warranty information, visit virco.com.

Proudly Supporting American Workers since 1950

One of America's iconic brands, Virco is the country's largest manufacturer and supplier of furniture and equipment for K-12 schools. Many manufacturing processes – from metal fabrication and woodworking, to plastic injection molding, powder coating and chrome plating – are done in-house at our two state-of-the-art facilities in Torrance, California, and Conway, Arkansas.

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REF# 25015

STEAM Spaces

Inspiration for Modern Campuses

VIRCO®

Equipment for Educators™

Where Innovation Meets Inspiration

At Virco, we believe that well-designed STEAM (Science, Technology, Engineering, Arts, and Mathematics) spaces are the cornerstone of innovative education. Makerspaces ignite creativity and collaboration, fostering the inventors of tomorrow. Art rooms serve as vibrant sanctuaries where imagination takes flight and students express their unique visions. Music rooms resonate with the sounds of discovery, nurturing the next generation of musicians and performers. Science rooms become hubs of inquiry and exploration, inspiring young minds to unlock the mysteries of the universe. Computer and technology labs empower students with the digital literacy and problem-solving skills essential in our tech-driven world. Transform your school with our thoughtfully designed environments that not only meet the

Innovate
MAKE
Explore

TEXT TALKER?

Sea Surface Height Departure (cm)

ANNOUNCEMENT
MPA Rehearsal

MOUNTAINSIDE
2017
MAVERICKS

B10806
Engineers

Dr. Joaquín García High School – Lake Worth, FL

FRONT COVER IMAGE:
Thomas Manor Elementary School – El Paso, TX

Safe Environments

Virco proudly complies with all laws and governmental regulations affecting our products, including the California Air Resources Board (CARB) regulation on formaldehyde emissions from composite wood products and the federal Consumer Product Safety Improvement Act of 2008 (CPSIA). For information on GREENGUARD indoor air quality certification, ANSI/BIFMA and product warranty information, visit virco.com.

Proudly Designed, Manufactured And Assembled By American Workers

Since 1950, when we opened our doors in Southern California, Virco has been proud to design, manufacture and assemble our products in the U.S.

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REF# 24049

Virco Colors

Adding Inspiration To Your Environment

VIRCO®

Furniture That Fits®

VIRCO COLOR PROGRAM

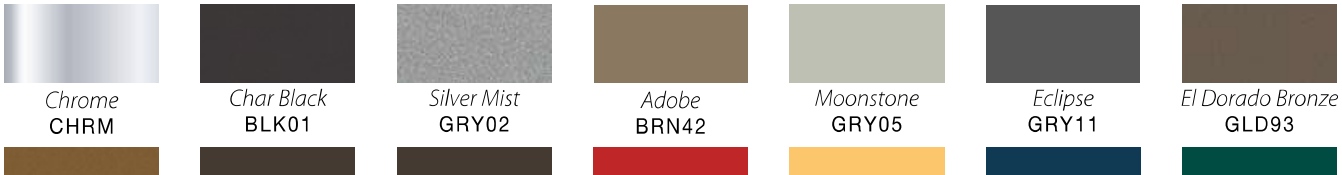
Virco products are available in an inspiring array of colors and frame finishes, allowing a full range of expression from traditional to modern. Because color has such an impact on how individual products are perceived, and furthermore because a roomful of furniture can read differently than an individual sample, we encourage you to order samples to confirm compatibility with your overall design plan. Please see the back page of this brochure for information on how to order samples.

Virco offers a variety of lead-time specific color programs – please contact your local Virco Sales Representative for more information. Models and color combinations can be found in our price list.

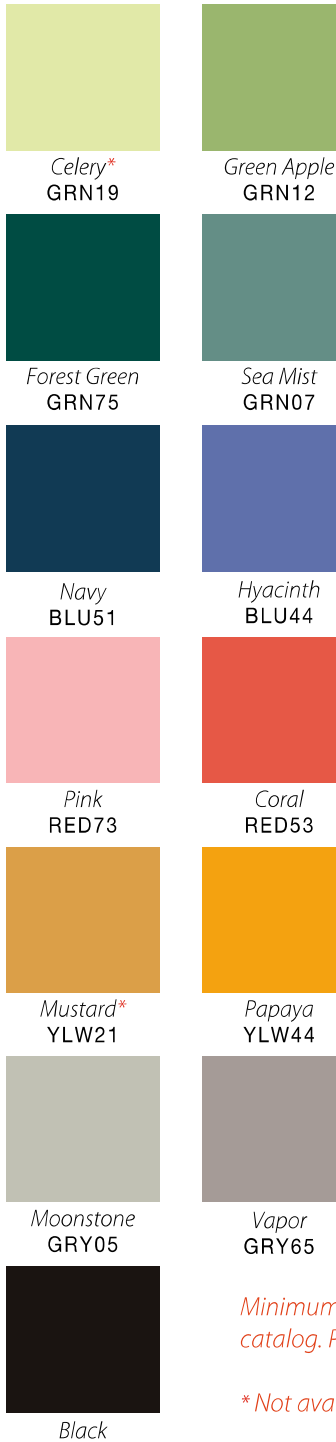
In addition to our Virco color programs, Virco is capable of providing custom colors and finishes for your specific project. Because of the capabilities and processes available in our U.S. Factories, we have the ability to do custom color matches from samples or swatches for plastics, powder coat, laminates, edge treatments, as well as custom logo designs. Extended lead-times may apply on custom projects.

CAUTION: Due to color reproduction variability in printed materials and digital media, Virco recommends that you review product colors on sample coupons or swatches before purchasing to confirm that your product color choices coordinate with the interior spaces for which these products are intended. Virco will provide complimentary sample coupons or swatches for plastic, laminate, powder coat paint and upholstery colors; however, it is the customer's responsibility to request these sample materials. Once you've submitted your request, your Virco Sales Representative will be happy to assist you with this process.

FRAME FINISH COLORS



SOFT PLASTIC AND ABS PL

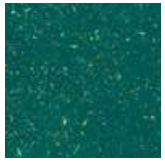


Minimum
catalog. F

** Not ava*

FRW™ HARD PLASTIC COLORS

Green Apple
GRN12


Pine
GRN85

Sea Mist
GRN07

Indigo
BLU61

Lagoon
BLU50

Merlot
RED60

Fuchsia
RED72

Pink
RED73

Strawberry
RED80

Coral
RED53

Papaya
YLW44

Squash
YLW47

Natural
BRN62

Chocolate
BRN14

Graphite
GRY41

Raven
BLK21

Due to the high recycled content and visible particles in ZUMAfrd™ products, you may notice slight color variations among individual items.

MARTEST® 21 HARD PLASTIC COLORS

Forest Green
GRN75

Navy
BLU51

Sky Blue
BLU40

Wine
RED50

Red
RED70

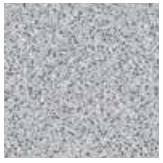
Black
BLK01

Sandstone
BRN96

FRW™ HARD PLASTIC DESK-TOP COLORS

Fusion Maple
BRN38

Medium Oak
OAK84


Grey Nebula
GRY91

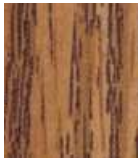
Sandstone
BRN96

Asian Sand
MPL08

Ask a Virco representative about customizing desk tops by adding your school name or mascot.

HIGH-PRESSURE LAMINATE

Fusion Maple
MPL385


Medium Oak
OAK084

Looks Likatre
WHT066

Asian Sand
MPL008

Natural Tigris
BRN697

Bronze Legac
BRN416

Marigold
YLW031

Atlantis
BLU043

Hollyberry
RED431

DE Ice White
WHT067

DE Folkstone G
GRY069

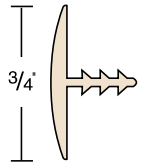
WOOD STAINS FOR CIVITAS

LOW PROFILE EDGE BANDING COLORS - ¾" Profile

This banding profile is for the following series: Mobile Cabinets, Steel Frame Bookcases, Mobile Tables and Folding Tables

Char Black
BLK01

Fusion Maple
BRN38



UNIVERSAL EDGE BANDING COLORS - 1⅛" Profile

This banding profile is for the following series: 4000, 5000, 5700, 6800, Flip-Top Technology, Tetra™, Tilt-Top Training, HWT (Hinged Wire Trough), Café Table Tops, 540 Teacher's Desk and Molecule Desks.

Char Black
BLK01

Moonstone
GRY05

Blond Tuscani
BRN09

Fusion Maple
BRN38

Golden Allusion
GLD01

Adobe
BRN42

Eclipse
GRY11

Squash
YLW47

Green Apple
GRN12

Kelly Green
GRN15

Forest Green
GRN75

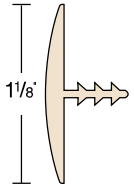
Sky Blue
BLU40

Cobalt Blue
BLU65

Navy
BLU51

Purple Iris
PUR43

Red
RED70



ARCHITECTURAL EDGE BANDING COLORS - 1⅛" Profile

This banding profile is for the following series: Instructor Media Stations, TEXT®, Textameter™, Parameter®, Plateau®, Lunada®, Crank-Top, ZBOOM Desks, ZUMA® Two-Student Desks and Wheelchair Height Desks.

Fusion Maple
BRN38

Carmel Sagawood
BRN61

Char Black
BLK01

Windsor Cherry
MHG67

Golden Allusion
GLD01

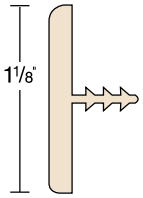
Blond Tuscani
BRN09

Moonstone
GRY05

Adobe
BRN42

Eclipse
GRY11

Minimum quantities and extended lead-times may apply to some of the edge banding colors for selected products shown in this catalog. Please contact your Virco representative or consult Virco's current factory price list for more information.



TOPAZ™ SERIES 3MM EDGE BANDING COLORS - 1⅛" Profile

SURE EDGE COLORS

We offer urethane-based Sure
your cafeteria or your classroo
current Virco price list for the

Char Black
BLK01

Moonstone
GRY05

Squash
YLW47

Green Apple
GRN12

Purple Iris
PUR43

Red
RED70

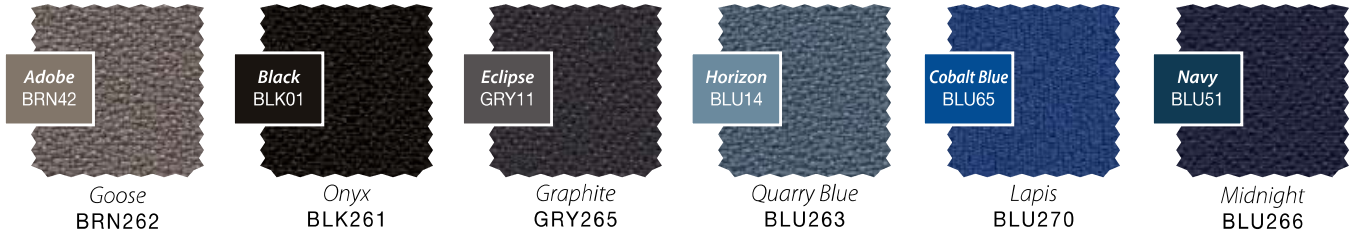
WOOD COMPOSITE LACQU

Clear
CLR

Smok
GRY2

PLASTIC / UPHOLSTERY COLORS FOR SAGE™ & ANALOGY® SERIES (EL) PADDED SEATS

Fabric and soft plastic colors for: Sage and Analogy (EL) Series



Goose **BRN262** | *Onyx* **BLK261** | *Graphite* **GRY265** | *Quarry Blue* **BLU263** | *Lapis* **BLU270** | *Midnight* **BLU266**

Willow **GRN264** | *Sunshine* **BRN364** | *Geranium* **RED270** | *Mulberry* **RED267**

This fabric is made from 100% recycled polyester.
This fabric passes California Technical Information Bulletin 117, Section E.

The plastic/upholstery colors shown here are recommended pairings for selected Parison models. Customers can choose to match up other plastic and upholstery colors (minimums may apply). Virco's full selection of soft plastic colors are shown on page 3 of this catalog. Please contact your Virco representative or consult Virco's current Factory price list for more information.

PLASTIC / UPHOLSTERY COLORS FOR 9000 & 2000 SERIES PADDED SEATS

Fabric and soft plastic colors for: 9000 Series, 2000 Series

Sedona Loden **GRN203** | *Sedona Sailor* **BLU204** | *Sedona Ruby* **RED201** | *Graphite* **GRY265** | *Onyx* **BLK261**

This fabric, except Onyx (BLK261) is made from 73% polyolefin and 27% polyester; Onyx fabric (BLK261) is made from 100% recycled

PLASTIC / UPHOLSTERY C

Soft Plastic Backs With Upholste

Quarry Blue **BLU263** | *Willow* **GRN26**

This fabric is made from 100% re
This fabric passes California Tech

The plastic/upholstery colors sho can choose to match up other p plastic colors are shown on page current Factory price list for more

LAMINATE / EDGE, UPHOL

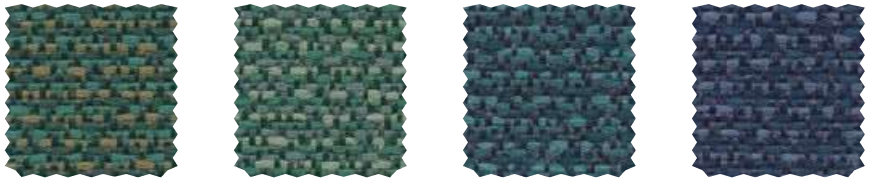
Bench upholstery and Step Stool

UPHOLSTERY COLORS

In addition to the upholstery materials listed in this brochure, Virco maintains important and strategic relationships with fabric and vinyl mills around the U.S., and can assist you on specific or custom material request for your upholstered furniture needs. Call your Virco Sales Representative or Customer Service for more information at 800.448.4726.

Upholstery colors on this page are standard only on selected Virco models; when used on other models, minimum quantities and extended lead-times may apply. Please contact your Virco representative or consult Virco's current Factory price list for more information.

Fabric colors for 8900 Series Stack Chairs, Comfort Stacker™ and Folding Chairs



Sedona Loden **GRN203**
Sedona Wintergreen **GRN206**
Sedona Ocean **BLU205**
Sedona Sailor **BLU204**
Sedona Passion **RED208**
Sedona Ruby **RED201**
Sedona Java **BRN202**
Onyx **BLK261**

This fabric, except Onyx fabric (BLK261) is made from 73% polyolefin and 27% polyester; Onyx fabric (BLK261) is made from 100% recycled polyester.

This fabric passes California Technical Information Bulletin 117, Section E.

Vinyl colors for 8900 Series Stack Chairs and 168 Folding Chair

Linen Burgundy **RED140**
Linen Grey **GRY142**
Linen Slate Blue **BLU141**
Linen Tan **BRN146**
Select Black **BLK134**
Select Brown **BRN136**
Deep Blue **BLU075**
Modern Silver **GRY145**

Contemporary, Linen and Select vinyl are made from poly vinyl chloride (PVC); Select vinyl is made from 100% olefin. Deep Blue, Modern Silver, Contemporary and Linen vinyl pass California Technical Information Bulletin 117, Section E.

Select vinyl and Modern Silver is only available for use with models 168, 8917 and 8926.

Open House fabric colors for upholstered chairs

COLORS FOR PARAMETER®

A full spectrum of panel fabric is
throughout your surrounding sp

The fabric shown below is also a
upholstered seat options, furthe
your work environment.

This fabric is made from 100% recy
Information Bulletin 117, Section E.

Goose **BRN262**
Ony **BLK**
Willow **GRN264**
Sunsh **BRN**
Aubergine **PUR161**
Birc **BRN**
Fern **GRN146**
Fos **BRN**

HOW TO REQUEST COLOR SAMPLES

Customers may request individual color samples from this brochure by contacting their local sales representative or by calling Virco direct at:

800-448-4726

Proudly Designed, Manufactured And Assembled By American Workers

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Holding To The Highest Standards For Over 70 Years

Virco proudly complies with all laws and governmental regulations affecting our products. Visit virco.com for information on warranties, awards, certifications, testing standards, and environmental initiatives.

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REF# 24009

VIRCO

Furniture & Equipment

About Virco

When Virco first opened for business in Southern California back in 1950, we had one customer on our books. Our goal was – and still is – to provide reliable, high-value furniture and courteous, efficient service. Four years later, to meet the needs of our quickly growing customer base, we added another factory in Conway, Arkansas.

Ever since, as demand has increased, Virco has kept pace by continually expanding and upgrading our domestic facilities. Today, Virco serves you from two state-of-the-art U.S. locations: a 560,000 square-foot plant in Torrance, California and a multi-plant operation with 1,750,000 square feet of space in Conway. As America's largest manufacturer and supplier of furniture and equipment for K-12 schools – and a leading furniture and equipment source for convention centers and arenas, colleges and universities, hospitality providers, government facilities, and places of worship – Virco continues to give customers the unparalleled advantages of working with an experienced U.S. manufacturer.

Conway, Arkansas

Torrance, California

Founder Julian Virtue at the 1950 Virco groundbreaking in Los Angeles, CA.

INCLUSION

It is sometimes the case that we can learn more about ourselves from others than from looking in the mirror. As a company founded in 1950 to support America's public schools, Virco has been fortunate to participate in one of our country's finest and most emulated institutions. But we also sell furniture to international schools around the world, and one of the things we find most interesting is their desire to imitate the appearance of American schools in the hope of reproducing the impact of American schools.

This is not merely an aspiration for higher test scores or full employment. Those are viewed as desirable side effects of the real genius of American Public Education, which is inclusion. It is this genius that continues to attract immigrants from around the world to become U.S. citizens; it is this genius that inspired the founders of this nation, who themselves were immigrants.

Inclusion is more optimistic than diversity. Inclusion doesn't just notice our differences, it welcomes them as a source of strength. Inclusion means sincerely inviting people with different perspectives or abilities to participate responsibly at all levels of civic and social life. We believe this sense of welcome can be quietly conveyed through things like school furniture. The message is: We all contribute. We all belong.

Multiple studies have suggested that successful early education confers lifelong benefits. But it is also true that without a safe and welcoming school setting, some students will feel excluded. This year we are proud to offer an expanded line of student seating and desks to support a broad range of learning styles without the stigma of highly specialized designs. Especially fun is our new Floor Rocker, which is likely to be as popular with adults as students. Among our proudest recognitions are personal letters from students and their families detailing how these products have encouraged full participation in coursework, collaboration, teamwork, and responsibility. These tacit lessons of a public education don't necessarily show up in test scores. But they are essential to a respectful and productive civil society.

As always, we thank our customers for their support. Without it, we couldn't do the work we do.

Robert A. Virtue
Chairman of the Board and CEO

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93 53 Series
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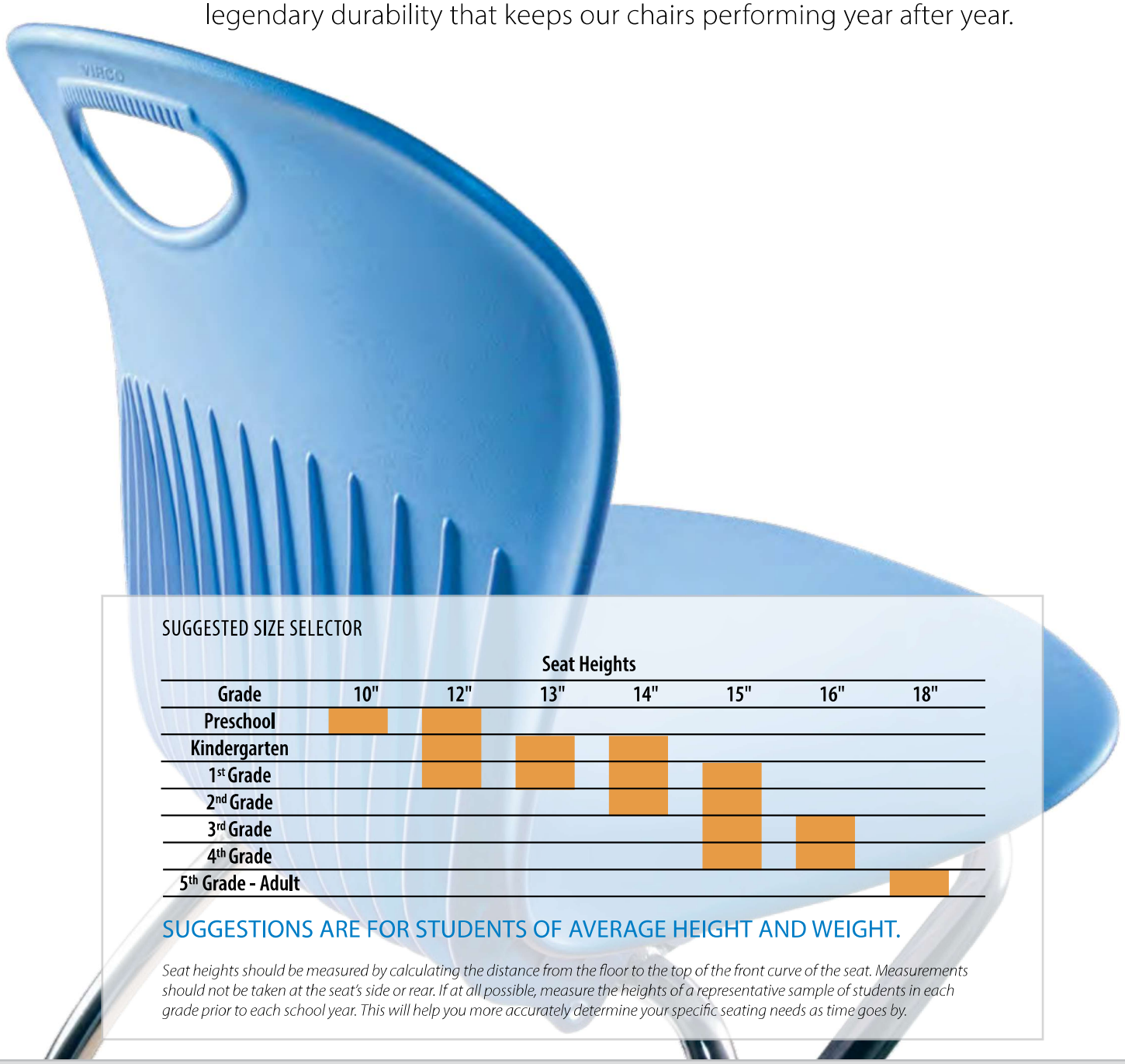
CHAIRS

Virco founder Julian Virtue revolutionized classroom furniture when he placed a molded plastic seat atop sturdy chromed-steel legs. Student seating could now support the whole learning experience through comfort, ergonomics and style – all at a price that fits school budgets. Today Virco offers a vast lineup of seating solutions for schools, offices, dining and event venues in a wide range of styles, materials, colors and sizes – all built with the legendary durability that keeps our chairs performing year after year.



SUGGESTED SIZE SELECTOR

	Seat Heights						
Grade	10"	12"	13"	14"	15"	16"	18"
Preschool	■	■					
Kindergarten		■	■	■			
1st Grade		■	■	■	■		
2nd Grade				■	■		
3rd Grade					■	■	
4th Grade					■	■	
5th Grade - Adult							■

SUGGESTIONS ARE FOR STUDENTS OF AVERAGE HEIGHT AND WEIGHT.

Seat heights should be measured by calculating the distance from the floor to the top of the front curve of the seat. Measurements should not be taken at the seat's side or rear. If at all possible, measure the heights of a representative sample of students in each grade prior to each school year. This will help you more accurately determine your specific seating needs as time goes by.

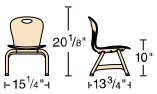
ZUMA® Series – *4-Leg Stack Chairs*

Chairs stack up to 6 high

ZUMA Series 4-leg stacking chairs bridge the gap with seating that offers ergonomic support, playful style and durable construction. This 4-leg stack chair features a tubular steel frame, a one-piece, molded polypropylene shell and is available in a range of seat heights from 10" to 18".

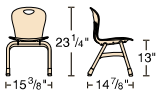
ZU410

10" seat height



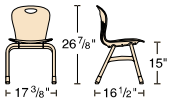
ZU413

13" seat height



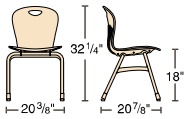
ZU415

15" seat height



ZU418

18" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES A ARMRESTS BR BOOKRACK G GANGING DEVICE

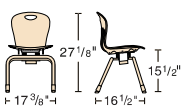
Armrests are not available on 10" seat height chairs. Bookrack and Ganging Device are only available on 18" seat height chairs.

ZUMA® Series – *C2M 4-Leg Chairs*

ZUMA Series C2M (Choose to Move) 4-leg chairs offer the ultimate choice in flexible seating with a unique patent-pending mode selector. In active mode, the chair allows controlled movement with air coils that flex and compress as you move in all directions – from side-to-side, back-and-forth and in-between. When conventional seating is more appropriate, a simple twist transforms the chair into an ergonomic, fixed position.

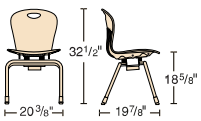
ZC2M15

15½" seat height



ZC2M18

18" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

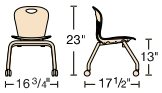
ZUMA® Series – *4-Leg Stacking Caster Chairs*

ZUMA Series stacking caster chairs are easily movable and are ideal for flexible and collaborative classroom spaces. Featuring a spacious, ergonomically contoured shell and four 2" twin-wheel nylon soft casters, these chairs stack 5-high and have under-seat bumpers to protect contact surfaces.

Chairs stack up to 5 high

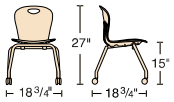
ZUST13C

13" seat height



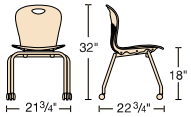
ZUST15C

15" seat height



ZUST18C

18" seat height

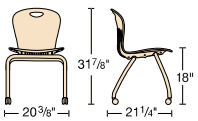


ZUMA® Series – *4-Leg Chairs and Stools with Civitas Frame*

ZUMA Series 4-Leg chairs and stools with Civitas Frame feature stylish legs for a casually chic and inviting effect, a tubular steel frame and a one-piece, molded polypropylene shell. The ZUMA bucket offers a flexible backrest for long lasting comfort. All models are available with a welded-on bookrack for additional storage.

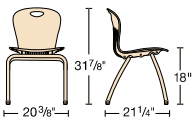
CZ18C

18" seat height with casters (model CZ18BRC shown).



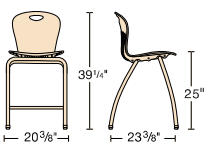
CZ18

18" seat height



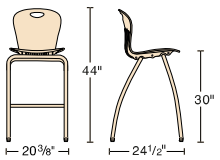
CZ25

25" seat height



CZ30

30" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** BR **BOOKRACK**

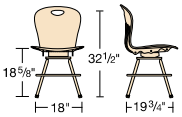
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

ZUMA® Series – *Lab Stools*

ZUMA Series 4-leg lab stools feature a tubular steel frame and a comfortable, ergonomically contoured polypropylene shell. The stool features a self-returning swivel seat that rotates approximately 180 degrees.

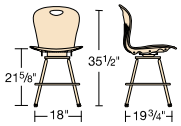
ZU18LS

18⅝" fixed seat height



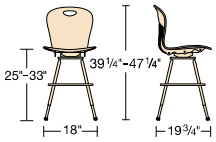
ZU21LS

21⅝" fixed seat height



ZU2533LSSG

25"-33" seat height



OPTIONAL CONFIGURATIONS

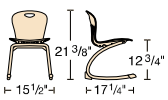
FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES**

ZUMA® Series – *Rocking Chairs*

ZUMA Series rocking chairs encourage healthy movement and provide a moderate range of back-and-forth motion. Rocking chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell that flexes to accommodate different body types.

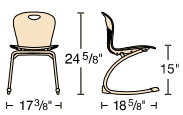
ZROCK13

13" seat height



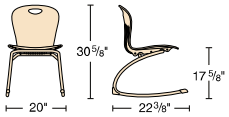
ZROCK15

15" seat height



ZROCK18

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT STRIP ON EACH LEG** A **ARMRESTS** BG **BUMP GLIDES**

Recommended for use on carpeted surfaces only; however, an optional factory-installed felt strip on the bottom of each leg is available for flooring applications where a felt contact surface is appropriate. Not recommended for use on VCT flooring (Vinyl Composition Tile).

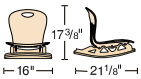
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

ZUMA® Series – *Floor Rockers*

ZUMA Series floor rockers feature an ergonomic seat atop a sturdy, one-piece rocking base with a non-marring pad for smooth, quiet movement. With subtle back-and-forth motion, floor rockers offer an ergonomic alternative to floor seating.

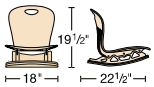
ZFLROCK15

Sized for K - 4th Grade



ZFLROCK18

Sized for 5th Grade - Adult



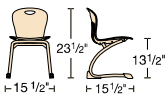
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

ZUMA® Series – *Cantilever Chairs*

ZUMA Series cantilever chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell.

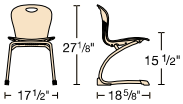
ZCANT13

13" seat height



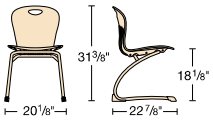
ZCANT15

15½" seat height



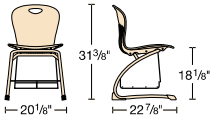
ZCANT18

18" seat height



ZCANT18BR

18" seat height with bookrack



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** A **ARMRESTS** BR **BOOKRACK**

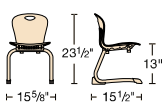
Armrests are only available on 18" seat height chairs. Bookrack is only available for 15" and 18" seat height chairs.

ZUMA® Series – *Stacking Cantilever Chairs*

ZUMA Series stacking cantilever chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell. The chairs stack 4-high and can rest securely on a desk or table top.

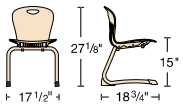
ZSTCANT13

13" seat height



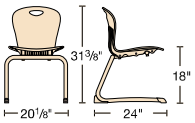
ZSTCANT15

15" seat height



ZSTCANT18

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES**

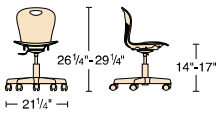
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

ZUMA® Series – *Mobile Task Chairs and Lab Stools*

ZUMA Series mobile task chairs and lab stools feature a comfortable, ergonomically contoured polypropylene shell and a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

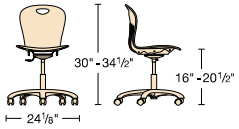
ZTASK15

14"-17" seat height



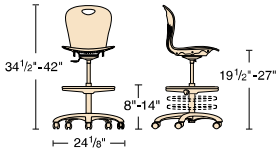
ZTASK18

16"-20½" seat height



ZLAB

19½"-27" seat height



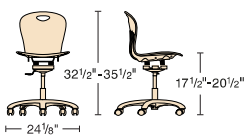
OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS UG FIXED GLIDES A ARMRESTS

Armrests are only available on ZTASK18.

ZR2MTASK18

17½"-20½" seat height



ZUMA® Series – *R2M Mobile Task Chairs*

ZUMA Series R2M (Room to Move®) mobile task chairs move with you to help activate your best sitting position. With an ergonomic seat secured by four air coils that flex and compress as you move, this task chair provides controlled movement in all directions from front-to-back, side-to-side and in-between. The polypropylene shell flexes to accommodate different body types and a pneumatic mechanism allows easy seat height adjustment from 17½" to 20½".

OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS UG FIXED GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

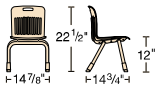
Analogy® Series – *4-Leg Stack Chairs*

Analogy Series 4-leg stacking chairs feature a striking upright design and an ergonomically contoured shell. 4-leg chair models range in size from 12" to 18" seat heights. 18" Chairs are available with an extra-large (EL) shell to accommodate larger students, as well as a padded seat for additional comfort.

Chairs stack up to 8 high

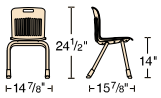
AN12

12" seat height



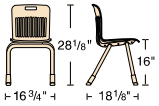
AN14

14" seat height



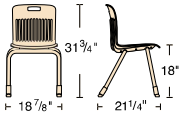
AN16

16" seat height



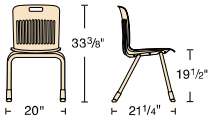
AN18

18" seat height



AN18ELP

18½" seat height with extra-large shell. Padded upholstered option shown.



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** BR **BOOKRACK** P **PADDED UPHOLSTERED SEAT**

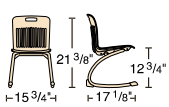
Bookrack and extra-large seat is only available on 18" seat height chairs. Padded Seat is only available on 18" extra-large seats.

Analogy® Series – *Rocking Chairs*

Analogy Series rocking chairs encourage healthy movement and provide a moderate range of back-and-forth motion. Rocking chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell.

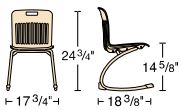
ANROCK14

13" seat height



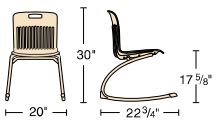
ANROCK16

15" seat height



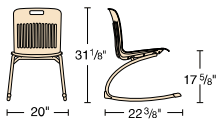
ANROCK18

18" seat height



ANROCK18EL

18" seat height with extra-large shell



OPTIONAL CONFIGURATIONS

FG **FELT STRIP ON EACH LEG** BG **BUMP GLIDES** P **PADDED UPHOLSTERED SEAT**

Recommended for use on carpeted surfaces only; however, an optional factory-installed felt strip on the bottom of each leg is available for flooring applications where a felt contact surface is appropriate. Not recommended for use on VCT flooring (Vinyl Composition Tile). Padded Seat is only available on 18" extra-large seats.

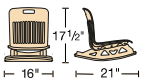
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Analogy® Series – *Floor Rockers*

Analogy Series floor rockers feature an ergonomic seat atop a sturdy, one-piece rocking base with a non-marring pad for smooth, quiet movement. With subtle back-and-forth motion, floor rockers offer an ergonomic alternative to floor seating.

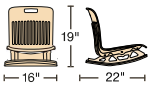
ANFLROCK15

Sized for K - 4th Grade



ANFLROCK18

Sized for 5th Grade - Adult

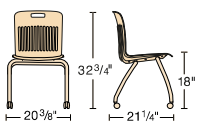


Analogy® Series – *4-Leg Chairs and Stools with Civitas Frame*

Analogy Series 4-leg chairs and stools with Civitas frame feature stylish legs for a casually chic and inviting effect, a tubular steel frame and an extra-large, one-piece, molded polypropylene shell. The Analogy bucket offers a flexible, ergonomic backrest for long lasting comfort. All models are available with a welded-on bookrack for additional storage.

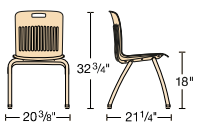
CA18ELC

18" seat height with casters (model CA18ELBRPC shown).



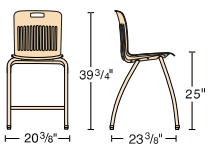
CA18EL

18" seat height



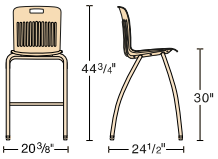
CA25EL

25" seat height



CA30EL

30" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES P PADDED UPHOLSTERED SEAT BR BOOKRACK

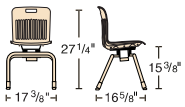
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Analogy® Series – *C2M 4-Leg Chairs*

Analogy Series C2M (Choose to Move) 4-leg chairs offer the ultimate choice in flexible seating with a unique patent-pending mode selector. In active mode, the chair allows controlled movement with air coils that flex and compress as you move in all directions – from side-to-side, back-and-forth and in-between. When conventional seating is more appropriate, a simple twist transforms the chair into an ergonomic, fixed position.

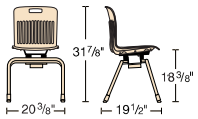
ANC2M15

15" seat height



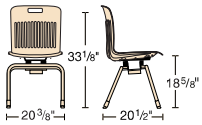
ANC2M18

18" seat height



ANC2M18EL

18½" seat height with extra-large shell



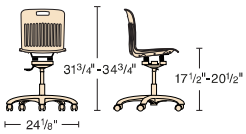
OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** P **PADDED UPHOLSTERED SEAT**

Padded Seat is only available on 18" extra-large seats.

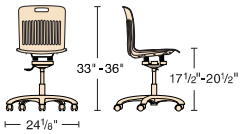
ANR2MTASK18

17½"-20½" seat height



ANR2MTASK18EL

17½"-20½" seat height



Analogy® Series – *R2M Mobile Task Chairs*

Analogy Series R2M (Room to Move®) mobile task chairs move with you to help activate your best sitting position. With an ergonomic seat secured by four air coils that flex and compress as you move, this task chair provides controlled movement in all directions from front-to-back, side-to-side and in-between. The pneumatic mechanism allows easy seat height adjustment from 17½" to 20½".

OPTIONAL CONFIGURATIONS

C **SOFT-WHEEL CASTERS** UG **FIXED GLIDES** P **PADDED UPHOLSTERED SEAT**

Padded Seat is only available on 18" extra-large seats.

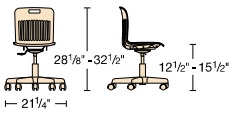
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Analogy® Series – *Mobile Task Chairs and Lab Stools*

Analogy Series mobile task chairs and lab stools feature an adjustable and comfortable, ergonomically contoured polypropylene shell and a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

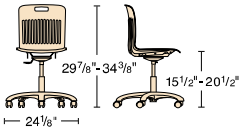
ANTASK16

12½"-15½" seat height



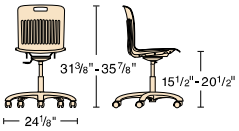
ANTASK18

16"-20½" seat height



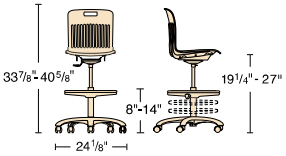
ANTASK18EL

16"-20½" seat height



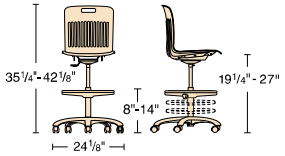
ANLAB

19"-27" seat height



ANLABEL

19"-27" seat height



OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS **UG FIXED GLIDES** **P PADDED UPHOLSTERED SEAT**

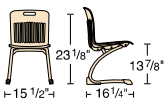
Padded Seat is only available on 18" extra-large seats.

Analogy® Series – *Cantilever Chairs*

Analogy Series cantilever chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell.

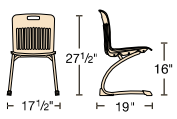
ANCANT14

14" seat height



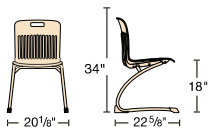
ANCANT16

16" seat height



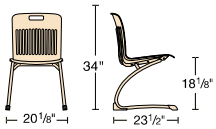
ANCANT18

18" seat height



ANCANT18EL

18" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES **SG STEEL-BASE GLIDES** **BR BOOKRACK** **P PADDED UPHOLSTERED SEAT**

Bookrack is only available for 18" seat height chairs. Padded Seat is only available on 18" extra-large seats.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

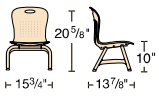
Sage™ Series – *4-Leg Stack Chairs*

Chairs stack up to 5 high

Sage Series 4-leg stacking chairs offer a larger contoured shell, wider backrest and elegantly curved, extra heavy-duty legs. This 4-leg stack chair features a tubular steel frame and a multi-ribbed one-piece, molded polypropylene shell with a gentle flex. The chair is available in a range of sizes from 10" to 19" seat heights.

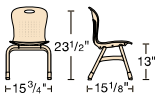
SG410

10" seat height



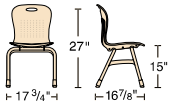
SG413

13" seat height



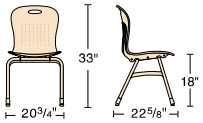
SG415

15" seat height



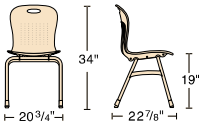
SG418

18" seat height



SG419

19" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** A **ARMRESTS** BR **BOOKRACK** P **PADDED UPHOLSTERED SEAT** G **GANGING DEVICE**

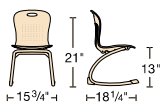
Armrests are not available on 10" seat height chairs. Bookrack is only available on 15", 18" and 19" seat height chairs. Padded Seat is only available on 18" and 19" seat height chairs. Ganging Device available on 18" and 19" seat height chairs only and cannot use ganging device on chairs with armrests.

Sage™ Series – *Rocking Chairs*

Sage Series rocking chairs encourage healthy movement and provide a moderate range of back-and-forth motion. Rocking chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell.

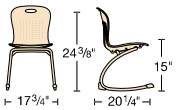
SGROCK13

13" seat height



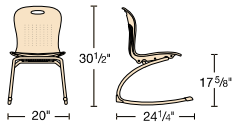
SGROCK15

15" seat height



SGROCK18A

18" seat height with armrests



OPTIONAL CONFIGURATIONS

BG **BUMP GLIDES** A **ARMRESTS** FG **FELT STRIP ON EACH LEG**

Recommended for use on carpeted surfaces only; however, an optional factory-installed felt strip on the bottom of each leg is available for flooring applications where a felt contact surface is appropriate. Not recommended for use on VCT flooring (Vinyl Composition Tile).

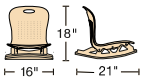
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Sage™ Series – *Floor Rockers*

Sage Series floor rockers feature an ergonomic seat atop a sturdy, one-piece rocking base with a non-marring pad for smooth, quiet movement. With subtle back-and-forth motion, floor rockers offer an ergonomic alternative to floor seating.

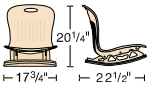
SGFLROCK15

Sized for K - 4th Grade



SGFLROCK18

Sized for 5th Grade - Adult



OPTIONAL CONFIGURATIONS

P PADDED UPHOLSTERED SEAT

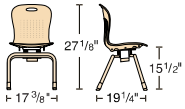
Padded Seat is only available on SGFLROCK18.

Sage™ Series – *C2M 4-Leg Chairs*

Sage Series C2M (Choose to Move) 4-leg chairs offer the ultimate choice in flexible seating with a unique patent-pending mode selector. In active mode, the chair allows controlled movement with air coils that flex and compress as you move in all directions – from side-to-side, back-and-forth and in-between. When conventional seating is more appropriate, a simple twist transforms the chair into an ergonomic, fixed position.

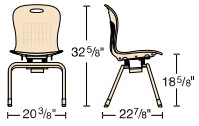
SGC2M15

15" seat height



SGC2M18

18" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES **SG STEEL-BASE GLIDES** **P PADDED UPHOLSTERED SEAT**

Padded Seat is only available on 18" seat height chairs.

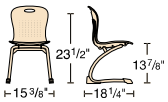
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Sage™ Series – *Cantilever Chairs*

Sage Series cantilever chairs feature a sturdy, cantilevered tubular steel frame and a comfortable, ergonomically contoured polypropylene shell that flexes to accommodate different body types.

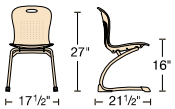
SGCANT13

13½" seat height



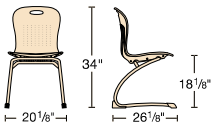
SGCANT15

16" seat height



SGCANT18

18" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES A ARMRESTS P PADDED UPHOLSTERED SEAT BR BOOKRACK

Armrests and Padded Seat are only available for 18" seat height chairs. Bookrack is only available for 16" and 18" seat height chairs.

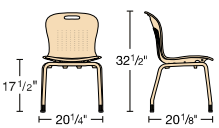
Sage™ Contract Series – *4-Leg Chairs*

Sage Contract Series chairs feature a sturdy tubular steel 4-leg frame and a spacious, ergonomically contoured shell with a backrest that provides long-lasting support. The chair has an optional right- or left-hand KD articulating tablet arm, as well as an optional KD kit with tubular-steel arms and polypropylene armrests.

Chairs stack up to 4 high

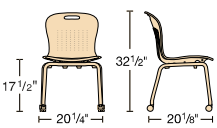
SG1

18" seat height



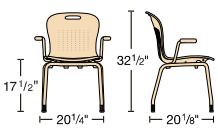
SG1C

18" seat height with casters



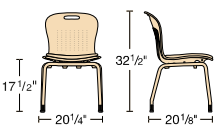
SG1

18" seat height with arm kit SGARMSKD



SG1P

18" upholstered padded seat



OPTIONAL CONFIGURATIONS

A ARMRESTS BR BOOKRACK P PADDED UPHOLSTERED SEAT TA ARTICULATING TABLET ARM KIT

The basic model SG1 can be configured with any combination of options listed above. Tablet Arm Kit available on model SG1.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

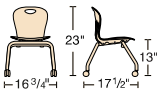
Sage™ Series – *4-Leg Stacking Caster Chairs*

Sage Series stacking caster chairs are easily movable and ideal for flexible and collaborative classroom spaces. Featuring a spacious, ergonomically contoured shell and four 2" twin-wheel nylon soft casters, these chairs stack 5-high and have under-seat bumpers to protect contact surfaces.

Chairs stack up to 5 high

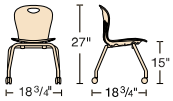
SGST13C

13" seat height



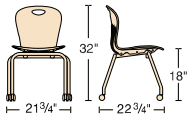
SGST15C

15" seat height



SGST18C

18" seat height

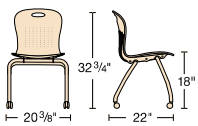


Sage™ Series – *4-Leg Chairs and Stools with Civitas Frame*

Sage Series 4-leg chairs and stools with Civitas frame feature stylish legs for a casually chic and inviting effect, a tubular steel frame and a multi-ribbed one-piece, molded polypropylene shell with a gentle flex. All models are available with a welded-on bookrack for additional storage.

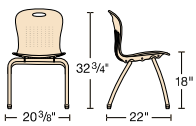
CS18PC

18" upholstered padded seat with casters (model CS18BRPC shown).



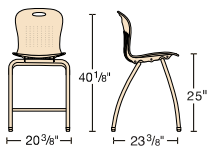
CS18

18" seat height



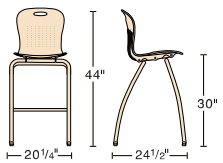
CS25

25" seat height



CS30

30" seat height



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES P PADDED UPHOLSTERED SEAT BR BOOKRACK

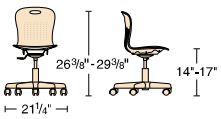
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Sage™ Series – *Mobile Task Chairs and Lab Stools*

Sage Series mobile task chairs and lab stools feature a comfortable, ergonomically contoured polypropylene shell and a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

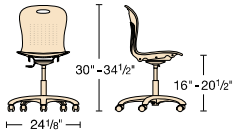
SGTASK15

14"-17" seat height



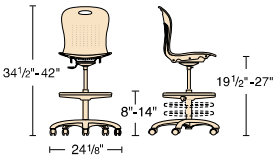
SGTASK18

16"-20½" seat height



SGLAB

19½"-27" seat height



OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS UG FIXED GLIDES A ARMRESTS P PADDED UPHOLSTERED SEAT

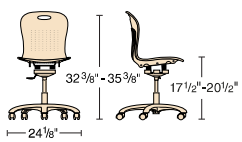
Armrests are only available on SGTASK18. Padded Seats are available on SGTASK18 and SGLAB.

Sage™ Series – *R2M Mobile Task Chairs*

Sage Series R2M (Room to Move®) mobile task chairs move with you to help activate your best sitting position. With an ergonomic seat secured by four air coils that flex and compress as you move, this task chair provides controlled movement in all directions from front-to-back, side-to-side and in-between. The polypropylene shell flexes to accommodate different body types and a pneumatic mechanism allows easy seat height adjustment from 17½" to 20½".

SGR2MTASK18

17½"-20½" seat height



OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS UG FIXED GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

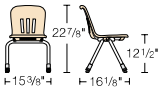
Metaphor® Series – *4-Leg Stack Chairs*

Metaphor Series 4-leg stack chairs offer stackable, storable seating, with an updated three-hole backrest that provides exceptional ventilation. The sturdy tubular steel frame has an integral backrest and front support tube that provides 360-degree support to the comfortable polypropylene shell.

4-leg chairs stack 12 high

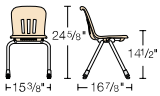
N912

12½" seat height



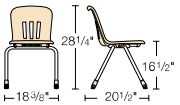
N914

14½" seat height



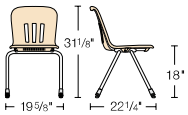
N916

16½" seat height



N918

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** G **GANGING DEVICE** BR **BOOKRACK**

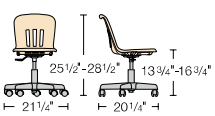
Bookrack and Ganging Device are only available on 18" seat height chairs.

Metaphor® Series – *Mobile Task Chairs and Lab Stools*

Metaphor Series mobile task chairs and lab stools feature an ergonomic, one-piece molded polypropylene shell and a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

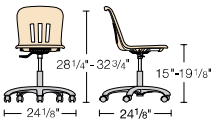
N9TASK16

13¾"-16¾" seat height



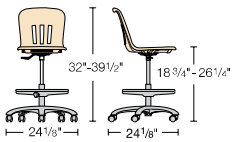
N9TASK18

15"-19" seat height



N9LAB

18¾"-26¼" seat height



OPTIONAL CONFIGURATIONS

C **SOFT-WHEEL CASTERS**
UG **FIXED GLIDES**

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

WORLD

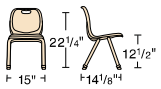
N2 Series – *4-Leg Stack Chairs*

4-leg chairs stack 8 high

N2 Series 4-leg stack chairs offer affordability, comfort and durability. The one-piece polypropylene shell features two sets of contoured, flexible ribs that allow the upper back to flex for exceptional comfort and support.

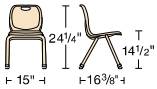
N212

12½" seat height



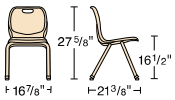
N214

14½" seat height



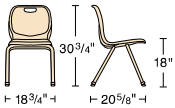
N216

16½" seat height



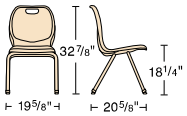
N218

18" seat height



N218EL

18" seat height with extra-large shell



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** BR **BOOKRACK** G **GANGING DEVICE**

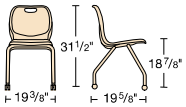
Bookrack and Ganging Device are only available on model N218.

N2 Series – *Mobile 4-Leg Chairs*

N2 Series mobile 4-leg chairs feature tubular steel legs, a one-piece molded polypropylene shell and four 2" dual-wheel swivel casters.

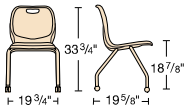
N250

18" seat height with casters



N250EL

18" seat height with casters with extra-large shell



OPTIONAL CONFIGURATIONS

C **SOFT-WHEEL CASTERS**

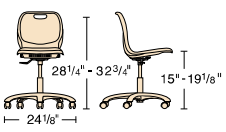
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

N2 Series – *Mobile Task Chairs and Lab Stools*

N2 Series mobile task chairs and lab stools feature an ergonomic, one-piece molded polypropylene shell and a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

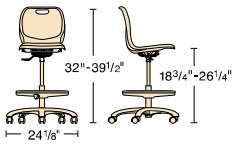
N260GC

18"-22½" seat height



N260GCLS

22½"-28½" seat height



OPTIONAL CONFIGURATIONS

C SOFT-WHEEL CASTERS UG FIXED GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

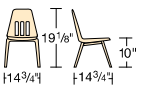
9000 Series – *4-Leg Stack Chairs*

9000 Series 4-leg stack chairs are constructed from highly durable, long-lasting injection molded polyethylene. An iconic original, these chairs are a popular fixture in classrooms across the nation and are available in a range of sizes from 10" to 18" seat heights.

4-leg chairs stack 8 high

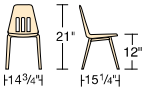
9010

10" seat height



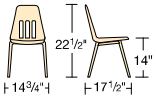
9012

12" seat height



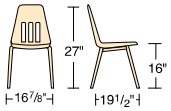
9014

14" seat height



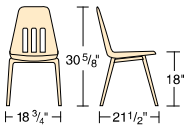
9016

16" seat height



9018

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** G **GANGING DEVICE** BR **BOOKRACK** P **PADDED UPHOLSTERED SEAT**

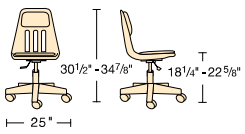
Bookrack, Padded Seat and Ganging Device are only available on 18" seat height chairs.

9000 Series – *Mobile Task Chairs*

9000 Series mobile task chairs are equipped with five 2" diameter, dual-wheel, hooded swivel casters and offer a 360-degree swivel. Task chairs feature a padded, upholstered seat with a pneumatic mechanism for easy, seat height adjustment from 18" to 22½".

9260PGC

18"-22½" seat height with upholstered seat and back pad.



OPTIONAL CONFIGURATIONS

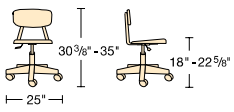
C **SOFT-WHEEL CASTERS** UG **FIXED GLIDES**

3000 Series – *Mobile Task Chairs*

3000 Series mobile task chairs feature a hard-plastic seat and back constructed of colorfast, scratch-resistant Martest 21®. Chairs adjust in seat height, swivel 360 degrees and feature five 2" diameter, dual-wheel, hooded swivel casters.

3860GC

18"-22½" seat height



OPTIONAL CONFIGURATIONS

C **SOFT-WHEEL CASTERS** UG **FIXED GLIDES**

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

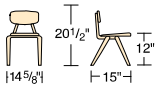
3000 Series – *4-leg Stack Chairs*

3000 Series 4-leg stack chairs are constructed of colorfast, scratch-resistant Martest 21®. Hard plastic seats and separate backs are remarkably chip-resistant and retain a bright, fresh look semester after semester. This chair features a tubular steel frame and is available in a range of sizes from 12" to 18" seat heights.

4-leg chairs stack 4 high

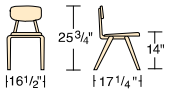
3012

12" seat height



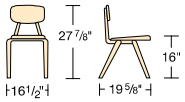
3014

14" seat height



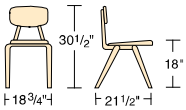
3016

16" seat height



3018

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES**

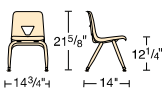
2000 Series – *4-Leg Stack Chairs*

2000 Series 4-leg stack chairs offer classic styling plus long-lasting construction. Chairs feature a one-piece molded polypropylene shell, tubular steel frame and are available with an extra-large (EL) shell, as well as a padded seat for additional comfort.

4-leg chairs stack 5 high

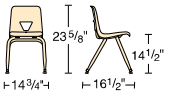
2012

12" seat height



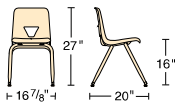
2014

14" seat height



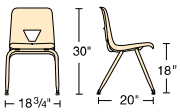
2016

16" seat height



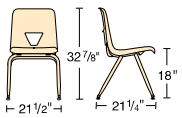
2018

18" seat height



2018EL

18½" seat height with extra-large shell



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** G **GANGING DEVICE** BR **BOOKRACK** P **PADDED UPHOLSTERED SEAT**

Bookrack, Ganging Device and Padded Seat are only available on models 2018 and 2018EL.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

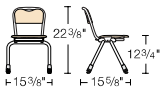
Telos® Series – *4-Leg Stack Chairs*

Telos Series 4-leg stack chairs feature a contoured, hard plastic seat and back and are offered in a range of sizes from 12" to 18".

4-leg chairs stack 10 high

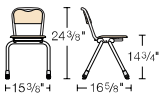
N312

12" seat height



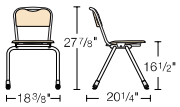
N314

14" seat height



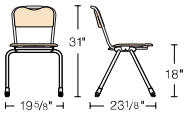
N316

16" seat height



N318

18" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** G **GANGING DEVICE** BR **BOOKRACK**

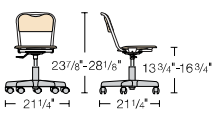
Bookrack and Ganging Device are only available on 18" seat height chairs.

Telos® Series – *Mobile Task Chairs and Lab Stools*

Telos Series mobile task chairs and lab stools feature a pneumatic mechanism for easy seat height adjustment. Chairs swivel 360 degrees and features five 2" diameter, dual-wheel, hooded swivel casters. Lab stools offer a footring that adjusts in height from 8" to 14".

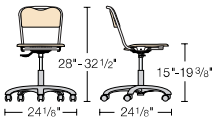
N3TASK16

13½"-16½" seat height



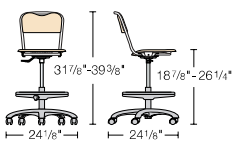
N3TASK18

15"-19½" seat height



N3LAB

19"-26" seat height and adjustable footring.



OPTIONAL CONFIGURATIONS

C **SOFT-WHEEL CASTERS** UG **FIXED GLIDES**

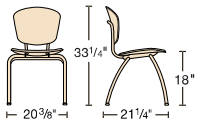
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

ZUMA*frd*™ Series – *4-Leg Chairs and Stools with Civitas Frame*

ZUMAfrd Series 4-leg chairs and stools with Civitas frame feature stylish legs, tubular steel frame and FRW™ hard plastic seat and back that provides added levels of sustainability.

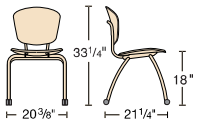
CZ18FRW

18" seat height



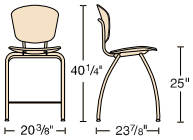
CZ18FRWC

18" seat height



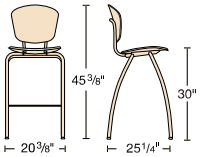
CZ25FRW

25" seat height



CZ30FRW

30" seat height

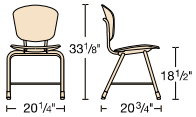


OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES

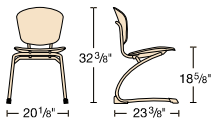
ZFRD418BR

18" seat height



ZFRDCANT18

18" seat height



ZUMA*frd*™ Series – *4-Leg and Cantilever Chairs*

ZUMAfrd Series 4-Leg Chairs feature a tubular steel frame, molded hard plastic seat and back and steel-rod bookrack.

ZUMAfrd Series cantilever chairs feature a sturdy, cantilevered tubular steel frame and a molded hard plastic seat and back.

OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

120 Series – *Lab Stools*

120 Series Stools feature a tubular steel frame and a separate injection-molded polypropylene soft plastic seat. Stools are available in a variety of fixed and adjustable heights.

12018

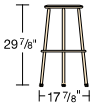
18" high stool

12024

24" high stool

12030

30" high stool



1201927SG

Adjusts 19"-27"

1202533SG

Adjusts 25"-33"

OPTIONAL CONFIGURATIONS

SG STEEL-BASE GLIDES **FG FELT-BASE GLIDES**

Felt and Steel Glides are only available on fixed height stools.

121 Series – *Lab Stools*

121 Series Stools feature a tubular steel frame and a molded Martest 21® hard plastic seat. Stools are available in a variety of fixed heights and adjustable heights.

12118

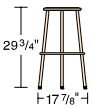
18" high stool

12124

24" high stool

12130

30" high stool



1211927SG

Adjusts 19"-27"

1212533SG

Adjusts 25"-33"

OPTIONAL CONFIGURATIONS

SG STEEL-BASE GLIDES **FG FELT-BASE GLIDES**

Felt and Steel Glides are only available on fixed height stools.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

122 Series – *Lab Stools*

122 Series Stools feature a tubular steel frame and a formed steel seat with a Masonite® inset. Stools are available in a variety of fixed heights and adjustable heights.

12218

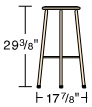
18" high stool

12224

24" high stool

12230

30" high stool



1221927SG

Adjusts 19"-27"

1222533SG

Adjusts 25"-33"

OPTIONAL CONFIGURATIONS

SG **STEEL-BASE GLIDES** FG **FELT-BASE GLIDES**

Felt and Steel Glides are only available on fixed height stools.

123 Series – *Lab Stools*

123 Series Stools feature an all wood seat and frame in Natural Oak and are available in a range of heights.

12318

18" high stool

12324

24" high stool

12330

30" high stool

UP Stools

UP Stools are a highly flexible and ergonomic seating solution or standing aid. The stools are made of a durable polyamide material and equipped with a convenient strap for height adjustment and transportation and feature a rounded, non-slip floor stand.

UP090U

Adjusts 15"-19"

UP100U

Adjusts 18"-25"

UP110U

Adjusts 23"-33"

COLORS

Black, White, Yellow, Salmon, Blue, and Red

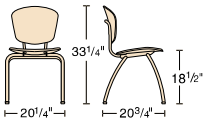
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Parison® Series – *4-Leg Chairs and Stools*

Parison Series 4-leg chairs and stools feature an elegant silhouette and natural balance that add lightness and refinement to business, dining and higher education environments.

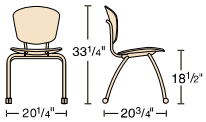
PS18

18" seat height



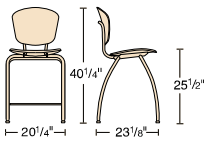
PS18PC

18" seat height and casters. Shown with optional seat pad.



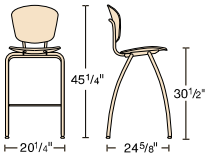
PS25

25" seat height



PS30

30" seat height



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** P **PADDED UPHOLSTERED SEAT**

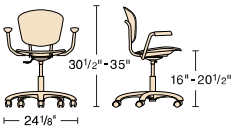
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Parison® Series – *Mobile Task Chairs*

Parison Series mobile task chairs feature an organically sculpted polypropylene separate seat and back and a pneumatic mechanism for easy seat height adjustment. The task chair swivels 360 degrees and features five 2" diameter, dual-wheel, hooded swivel casters.

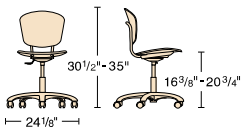
PSTASK18A

16"-20" seat height with arms



PSTASK18P

16"-20" height with upholstered seat



OPTIONAL CONFIGURATIONS

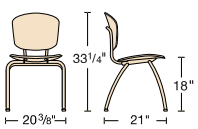
- C SOFT CASTERS
- UG FIXED GLIDES
- P PADDED UPHOLSTERED SEAT
- A ARMREST

Civitas® Plywood Series – *4-Leg Chairs and Stools*

Civitas Plywood Series features chairs and stools that combine a sturdy tubular steel frame and an elegant, ergonomically contoured plywood seat and back.

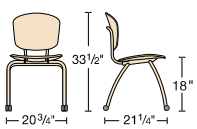
CW18

18" seat height



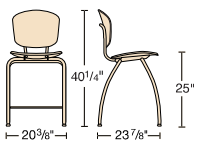
CW18C

18" seat height



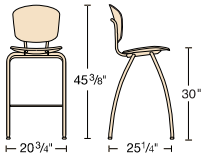
CW25

25" seat height



CW30

30" seat height



OPTIONAL CONFIGURATIONS

- FG FELT-BASE GLIDES
- SG STEEL-BASE GLIDES

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

4400 Series – *Mesh-Back Mobile Task Chairs*

4400 Series mobile task chairs offer lightweight, flexible mesh-back fabric that provides cool support and comfort.

4445A

Mobile task chair with arms and black padded fabric seat and mesh back; 18"-22" seat height.

4435A

Mobile task chair with black mesh back and padded seat.

4400 Series – *Mesh-Back Guest Chairs*

4400 Series guest chairs deliver a contemporary style with lightweight and flexible mesh-back fabric, perfect for waiting rooms and offices.

4440A

4-leg black steel tube frame with black mesh back and molded foam fabric seat; 19" seat height.

4430

Sled-based guest chair with mesh back and padded seat.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

7700 Series – *Executive Mobile Task Chairs*

7700 Series mobile task chairs feature vinyl upholstery providing comfort and style to any executive setting.

7765A

High-back, mobile task chair with arms and black vinyl upholstered seat and back; 45"-48" seat height.

7745A

Mobile task chair with arms and black vinyl upholstered seat and back; 38"-41" seat height.

4300 Series – *Adjustable Task Chairs*

4300 Series task chairs feature an upholstered seat and back, a pneumatically adjustable seat height and a manual back-depth adjustment.

4300

17"-22" seat height

4301

18"-23" seat height. Shown with optional T-Arms.

43TARM

Adjustable T-arm with padded self-skinned urethane.

43WARM

Non-adjustable wing arm.

OPTIONAL CONFIGURATIONS

C SOFT CASTERS UG FIXED GLIDES A ARMREST

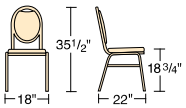
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

Custom 8900 Series – *Upholstered Stack Chairs*

8900 Series upholstered stack chairs feature a tubular steel frame and upholstered seat and back. A variety of back styles and optional configurations are available. Chairs come with an integrated stack bar that helps protect seat cushion when chairs are stacked.

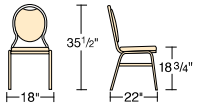
8936SB

2½" thick crown seat and queen back with integrated stack bar.



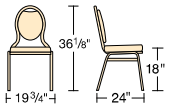
8918SB

2½" thick crown seat and queen back with integrated stack bar.



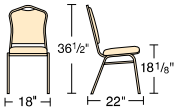
8919SB

3" thick crown seat and queen back with integrated stack bar.



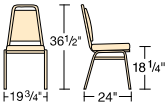
8920SB

2½" thick crown seat and tulip back with integrated stack bar.



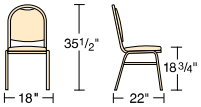
8970SB

3" thick crown seat and trapezoid back with integrated stack bar.



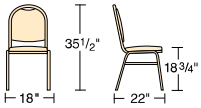
8916SB

2½" thick crown seat and rounded back with integrated stack bar.



8916SBCB

2½" thick crown seat and rounded back with integrated stack bar and concealed screws.



Chairs stack up to 6 high

OPTIONAL CONFIGURATIONS

G **GANGING DEVICE**

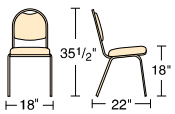
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

8900 Series – *Upholstered Stack Chairs*

8900 Series upholstered stack chairs feature a tubular steel frame and upholstered seat and back.

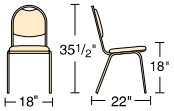
8915

2" thick crown seat and rounded back.



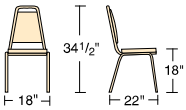
8917

2" thick dome seat and rounded back.



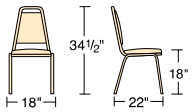
8925

2" thick crown seat and trapezoid back.



8926

2" thick dome seat and trapezoid back.



OPTIONAL CONFIGURATIONS

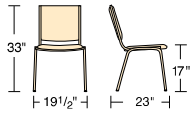
G **GANGING DEVICE** SB **STACK BAR**

8800 Series – *Comfort Stacker™ and Convention Center Stacking Chairs*

8800 Series Comfort Stacker are a versatile stack chair featuring a padded, upholstered seat, a tubular steel frame, a contoured seat and backrest and optional armrests.

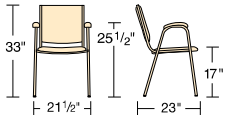
8802

Comfort Stacker; 17" seat height.



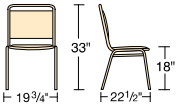
8806

Comfort Stacker with arms; 17" seat height.



8830SBG

Stack bars and ganging device; chrome frame only; 18" seat height.



OPTIONAL CONFIGURATIONS

G **GANGING DEVICE**

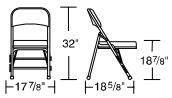
SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

190 Series – *Folding Chairs*

190 Series folding chair features a comfortable, extra-thick upholstered seat with an enclosed seat pan for convention centers, auditoriums and arena-related applications. The seat allows easy access and can be folded independently for easy passage through rows of chairs.

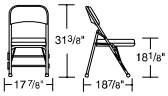
198G

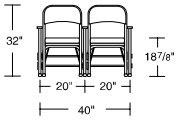
19" seat height with 2½" padded seat. Model shown has optional ganging device.

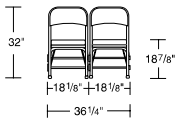


190G

18" seat height with 2½" padded seat in enclosed seat pan. Model shown has optional ganging device.







Armrests

Optional arms with urethane pads enhance the seating convenience of the 190G and 198G while also serving as a ganging device.

OPTIONAL CONFIGURATIONS

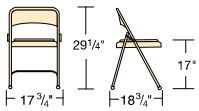
A ARMREST G GANGING DEVICE

Folding Chairs

Virco folding chair feature a tubular steel frame reinforced with either one or two u-shaped rear leg braces for extra strength. Select models offer fabric or vinyl upholstered seat and back pads.

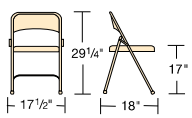
188

17" seat height with front and rear leg brace and upholstered seat and back.



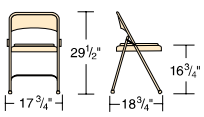
162

17" seat height with front and rear leg brace.



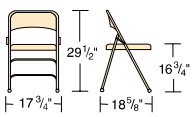
168

17" seat height with front and rear leg brace and vinyl seat and back.



167

17" seat height with one front and two rear leg braces.



OPTIONAL CONFIGURATIONS

G GANGING DEVICE

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

1B
1A

Wood Chairs

Wooden seating selections include 12" and 14" 4-leg chairs and 16" and 18" sled-based chairs. Ideal for early learning environments and library settings.

ECCH12

12" seat height

ECCH14

14" seat height

LIBCH16

16" seat height

LIBCH18

18" seat height

Wood Rocking Chairs

Wood rocking chairs are sturdy and durable and compliment any early learning environment.

ECROCK12

Juvenile rocker, 12" seat height.

ECROCK18

Adult rocking chair, 18" seat height.

SEE PAGES **190-191** FOR MORE INFORMATION ON CHAIR OPTIONS

COMBO UNITS

Virco's chair-desk combinations bring a sense of order to the classroom with comfort, ergonomics and styles that recognize the need for flexibility and choice. Compact models open up possibilities for small spaces. Expanded work surfaces are suitable for textbooks, laptops and more. Collaborative tops can be configured into shapes for group work or separated to support independent study. From traditional set-ups to flexible classrooms, Virco combo desks offer a wide variety of options to accommodate evolving spaces.

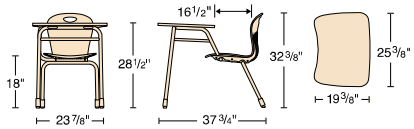
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

ZUMA® Series – *Chair Desks with Bowfront Top*

ZUMA Series chair desks combine the ergonomic flexibility of ZUMA with a generous FRW™ hard plastic work surface for a comfortable yet convenient classroom solution.

ZCONBRM

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

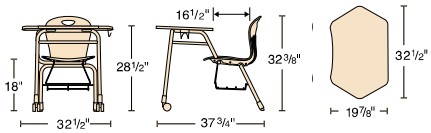
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK BH BACKPACK HANGER
LH LEFT-HANDED

ZUMA® Series – *Chair Desks with Collaborative Learning Top*

ZUMA Series chair desks feature an ergonomically contoured seat and a collaborative work surface, ideal for group learning. Work surface is available with high-pressure laminate or FRW hard plastic.

ZC1CT

4-leg chair desk with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

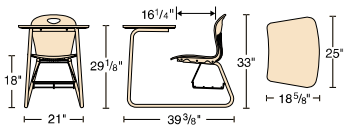
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES L LAMINATE TOP AE SURE EDGE
M HARD PLASTIC TOP BR BOOKRACK BH BACKPACK HANGER LH LEFT-HANDED CH CUP HOLDER

ZUMA® Series – *Sled-Based Combo Units with Bowfront Top*

ZUMA Series sled-based combo units feature an ergonomically contoured seat and a generous FRW hard plastic work surface. Combo units offer a sturdy dual-entry design for right and left-handed students.

ZSLEDBRM

SledCombo chair desk with an 18⅝" x 25" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

BR BOOKRACK BH BACKPACK HANGER

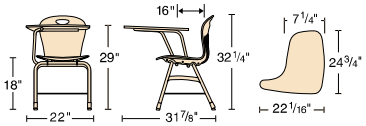
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

ZUMA® Series – *Tablet Arm Chair Desks*

ZUMA Series tablet arm chair desks incorporate an ergonomically contoured seat with a fixed or articulating L-shaped high-pressure laminate work surface. Tablet arm chair desks feature a compact 4-leg frame and come standard with a steel bookrack for added storage.

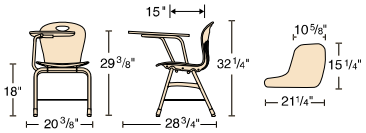
ZU418TAFBR

Fixed tablet arm chair desk with a 7¼" x 24¾" x 22 1/16" high-pressure laminate work surface.



ZU418TABR

Articulating tablet arm chair desk with a 10⅝" x 15¼" x 21¼" high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

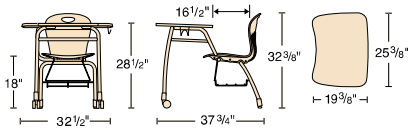
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES LH LEFT-HANDED

ZUMA® Series – *Chair Desks with Civitas Frame*

ZUMA Series chair desks feature an ergonomically contoured seat with our stylish and sophisticated Civitas frame. Models are available with a high-pressure laminate or FRW™ hard plastic work surface.

CCZ1

4-leg chair desk with Civitas frame and a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER LH LEFT-HANDED

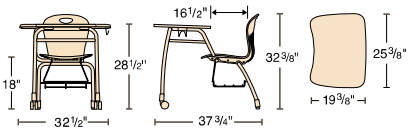
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

ZUMA® Series – *Agile Combo Units*

ZUMA Series agile combo units are ideal for group learning and flexible work spaces. Combo units feature FRW™ hard plastic or high-pressure laminate work surface and two twin-wheel nylon casters equipped with a "sit-lock" feature.

ACZ1

Agile combo unit with a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface. (model ACZ3M shown).



OPTIONAL CONFIGURATIONS

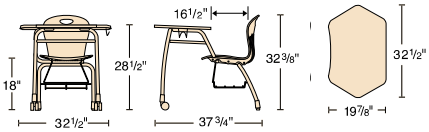
L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER LH LEFT-HANDED

ZUMA® Series – *Agile Combo Units with Collaborative Top and Civitas Frame*

ZUMA Series agile combo units feature our stylish Civitas frame, a high-pressure laminate or FRW hard plastic collaborative shaped work surface, and two twin-wheel nylon casters equipped with a "sit-lock" feature.

ACCZ2CT

Agile combo unit with Civitas frame and a 19⅞" x 32½" collaborative shape high-pressure laminate work surface. (model ACCZ2CTM shown).

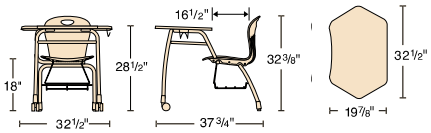


ZUMA® Series – *Agile Combo Units with Collaborative Learning Top*

ZUMA Series agile combo units feature two twin-wheel nylon casters equipped with a "sit-lock" feature and a collaborative work surface in FRW hard plastic or high-pressure laminate.

ACZ1CT

Agile combo unit with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK BH BACKPACK HANGER LH LEFT-HANDED CH CUP HOLDER

SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

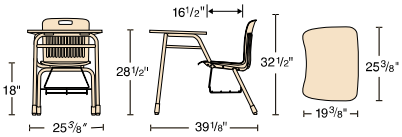
INTEGRITY

Analogy® Series – *Chair Desks with Bowfront Top*

Analogy Series chair desks combine a striking upright design and ergonomically contoured seat with a generous FRW™ hard plastic or high-pressure laminate work surface. Models are available with an extra-large (EL) shell to accommodate larger students and adults.

ANC1M

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

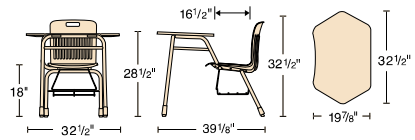
FG FELT-BASE GLIDES · SG STEEL-BASE GLIDES · BH BACKPACK HANGER · LH LEFT-HANDED
BR BOOKRACK · L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · EL EXTRA-LARGE SEAT · P PADDED UPHOLSTERED SEAT

Analogy® Series – *Chair Desks with Collaborative Learning Top*

Analogy Series chair desks feature an ergonomically contoured seat and a collaborative work surface, ideal for group learning. Work surface is available with high-pressure laminate or FRW hard plastic.

ANC1CT

4-leg chair desk with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

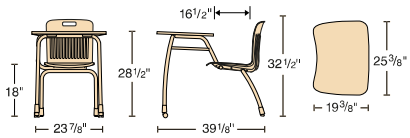
FG FELT-BASE GLIDES · SG STEEL-BASE GLIDES · BH BACKPACK HANGER · LH LEFT-HANDED · BR BOOKRACK
L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · EL EXTRA-LARGE SEAT · CH CUP HOLDER · P PADDED UPHOLSTERED SEAT

Analogy® Series – *Chair Desks with Civitas Frame*

Analogy Series chair desks feature an ergonomically contoured seat with our stylish and sophisticated Civitas frame. Models are available with an FRW hard plastic or high-pressure laminate work surface.

CCA1

4-leg chair desk with Civitas frame and a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES · SG STEEL-BASE GLIDES · BH BACKPACK HANGER · LH LEFT-HANDED
BR BOOKRACK · L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · EL EXTRA-LARGE SEAT · P PADDED UPHOLSTERED SEAT

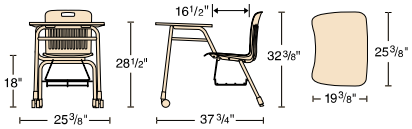
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Analogy® Series – *Agile Combo Units*

Analogy Series agile combo units offer two twin-wheel nylon casters equipped with a "sit-lock" feature for easy mobility, and an FRW™ hard plastic or high-pressure laminate work surface.

ACA3

Agile combo unit with a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface. (model ACA1M shown)



OPTIONAL CONFIGURATIONS

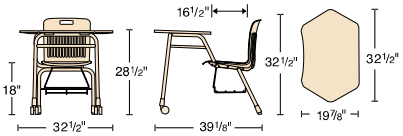
L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · BR BOOKRACK
BH BACKPACK HANGER · EL EXTRA-LARGE SEAT · P PADDED UPHOLSTERED SEAT · LH LEFT-HANDED

Analogy® Series – *Agile Combo Units with Collaborative Learning Top*

Analogy Series agile combo units feature two twin-wheel nylon casters equipped with a "sit-lock" feature and a collaborative work surface in FRW hard plastic or high-pressure laminate.

ACA1CT

Agile combo units with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

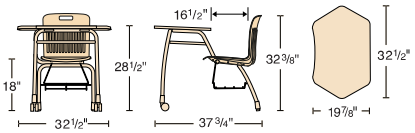
L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · BR BOOKRACK · CH CUP HOLDER
BH BACKPACK HANGER · EL EXTRA-LARGE SEAT · P PADDED UPHOLSTERED SEAT · LH LEFT-HANDED

Analogy® Series – *Agile Combo Units with Collaborative Top and Civitas Frame*

Analogy Series agile combo units are ideal for collaborative learning and flexible classrooms. Models feature our stylish Civitas frame, a high-pressure laminate or FRW hard plastic collaborative shaped work surface, and two twin-wheel nylon casters equipped with a "sit-lock" feature.

ACCA1CTM

Agile combo unit with Civitas frame and a 19⅞" x 32½" collaborative shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

L LAMINATE TOP · AE SURE EDGE · M HARD PLASTIC TOP · BR BOOKRACK
BH BACKPACK HANGER · EL EXTRA-LARGE SEAT · P PADDED UPHOLSTERED SEAT · LH LEFT-HANDED

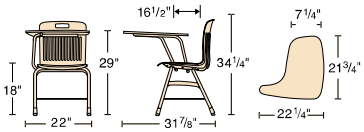
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Analogy® Series – *Tablet Arm Chair Desks*

Analogy Series tablet arm chair desks come with a fixed or an articulating high-pressure laminate work surface. Chair desks combine a convenient L-shaped work surface with an ergonomically contoured seat; an extra-large shell is available for larger students and adults. Models feature a space-saving 4-leg chair frame, a steel bookrack and are available in right or left-handed configurations.

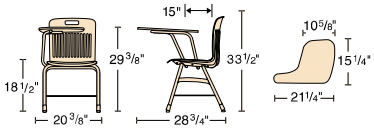
ANTF1

Fixed tablet arm chair desk with a 7¼" x 21¾" x 22¼" high-pressure laminate work surface.



ANT1

Articulating tablet arm chair desk with a 10⅝" x 15¼" x 21¼" high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

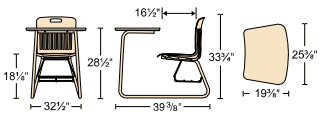
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES LH LEFT-HANDED BR BOOKRACK EL EXTRA-LARGE SEAT P PADDED UPHOLSTERED SEAT

Analogy® Series – *Sled-Based Combo Units with Bowfront Top*

Analogy Series sled-based combo units feature an ergonomically contoured extra-large seat and a spacious FRW™ hard plastic or high-pressure laminate work surface. Combo units offer a dual-entry design for right and left-handed students.

ANSEL3M

Sled-based chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface and extra-large seat.



OPTIONAL CONFIGURATIONS

BH BACKPACK HANGER BR BOOKRACK L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP P PADDED UPHOLSTERED SEAT

SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Sage™ Contract Series – *Tablet Arm Chair Desks*

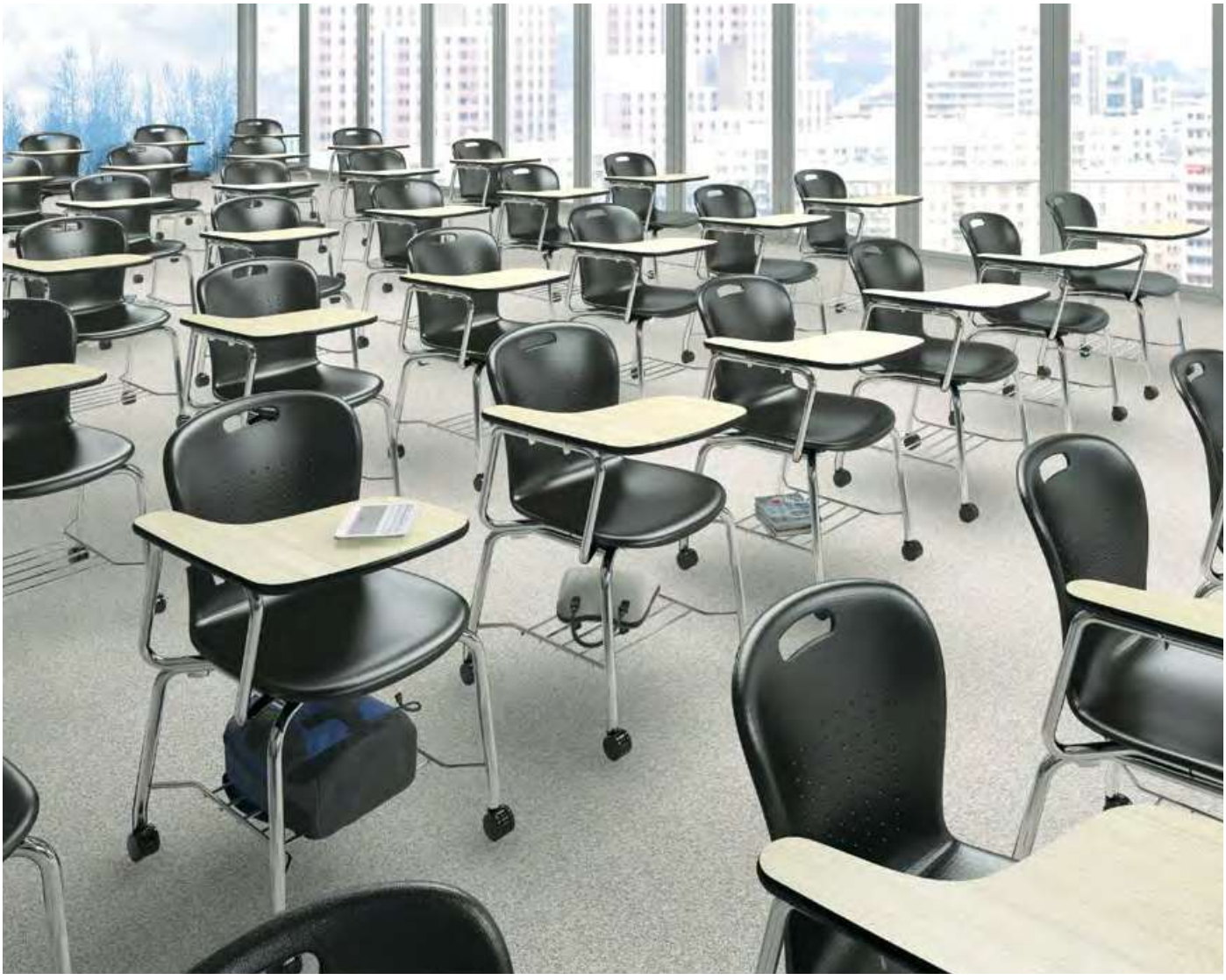
Sage Contract Series tablet arm chair desks, designed for sophisticated higher learning environments, combine an articulating L-shaped high-pressure laminate work surface with an elegant padded or unpadded seat. Optional configurations also include a wire bookrack and four twin-wheel casters.

SCTBRPC

Articulating tablet arm chair desk with a 10⅝" x 15¼" x 21¼" x high-pressure laminate work surface.

OPTIONAL CONFIGURATIONS

BR BOOKRACK P PADDED UPHOLSTERED SEAT LH LEFT-HANDED C SOFT CASTERS



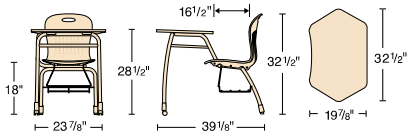
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Sage™ Series – Agile Combo Units with Collaborative Top and Civitas Frame

Sage Series agile combo units are ideal for group learning and flexible work spaces. Models feature our stylish Civitas frame, a high-pressure laminate or FRW™ hard plastic collaborative shaped work surface, and two twin-wheel nylon casters equipped with a "sit-lock" feature.

ACCS1CT

Agile combo units with Civitas frame and a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

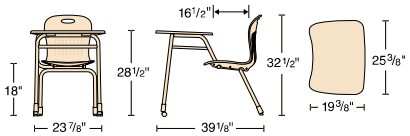
L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

Sage™ Series – *Agile Combo Units*

Sage Series agile combo units offer two twin-wheel nylon casters, equipped with a "sit-lock" feature, and an FRW hard plastic or high-pressure laminate work surface.

ACS3M

Agile combo units with a 19⅜" x 25⅜" bowfront shape FRW hard plastic work surface.



OPTIONAL CONFIGURATIONS

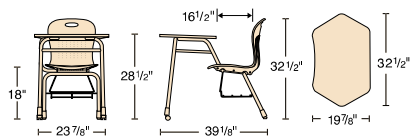
L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

Sage™ Series – *Agile Combo Units with Collaborative Learning Top*

Sage Series agile combo units feature two twin-wheel nylon casters equipped with a "sit-lock" feature and a collaborative work surface in FRW hard plastic or high-pressure laminate.

ACS1CT

Agile combo units with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER P PADDED UPHOLSTERED SEAT CH CUP HOLDER LH LEFT-HANDED

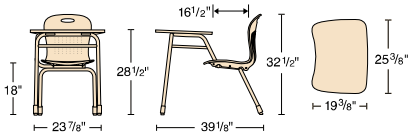
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Sage™ Series – *Chair Desks with Bowfront Top*

Sage Series chair desks combine an ergonomically contoured seat with a spacious FRW™ hard plastic work surface.

SGCONBRM

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

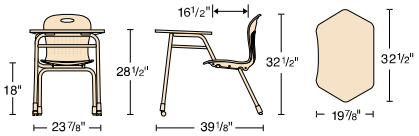
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK BH BACKPACK HANGER
P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

Sage™ Series – *Chair Desks with Collaborative Learning Top*

Sage Series chair desks feature an ergonomically contoured seat and a collaborative work surface, ideal for group learning. Work surface is available with high-pressure laminate or FRW hard plastic.

SGC1CT

4-leg chair desk with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface. (model SGC1CTM shown)



OPTIONAL CONFIGURATIONS

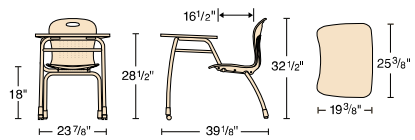
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES L LAMINATE TOP AE SURE EDGE BR BOOKRACK
M HARD PLASTIC TOP BH BACKPACK HANGER CH CUP HOLDER P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

Sage™ Series – *Chair Desks with Civitas Frame*

Sage Series chair desks feature an ergonomically contoured seat with our stylish and sophisticated Civitas frame. Models are available with an FRW hard plastic or high-pressure laminate work surface.

CCSG1

4-leg chair desk with Civitas frame and a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES L LAMINATE TOP AE SURE EDGE BR BOOKRACK
M HARD PLASTIC TOP BH BACKPACK HANGER P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

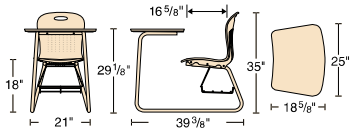
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Sage™ Series – *Sled-Based Combo Units with Bowfront Top*

Sage Series sled-based combo units feature an ergonomically contoured seat and a spacious FRW™ hard plastic work surface. Combo units offer a sturdy, dual-entry design for right and left-handed students.

SGSLEDBRM

Sled-based chair desk with an 18⅝" x 25" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

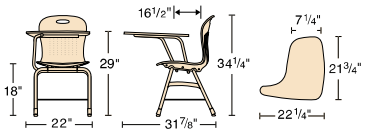
BR BOOKRACK BH BACKPACK HANGER P PADDED UPHOLSTERED SEAT

Sage™ Series – *Tablet Arm Chair Desks*

Sage Series tablet arm chair desks include a fixed or an articulating L-shaped high-pressure laminate work surface with an ergonomically contoured seat. Models feature a space-saving 4-leg chair frame, a steel bookrack and are available in right or left-handed configurations.

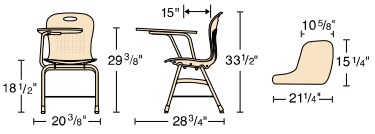
SG418TAFBR

Fixed tablet arm chair desk with a 7¼" x 21¾" x 22¼" x high-pressure laminate work surface.



SG418TABR

Articulating tablet arm chair desk with a 10⅝" x 15¼" x 21¼" high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK P PADDED UPHOLSTERED SEAT LH LEFT-HANDED

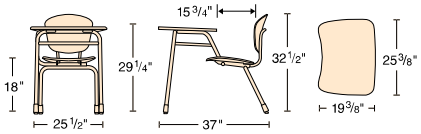
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Civitas® Series – *Chair Desks*

Civitas Series chair desks feature spacious high-pressure laminate or FRW™ hard plastic work surfaces. Elegantly arched front and rear legs define the Civitas style, while a sculpted plywood seat and back deliver a sleek, contemporary look.

CCW3

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface. (model CCW3M shown)



OPTIONAL CONFIGURATIONS

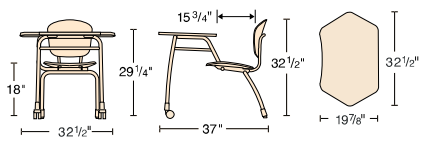
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES M HARD PLASTIC TOP
L LAMINATE TOP AE SURE EDGE LH LEFT-HANDED BR BOOKRACK BH BACKPACK HANGER

Civitas® Series – *Agile Combo Units with Collaborative Learning Top*

Civitas Series agile combo units offer two twin-wheel nylon casters equipped with a "sit-lock" feature, and a collaborative shaped high-pressure laminate or FRW hard plastic work surface. Models feature a sleek arched-leg frame, delivering style and convenience to classroom environments.

ACCW3CT

4-leg chair desk with a 19⅞" x 32½" collaborative shape high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

M HARD PLASTIC TOP L LAMINATE TOP AE SURE EDGE LH LEFT-HANDED BR BOOKRACK BH BACKPACK HANGER

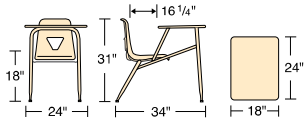
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

2000 Series – *Chair Desks and Tablet Arm Chair Desks*

2000 Series chair desks are offered in a variety of styles, including a classic 4-leg combo unit and a space-efficient tablet arm design. Chair desks feature a high-pressure laminate work surface and are available with an extra-large shell to accommodate larger students and adults.

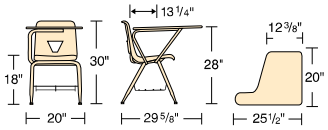
2400NBR

4-leg chair desk with an 18" x 24" rectangle shape high-pressure laminate work surface.



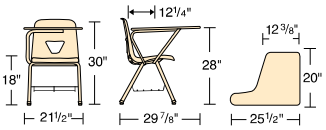
2700BR

Fixed tablet arm chair desk with a 12⅜" x 20" x 25½" high-pressure laminate work surface.



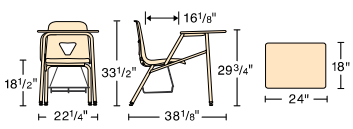
2700ELBR

Fixed tablet arm chair desk with a 12⅜" x 20" x 25½" high-pressure laminate work surface and extra-large seat.



2400ELBR

4-leg chair desk with an 18" x 24" rectangle shape high-pressure laminate work surface and extra-large seat.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK M HARD PLASTIC TOP L LAMINATE TOP PL PLYWOOD TOP
AE SURE EDGE EL EXTRA-LARGE SEAT

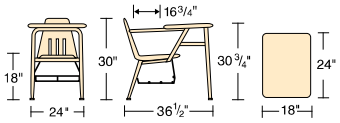
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

9000 Series – *Chair Desks and Tablet Arm Chair Desks*

9000 Series chair desks combine Virco's iconic original, ergonomically contoured and vented soft plastic seat with a durable high-pressure laminate work surface. Configurations include a traditional 4-leg chair desk and a compact L-shaped fixed tablet arm chair desk.

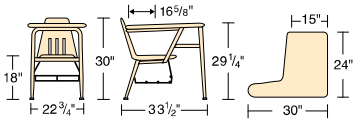
9400BR

4-leg chair desk with an 18" x 24" rectangle shape high-pressure laminate work surface.



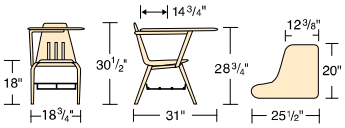
9400LABR

4-leg chair desk with a 15" x 24" x 30" high-pressure laminate work surface.



9700BR

Fixed tablet arm chair desk with a 12⅜" x 20" x 25½" high-pressure laminate work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK M HARD PLASTIC TOP L LAMINATE TOP PL PLYWOOD TOP AE SURE EDGE

SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

FROGS AND TOADS
GEORGIA
SNAKES
GEORGIA

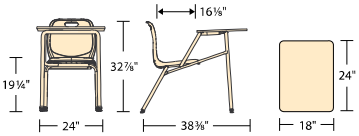
SALAMANDERS

N2 Series – *Chair Desks and Tablet Arm Chair Desks*

N2 Series chair desks, offered as a 4-leg model or a compact fixed tablet arm model, come with or without bookracks and are available with several sized high-pressure laminate work surfaces. Two sets of contoured, flexible ribs allow ergonomic movement in the chair for exceptional comfort and support. Extra-large models are available for larger students and adults.

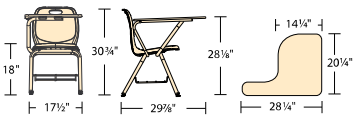
N240NBR

4-leg chair desk with an 18" x 24" rectangle shape high-pressure laminate work surface.



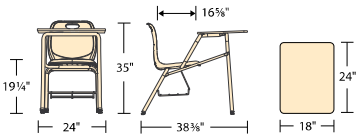
N270BR

Fixed tablet arm chair desk with a 14¼" x 20¼" x 28¼" high-pressure laminate work surface.



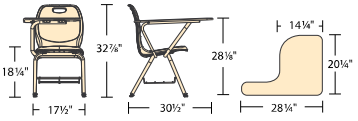
N240ELBRM

4-leg chair desk with an 18" x 24" rectangle shape FRW hard plastic work surface, extra large seat and wire bookrack.



N270ELBRM

Fixed tablet arm chair desk with a 14¼" x 20¼" x 28¼" FRW hard plastic work surface, extra large seat and wire bookrack.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK M HARD PLASTIC TOP PL PLYWOOD TOP EL EXTRA-LARGE SEAT AE SURE EDGE

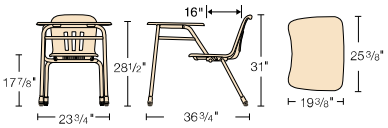
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Metaphor® Series – *Chair Desks and Tablet Arm Chair Desks*

Metaphor Series chair desks are offered in a variety of stylings, including a classic 4-leg combo unit, a space-efficient tablet arm design, and a dual-entry sled-based chair desk. Chair desks feature a high-pressure laminate work surface and an updated three-hole backrest, which provides exceptional ventilation and comfort.

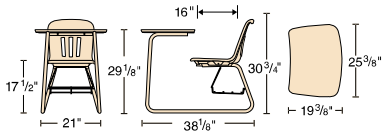
N9CONBR

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface. Also available with an 18" x 24" work surface.



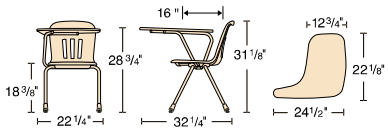
N9SLEDBR

Sled-based chair desk with a 19⅜" x 25⅜" bowfront shape high-pressure laminate work surface.



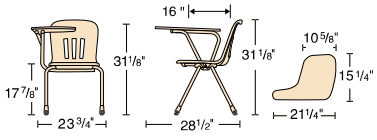
N918TAF

Fixed tablet arm chair desk with a 12¾" x 22⅛" x 24½" high-pressure laminate work surface.



N918TA

Articulating tablet arm chair desk with a 10⅝" x 15¼" x 21¼" high-pressure laminate work surface.



Model N918TA stacks 5-high

OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES L LAMINATE TOP AE SURE EDGE M HARD PLASTIC TOP BR BOOKRACK
BH BACKPACK HANGER LH LEFT-HANDED

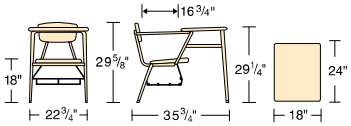
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

3000 Series – *Chair Desks and Tablet Arm Chair Desks*

3000 Series chair desks are available in various configurations and feature scratch and fade resistant hard plastic seats and backrests with either a high-pressure laminate or FRW™ hard plastic work surface. Classic 4-leg models come with or without an under-seat bookrack for storage and convenience.

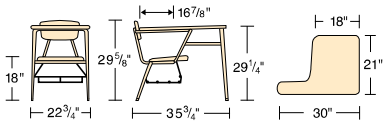
3400BRM

4-leg chair desk with an 18" x 24" rectangle shape hard plastic work surface.



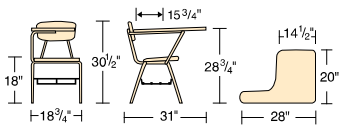
3400LABRM

4-leg chair desk with an 18" x 21" x 30" hard plastic work surface.



3700BRM

Fixed tablet arm chair desk with a 14½" x 20" x 28" hard plastic work surface.



OPTIONAL CONFIGURATIONS

FG **FELT-BASE GLIDES** SG **STEEL-BASE GLIDES** BR **BOOKRACK**

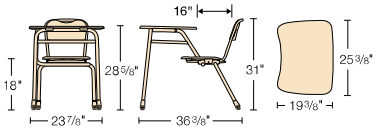
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

Telos® Series – *Chair Desks*

Telos Series 4-leg chair desks feature a contoured, hard plastic seat and back, providing long-lasting performance and durability. Models are available with an FRW™ hard plastic work surface and come with or without an under-seat steel bookrack.

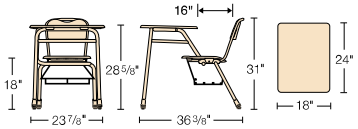
N3CONBRM

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface.



N3CORBRM

4-leg chair desk with an 18" x 24" rectangle shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

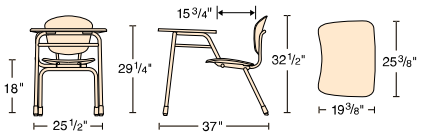
FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BH BACKPACK HANGER BR BOOKRACK

ZUMAfrd™ Series – *Chair Desks*

ZUMAfrd Series 4-leg chair desk features seat, back and a spacious work surface made from Virco's exclusive FRW hard plastic that provides added levels of sustainability for a classroom environment. Models are available with or without a steel bookrack.

ZFRDCONBRM

4-leg chair desk with a 19⅜" x 25⅜" bowfront shape hard plastic work surface.



OPTIONAL CONFIGURATIONS

FG FELT-BASE GLIDES SG STEEL-BASE GLIDES BR BOOKRACK

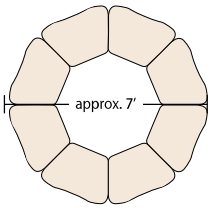
SEE PAGES **190-191** FOR MORE INFORMATION ON COMBO UNIT OPTIONS

DESKS

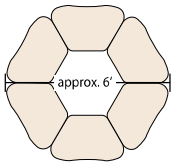
Virco classroom desks help educators make the most of their learning spaces. For today's diverse teaching methods, we offer desks that support solo learning as well as collaboration, combining in groups for easy discussion and exchange of ideas. Sturdy, ergonomic designs can be customized with book boxes, backpack hangers, bookracks and more, and many models are height-adjustable and mobile too. Teacher's desks with a variety of options further support classroom layouts. And in office and administrative settings, Virco desks provide a seamless transition from one task to the next to meet a range of organizational needs.

ZUMA® Series – *Fixed-Height Desks*

ZUMA desks offer playful style and durable construction. The ZUMA Series 4-leg fixed-height desks feature a 30" top height and an FRW™ hard plastic work surface, which includes a pencil groove.



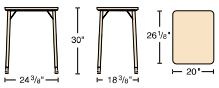
Octagonal Grouping with 8 ZOCT desks



Hexagonal Grouping with 6 ZHEX desks

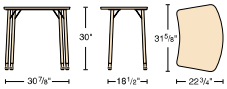
Z202630M

30" fixed-height with a 20" x 26⅛" rectangle shape hard plastic work surface.



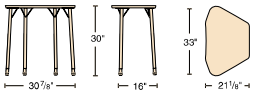
Z203130M

30" fixed-height with a 22¾" x 31⅝" bowfront shape hard plastic work surface (Z203130BOXM shown).



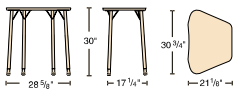
ZHEX30M

30" fixed-height with a 21⅛" x 33" collaborative shape hard plastic work surface (ZHEX30BOXM shown).



ZOCT30M

30" fixed-height with a 21⅛" x 30¾" collaborative shape hard plastic work surface (ZOCT30BRM shown).



OPTIONS BH BACKPACK HANGER BRT WIRE BOOK BASKET W/PAPER/PENCIL TRAY BOX PLASTIC BOOK BOX TT TOTE TRAY BR WIRE BOOK BASKET

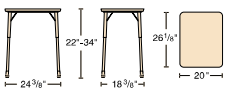
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, wire book basket and tote tray (tote tray not available with Z2026 models).

ZUMA® Series – *Adjustable-Height Desks*

ZUMA Series adjustable-height student desks provide solutions to a variety of classroom environments, from traditional rows to collaborative learning. Desks feature FRW hard plastic work surfaces and an adjustable-height range of 22" to 34".

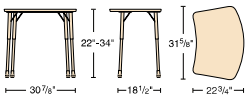
ZADJ2026M

22"-34" adjustable-height with a 20" x 26⅛" rectangle shape hard plastic work surface.



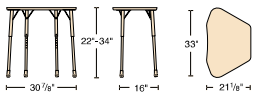
ZADJ2031M

22"-34" adjustable-height with a 22¾" x 31⅝" bowfront shape hard plastic work surface (ZADJ2031BOXM shown).



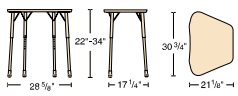
ZHEXM

22"-34" adjustable-height with a 21⅛" x 33" collaborative shape hard plastic work surface (ZHEXBRTM shown).



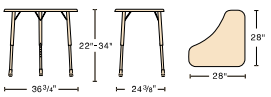
ZOCTM

22"-34" adjustable-height with a 21⅛" x 30¾" collaborative shape hard plastic work surface.



ZBOOMM

22"-34" adjustable-height with a 28" x 28" boomerang shape hard plastic work surface (ZBOOMBRM shown).



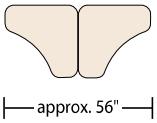
OPTIONS

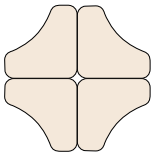
BH BACKPACK HANGER BRT WIRE BOOK BASKET W/PAPER/PENCIL TRAY BOX PLASTIC BOOK BOX BR WIRE BOOK BASKET C2 CASTERS
BB PLASTIC BOOK BOX C CASTERS TT TOTE TRAY G GANG BRACKETS

Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, wire book basket, and tote tray (tote tray not available with Z2026 models). ZADJ2026M, ZHEXM and ZOCTM are available with two front leg casters (C2). ZBOOM is available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box (BB), wire book basket, gang brackets, tote tray and casters (a single caster is available only for the desk's middle leg).

ZUMA® Series – *Stand-Up Height Desks*

The ZUMA Series adjustable stand-up height student desks come with FRW™ hard plastic tops and an adjustable height range of 29" to 41" for flexible learning spaces.

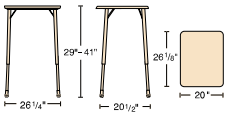




ZBOOM groups into collaborative arrangements of two or four

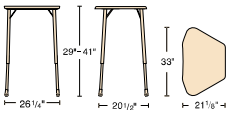
Z2026SUM

29"-41" adjustable-height with a 20" x 26⅛" rectangle shape hard plastic work surface.



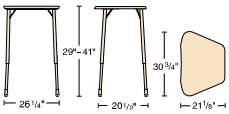
ZHEXSUM

29"-41" adjustable-height with a 21⅛" x 33" collaborative shape hard plastic work surface.



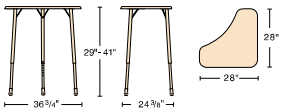
ZOCTSUM

29"-41" adjustable-height with a 21⅛" x 30¾" collaborative shape hard plastic work surface.



ZBOOMSUM

29"-41" adjustable-height with a 28" x 28" boomerang shape hard plastic work surface (ZBOOMSULBBBBHM shown).



OPTIONS BH BACKPACK HANGER BRT WIRE BOOK BASKET W/ PAPER/PENCIL TRAY BOX PLASTIC BOOK BOX BR WIRE BOOK BASKET
BB PLASTIC BOOK BOX TT TOTE TRAY G GANG BRACKETS LB LEG BRACE

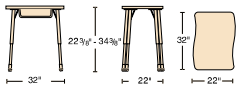
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, tote tray and wire book basket. ZBOOMSU is available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box (BB), wire book basket, gang brackets, tote tray, and stand-up leg brace.

ZUMA® Series – *Slide Desk*

ZUMA Series Slide Desks support flexible learning environments by quickly adapting from individual use to group learning styles. Desks feature a 30" fixed-height or 22" to 34" adjustable-height with a 22" x 32" slide-shaped high-pressure laminate work surface.

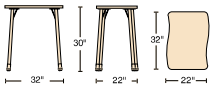
ZSLADJ

22⅜"-34⅜" adjustable-height desk with a 22" x 32" Slide shape high-pressure laminate work surface (ZSLADJBBBH Shown).



ZSL30

22⅜"-34⅜" adjustable-height desk with a 22" x 32" Slide shape high-pressure laminate work surface (ZSL30BH Shown).



OPTIONS BRT WIRE BOOK BASKET W/ PAPER/PENCIL TRAY
BH BACKPACK HANGER BOX PLASTIC BOOK BOX TT TOTE TRAY
BR WIRE BOOK BASKET C CASTERS

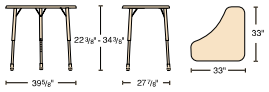
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, tote tray and wire book basket. Two casters available on legs opposite user side only; only available with adjustable-height BOX, BR and BRT models.

ZUMA® Series – *Wheelchair Height Desks*

The ZUMA Series wheelchair-accessible student desks provide 30" minimum width and 19" minimum depth of unobstructed clearance. Top surfaces are available with a high-pressure laminate.

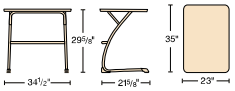
ZBOOMW

22⅜"-34⅜" adjustable-height with a 33" x 33" boomerang shape high-pressure laminate work surface.



ZDESK29W

29⅝" fixed-height with a 23" x 35" bowfront shape high-pressure laminate work surface.



OPTIONS G GANG BRACKETS PLT2 PLYWOOD TOP C CASTERS

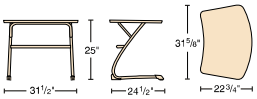
ZBOOMW is available with gang brackets, plywood laminate top with a 1" reveal bevel up edge profile, and casters. Options are not available with ZDESK29W.

ZUMA® Series – *Cantilever Desks*

ZUMA Series cantilever desks combine an open-sided design for easy access with a generous bowfront top that comfortably holds a laptop and textbook. Models feature FRW™ hard plastic work surfaces and are available with a choice of 25", 27", or 29" fixed-heights for a variety of applications in multiple grade levels.

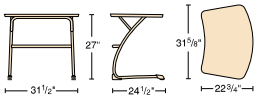
ZDESK25M

25" fixed-height with a 22¾" x 31⅝" bowfront shape hard plastic work surface.



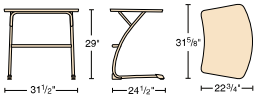
ZDESK27M

27" fixed-height with a 22¾" x 31⅝" bowfront shape hard plastic work surface.



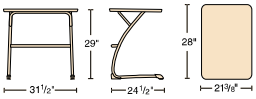
ZDESK29M

29" fixed-height with a 22¾" x 31⅝" bowfront shape hard plastic work surface (ZDESK29BOXM shown).



ZDESK29QM

29" fixed-height with a 28" x 21⅜" rectangle shape hard plastic work surface.



OPTIONS

BH BACKPACK HANGER BRT WIRE BOOK BASKET W/PAPER/PENCIL TRAY BOX PLASTIC BOOK BOX TT TOTE TRAY BR WIRE BOOK BASKET

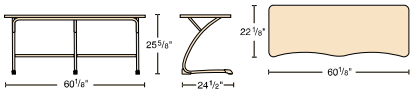
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, tote tray and a wire book basket. Backpack hanger not available with ZDESK29QM.

ZUMA® Series – *Cantilever Two-Student Desks*

Two-student ZUMA Series cantilever desks feature contoured inner edge profiles that help define the work space of each student. Models are available with a spacious 22⅛" x 60⅛" high-pressure laminate work surface and give you a choice of 25", 27", and 29" fixed top heights.

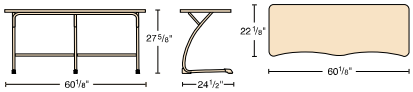
ZDESK226025

25⅝" fixed-height with a 22⅛" x 60⅛" high-pressure laminate work surface (ZDESK226025BR shown).



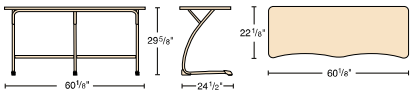
ZDESK226027

27⅝" fixed-height with a 22⅛" x 60⅛" high-pressure laminate work surface (ZDESK226027BOXBH shown).



ZDESK226029

29⅝" fixed-height with a 22⅛" x 60⅛" high-pressure laminate work surface.



OPTIONS

BH BACKPACK HANGER BRT WIRE BOOK BASKET W/PAPER/PENCIL TRAY BOX PLASTIC BOOK BOX TT TOTE TRAY BR WIRE BOOK BASKET

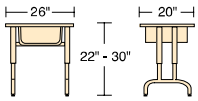
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, tote tray and a wire book basket.

7900 Series – *Student Desks*

7900 Series desks feature a heavy-duty pedestal design and an FRW hard plastic top or high-pressure laminate work surface. Desks have an open-front plastic book box and a height range of 22" to 30".

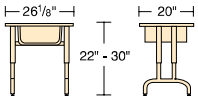
792026BB

22"-30" adjustable-height with a 20" x 26" high-pressure laminate work surface.



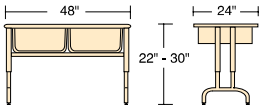
792026BBM

22"-30" adjustable-height with a 20" x 26" hard plastic work surface.



792448BB

22"-30" adjustable-height two-student desk with 24" x 48" high-pressure laminate work surface.

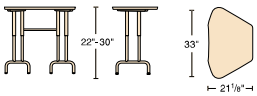


7900 Series – *Student Desks for Collaborative Learning*

7900 Series desks for collaborative learning combine our durable pedestal-leg design with an FRW hard plastic top in two collaborative shapes, which can be grouped into collaborative arrangements of four to eight. Desks have an adjustable-height range of 22" to 30".

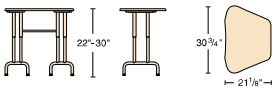
79HEXM

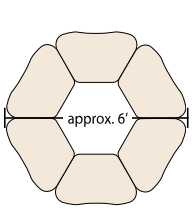
22"-30" adjustable-height with a 21⅛" x 33" hard plastic work surface.



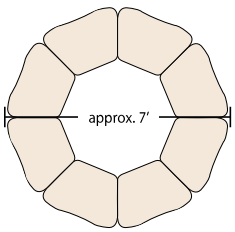
79OCTM

22"-30" adjustable-height with a 21⅛" x 30¾" hard plastic work surface (79OCTBBBHM shown).





Hexagonal Grouping



Octagonal Grouping

OPTIONS

BH BACKPACK HANGER **BB PLASTIC BOOK BOX**

Desks are available with a backpack hanger and plastic book box.

785 Series – *Open-Front Student Desk with Metal Book Box*

785 Series student desks feature an adjustable height range of 23" to 31" and an 18" x 24" FRW™ hard plastic or high-pressure laminate work surface. Metal book boxes measure 21½"W x 15"D x 4¾"H.

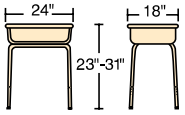
OPTIONS

M HARD PLASTIC TOP PL PLYWOOD TOP AE SURE EDGE
CHRM ALL-CHROME LEGS

Desks are available with hard plastic top and plywood top. Sure Edge finish is only available with a laminate top.

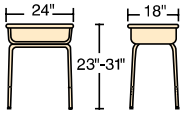
785MBB

23"-31" adjustable-height with an 18" x 24" high-pressure laminate work surface.



785MBBM

23"-31" adjustable-height with an 18" x 24" hard plastic work surface.



785 Series – *Open-Front Student Desk with Plastic Book Box*

785 Series student desks combine an 18" x 24" FRW hard plastic or high-pressure laminate work surface with an open-front plastic book box. Top height adjusts from 23" to 31" and the spacious book box measures 21"W x 16"D x 4¼"H.

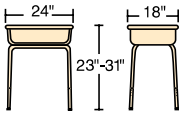
OPTIONS

M HARD PLASTIC TOP PL PLYWOOD TOP AE SURE EDGE
CHRM ALL-CHROME LEGS

Desks are available with hard plastic top and plywood top. Sure Edge finish is only available with a laminate top.

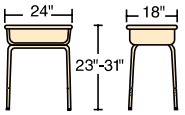
785M

23"-31" adjustable-height with an 18" x 24" hard plastic work surface.



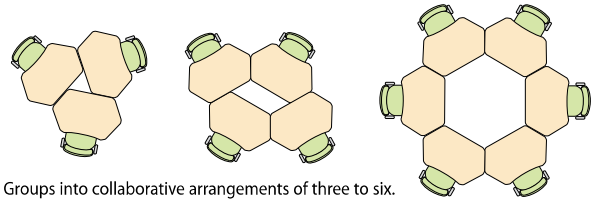
785

23"-31" adjustable-height with an 18" x 24" high-pressure laminate work surface.



785 Series – *Collaborative Top Student Desks*

785 Series collaborative student desks feature a high-pressure laminate or FRW hard plastic work surface and an adjustable-height range of 23" to 31". Desks include either a plastic book box measuring 21"W x 16"D x 4¼"H, or a metal book box measuring 21½"W x 15"D x 4¾"H.



Groups into collaborative arrangements of three to six.

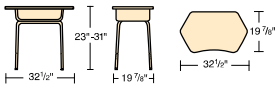
OPTIONS

BH BACKPACK HANGER M HARD PLASTIC TOP PL PLYWOOD TOP
AE SURE EDGE

Desks are available with a backpack hanger, a hard plastic top or plywood top. Sure Edge finish is only available with a laminate top.

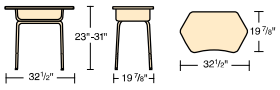
785CT

23"-31" adjustable-height with a 19⅞" x 32½" high-pressure laminate work surface and plastic book box.



785MBBCT

23"-31" adjustable-height with a 19⅞" x 32½" high-pressure laminate work surface and metal book box.



751 Series – *Lift-Lid Student Desks*

751 Series desks feature dual closing devices and sturdy steel hinges for a quiet, reliable performance. Models are available with an 18" x 24" work surface in FRW hard plastic top or a high-pressure laminate and have an adjustable-height range of 23" to 31". Metal book box dimensions are 23½"W x 17⅜"D x 5"H.

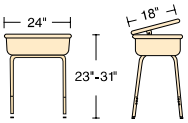
OPTIONS

M **HARD PLASTIC TOP** PL **PLYWOOD TOP**
AE **SURE EDGE**

Desks are available with a hard plastic top and plywood top.
Sure Edge finish is only available with a laminate top.

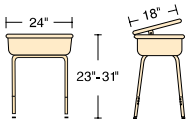
751MBBM

23"-31" adjustable-height with an 18" x 24" hard plastic work surface.



751MBB

23"-31" adjustable-height with an 18" x 24" high-pressure laminate work surface.

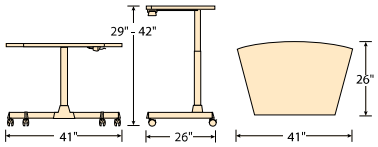


Target the Question
MONDAY
THURSDAY
FRIDAY
WEDNESDAY
4×3×6

Topaz™ Series – *Sit-to-Stand Workstations*

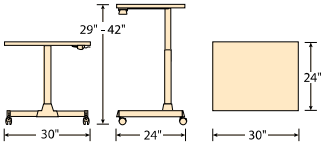
Topaz Series Workstations feature a high-pressure laminate work surface with a 3mm edge-banding. Smooth up and down pneumatic height adjustment enables easy transition from sitting to standing – providing the flexibility for students and teachers to move with ease and find the position and space where they work best.

Wedge Sit-to-Stand Workstation



MODEL	
TZWSWDG	29"-42"adjustable-height with a 41" x 26" high-pressure laminate work surface.
TZWSWDGAT	29"-42" adjustable-height with a 41" x 26" high-pressure laminate work surface and accessory tray.

Rectangle Sit-to-Stand Workstation

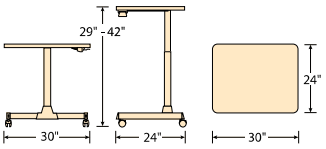


MODEL	
TZWS2430	29"-42"adjustable-height with a 30" x 24" high-pressure laminate work surface.
TZWS2430AT	29"-42"adjustable-height with a 30" x 24" high-pressure laminate work surface and accessory tray.

Room to Move® Series – *Sit-to-Stand Workstations*

Room to Move Series Sit-to-Stand Workstations are available in various shapes with a high-pressure laminate worksurface and a rounded T-mold edge banding. A smooth up and down pneumatic height adjustment range of 29" to 42" allows students and teachers to move with ease for a more productive and engaging learning environment.

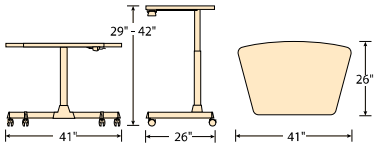
Rectangle Sit-to-Stand Workstation



MODEL	
RMWS2430	29"-42" adjustable-height with a 24" x 30" high-pressure laminate work surface.
RMWS2430AT	29"-42" adjustable-height with a 24" x 30" high-pressure laminate work surface and accessory tray.

Shown with tote tray.

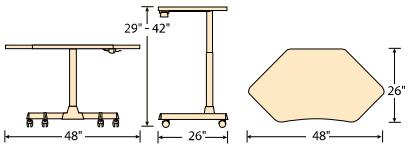
Wedge Sit-to-Stand Workstation



MODEL	
RMWSWDG	29"-42" adjustable-height with a 26" x 41" high-pressure laminate work surface
RMWSWDGAT	29"-42" adjustable-height with a 26" x 41" high-pressure laminate work surface and accessory tray.

Shown with accessory tray.

Corner Sit-to-Stand Workstation



MODEL	
RMWSCNR	29"-42" adjustable-height with a 26" x 48" high-pressure laminate work surface.
RMWSCNRAT	29"-42" adjustable-height with a 26" x 48" high-pressure laminate work surface and accessory tray.

Topaz™ & Room to Move® Series – *Options and Accessories*

ZTT
Tote Tray.
12½"D x 17"W x 3"H

UPDRWL & UPDRW
Pencil Drawer with and without lock. 13"D x 22"W x 2"H

WS2430MOD
11" x 29½" modesty panel for 24" x 30" Sit-to-Stand Workstation

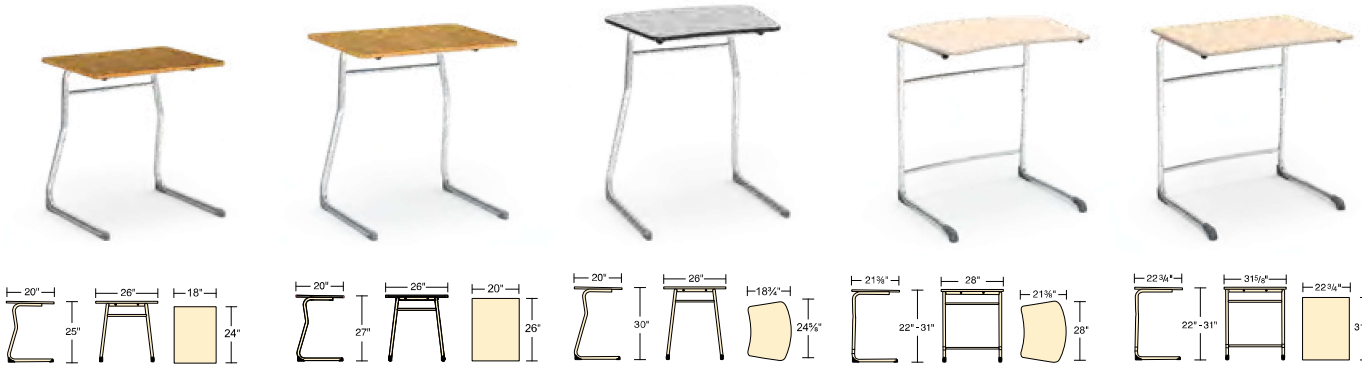
WSWDGMOD
11" x 39½" modesty panel for Wedge Sit-to-Stand Workstation

ACCESSORY TRAY
19¾"W insert tray includes a tablet slot, two cup holders, and a pencil holder. Factory Installed only option.

Sigma® Series – *Student Desks*

Sigma Series student desks feature an open-sided, cantilevered design, providing a space-efficient choice for any classroom. Choose from a selection of 25", 27" or 30" fixed-heights or an adjustable-height range of 22" to 31". Select desks are available in high-pressure laminate or FRW™ hard plastic work surface.

FIXED HEIGHT — **ADJ HEIGHT**



18" x 24" Tops

MODEL	FIXED
73025	25"
73027	27"
73030	30"

20" x 26" Tops

MODEL	FIXED
73325	25"
73327	27"
73330	30"

18¾" x 24⅝" Tops

MODEL	FIXED
73525	25"
73527	27"
73530	30"

28 x 21⅜ Top

MODEL	ADJ
73QADJM	22"- 31

31⅝ x 22¾ Top

MODEL	ADJ
73ADJM	22"- 31

OPTIONS

BH BACKPACK HANGER **M** HARD PLASTIC TOP **PL** PLYWOOD TOP **BR** WIRE BOOK BASKET **AE** SURE EDGE **BB** PLASTIC BOOK BOX

Desks are available with a backpack hanger, hard plastic top, plywood top, and a wire book basket. Sure Edge finish is only available with a laminate top. 73ADJM is available with a backpack hanger, plastic book box, wire book basket, and a 28" x 21⅜" hard plastic top (model 73QADJM).

Metonymy® Series

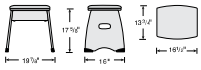
Metonymy is an innovative three-piece set consisting of a compact desk, padded bench, and step stool that neatly nest together within the confines of the 24" x 20" x 30" desk. The desk features a high-pressure laminate work surface and a metal book. An upholstered padded bench is equipped with a steel upper frame, combining comfort and strength. A multi-purpose slip-resistant step stool can be used as a footrest or bookstand, then placed atop the desk to transform the workstation into a podium or standing desk.

METS12

12" high step stool.

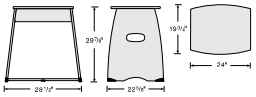
METB18

18" high bench.



METD30

30" fixed-height desk with a 19¾" x 24" high pressure laminate work surface.



MET

Set includes: 12" high step stool, 18" high bench and 30" fixed-height desk.

COLORS

Black, Grey, Navy, Fusion Maple, Carmel Sagawood, Looks Likatre, Asian Sand

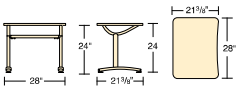
TEXT® Series – *Student Desks*

TEXT Series desks, designed by the award-winning team of Peter Glass and Bob Mills, feature elliptical legs, swooping yokes and arched feet. Single-student models are available with FRW™ hard plastic work surfaces in fixed or adjustable-height configurations. Two-student desks are available with a high-pressure laminate work surface and an adjustable-height range of 26" to 34".

Fixed-Height Models

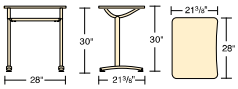
TD2128Y24M

24⅜" fixed-height with a 21⅜"x 28" hard plastic work surface (TD2128Y24BHM shown).



TD2128Y30M

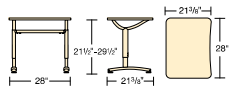
30" fixed-height with a 21⅜" x 28" hard plastic work surface (TD2128Y30BRTM shown).



Adjustable-Height Models

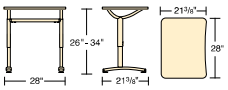
TD2128YLOM

21½"-29½" adjustable with a 21⅜" x 28" hard plastic work surface. (TD2128YLOM shown).



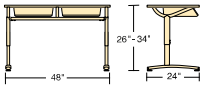
TD2128YADJM

26"-34" adjustable with a 21⅜" x 28" hard plastic work surface (TD2128YADJBBM shown).



TD24488YADJ

26"-34" adjustable-height with a 24" x 48" high-pressure laminate work surface (TD24488YADJBB shown).



OPTIONS

BH BACKPACK HANGER **BRT WIRE BOOK BASKET W/PAPER/PENCIL TRAY** **BB PLASTIC BOOK BOX** **TT TOTE TRAY** **BR WIRE BOOK BASKET**
C CASTERS

Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, tote tray and wire book basket. Casters only available with TD2128Y30M and TD2128YLOM. TD24488YADJ is available with two plastic book boxes, two wire book baskets, and two wire book basket with paper/pencil trays.

TEXT® Series – *Help Desks*

TEXT Series Help Desks combine style, durability and performance, providing great teacher and student work stations. Models are available in high-pressure laminate work surfaces with an adjustable-height range of 26" to 34" or a fixed-height of 30".

OPTIONS

C CASTERS

Desks are available with casters.

OPTIONAL ACCESSORIES

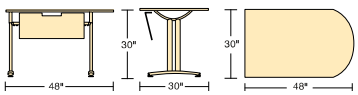
KEYBOARD MOUSE TRAYS, NACR, WIRE MANAGEMENT, WIRE CHASE, PENCIL DRAWERS, CPU HOLDER, MODESTY PANELS, AND POWER DATA.

For information on accessories see pages 115 and 145.

Fixed Height

30" fixed-height with a high-pressure laminate work surface (THD30488D30 shown).

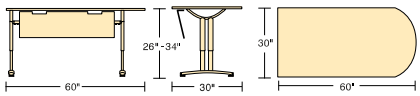
MODEL	TOP SIZE
THD30488D30	48"W x 30"D x 30"H
THD30608D30	60"W x 30"D x 30"H



Adjustable Height

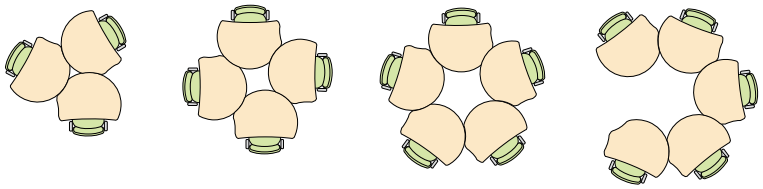
26"-34" adjustable-height with a high-pressure laminate work surface (THD30608DADJ shown).

MODEL	TOP SIZE
THD30488DADJ	48"W x 30"D x 26"-34"H
THD30608DADJ	60"W x 30"D x 26"-34"H



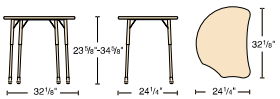
Molecule Series – *Student Desks*

Molecule Series unique shaped 24" x 32" collaborative work surfaces allow for single-student use or groupings of multiple desks in various arrangements. Desks come with a high-pressure laminate work surface and an adjustable-height range of 24¼" to 32⅛" or stand-up adjustable-height of 29⅜" to 41⅜".



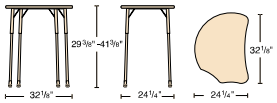
MC2432

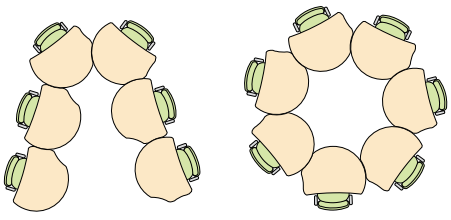
24¼"-32⅛" adjustable-height with a 24" x 32" high-pressure laminate work surface (MC2432TTC shown).



MC2432SU

29⅜"-41⅜" stand-up adjustable-height with a 24" x 32" high-pressure laminate work surface.





OPTIONS

BH BACKPACK HANGER BB PLASTIC BOOK BOX BR BOOKRACK TT TOTE TRAY
BRT WIRE BOOK BASKET W/ PAPER/PENCIL TRAY C CASTERS AE SURE EDGE

Desks are available with a backpack hanger, bookrack, plastic book box, tote tray, wire book basket or paper/pencil tray and casters. (casters not available with MC2432SU). Sure Edge top.

5000 Series – *Student Desks*

5000 Series desks feature a high-pressure laminate work surface and 2 thick profile leg options; a 24" to 32" adjustable-height leg or a 30" fixed-height leg. Both desks come in shapes that can be set for single student learning or arranged in collaborative learning groups. Triangle shape desks have a 33⅛" x 29¼" work surface. Slide shape desks feature a 22" x 32" work surface.

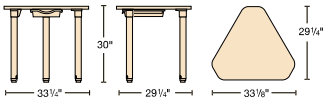
OPTIONS

BH BACKPACK HANGER BR BOOKRACK BB PLASTIC BOOK BOX
BRT WIRE BOOK BASKET W/ PAPER/PENCIL TRAY TT TOTE TRAY
AE SURE EDGE ADJ ADJUSTABLE LEGS

Desks are available with a backpack hanger, wire book basket with paper/pencil tray, plastic book box, wire book basket w/ paper/pencil tray, tote tray and wire book basket, Sure Edge finish and adjustable-height legs.

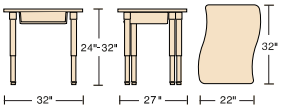
50TRI30

30" fixed-height with a high-pressure laminate work surface (50TRI30BHBB shown).



50SL30

24"-32" adjustable-height with a high-pressure laminate work surface (50SL30ADJBB shown).



Tetra™ Series – *Student Desks*

Tetra Series student desks offer an 21" x 28" work surface in FRW™ hard plastic or high-pressure laminate. Models are available with an adjustable-height range of 26" to 34" or a fixed-height of 30".

OPTIONS

BH BACKPACK HANGER BB PLASTIC BOOK BOX
BRT WIRE BOOK BASKET W/ PAPER/PENCIL TRAY
BR WIRE BOOK BASKET M HARD PLASTIC TOP
BHP BACKPACK HANGER PEG C CASTERS

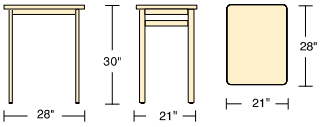
Desks are available with a backpack hanger, wire book basket with paper/pencil tray, wire book basket, plastic book box, tote tray, backpack hanger peg and casters. Casters are available for adjustable-height desks only.

OPTIONAL ACCESSORIES

MODESTY PANEL

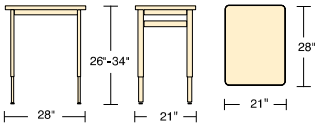
TR212830

30" fixed-height with a 21" x 28" high-pressure laminate work surface (TR212830BOX shown).



TR2128ADJ

26"-34" adjustable-height with a 21" x 28" high-pressure laminate work surface (TR2128ADJCBOXM shown with an optional modesty panel and casters).



Plateau® Series – *Student Desks*

Plateau Series Slide Desks feature a stunning "floating" desktop design atop a stylish yet functional leg. Desks offer a 22" x 32" slide-shaped high-pressure laminate work surface and are available with an adjustable-height range of 26" to 34" or a fixed-height of 29".

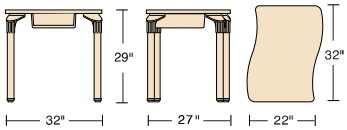
OPTIONS

BH BACKPACK HANGER C CASTERS
TT TOTE TRAY

Desks are available with a backpack hanger and tote tray. Casters are available for adjustable-height desks only.

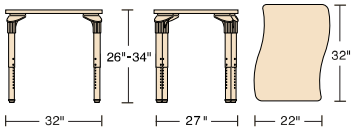
PTSL29

29" fixed-height with a 22" x 32" slide shape high-pressure laminate work surface (PTSL29TT shown).



PTSLADJ

26"-34" adjustable-height with a 22" x 32" slide shape high-pressure laminate work surface (PTSLADJC shown).



765 Series – *Jr. Executive Student Desks*

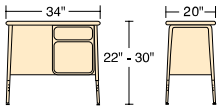
765 Series desks feature a generous 20"x 34" high-pressure or FRW™ hard plastic work surface, a large side-mounted storage compartment, a molded modesty panel, and an adjustable-height range of 22" to 30".

OPTIONS M HARD PLASTIC TOP
PL PLYWOOD TOP SE SURE EDGE

Desks are available with a hard plastic top, plywood top, or Sure Edge.

765MBB

22"-30" adjustable-height with a 20" x 34" high-pressure laminate work surface.

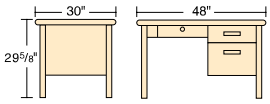


640 Series – *Teachers' Desks*

640 Series teacher desks offer hanging single or double-pedestal storage compartments and a convenient center drawer, all with locking capabilities for added privacy. Both pedestal options feature a high-pressure laminate work surface with 3mm edge-banding profile and a fixed-height of 29⅝" with four adjustable nylon glides.

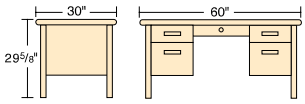
643 - Single-Pedestal

29⅝" fixed-height with a 30" x 48" high-pressure laminate work surface.



646 - Double-Pedestal

29⅝" fixed-height with a 30" x 60" high-pressure laminate work surface. (Model 646GRWC shown).

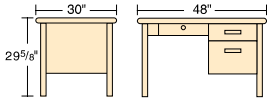


540 Series – *Teachers' Desks*

540 Series teacher desks offer hanging single or double-pedestal storage compartments and a convenient center drawer, all with locking capabilities for added privacy. Both pedestal options feature a high-pressure laminate work surface and a fixed-height of 29⅝" with four adjustable nylon glides.

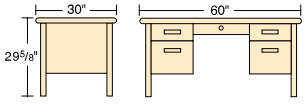
543 - Single-Pedestal

29⅝" fixed-height with a 30" x 48" high-pressure laminate work surface.



546 - Double-Pedestal

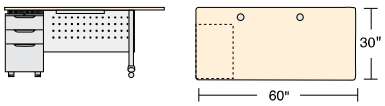
29⅝" fixed-height with a 30" x 60" high-pressure laminate work surface.



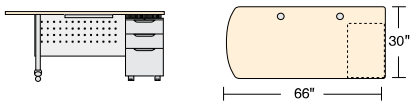
Textameter™ Series – *Teachers' Desks*

Textameter Series desks combine design elements from Virco's TEXT® and Parameter® collections, including a hanging storage pedestal and a T-leg with a fixed-height of 28¾". Additional standard features include a center drawer, gang locking on all pedestal drawers, a perforated steel modesty panel, two desktop grommets for wire management and locking casters for mobility.

T3060L



T3066P



Rectangle Tops

MODEL	TOP SIZE	TOP SHAPE	PEDESTAL SIDE
T3050	30" x 50"	rectangular top	right-side pedestal
T3050L	30" x 50"	rectangular top	left-side pedestal
T3060	30" x 60"	rectangular top	right-side pedestal
T3060L	30" x 60"	rectangular top	left-side pedestal

One-Sided Peninsula Top

MODEL	TOP SIZE	TOP SHAPE	PEDESTAL SIDE
T3056P	30" x 56"	one side radius top	right-side pedestal
T3056PL	30" x 56"	one side radius top	left-side pedestal
T3066P	30" x 66"	one side radius top	right-side pedestal
T3066PL	30" x 66"	one side radius top	left-side pedestal

Tetra™ Series – *Teachers' Desks*

Tetra™ Series teacher desks, providing a solid 4-leg frame and modern design, feature a high-pressure laminate work surface in three configurations; rectangle, peninsula and wheelbarrow. Models come standard with a full 3-sided modesty panel and are available in a 30" fixed top-height.

Rectangle Tops

MODEL	TOP SIZE
TR244830TD	24" x 48"
TR247230TD	24" x 72"
TR304830TD	30" x 48"
TR307230TD	30" x 72"

Peninsula Tops

MODEL	TOP SIZE
TR246630PRTD	24" x 66"
TR306630PRTD	30" x 66"

Wheelbarrow Desks

MODEL	TOP SIZE
TR244830WBTD	24" x 48"
TR247230WBTD	24" x 72"
TR304830WBTD	30" x 48"
TR307230WBTD	30" x 72"

OPTIONS C CASTERS

Casters are available for desks with rectangle and peninsula tops.

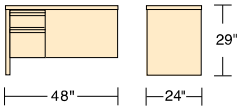
53 Series – *Pedestal Desks*

53 Series desks feature a post-formed high-pressure laminate work surface atop a study steel frame with a 29" fixed top-height. Stand-alone single-pedestal desks come with drawers, featuring a locking box and file drawer on either the right or left side; in addition, there's a stand-alone double-pedestal model. A return can be attached to the open end of either single pedestal desk to create an L-shaped configuration.

533066LP left-sided single-pedestal desk with right-side single-pedestal return - **53RTNRP.**

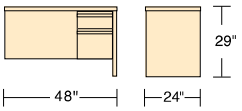
53RTNLP

29" fixed-height with a 24" x 48" high-pressure laminate work surface. Left-side pedestal return (must be attached to 533066RP).



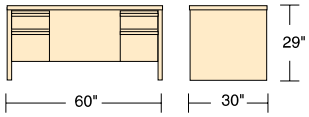
53RTNRP

29" fixed-height with a 24" x 48" high-pressure laminate work surface. Right-side pedestal return (must be attached to 533066LP).



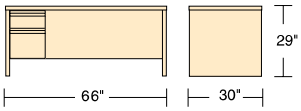
533060

29" fixed-height with a 30" x 60" high-pressure laminate work surface. Double-pedestal with no center drawer.



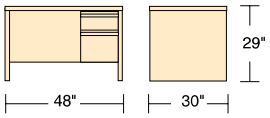
533066LP

29" fixed-height with a 30" x 66" high-pressure laminate work surface. Left-side pedestal with no center drawer.



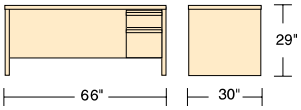
533048RP

29" fixed-height with a 30" x 48" high-pressure laminate work surface. Right-side pedestal with no center drawer.

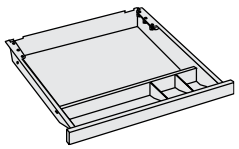


533066RP

29" fixed-height with a 30" x 66" high-pressure laminate work surface. Right-side pedestal with no center drawer.



53 Series – *Options*



53DRWR60

An optional metal center drawer with a spacious rear storage area and three front compartments is available for use with Virco desk models 533060 and 533048RP.

53FKEY
Keyed-alike lock core tumbler.

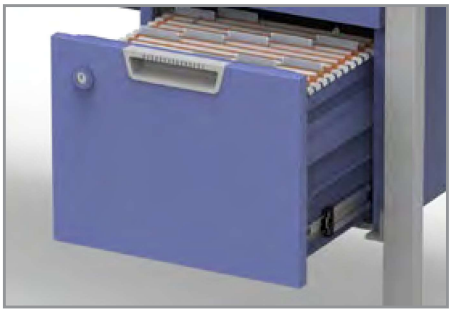
MMKEY
Master key for keyed-alike lock core.

Topaz™ Series *–Teachers' Desks*

The Topaz Series, designed by the award-winning team of Peter Glass and Bob Mills, combines sleek design with innovative versatility to support modern learning environments. Blending beauty and functionality, the Topaz Series teachers' desk was designed with teachers in mind. Single or double-pedestal models feature a high-pressure laminate work surface with 3mm profile edge banding and 30" fixed-height.

The Topaz Series teacher accessory table's seamless nesting design offers a versatile companion to the teacher's desk. Create additional workspace for grading work, or easily transform the space for one-on-one collaboration with students.

Topaz™ Series –*Features and Options*



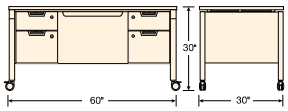
Large file drawer accommodates letter and legal size hanging files, which glide easily on full-extension slides.

Integrated power features 2 USB and 2 power ports.

Optional tip-out drawer allows for easy access to devices while being able to keep them plugged in.

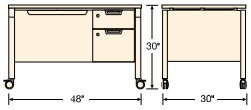
Double Pedestal Teacher Desks

MODEL	DESCRIPTION
TZD3060SD	30" x 60" work surface, double pedestal, smart drawer
TZD3060	30" x 60" work surface, double pedestal



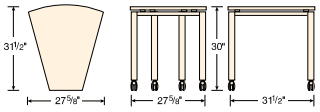
Single Pedestal Teacher Desks

MODEL	DESCRIPTION
TZD3048LSD	30" x 48" work surface, left-side pedestal, smart drawer
TZD3048RSD	30" x 48" work surface, right-side pedestal, smart drawer
TZD3048L	30" x 48" work surface, left-side pedestal
TZD3048R	30" x 48" work surface, right-side pedestal



Teacher Accessory Table

MODEL	SIZE	DESCRIPTION
TZWEDGE	27⅝"W x 31½"D x 30"H	Wedge Accessory Table



Instructor Media Station

Instructor media stations serve the needs of today's technologically advanced classrooms and seminar training rooms with built-in cable management and easy access doors. Stations include a media tower, which can be positioned on the right or left side if the desk, and a spacious peninsula shaped desk. Models offer high-pressure laminate work surfaces and sturdy steel legs. Desks measure 48"W or 56"W x 30"D x 28¾"H; media towers measure 27"W x 30"D x 40⅝"H.

48"W Peninsula Desks

IMS30481

Full-height steel door with 3-point locking mechanism on user side; IT access door with 3-point locking mechanism on non-user side.

IMS30482

12"H perforated steel door with 3-point locking mechanism on user side; two locking file drawers; IT access door with 3-point locking mechanism on non-user side.

IMS30483

24"H perforated steel door with 3-point locking mechanism on user side; locking file drawer; IT access door with 3-point locking mechanism on non-user side.

IMS30484

12"H perforated steel door with 3-point locking mechanism on user side; one box and one file drawer with single locking mechanism; IT access door with 3-point locking mechanism on non-user side.

56"W Peninsula Desks

IMS30561

Full-length, steel door with 3-point locking mechanism on user side; IT access door with 3-point locking mechanism on non-user side.

OPTIONS C CASTERS

IMS30562

12"H perforated steel door with 3-point locking mechanism on user side; two locking file drawers beneath access door; IT access door with 3-point locking mechanism on non-user side.

IMS30563

24"H perforated steel door with 3-point locking mechanism on user side; locking file drawer; IT access door with 3-point locking mechanism on non-user side.

IMS30564

12"H perforated steel door with 3-point locking mechanism on user side; one box and one file drawer with single locking mechanism; IT access door with 3-point locking mechanism on non-user side.

Instructor Media Towers

Instructor media towers feature built-in cable management, easy access doors and a high-pressure laminate work surface, perfect for laptops or projectors. Media towers are fully ventilated with perforated panels on all four sides and bottom. Overall footprint of towers measure 27"W x 30"D x 40⅝"H.

IMT1

Full-height perforated steel door with 3-point locking mechanism on user side; IT access door with 3-point locking mechanism on non-user side.

IMT2

12"H perforated steel door with 3-point locking mechanism on user side; IT access door with 3-point locking mechanism on non-user side.

IMT3

24"H perforated steel door with 3-point locking mechanism on user side; locking file drawer; IT access door with 3-point locking mechanism on non-user side.

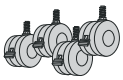
IMT4

12"H perforated steel door with 3-point locking mechanism on user side; one box drawer and one file drawer lock with a single locking mechanism; IT access door with 3-point locking mechanism on non-user side.

Options & Accessories

IMTIT
Lectern top

IMTS
Adjustable steel shelf kit



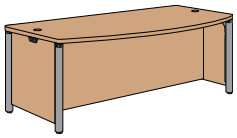
CASTERS

LESS IS MORE
ANTI FUTURE
EARTH MOTHER
The Atlantic

Plateau® Series – *Office Desks*

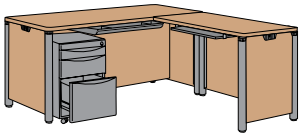
Plateau Series office desks provide stylish and functional furniture for administrative settings. Design your own solution using an array of basic components. All models are available with a high-pressure laminate work surface and 29" fixed-height. Selected desks include wire-management grommets and a perforated steel modesty panel.

Design Your Own Configuration From 3 Basic Styles…



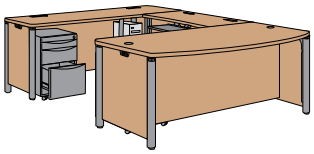
Free-Standing Units

Free-standing units are just that – free-standing.



L-Shaped Configurations

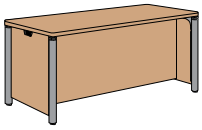
Connect a return to a Plateau non-elliptical desk to create an L-shaped workstation.



U-Shaped Configurations

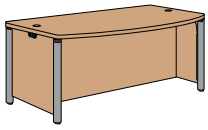
Workstations consist of a credenza, a non-elliptical desk and an adjoining return.

DESKS



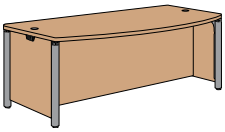
PTD3060

30" x 60"



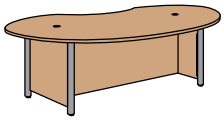
PTD3660BF

36" x 60" Bowfront



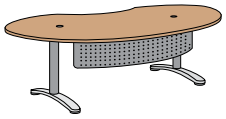
PTD3672BF

36" x 72" Bowfront



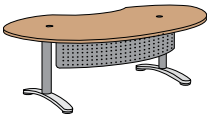
PTD4484E

44" x 84" Ellipse



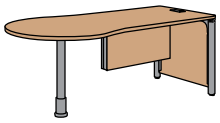
PTD4484SE

44" x 84" Special Ellipse



PTD4072SE

40" x 72" Special Ellipse



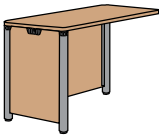
PTD3676P

36" x 76" Peninsula

NOTE: Model PTD3676P cannot be used as a stand-alone unit. Combine with PTRL2448 or PTRU2242B, or with credenza model PTC2472GR2.

L-RETURNS

Attaches on left or right side.



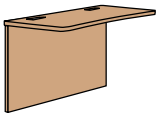
PTRL2448

24" x 48" L-Return

NOTE: Model PTRL2448 cannot be used as a stand-alone unit. Combine with PTD3060, PTD3660BF or PTD3672BF.

U-RETURN

Attaches on left or right side.

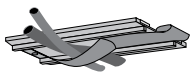


PTRU2242B

22" x 42" U-Return Bridge

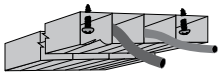
NOTE: Model PTRU2242B cannot be used as a stand-alone unit. Combine with PTD3060, PTD3660BF, PTD3672BF or PTD3676P, or with credenza model PTC2472GR2.

Plateau® Series – *Features and Accessories*



PTSTRAP

Velcro® straps attach beneath table tops to organize wires and cables.



PTTROUGH

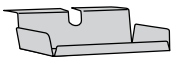
A 6-foot 4-channel PVC wire chase can be mounted beneath table tops or used to manage wires and cables between tables.

T762ELECT

A 12-foot cord power strip with diagnostic LEDs features seven outlets and exceeds IEEE 587 category A & B surge suppression specifications.

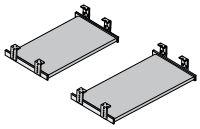
Key-Alike Option

Enable drawers and storage units to open with a single key for convenience and efficiency.



PTTRAY

The 6" x 14" steel tray allows you to conveniently and effectively manage wires, cables and related items beneath desks, returns and credenzas.

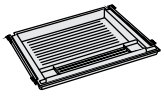


TKBMT19 and TKBMT24

These retractable 15"D x 19¼"W or 24¾"W keyboard mouse trays mount underneath the work surface, helping to maximize desk-top space.

TKBMA291

An articulating keyboard mouse arm lets you adjust height and tilt with a single, soft-touch knob. It is available in a 29" width with a counterweight spring for easy use.



UPDRW & UPDRWL

A 13" x 22" plastic sliding drawer with pencil tray mounts easily beneath Plateau work surfaces. A locking version is also available (model UPDRWL).

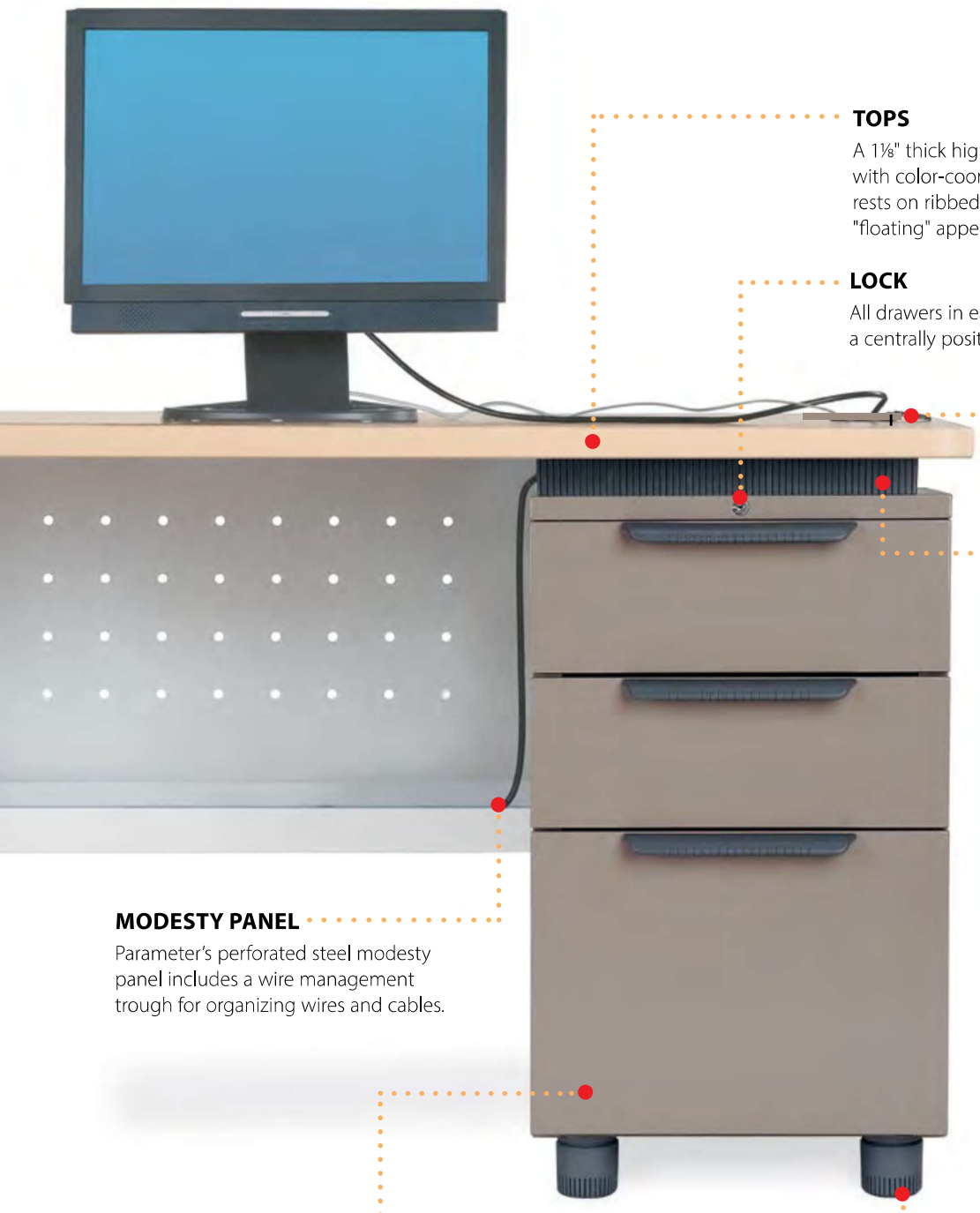
PTDCPU

A 6" x 14" hanging CPU holder mounts securely beneath work surfaces and accommodates central processing units up to 9" wide.

NORTH WEST SEA
Norfolk Sound
Puerto Bucareli
Puerto Cordova
Cape St. James
Charlottes Sound
Nootka Sound
Juan de Puca
Nanscud Indians
Nagiler Indians
Amah Indians
Tacoutche Tesse
Finlays Branch
Slouacus Indians
NEW HANOVER
NEW CORNWALL
ROCKY MOUNTAIN IND
Quadra and Vancouvers I.
Cape Flattery

Parameter® Series – *Administrative & Teacher Desks*

The Parameter Series desk collection, developed in collaboration with award-winning designers Peter Glass and Bob Mills, includes a variety of stylish furniture for the classroom or office; all offering a fixed-height of 29½" and high-pressure laminate work surface. Whether you need single or double-pedestal desks, L-configuration workstations, or desk/credenza combinations, Parameter® offers lots of exciting furniture choices for teachers, principals and administrators.



TOPS

A 1⅛" thick high-pressure laminate top with color-coordinated edge banding rests on ribbed riser blocks for a "floating" appearance.

LOCK

All drawers in each pedestal are controlled by a centrally positioned core-removable lock.

GROMMET

Parameter grommets let you readily route multiple wires and cables beneath the work surface.

RISER BLOCK

Riser blocks direct cables from the desktop into the Parameter modesty panel's wire management trough.

WIRING

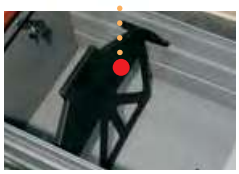
Parameter manages cords and cables with a hinged grommet above each riser block. By then moving neatly through the riser block's internal chute and into the modesty panel's generous wire trough, cords and cables don't dangle behind or beneath the work surface.

MODESTY PANEL

Parameter's perforated steel modesty panel includes a wire management trough for organizing wires and cables.

PEDESTAL

With heavy-gauge steel construction, elegant designer drawer pulls, and full-extension ball-bearing slides, Parameter pedestals combine good looks and reliable performance.



FILE STOPPER

File drawers come with a sliding backstop to help organize files.

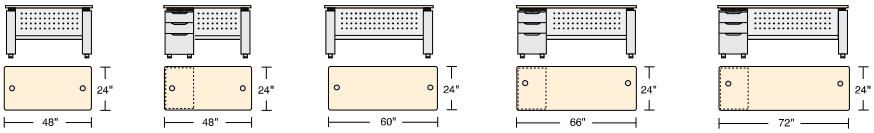
ADJUSTABLE FOOT

Sturdy Parameter feet have a 1" adjustment range; selected models are standard with twin-wheel locking casters for mobility.

STAND-ALONE DESKS

Available with a variety of top sizes and pedestal drawer configurations, Parameter stand-alone desks are great for teachers, administrators and support staff. Caster options allow for mobile classroom workstations while help desks with a rounded top on one end are ideal for helping students one-on-one with their work.

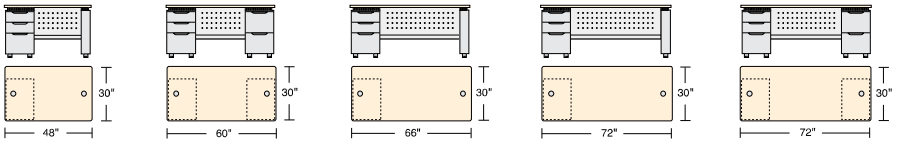
24" Deep Desks



PR2448, PR2448C
PR2448P, PR2448PC
box/box/file
PR2460, PR2460C
PR2466P, PR2466PC
box/box/file
PR2472P, PR2472PC
box/box/file

NOTE: "C" at the end of the model number designates a model with casters. Files can be assembled on the left or right side.

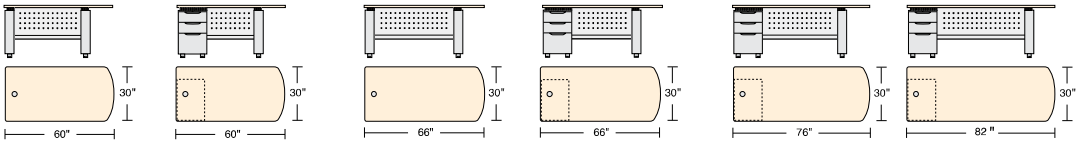
30" Deep Desks



PR3048P
box/box/file
PR3060DP
box/box/file and file/file
PR3066P
box/box/file
PR3072P
box/box/file
PR3072DP
box/box/file and file/file

NOTE: Pedestals can be assembled on the left or right side.

Help Desks



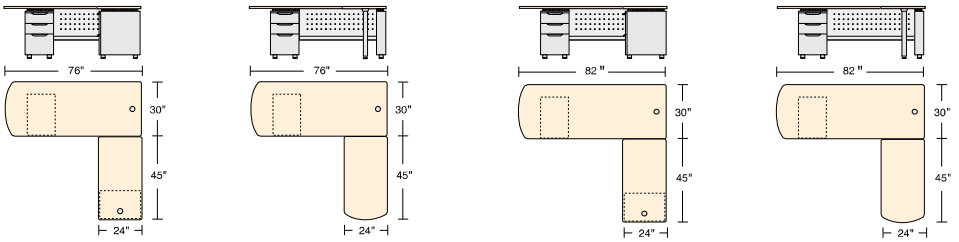
PRHD3060, PRHD3060C
PRHD3060P, PRHD3060PC
box/box/file
PRHD3066, PRHD3066C
PRHD3066P, PRHD3066PC
box/box/file
PRHD3076P
box/box/file
PRHD3082P
box/box/file

NOTE: "C" at the end of the model number designates a model with casters. Pedestals can be assembled on the left or right side.

L-CONFIGURATION WORKSTATIONS

L-configuration desk and return workstations are available with rectangular tops, with peninsula returns that have a rounded end for small group meetings, or with a help desk and your choice of returns. Units on casters can be "unlocked" and rolled away to different areas for small group work, to support instructional technology, or for other applications.

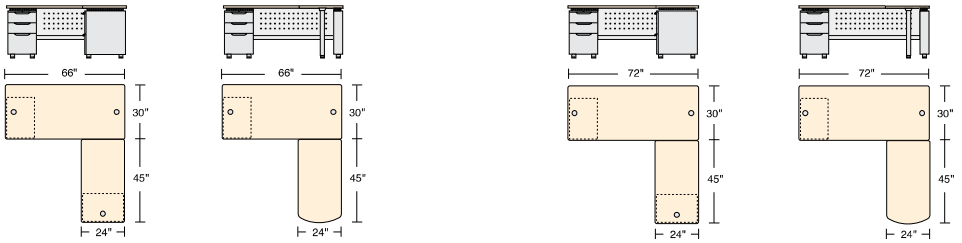
L-Configuration Help Desks with Standard Returns & Peninsula Returns



PRHDL3076R45
box/box/file and file/file
PRHDL3076R45P
box/box/file
PRHDL3082R45
box/box/file and file/file
PRHDL3082R45P
box/box/file

NOTE: Desks can be assembled with L-configuration facing left or right. Box/box/file and file/file peds are interchangeable on models with standard returns.

L-Configuration Desks with Standard Returns & Peninsula Returns



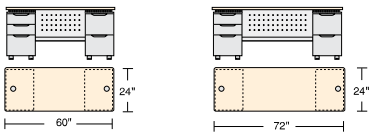
PRL3066R45
box/box/file and file/file
PRL3066R45P
box/box/file
PRL3072R45
box/box/file and file/file
PRL3072R45P
box/box/file

NOTE: Desks can be assembled with L-configuration facing left or right. Box/box/file and file/file peds are interchangeable on models with standard returns.

CREDENZAS

Parameter gives you a choice of stationary credenzas with adjustable feet, or mobile models with casters. Maximize the storage capacity in your workspace with solutions that offer functionality and style.

Credenzas

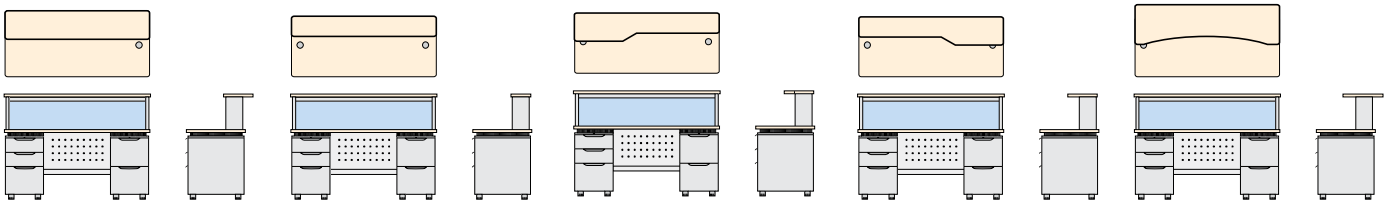


PRC2460DP, PRC2460DPC
box/box/file and file/file
PRC2472DP, PRC2472DPC
box/box/file

NOTE: "C" at the end of the model number designates a model with casters.

Parameter® Series – *Transaction Stations*

The Parameter Series line combines desks and workstations with transaction counters, designed to facilitate a welcoming reception area. Several transaction station work surface styles are available, all providing ample workspace and a functional design.



1 - 12" wide rectangular forward overhanging counter top.

2 - 8½" wide rectangular flush-mounted counter top.

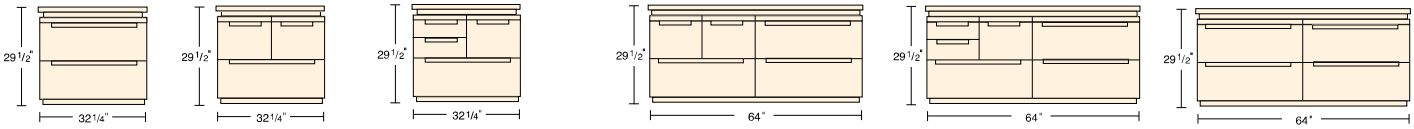
3 - 12"-8½" wide inward mounted counter top with right-side monitor recess.

4 - 8½"-12" wide inward mounted counter top with left-side monitor recess.

5 - 16" wide crescent inward and forward mounted counter top.

Parameter® Series – *Credenzas*

Credenzas are offered in two sizes with combinations of lateral files, box files and box drawers. All units are 29½"H x 23"D.



PRFC321
Two lateral file drawers.

PRFC322
Two file, one lateral file drawer.

PRFC323
Two box, one file, one lateral file drawer.

PRFC642
Two file, three lateral file drawers.

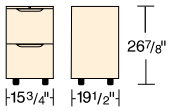
PRFC643
Two box, one file, three lateral file drawers.

PRFC641
Four lateral file drawers.

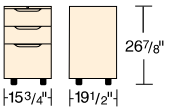
Parameter® Series – *Mobile and Fixed Pedestal Units*

Mobile and fixed pedestal units expand storage solutions for the Parameter Series; both designed to work side-by-side with desks and workstations.

PRMP1620FFC
Two file drawers, casters.

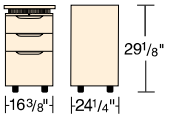


PRMP1620BBFC
Two box, one file drawer, casters.



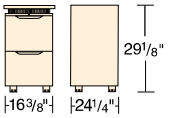
PRMP1624RBBFC
Two box, one file drawer, casters, riser block and laminate top (shown).

PRMP1624RBBF
Two box, one file drawer, riser block and laminate top.



PRMP1624RFF
Two file drawers, riser block and laminate top (shown).

PRMP1624RFFC
Two file drawers, casters, riser block and laminate top.

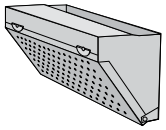


Parameter® Series – *Options and Accessories*

53LFDD
Drawer divider kit in steel.

CBKLF
Conversion Bar Kit: Four bars enable lateral files to accommodate legal and letter size documents from front-to-back, rather than side-to-side.

MMKEY
Master key for keyed-alike lock core.



PRWMP22, PRWMP28, and PRWMP40

Wire management panels for various lengths to accommodate Parameter models; 22"L, 28"L, 40"L.

PRLS SHROUD

Leg shroud, formed steel, for use with Parameter desks and workstations with adjustable-height feet only, field-installed.

PRPS SHROUD

Pedestal shroud, formed steel, for use with Parameter desks, workstations and stand-alone pedestals with adjustable-height feet only, field-installed.

TABLES

In today's dynamic environments, the right work surface is often an integral part of the activity itself. And for virtually every activity that takes place in a classroom, conference room or event space, Virco has a table to match. Our versatile activity tables have become the standard for general use, inside and outside the classroom. Sturdy fixed or adjustable height legs with hard-working surface materials and shapes support focused study time as well as collaboration. For specialty areas, we offer tables to meet the needs of science and computer labs as well as libraries and training rooms. Our dining options can take on everything from intimate cafés to all-school cafeterias in colors and styles that support modern spaces.

BE THE Sunshine & Good VIBES Radiate Positivity
Good VIBES
SLP
RAINBOWS & Sunshine

4000 Series – *Activity Tables*

With distinct shapes and a multitude of sizes, Virco activity tables form a solid foundation for classroom, café, workroom or seminar activities. Choose from an array of tables that can be organized into groups, split into separate areas, set at different heights or a combination of all three. 4000 Series tables offer the classic look of a thin profile leg offered in adjustable or fixed-height.

TABLE SHAPES	MODEL	TOP SIZE
	482436	24" x 36"
	482448	24" x 48"
	482460	24" x 60"
	482472	24" x 72"
	483036	30" x 36"
	483048	30" x 48"
	483060	30" x 60"
	483072	30" x 72"
	483636	36" x 36"
	483660	36" x 60"
	483672	36" x 72"
	484848	48" x 48"
	4836R	36" Round
	4842R	42" Round
	4848R	48" Round
	4860R	60" Round
	48COOP72	36" x 72" Cooperative
	48KID72	48" x 72" Kidney
	48HORSE60	60" x 66" Horseshoe
	48HORSE60DC	60" Deep-Center Horseshoe
	48TRAP48	24" x 48" Trapezoid
	48TRAP60	30" x 60" Trapezoid
	48TRAP84	42" x 84" Trapezoid

TABLE SHAPES	MODEL	TOP SIZE
	48SL3048	30" x 48" Slide
	48SL3054	30" x 54" Slide
	48SL3060	30" x 60" Slide
	48SL3648	36" x 48" Slide
	48SL3654	36" x 54" Slide
	48SL3660	36" x 60" Slide
	48CLO48	48" Clover
	48FLOW60	60" Flower
	48HUB48	48" Hub
	48HUB60	60" Hub
	48SPK48	48" Spoke
	48SPK60	60" Spoke
	48SWV54	54" Swerve
	48PIN60	60" Pinwheel
	48BU5060	50" x 60" Bubble
	48LF3060	30" x 60" Leaf
	48NEST48	48" Nest
	48NEST54	54" Nest
	48NEST60	60" Nest
	48POOL	44" x 65" Pool

DRY ERASE

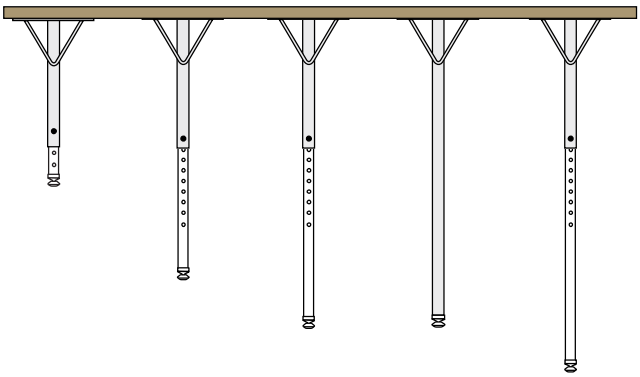
OPTIONS: AE SURE EDGE DE DRY ERASE

OPTIONAL ACCESSORIES:

PLASTIC BOOK BOX, TOTE TRAY, GROMMET KIT, GANGING DEVICE

For information on accessories see page 145.

4000 Series Thin Profile Legs



14¼"-22¼" Adj-Height Nylon Glides	17"-25" Adj-Height Nylon Glides	22"-30" Adj-Height Nylon Glides	30" Fixed-Height Nylon Glides	26"-34" Adj-Height Nylon Glides
48FLRLEG	**LO**	**STANDARD**	**N (FIXED)**	**W (WHEELCHAIR)**

ECB
SER

5000 Series – *Activity Tables*

5000 series activity tables feature generously proportioned, thick-profile legs in several leg options, from fixed to adjustable-height and stand-up legs to legs with casters. With distinct shapes and a multitude of sizes, Virco's activity tables support every stage and style of learning – from independent study to collaborative group work and creative hands-on projects.

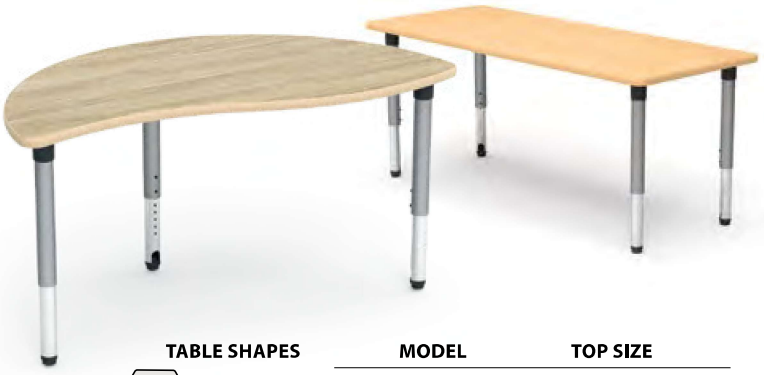


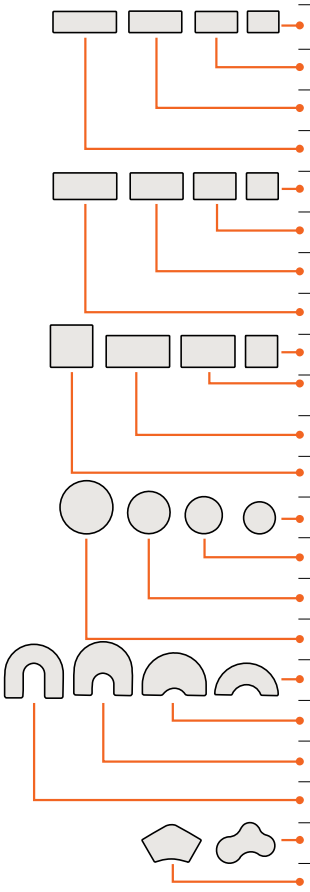
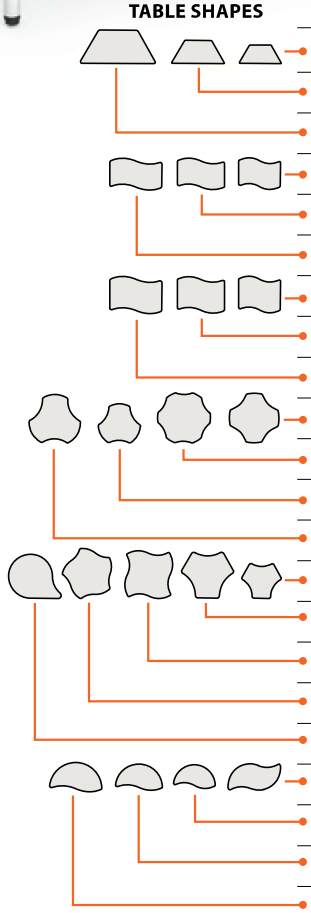
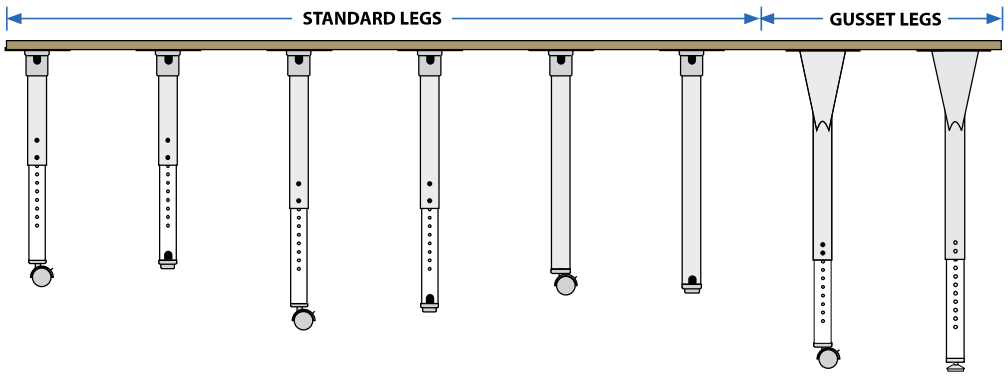
TABLE SHAPES	MODEL	TOP SIZE
	**502436**	24" x 36"
	502448	24" x 48"
	502460	24" x 60"
	502472	24" x 72"
	503036	30" x 36"
	503048	30" x 48"
	503060	30" x 60"
	503072	30" x 72"
	503636	36" x 36"
	503660	36" x 60"
	503672	36" x 72"
	504848	48" x 48"
	5036R	36" Round
	5042R	42" Round
	5048R	48" Round
	5060R	60" Round
	50COOP72	36" x 72" Cooperative
	50KID72	48" x 72" Kidney
	50HORS60	60" x 66" Horseshoe
	50HORS60DC	60" Deep-Center Horseshoe
	50POOL	44" x 65" Pool
	50AR4266	42" x 66" Arch

TABLE SHAPES	MODEL	TOP SIZE
	**50TRAP48**	24" x 48" Trapezoid
	50TRAP60	30" x 60" Trapezoid
	50TRAP84	42" x 84" Trapezoid
	50SL3048	30" x 48" Slide
	50SL3054	30" x 54" Slide
	50SL3060	30" x 60" Slide
	50SL3648	36" x 48" Slide
	50SL3654	36" x 54" Slide
	50SL3660	36" x 60" Slide
	50CLO48	48" Clover
	50FLOW60	60" Flower
	50HUB48	48" Hub
	50HUB60	60" Hub
	50SPK48	48" Spoke
	50SPK60	60" Spoke
	50SWV54	54" Swerve
	50PIN60	60" Pinwheel
	50BU5060	50" x 60" Bubble
	50LF3060	30" x 60" Leaf
	50NEST48	48" Nest
	50NEST54	54" Nest
	50NEST60	60" Nest

5000 Series Thick Profile Legs



21"-29" Adj-Height Locking Casters	19"-27" Adj-Height ABS Plastic Glides	26"-34" Adj-Height Locking Casters	24"-32" Adj-Height ABS Plastic Glides	30" Fixed-Height Locking Casters	30" Fixed-Height ABS Plastic Glides	30"-39" Adj-Height Locking Casters	30"-39" Adj-Height Nylon Glides
ADJCLO	**ADJLO**	**ADJC**	**ADJ**	**30C (FIXED)**	**30 (FIXED)**	**ADJCSU**	**ADJSU**

OPTIONS:

AE SURE EDGE DE DRY ERASE

OPTIONAL ACCESSORIES:

PLASTIC BOOK BOX, TOTE TRAY, GROMMET KIT, GANGING DEVICE

For information on accessories see page 145.

5700 Series – *Technology Tables*

5700 Series tables, designed to support technology, training and media-savvy spaces, feature thick-profile legs with built-in wire management access to neatly conceal cables and wires. Tables are available with a high-pressure laminate work surface and a 30" fixed-height or 24" to 32" adjustable-height range.

Optional power port sits flush with table top.

Wires run down the inside of the leg and exit through the opening at the bottom of the leg.

TOP SIZE	ADJ HEIGHT 24"-32"	FIXED 30"
24" x 60"	**572460ADJ**	**57246030**
24" x 72"	**572472ADJ**	**57247230**
30" x 60"	**573060ADJ**	**57306030**
30" x 72"	**573072ADJ**	**57307230**

OPTIONS: AE SURE EDGE DE DRY ERASE

OPTIONAL ACCESSORIES:

KEYBOARD MOUSE TRAY, POWER/DATA PORT

For information on accessories see page 145.

6800 Series – *Multi-Purpose Tables*

6800 Series tables are durable and stylish multi-purpose tables ideally suited for general office use. Tables feature a high-pressure laminate work surface with leg selections including a 30" fixed-height or 24" to 34" adjustable-height models with casters.

Adjustable-Height Legs

Adjustable-Height Legs with Casters

TOP SIZE	ADJ HEIGHT 24"-34"	ADJ W/ CASTERS 24"-34"	FIXED 30"
18" x 72"	**681872ADJ**	**681872ADJC**	**681872**
20" x 60"	**682060ADJ**	**682060ADJC**	**682060**
24" x 54"	**682454ADJ**	**682454ADJC**	**682454**
24" x 60"	**682460ADJ**	**682460ADJC**	**682460**
30" x 60"	**683060ADJ**	**683060ADJC**	**683060**
30" x 72"	**683072ADJ**	**683072ADJC**	**683072**
36" x 72"	**683672ADJ**	**683672ADJC**	**683672**
42" x 60"	**684260ADJ**	**684260ADJC**	**684260**
48" Round	**6848RADJ**	**6848RADJC**	**6848R**
60" Round	**6860RADJ**	**6860RADJC**	**6860R**

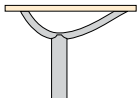
7900 Series – *Multi-Purpose Tables*

7900 Series heavy-duty tables provide practical solutions for anywhere there's a need for extra durability and support. Models all feature a high-pressure laminate work surface and 22" to 30" adjustable-height steel pedestal legs.

TOP SIZE	ADJ HEIGHT 22"-30"
24" x 48"	**792448**
30" x 60"	**793060**
30" x 72"	**793072**
36" x 72"	**793672**

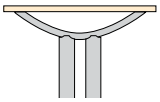
TEXT® Series – *Classroom Tables*

TEXT Series classroom tables, designed by the award-winning team of Peter Glass and Bob Mills, combine elliptical legs, swooping yokes and arched feet for elegance and versatility. Tables feature a high-pressure laminate work surface and are available in a range of tabletop sizes and top heights including fixed-heights of 24" or 30" or an adjustable-height range of 26" to 34", with casters as an option.



Single Post Leg

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED HEIGHT 30"	FIXED HEIGHT 24"
20" x 48"	**TE20488YADJ**	**TE20488Y30**	**TE20488Y24**
20" x 54"	**TE20548YADJ**	**TE20548Y30**	**TE20548Y24**
20" x 60"	**TE20608YADJ**	**TE20608Y30**	**TE20608Y24**
20" x 72"	**TE20728YADJ**	**TE20728Y30**	**TE20728Y24**
24" x 48"	**TE24488YADJ**	**TE24488Y30**	**TE24488Y24**
24" x 54"	**TE24548YADJ**	**TE24548Y30**	**TE24548Y24**
24" x 60"	**TE24608YADJ**	**TE24608Y30**	**TE24608Y24**
24" x 72"	**TE24728YADJ**	**TE24728Y30**	**TE24728Y24**



Double Post Leg

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED HEIGHT 30"	FIXED HEIGHT 24"
30" x 36"	**TE30368DADJ**	**TE30368D30**	**TE30368D24**
30" x 48"	**TE30488DADJ**	**TE30488D30**	**TE30488D24**
30" x 54"	**TE30548DADJ**	**TE30548D30**	**TE30548D24**
30" x 60"	**TE30608DADJ**	**TE30608D30**	**TE30608D24**
30" x 72"	**TE30728DADJ**	**TE30728D30**	**TE30728D24**
36" x 48"	**TE36488DADJ**	**TE36488D30**	**TE36488D24**
36" x 54"	**TE36548DADJ**	**TE36548D30**	**TE36548D24**
36" x 60"	**TE36608DADJ**	**TE36608D30**	**TE36608D24**
36" x 72"	**TE36728DADJ**	**TE36728D30**	**TE36728D24**

OPTIONAL ACCESSORIES:

KEYBOARD MOUSE TRAY, POWER/DATA PORT, MODESTY PANEL, CPU CADDY, SWIVEL CASTERS, WIRE CHASE, WIRE MANAGEMENT TRAY, GANGING DEVICE, PENCIL DRAWER, BOOK BOX/ BASKET, BACKPACK HANGER

OPTIONS: AE SURE EDGE C CASTERS GR GROMMET(S) DE DRY ERASE

For information on accessories see pages 113 and 143.

TEXT® Series – *Seminar Tables*

TEXT Series seminar tables feature an elevated cross brace and a narrow footprint, creating a sleek and stylish space-saving solution for seminar and lecture halls. Tables are available with a high-pressure laminate work surface and offer 30" fixed height or 26" to 34" adjustable height, with casters as an option.

OPTIONAL ACCESSORIES:

KEYBOARD MOUSE TRAY, POWER/DATA PORT, MODESTY PANEL, CPU CADDY, SWIVEL CASTERS, WIRE CHASE, WIRE MANAGEMENT TRAY, GANGING DEVICE, PENCIL DRAWER, BOOK BOX/BASKET, BACKPACK HANGER

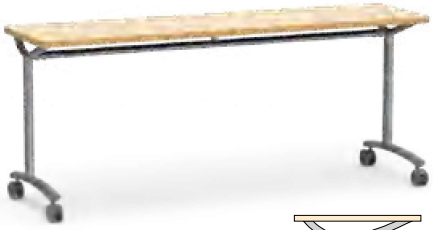
For information on accessories see pages 115 and 145.

OPTIONS:

AE SURE EDGE C CASTERS
GR GROMMET(S) DE DRY ERASE

T-Leg

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED HEIGHT 30"
20" x 36"	**TS20368TADJ**	**TS20368T30**
20" x 48"	**TS20488TADJ**	**TS20488T30**
20" x 54"	**TS20548TADJ**	**TS20548T30**
20" x 60"	**TS20608TADJ**	**TS20608T30**
20" x 72"	**TS20728TADJ**	**TS20728T30**
24" x 36"	**TS24368TADJ**	**TS24368T30**
24" x 48"	**TS24488TADJ**	**TS24488T30**
24" x 54"	**TS24548TADJ**	**TS24548T30**
24" x 60"	**TS24608TADJ**	**TS24608T30**
24" x 72"	**TS24728TADJ**	**TS24728T30**



Y-Leg

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED HEIGHT 30"
20" x 36"	**TS20368YADJ**	**TS20368Y30**
20" x 48"	**TS20488YADJ**	**TS20488Y30**
20" x 54"	**TS20548YADJ**	**TS20548Y30**
20" x 60"	**TS20608YADJ**	**TS20608Y30**
20" x 72"	**TS20728YADJ**	**TS20728Y30**
24" x 36"	**TS24368YADJ**	**TS24368Y30**
24" x 48"	**TS24488YADJ**	**TS24488Y30**
24" x 54"	**TS24548YADJ**	**TS24548Y30**
24" x 60"	**TS24608YADJ**	**TS24608Y30**
24" x 72"	**TS24728YADJ**	**TS24728Y30**

TEXT® Series – *Technology Tables*

TEXT Series technology tables were designed to meet the needs of technology labs and computer classrooms. Each table includes a perforated steel modesty panel with two generous wire pass-through openings, two grommets and two wire management trays. Models are available with a high-pressure laminate work surface and a 26" to 34" adjustable-height range.

TOP SIZE	ADJ HEIGHT 26"-34"
24" x 60"	TP2460AGMTR
24" x 72"	TP2472AGMTR
30" x 60"	TP3060AGMTR
30" x 72"	TP3072AGMTR

TEXT® Series – *Hinged Wire-Trough Tables*

TEXT Series hinged wire-trough tables offer technology-ready tables with an adjustable-height range of 26" to 34". Models feature a convenient 6" deep wire trough for enhanced wire and cable management as well as scalloped wire management cut outs. Because the wire trough has a hinged rear door, tables have an uninterrupted work surface.

OPTIONAL ACCESSORIES:

POWER/DATA PORT, SWIVEL CASTERS, END CAPS

For information on accessories see page 115.

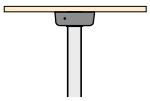
TOP SIZE	ADJ HEIGHT 26"-34"
24" x 36"	TH24368YADJ
24" x 48"	TH24488YADJ
24" x 54"	TH24548YADJ
24" x 60"	TH24608YADJ
24" x 72"	TH24728YADJ
30" x 36"	TH30368DADJ
30" x 48"	TH30488DADJ
30" x 54"	TH30548DADJ
30" x 60"	TH30608DADJ
30" x 72"	TH30728DADJ

Wire Management Trough

Tilt-top tables have single-post legs.

TEXT® Series – *Tilt-Top Tables*

TEXT Series tilt-top tables deliver space-saving solutions and flexibility with tables that fold vertically, roll away, and neatly nest together for easy storage. Available in rectangular and slide shapes, tables come in a 30" fixed-height or 24" to 32" adjustable-height with casters for quick mobile set-ups. A convenient single release mechanism offers easy folding and unfolding.



OPTIONS:

AE SURE EDGE DE DRY EDGE

Rectangle Tops

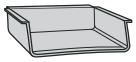
TOP SIZE	ADJ HEIGHT 24"-32"	FIXED HEIGHT 30"
20" x 42"	TT20428ADJ	TT2042830
20" x 48"	TT20488ADJ	TT2048830
20" x 60"	TT20608ADJ	TT2060830
20" x 72"	TT20728ADJ	TT2072830
24" x 42"	TT24428ADJ	TT2442830
24" x 48"	TT24488ADJ	TT2448830
24" x 60"	TT24608ADJ	TT2460830
24" x 72"	TT24728ADJ	TT2472830
30" x 42"	TT30428ADJ	TT3042830
30" x 48"	TT30488ADJ	TT3048830
30" x 60"	TT30608ADJ	TT3060830
30" x 72"	TT30728ADJ	TT3072830

Slide Tops

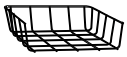
TOP SIZE	ADJ HEIGHT 24"-32"	FIXED HEIGHT 30"
30" x 48"	TTSLD30488ADJ	TTSLD3048830
30" x 60"	TTSLD30608ADJ	TTSLD3060830

TEXT® Series – *Table Accessories*

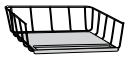
STORAGE



ZBOX - Plastic book box with pencil tray measuring 19⅜"W x 17"D x 4¼"H.



ZBR - Wire book basket: 18"W x 15"D x 4"H.



ZBRT - Wire book basket with a spacious paper/ pencil tray.

UPDRW - Plastic pencil drawer measuring 13" x 22".

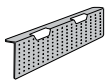
UPDRWL - Plastic pencil drawer with lock measuring 13" x 22".

ZBH – Backpack hanger

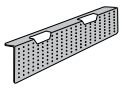
MODESTY PANELS

TMOD27 - Perforated steel modesty panel for use with 27" long TEXT tables.

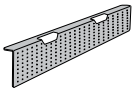
TMOD36 - Perforated steel modesty panel for use with 36" long TEXT tables.



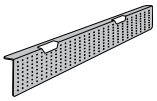
TMOD48 - Perforated steel modesty panel for use with 48" long TEXT tables.



TMOD54 -Perforated steel modesty panel for use with 54" long TEXT tables.

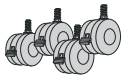


TMOD60 - Perforated steel modesty panel for use with 60" long TEXT tables.



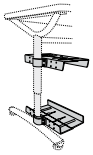
TMOD72 - Perforated steel modesty panel for use with 72" long TEXT tables.

CASTERS



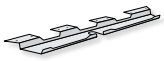
TLCASTER - 4-pack of twin-wheel, 3" diameter locking swivel casters for use with TEXT tables. Please note: Casters add 3" to the top height of TEXT tables.

COMPUTER ACCESSORIES

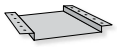


TEXTCPU - Adjustable CPU holder designed to allow leg-mounting of a CPU on a TEXT Series adjustable- or fixed-height table. Variable width adjustment to support CPUs between 3⅝" to 7½" wide.

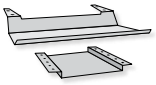
WIRE MANAGEMENT



TWMT36, TWMT48, TWMT54, TWMT60 and TWMT72 - Wire management trays for various widths to accommodate all TEXT models; 36"W, 48"W, 54"W, 60"W, 72"W.



TGANG - A metal plate for ganging two TEXT tables together.



TWMB - Wire management bridge tray allows wires and cables to feed from one table's TEXT wire management tray to the next.

TWC12 - Leg-mounted wire chase for adjustable-height tables neatly provides tabletop to floor routing for cables.

TWC16 - Leg-mounted wire chase for fixed-height tables neatly provides tabletop to floor routing for cables.

THEC - End caps for wire trough tables.

POWER/COMMUNICATIONS

REVEAL - Power port with four individual 15-AMP outlets and 6-foot power cord. The device slides on ball-bearing track with 3¾" travel and locks into place.

Additional accessories are listed on page 143.

Plateau® Series – *Media Tables*

Plateau Series media tables were designed to create a collaborative environment in schools and in the workplace. Its "floating" tabletop design features rectangular and peninsula-shaped models with standard fixed heights of 29", adjustable heights of 26"-34" or stand-up heights of 39". Power and data ports and optional TV arms combine to create a uniquely functional workspace that encourages interactions.

Convenient and stylish in-surface power and data port. The face cleverly rotates to hide away when not in use. Port features two power and two USB option.

Peninsula Shape Top

TOP SIZE	29" FIXED	29" FIXED WITH CASTERS	26"-34" ADJ	26"-34" ADJ WITH CASTERS	33"-41" ADJ	33"-41" ADJ WITH CASTERS
42" x 60"	**PTM4260P29**	**PTM4260P29C**	**PTM4260PADJ**	**PTM4260PADJC**	**PTM4260PADJSU**	**PTM4260PADJCSU**
42" x 72"	**PTM4272P29**	**PTM4272P29C**	**PTM4272PADJ**	**PTM4272PADJC**	**PTM4272PADJSU**	**PTM4272PADJCSU**
48" x 60"	**PTM4860P29**	**PTM4860P29C**	**PTM4860PADJ**	**PTM4860PADJC**	**PTM4860PADJSU**	**PTM4860PADJCSU**
48" x 72"	**PTM4872P29**	**PTM4872P29C**	**PTM4872PADJ**	**PTM4872PADJC**	**PTM4872PADJSU**	**PTM4872PADJCSU**
60" x 72"	**PTM6072P29**	**PTM6072P29C**	**PTM6072PADJ**	**PTM6072PADJC**	**PTM6072PADJSU**	**PTM6072PADJCSU**
60" x 96"	**PTM6096P29**	**PTM6096P29C**	**PTM6096PADJ**	**PTM6096PADJC**	**PTM6096PADJSU**	**PTM6096PADJCSU**

Rectangle Shape Top

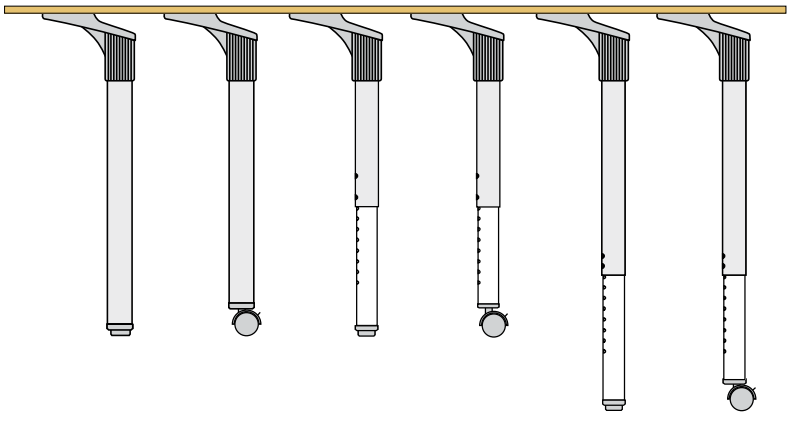
TOP SIZE	29" FIXED	29" FIXED WITH CASTERS	26"-34" ADJ	26"-34" ADJ WITH CASTERS	33"-41" ADJ	33"-41" ADJ WITH CASTERS
42" x 60"	**PTM426029**	**PTM426029C**	**PTM4260ADJ**	**PTM4260ADJC**	**PTM4260ADJSU**	**PTM4260ADJCSU**
42" x 72"	**PTM427229**	**PTM427229C**	**PTM4272ADJ**	**PTM4272ADJC**	**PTM4272ADJSU**	**PTM4272ADJCSU**
48" x 60"	**PTM486029**	**PTM486029C**	**PTM4860ADJ**	**PTM4860ADJC**	**PTM4860ADJSU**	**PTM4860ADJCSU**
48" x 72"	**PTM487229**	**PTM487229C**	**PTM4872ADJ**	**PTM4872ADJC**	**PTM4872ADJSU**	**PTM4872ADJCSU**
60" x 72"	**PTM607229**	**PTM607229C**	**PTM6072ADJ**	**PTM6072ADJC**	**PTM6072ADJSU**	**PTM6072ADJCSU**
60" x 96"	**PTM609629**	**PTM609629C**	**PTM6096ADJ**	**PTM6096ADJC**	**PTM6096ADJSU**	**PTM6096ADJCSU**

OPTIONAL ACCESSORIES:

PTSTRAP
Wire management Velcro® strap attaches beneath table tops to organize wires and cables.

PTMTVM
Monitor/TV mount.
TV not included.

Plateau Series Media Table Legs



29" Fixed-Height Nylon Glides | 29" Fixed-Height Locking Casters | 26"-34" Adj-Height Nylon Glides | 26"-34" Adj-Height Locking Casters | 33"-41" Adj-Height Nylon Glides | 33"-41" Adj-Height Locking Casters

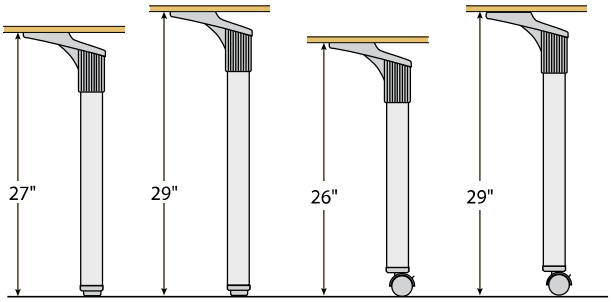
Plateau® Series – *Tables*

Plateau Series tables, designed by Peter Glass, feature a "floating" tabletop design in rectangular, round and shaped models with a high-pressure laminate work surface. Choose from several leg options, including adjustable-height and locking soft casters for easy mobility in any setting.

OPTIONAL ACCESSORIES:

KEYBOARD MOUSE TRAY, WIRE MANAGEMENT/MODESTY PANEL, CPU CADDY, SWIVEL CASTERS, WIRE CHASE

For information on accessories see pages 120 and 145.



FIXED-HEIGHT

TABLE SHAPES	TOP SIZE	27" FIXED	29" FIXED	CASTERS 26"/29* FIXED	2 CASTERS 29" FIXED
	24" x 60"	PT246027	PT246029	PT246026C	PT246029C2
	24" x 72"	PT247227	PT247229	PT247226C	PT247229C2
	30" x 48"	PT304827	PT304829	PT304826C	PT304829C2
	30" x 60"	PT306027	PT306029	PT306026C	PT306029C2
	30" x 72"	PT307227	PT307229	PT307226C	PT307229C2
	48" x 48"	PT484827	PT484829		
	48" Round	PT48R27	PT48R29	PT48R26C	
	60" Round	PT60R27	PT60R29		
	60" Half-Round	PT60HR27	PT60HR29	PT60HR26C	
	24" x 60" Crescent	PT2460CR27	PT2460CR29		
	30" x 60" Crescent	PT3060CR27	PT3060CR29		
	36" x 72" Racetrack	PT3672RT27	PT3672RT29	PT3672RT26C	
	42" x 84" Racetrack	PT4284RT27	PT4284RT29		
	36" x 72" Cooperative		PTCOOP7229	PTCOOP7226C	
	48" x 72" Kidney		PTKID7229	PTKID7229C*	
	60" x 66" Horseshoe	PTHORSE27	PTHORSE29	PTHORSE26C	
	24" x 48" Trapezoid	PTTRAP4827	PTTRAP4829	PTTRAP4826C	
	30" x 60" Trapezoid	PTTRAP6027	PTTRAP6029	PTTRAP6026C	
	30" x 54" Slide	PTSL305427	PTSL305429	PTSL305426C	
	30" x 60" Slide	PTSL306027	PTSL306029	PTSL306026C	
	54" Nest	PTNEST5427	PTNEST5429	PTNEST5426C	
	60" Flower	PTFLOW6027	PTFLOW6029	PTFLOW6026C	
	54" Swerve	PTSWV5427	PTSWV5429	PTSWV5426C	
	60" Pinwheel	PTPIN6027	PTPIN6029	PTPIN6026C	
	44" x 65" Pool	PTPOOL27	PTPOOL29	PTPOOL26C	
	30" Semi-Shape Hoop			PT30RHP26C**	

* PTKID7229C has a 29" top hight with casters ** PT30RHP26C is a 3-leg table with 3 casters

ADJUSTABLE-HEIGHT

20"-23"	CASTERS 20"-23"	24"-30"	CASTERS 24"-30"	26"-34"	CASTERS 26"-34"	2 CASTERS 26"-34"	33"-41"	CASTERS 33"-41"
PT2460ADJLO	PT2460ADJLOC	PT2460ADJMLO	PT2460ADJMLOC	PT2460ADJ	PT2460ADJC	PT2460ADJC2		
PT2472ADJLO	PT2472ADJLOC	PT2472ADJMLO	PT2472ADJMLOC	PT2472ADJ	PT2472ADJC	PT2472ADJC2		
PT3048ADJLO	PT3048ADJLOC	PT3048ADJMLO	PT3048ADJMLOC	PT3048ADJ	PT3048ADJC	PT3048ADJC2	PT3048ADJSU	PT3048ADJCSU
PT3060ADJLO	PT3060ADJLOC	PT3060ADJMLO	PT3060ADJMLOC	PT3060ADJ	PT3060ADJC	PT3060ADJC2	PT3060ADJSU	PT3060ADJCSU
PT3072ADJLO	PT3072ADJLOC	PT3072ADJMLO	PT3072ADJMLOC	PT3072ADJ	PT3072ADJC	PT3072ADJC2	PT3072ADJSU	PT3072ADJCSU
PT4848ADJLO	PT4848ADJLOC	PT4848ADJMLO	PT4848ADJMLOC	PT4848ADJ			PT4848ADJSU	PT4848ADJCSU
PT48RADJLO	PT48RADJLOC	PT48RADJMLO	PT48RADJMLOC	PT48RADJ	PT48RADJC		PT48RADJSU	PT48RADJCSU
PT60RADJLO	PT60RADJLOC	PT60RADJMLO	PT60RADJMLOC	PT60RADJ	PT60RADJC		PT60RADJSU	PT60RADJCSU
PT60HRADJLO	PT60HRADJLOC	PT60HRADJMLO	PT60HRADJMLOC	PT60HRADJ	PT60HRADJC			
PT2460CRADJLO	PT2460CRADJLOC	PT2460CRADJMLO	PT2460CRADJMLOC	PT2460CRADJ			PT2460CRADJSU	PT2460CRADJCSU
PT3060CRADJLO	PT3060CRADJLOC	PT3060CRADJMLO	PT3060CRADJMLOC	PT3060CRADJ			PT3060CRADJSU	PT3060CRADJCSU
PT3672RTADJLO	PT3672RTADJLOC	PT3672RTADJMLO	PT3672RTADJMLOC	PT3672RTADJ	PT3672RTADJC			
PT4284RTADJLO	PT4284RTADJLOC	PT4284RTADJMLO	PT4284RTADJMLOC	PT4284RTADJ			PT4284RTADJSU	PT4284RTADJCSU
PTCOOP72ADJLO	PTCOOP72ADJLOC	PTCOOP72ADJMLO	PTCOOP72ADJMLOC	PTCOOP72ADJ	PTCOOP72ADJC		PTCOOP72ADJSU	PTCOOP72ADJCSU
PTKID72ADJLO	PTKID72ADJLOC	PTKID72ADJMLO	PTKID72ADJMLOC	PTKID72ADJ			PTKID72ADJSU	PTKID72ADJCSU
PTHORSEADJLO	PTHORSEADJLOC	PTHORSEADJMLO	PTHORSEADJMLOC	PTHORSEADJ	PTHORSEADJC		PTHORSEADJSU	PTHORSEADJCSU
PTTRAP48ADJLO	PTTRAP48ADJLOC	PTTRAP48ADJMLO	PTTRAP48ADJMLOC	PTTRAP48ADJ	PTTRAP48ADJC		PTTRAP48ADJSU	PTTRAP48ADJCSU
PTTRAP60ADJLO	PTTRAP60ADJLOC	PTTRAP60ADJMLO	PTTRAP60ADJMLOC	PTTRAP60ADJ	PTTRAP60ADJC		PTTRAP60ADJSU	PTTRAP60ADJCSU
PTSL3054ADJLO	PTSL3054ADJLOC	PTSL3054ADJMLO	PTSL3054ADJMLOC	PTSL3054ADJ	PTSL3054ADJC		PTSL3054ADJSU	PTSL3054ADJCSU
PTSL3060ADJLO	PTSL3060ADJLOC	PTSL3060ADJMLO	PTSL3060ADJMLOC	PTSL3060ADJ	PTSL3060ADJC		PTSL3060ADJSU	PTSL3060ADJCSU
PTNEST54ADJLO	PTNEST54ADJLOC	PTNEST54ADJMLO	PTNEST54ADJMLOC	PTNEST54ADJ	PTNEST54ADJC		PTNEST54ADJSU	PTNEST54ADJCSU
PTFLOW60ADJLO	PTFLOW60ADJLOC	PTFLOW60ADJMLO	PTFLOW60ADJMLOC	PTFLOW60ADJ	PTFLOW60ADJC		PTFLOW60ADJSU	PTFLOW60ADJCSU
PTSWV54ADJLO	PTSWV54ADJLOC	PTSWV54ADJMLO	PTSWV54ADJMLOC	PTSWV54ADJ	PTSWV54ADJC		PTSWV54ADJSU	PTSWV54ADJCSU
PTPIN60ADJLO	PTPIN60ADJLOC	PTPIN60ADJMLO	PTPIN60ADJMLOC	PTPIN60ADJ	PTPIN60ADJC		PTPIN60ADJSU	PTPIN60ADJCSU
PTPOOLADJLO	PTPOOLADJLOC	PTPOOLADJMLO	PTPOOLADJMLOC	PTPOOLADJ	PTPOOLADJC		PTPOOLADJSU	PTPOOLADJCSU

Plateau® Series – *Library Tables*

Plateau Series library and technology tables include an array of rectangular tables with a standard 29" or stand-up 39" fixed-height work surface, as well as trapezoid and hexagon configurations. Tables have ample space and can accommodate library-based technology with large rectangular grommets for power-data modules or cable management.

TOP SIZE	29" FIXED	39" FIXED
30" x 30"	**PT303029**	**PT303039**
30" x 60"	**PT306029**	**PT306039**
30" x 84"	**PT308429**	**PT308439**
36" x 90"	**PT369029**	
48" x 96"	**PT489629**	
37" x 84" Trap	**PTTRAP8429**	
42" x 96" Trap	**PTTRAP9629**	
74" x 84" Hex	**PTHEX8429**	
84" x 96" Hex	**PTHEX9629**	

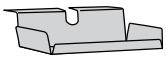
OPTIONAL ACCESSORIES:

KEYBOARD MOUSE TRAY, POWER/DATA PORT, WIRE MANAGEMENT/MODESTY PANEL, CPU CADDY, SWIVEL CASTERS, WIRE CHASE

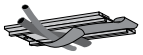
For information on accessories see pages 120 and 145.

Plateau® Series – *Table Accessories*

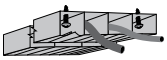
WIRE MANAGEMENT



PTTRAY - Effectively manage wires, cables and related items beneath Plateau tables with this 6" x 14" steel wire management tray.

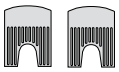


PTSTRAP - Velcro® straps attach beneath table tops to organize wires and cables.



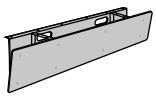
PTTROUGH - Flexible 6-foot 4-channel PVC wire chase can be mounted beneath table tops or used to manage wires and cables between tables. Lengths and can be cut to fit smaller tables.

PTHVWC2, PTHVWC3 - U-channel wire chase, top caps and connecting sleeve; PTHVWC2 - 2"H; PTHVWC - 3"H

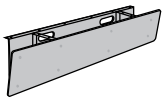


PTHVWCEND - A pair of optional end caps with wire pass-through holes which cover the end of the channel and can be secured with screws.

MODESTY PANELS

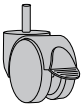


PTMODPNL5 - With our wire management/modesty panels for 60" straight edges, you can conveniently route power and communication cables beneath the table top.



PTMODPNL6 - With our wire management/modesty panels for 72" straight edges, you can conveniently route power and communication cables beneath the table top.

CASTERS



PTLCASTER - 4-pack of twin-wheel, 2⅜" diameter swivel locking casters.

Additional accessories are listed on page 145.

Science Tables – *Wood-Framed*

Virco's heavy-duty science tables feature a premium epoxy resin work surface or a durable Chemsurf® high-pressure laminate surface that's both chemical and acid-resistant. Wood-framed science tables are available with 30" fixed-height legs.

TOP SIZE	EPOXY RESIN FIXED HEIGHT 30"	CHEMSURF FIXED HEIGHT 30"
24" x 48"	**SCI244830EP**	**SCI244830CSAE**
24" x 54"	**SCI245430EP**	**SCI245430CSAE**
24" x 60"	**SCI246030EP**	**SCI246030CSAE**
30" x 60"	**SCI306030EP**	**SCI306030CSAE**

Science Tables – *Steel-Framed*

Virco's steel-framed science tables come in several top sizes and are available in fixed-height, adjustable-height and adjustable-height with casters. Choose from specialty 1⅛" thick Chemsurf or 1" thick epoxy resin tops for science labs and experiments.

TOP SIZE	EPOXY RESIN FIXED HEIGHT 30"	CHEMSURF FIXED HEIGHT 30"	CHEMSURF ADJ 24"-34"	CHEMSURF ADJ W/ CASTERS
18" x 72"	**S187230EP**	**S187230CSAE**	**S1872CSADJAE**	**S1872CSADJCAE**
20" x 60"	**S206030EP**	**S206030CSAE**	**S2060CSADJAE**	**S2060CSADJCAE**
24" x 54"	**S245430EP**	**S245430CSAE**	**S2454CSADJAE**	**S2454CSADJCAE**
24" x 60"	**S246030EP**	**S246030CSAE**	**S2460CSADJAE**	**S2460CSADJCAE**
30" x 60"	**S306030EP**	**S306030CSAE**	**S3060CSADJAE**	**S3060CSADJCAE**
30" x 72"	**S307230EP**	**S307230CSAE**	**S3072CSADJAE**	**S3072CSADJCAE**
36" x 72"	**S367230EP**	**S367230CSAE**	**S3672CSADJAE**	**S3672CSADJCAE**

OPTIONS: CHRM **CHROME APRON LEGS**

Chemical-Resistant Science Table Tops

Epoxy Resin Top

Virco's most durable science table top, a 1" thick epoxy resin top, provides superior resistance to abrasion, lab chemicals, acid, heat and moisture.

Chemsurf Top with Sure Edge

Chemsurf high-pressure laminate work surfaces, Virco's mid-grade science table top, provide heat and chemical resistance and are also acid-resistant and water-resistant.

Science Lab Demonstration Table

SCISINKDEMO

Virco's lab demonstration center includes a two-sided mirror/marker board, as well as a sink with a hand-pump faucet, and a chemical resistant top. There are four locking drawers, two cupboard spaces, and swivel casters for mobility. The unit measures 54"W x 30"D x 36H".

Tetra™ Series – *Tables*

Tetra Series tables can serve as an everyday workstation or be customized to suit the needs of a fast-paced computer lab or seminar training room. Choose from a 26" to 34" adjustable-height or a 30" fixed-height. Optional configurations include one, two or three desktop grommets for wire management.

20" Deep

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED 30"
20" x 32"	**TR2032ADJ**	**TR203230**
20" x 36"	**TR2036ADJ**	**TR203630**
20" x 42"	**TR2042ADJ**	**TR204230**
20" x 48"	**TR2048ADJ**	**TR204830**
20" x 54"	**TR2054ADJ**	**TR205430**
20" x 60"	**TR2060ADJ**	**TR206030**
20" x 72"	**TR2072ADJ**	**TR207230**
20" x 84"	**TR2084ADJ**	**TR208430**
20" x 96"	**TR2096ADJ**	**TR209630**

24" Deep

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED 30"
24" x 36"	**TR2436ADJ**	**TR243630**
24" x 42"	**TR2442ADJ**	**TR244230**
24" x 48"	**TR2448ADJ**	**TR244830**
24" x 54"	**TR2454ADJ**	**TR245430**
24" x 60"	**TR2460ADJ**	**TR246030**
24" x 72"	**TR2472ADJ**	**TR247230**
24" x 84"	**TR2484ADJ**	**TR248430**
24" x 96"	**TR2496ADJ**	**TR249630**

30" Deep

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED 30"
30" x 36"	**TR3036ADJ**	**TR303630**
30" x 42"	**TR3042ADJ**	**TR304230**
30" x 48"	**TR3048ADJ**	**TR304830**
30" x 54"	**TR3054ADJ**	**TR305430**
30" x 60"	**TR3060ADJ**	**TR306030**
30" x 72"	**TR3072ADJ**	**TR307230**

36" Deep

TOP SIZE	ADJ HEIGHT 26"-34"	FIXED 30"
36" x 36"	**TR3636ADJ**	**TR363630**
36" x 42"	**TR3642ADJ**	**TR364230**
36" x 48"	**TR3648ADJ**	**TR364830**
36" x 54"	**TR3654ADJ**	**TR365430**
36" x 60"	**TR3660ADJ**	**TR366030**
36" x 72"	**TR3672ADJ**	**TR367230**

OPTIONS:

AE SURE EDGE DE DRY ERASE

Tetra™ Series – *Accessories*

BHPEG1 - Backpack hanger for Tetra Series tables

TRBH - Wire backpack hanger for Tetra Series tables

MODESTY PANELS

Available in various lengths to accommodate all Tetra Series tables.

Additional accessories are listed on page 145.

Tilt-Top Training Tables

Virco Tilt-Top Training Tables deliver space-saving solutions and flexibility with tables that fold vertically, roll away, and neatly nest together for easy storage. Models feature a perforated steel modesty panel and high-pressure laminate work surface with two in-surface grommets. Tables come in a 30" fixed height with casters for quick mobile set ups.

TOP SIZE	FIXED HEIGHT 30"
24" x 60"	**VTT2460**
24" x 72"	**VTT2472**

OPTIONS:

AE SURE EDGE DE DRY ERASE

Makerspace Series – *Tables*

Makerspace Series tables, designed for hands-on learning environments, offer a wide assortment of medium-duty tables, all with a swap-out work surface. Surface options include a standard ¾" laminate plywood core, or an unfinished, non-laminate, raw plywood work surface. Top heights include a 30" fixed-height, a 25" to 33" adjustable-height and a 33" to 41" adjustable stand-up height.

TOP SIZE	ADJ HEIGHT 25"-33"	FIXED HEIGHT 30"
20" x 36"	**VSC2036ADJ**	**VSC203630U**
20" x 48"	**VSC2048ADJ**	**VSC204830U**
20" x 60"	**VSC2060ADJ**	**VSC206030U**
24" x 36"	**VSC2436ADJ**	**VSC243630U**
24" x 48"	**VSC2448ADJ**	**VSC244830U**
24" x 60"	**VSC2460ADJ**	**VSC246030U**
24" x 72"	**VSC2472ADJ**	**VSC247230U**
24" x 84"	**VSC2484ADJ**	**VSC248430U**
30" x 48"	**VSC3048ADJ**	**VSC304830U**
30" x 60"	**VSC3060ADJ**	**VSC306030U**
30" x 72"	**VSC3072ADJ**	**VSC307230U**
30" x 84"	**VSC3084ADJ**	**VSC308430U**
30" x 96"	**VSC3096ADJ**	**VSC309630U**
36" x 48"	**VSC3648ADJ**	**VSC364830U**
36" x 60"	**VSC3660ADJ**	**VSC366030U**
36" x 72"	**VSC3672ADJ**	**VSC367230U**
36" x 84"	**VSC3684ADJ**	**VSC368430U**
36" x 96"	**VSC3696ADJ**	**VSC369630U**

TOP SIZE	ADJ STAND-UP HEIGHT 33"-41"
24" x 48"	**VSC2448ADJUSU**
24" x 54"	**VSC2454ADJUSU**
24" x 60"	**VSC2460ADJUSU**
24" x 72"	**VSC2472ADJUSU**
30" x 48"	**VSC3048ADJUSU**
30" x 54"	**VSC3054ADJUSU**
30" x 60"	**VSC3060ADJUSU**
30" x 72"	**VSC3072ADJUSU**

OPTIONS:

L LAMINATE TOP ADJ ADJUSTABLE LEGS

OPTIONAL ACCESSORIES:

BHPEG1 - Backpack hanger for Makerspace Series tables

TRBH - Wire backpack hanger for Makerspace Series tables

VSCPSP - Seven-outlet power strip with surge protection attached to an unfinished plywood panel.

Butcher Block Series – *Tables*

Virco Butcher Block Series Tables were designed for modern learning environments. Ideal for makerspace, art rooms, STEM labs, and a variety of classroom spaces, these stylish tables feature a durable, hard maple top with an easy to clean finish. Choose from various top sizes and a selection of fixed, adjustable, and stand-up adjustable-height legs. Available with both 3" locking casters and glides for ultimate versatility.

Top Size	30⅝" Fixed-Height with Glides	20⅝"-29⅝" Adjustable Height with Glides	21¼"-30¼" Adjustable Height with Casters	30⅝"-39⅝" Adjustable Height with Glides	31¼"-40¼" Adjustable Height with Casters
30" x 60"	**BB306030**	**BB3060ADJ**	**BB3060ADJC**	**BB3060ADJSU**	**BB3060ADJCSU**
30" x 72"	**BB307230**	**BB3072ADJ**	**BB3072ADJC**	**BB3072ADJSU**	**BB3072ADJCSU**
36" x 60"	**BB366030**	**BB3660ADJ**	**BB3660ADJC**	**BB3660ADJSU**	**BB3660ADJCSU**
36" x 72"	**BB367230**	**BB3672ADJ**	**BB3672ADJC**	**BB3672ADJSU**	**BB3672ADJCSU**
42" x 60"	**BB426030**	**BB4260ADJ**	**BB4260ADJC**	**BB4260ADJSU**	**BB4260ADJCSU**
48" x 48"	**BB484830**	**BB4848ADJ**	**BB4848ADJC**	**BB4848ADJSU**	**BB4848ADJCSU**
54" x 54"	**BB545430**	**BB5454ADJ**	**BB5454ADJC**	**BB5454ADJSU**	**BB5454ADJCSU**

Art Tables

Virco's adjustable and fixed-height art tables help facilitate creative activities in any classroom.

ART4260

Art table with plastic laminate work surface and solid maple frame. 60"W x 42"D x 30"H.

ART4260ADJ

Art table with plastic laminate work surface. 60"W x 42"D x 27"-39"H.

ART243636

Split-top drafting table with high-pressure laminate work surface and wood frame. 36"W x 24"D x 36"H.

Library Tables

Virco's library tables provide the ideal area for studying, reading and collaborating. Tables are available in round or rectangular shapes with high-pressure laminate work surfaces.

LT48R

48" round table with 29" fixed top-height.

LT3672

72" x 36" rectangle table with 29" fixed top-height.

CT Series – *Hand-Crank Tables*

CT Series tables feature high-pressure laminate work surfaces with an adjustable top-height of 27⅝" to 40⅝", controlled by a hand-crank mechanism. The table can easily adjust from sitting to standing and is perfect for schools, training rooms or office spaces. Tables can be raised to accommodate a wheelchair.

TOP SIZE	ADJ HEIGHT 27⅝"-40⅝"
24" x 48"	**CT24488ADJ**
24" x 54"	**CT24548ADJ**
24" x 60"	**CT24608ADJ**
24" x 72"	**CT24728ADJ**
30" x 48"	***CT30488ADJ**
30" x 54"	***CT30548ADJ**
30" x 60"	***CT30608ADJ**
30" x 72"	***CT30728ADJ**
36" x 48"	***CT36488ADJ**
36" x 54"	***CT36548ADJ**
36" x 60"	***CT36608ADJ**
36" x 72"	***CT36728ADJ**

* This model can be assembled to comply with Federal ADA guidelines and standards.

Hand-Crank

Tables include a crank handle that can be inserted into either side of the frame to control height adjustment. When not in use, the handle can be stowed under the table's work surface.

Hinged Wire Trough (HWT) Series – *Technology Tables*

HWT Series technology tables feature a 6" deep wire trough with a hinged rear door for enhanced wire and cable management, delivering an uninterrupted work surface. Tables are available with a high-pressure laminate work surface and a 24" to 34" adjustable-height range.

OPTIONAL ACCESSORIES:

BHPEG2 - Backpack hanger for Hinged Wire Trough Series tables

TRBH - Wire backpack hanger for Hinged Wire Trough Series tables

TOP SIZE	ADJ HEIGHT 24"-34"
24" x 30"	**HWT2430**
24" x 36"	**HWT2436**
24" x 42"	**HWT2442**
24" x 48"	**HWT2448**
24" x 60"	**HWT2460**
24" x 72"	**HWT2472**
24" x 84"	**HWT2484**
24" x 48" x 48" x 24" (corner unit)	**HWT52448**
30" x 30"	**HWT3030**
30" x 36"	**HWT3036**
30" x 42"	**HWT3042**
30" x 48"	**HWT3048**
30" x 60"	**HWT3060**
30" x 72"	**HWT3072**
30" x 84"	**HWT3084**
30" x 48" x 48" x 30" (corner unit)	**HWT53048**

Hinged Wire Trough (HWT) Series – *Support Products*

CPUCADDY - Mobile CPU holder. 19⅝"W x 10¾"D x 10⅝"H. A cable lock is included with each unit to secure the CPU holder to a table leg. Supports a computer that is between 3" and 8" wide.

FTTCPU - Adjustable CPU holder, 12¼"W x 1½"D x 16"H. Can support a computer that is 2½" to 8½" wide and be positioned on the inside or outside of a table leg.

Flip-Top Technology Tables

Flip-Top Technology Tables feature a 6" deep locking flip-top compartment which secures cables, surge protectors and wires beneath the work surface. With rectangular high-pressure laminate work surfaces that range in size from 30" to 84" wide, tables can accommodate one, two and three-student applications.

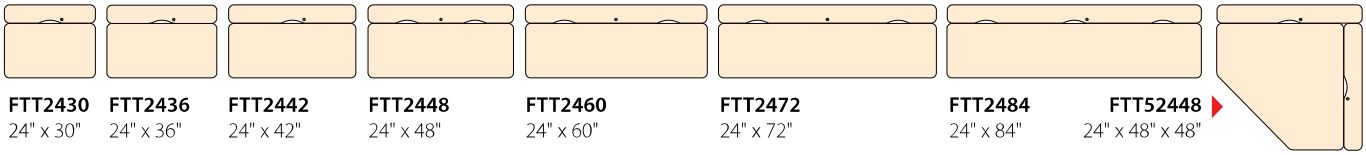
Single-Student

Two-Student

Three-Student

24" Deep Tables

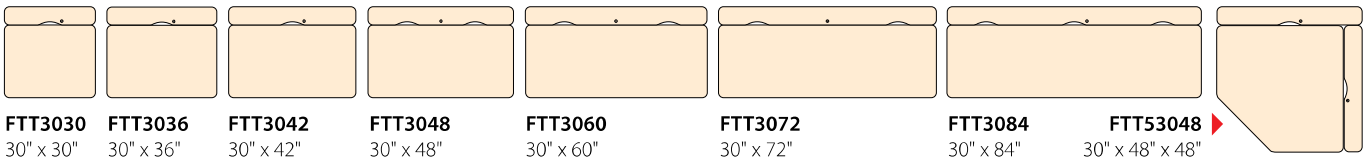
18" deep work surface with a 6" deep flip-top and 24"-34" height range.



FTT2430	FTT2436	FTT2442	FTT2448	FTT2460	FTT2472	FTT2484	FTT52448
24" x 30"	24" x 36"	24" x 42"	24" x 48"	24" x 60"	24" x 72"	24" x 84"	24" x 48" x 48"

30" Deep Tables

24" deep work surface with a 6" deep flip-top and 24"-34" height range.



FTT3030	FTT3036	FTT3042	FTT3048	FTT3060	FTT3072	FTT3084	FTT53048
30" x 30"	30" x 36"	30" x 42"	30" x 48"	30" x 60"	30" x 72"	30" x 84"	30" x 48" x 48"

Single-student workstations have one wire management cut-out.

Two-student workstations have two wire management cut-outs.

Three-student workstations have three wire management cut-outs.

Single-student workstation with two cut-outs.

OPTIONAL ACCESSORIES: KEYBOARD MOUSE TRAY, CPU CADDY, BACKPACK HANGER

For information on accessories see page 145.

Flip-Top Technology Tables – *Features*

Security

Each flip-top compartment locks for security.

Connectivity

A generous port at each end of the flip-top compartment enables the networking of tables with power and data lines.

Spacious

With 5½" of top-to-bottom storage capacity, 6" deep flip-top compartments provide lots of space for wires, cables and surge protectors.

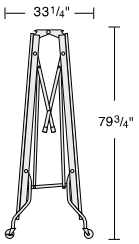
Clean Design

A subtly contoured cut-out at the rear of the work surface enables wires and cables to be routed into the flip-top compartment.

PIC

MT Series – *Mobile Cafeteria Tables*

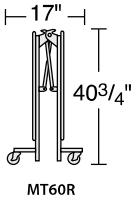
Virco's mobile tables feature specially designed torsion bars, providing smooth folding and unfolding, for quick space-saving storage or to transform a multi-purpose venue. Tables are available in a 29" fixed-height with a high-pressure laminate surface in round, rectangular, and octagonal shapes.



MT30144

Mobile Rectangle Tables

MODEL	TOP SIZE
MT3096	30" x 96"
MT30144	30" x 144"



MT60R

Mobile Oval Tables

MODEL	TOP SIZE
MT48R	48" Round
MT60R	60" Round
MT72R	72" Round
MT60OCT	60" Octagonal

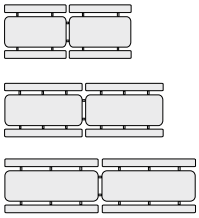
OPTIONS: AE SURE EDGE

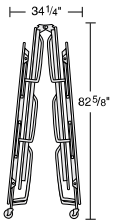
MTB Series – *Mobile Bench Tables*

Virco's mobile tables with built-in bench seating provide versatile and inviting cafeteria seating. Up-lock and down-lock mechanisms combined with heavy-duty wheel assemblies allow for simple setting up and tearing down. Unique torsion bars allow users to fold and unfold bench tables safely and smoothly. Tables are available in round and rectangular shapes with a high-pressure laminate surface.

Mobile Rectangle Bench Tables

MODEL	SEAT HEIGHT	SEATS	TABLE HEIGHT	TOP SIZE
MTB15278	15"	8	27"	30" x 96"
MTB17298	17"	8	29"	30" x 96"
MTB152710	15"	12	27"	30" x 120"
MTB172910	17"	12	29"	30" x 120"
MTB152712	15"	12-16	27"	30" x 144"
MTB172912	17"	12-16	29"	30" x 144"





MTB172912

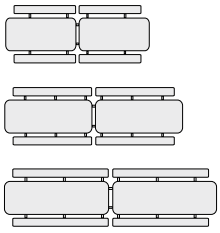
OPTIONS:

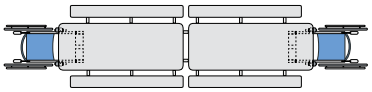
AE SURE EDGE

ADA Compliant Mobile Rectangle Bench Stool Tables

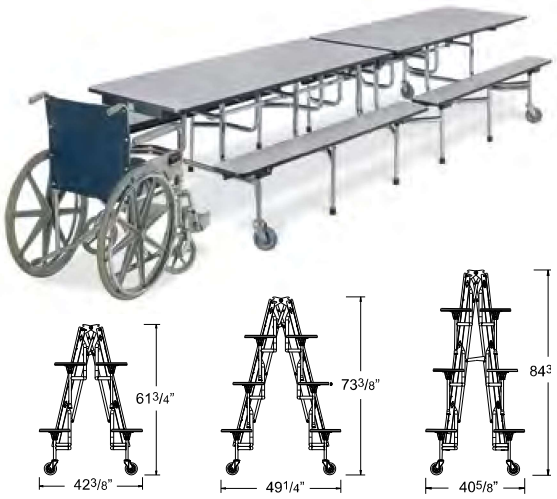
MODEL	SEAT HEIGHT	SEATS	TABLE HEIGHT	TOP SIZE
MTB19318W	19"	8	31"	30" x 102"
MTB193110W	19"	10	31"	30" x 126"
MTB193112W	19"	12	31"	30" x 148"

2 wheelchair spaces



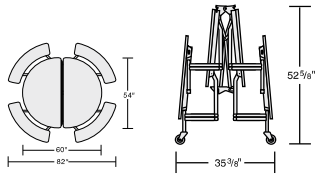


Rectangular mobile bench and mobile stool tables are ADA-compliant and are designed to accommodate one wheelchair at either end.



Mobile Oval Bench Tables

MODEL	SEAT HEIGHT	SEATS	TABLE HEIGHT	TOP SIZE
MTBO15275	15"	8-12	27"	60" diameter
MTBO17295	17"	8-12	29"	60" diameter



OPTIONS: AE SURE EDGE

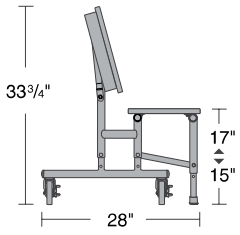
MTC Series – *Convertible Bench Tables*

Virco's mobile convertible bench tables are easy to manage, store and maintain, allowing you to reconfigure your cafeteria lunchroom quickly from an eating area to a meeting space or auditorium. Tables easily transform from a table and bench configuration to a bench with a full backrest. Mobile bench tables feature a high-pressure laminate surface.

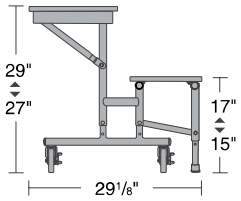
MODEL	BENCH HEIGHT	TABLE HEIGHT	SEATS AT 18" SPACING	SEATS AT 24" SPACING	TOP SIZE
MTC8	15" or 17"	25" or 27"	5	4	15" x 96"

OPTIONS: AE SURE EDGE G GANGING DEVICE

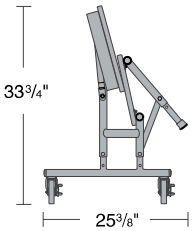
Bench, Table and Storage



Virco's versatile convertible bench tables can provide bench-style seating with a continuous backrest.

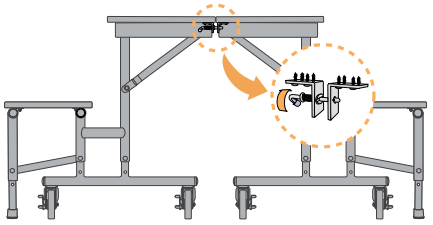


Convertible bench tables can also work as smaller versions of Virco's mobile bench tables.



For storage, simply fold the convertible bench table into its closed position, then wheel it away.

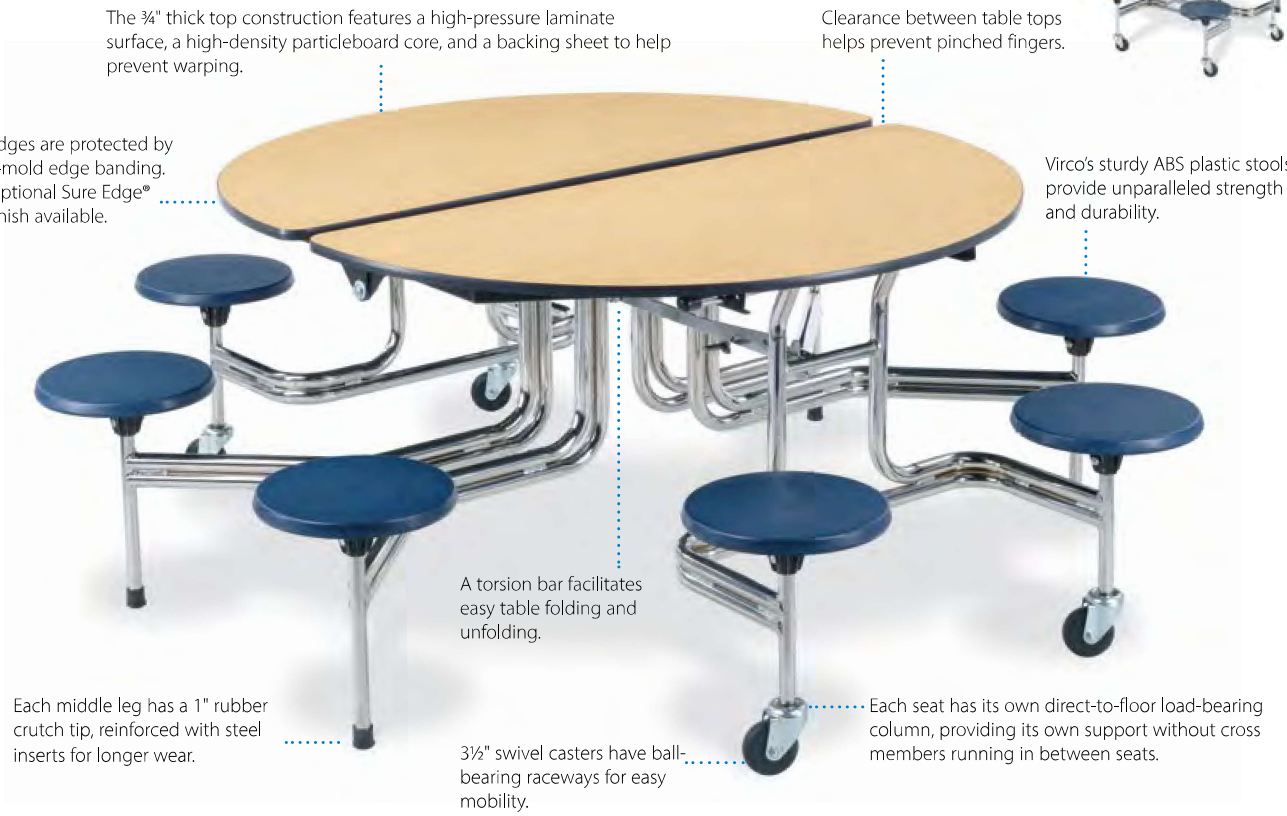
Ganging Devices



Virco convertible bench tables can be ganged to create a two-sided bench table when tables are ordered with the factory-installed ganging device.

MTS Series – *Mobile Stool Tables*

Mobile stool tables deliver a safe, easy and mobile option for versatile cafeteria and lunchroom spaces. A specially designed torsion bar, automatic locking feature and 4 swivel casters allow tables to fold, unfold and transport effortlessly, neatly storing in a secure, upright position when not in use. Round stools feature a 13" diameter top and tables are available with a high-pressure laminate surface.

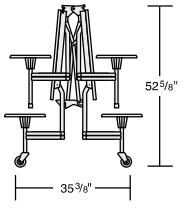


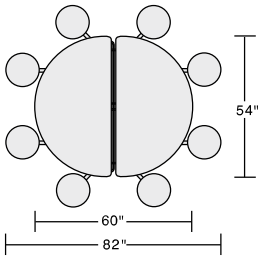
Mobile Oval Stool Tables

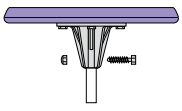
MODEL	SEAT HEIGHT	STOOLS	TABLE HEIGHT	TOP SIZE
MTSO152758	15"	8	27"	60" diameter
MTSO172958	17"	8	29"	60" diameter
MTSO193156W	19"	6	31"	60" diameter

♿ 2 wheelchair spaces

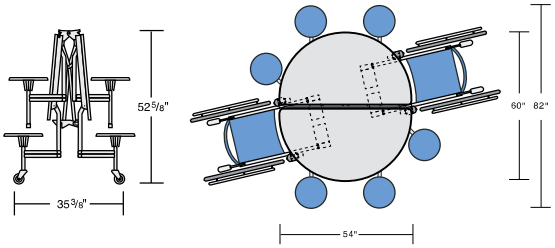
Oval mobile stool tables that are wheelchair accessible are designed to accommodate two wheelchairs on opposite sides of the table.







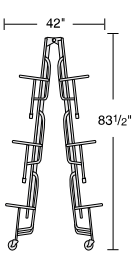
Virco's ABS plastic stools feature a multi-rib design and a die-cast aluminum mounting bracket for strength and durability. Stools are secured to their columns by an insert washer and a hex bolt with an aircraft lock nut.



Mobile Rectangle Stool Tables

MODEL	SEAT HEIGHT	STOOLS	TABLE HEIGHT	TOP SIZE
MTS17291012	17"	12	29"	30" x 120"
MTS17291212	17"	12	29"	30" x 144"
MTS15271216	15"	16	27"	30" x 144"
MTS193188W	19"	8	31"	30" x 102"
MTS19311012W	19"	12	31"	30" x 126"
MTS19311212W	19"	12	31"	30" x 148"

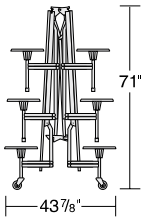
2 wheelchair spaces

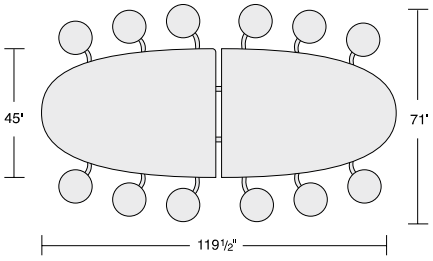


MTS17291212

Mobile Ellipse Stool Tables

MODEL	SEAT HEIGHT	SEATS	TABLE HEIGHT	TOP SIZE
MTSE15271012	15"	12	27"	45" x 119½"
MTSE17291012	17"	12	29"	45" x 119½"





OPTIONS: AE SURE EDGE

Mobile Folding Table – *Features*

Clearance between table tops help avoid pinched fingers.

Torsion bars help tables fold and unfold smoothly.

An up-lock mechanism holds tables in place while folded, and a down-lock mechanism holds tables in place when unfolded.

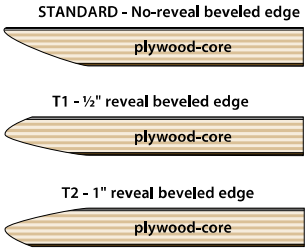
Tables feature a safety device that helps avoid pinched fingers during set-up. The device must be manually released before the table can be completely unfolded.

Tables roll on four 3½" swivel casters, reducing marring and damage to floors.

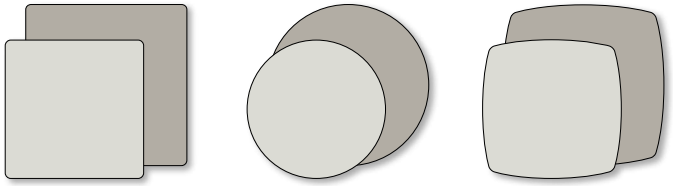
Civitas® Series – *Table Tops*

Civitas Series table tops are available in a selection of round, square and squircle shapes with a ¾" plywood-core high-pressure laminate surface and various edge stylings. Pair with numerous base styles from the Civitas or Lunada Series to create a fresh look in any café or dining hall.

CIVITAS EDGE STYLES



CIVITAS TOP SHAPES



36" and 42" Square

36" and 42" Round

36" and 42" Squircle

MODEL	TOP SIZE/ SHAPE
C36R	36" Round
C36SL	36" Squircle
C36SQ	36" Square
C42R	42" Round
C42SL	42" Squircle
C42SQ	42" Square
C48R	48" Round
C48SL	48" Squircle
C48SQ	48" Square
C60R	60" Round
C60SL	60" Squircle
C60SQ	60" Square

Café Table Tops

Virco's café table tops feature a 1⅛" particleboard core high-pressure laminate surface with a protective T-mold banding and backing sheet, which helps to prevent warping. When combined with our pedestal bases, these tops provide outstanding service in student lounges, restaurants, hospitality settings and related venues.

MODEL	TOP SIZE/SHAPE
U2424	24" Square
U2430	24" x 30"
U3030	30" Square
U3042	30" x 42"
U3048	30" x 48"
U3636	36" Square
U4242	42" Square

MODEL	TOP SIZE/SHAPE
U24R	24" Round
U30R	30" Round
U36R	36" Round
U42R	42" Round
U48R	48" Round

Civitas® Series – *Table Bases*

Civitas Series tables bases are available in two stylings – an arched outer 4-leg base and the tulip base – which are all available in three top heights from 30" fixed-height to 41" standing fixed-height. Civitas bases can be combined with an array of Virco café table tops to add a contemporary style any café, lounge or social hall.

4-Leg Bases

MODEL	TABLE HEIGHT	TOP OPTIONS
CF30	**30"**	C36R, C36SL, C36SQ, C42R, C42SL, C42SQ, C48R, C48SL, C48SQ, C60R, C60SL, C60SQ, U36R, U3636, U42R, U4242, U48R OR U60R
CF36	**36"**	C36R, C36SL, C36SQ, C42R, C42SL, C42SQ, C48R, C48SL, C48SQ, C60R, C60SL, C60SQ U36R, U3636, U42R, U4242, OR U48R
CF41R36	**41"**	C36R, C36SL, C36SQ, U36R, U3636
CF41R42	**41"**	C42R, C42SL, C42SQ, U42R, U4242

Tulip Bases

MODEL	TABLE HEIGHT	TOP OPTIONS
CT30	**30"**	C36R, C36SL, C36SQ, C42R, C42SL, C42SQ, U36R, U3636, U42R, U4242
CT36	**36"**	C36R, C36SL, C36SQ, C42R, C42SL, C42SQ, U36R, U3636, U42R, U4242
CT41	**41"**	C36R, C36SL, C36SQ, C42R, C42SL, C42SQ, U36R, U3636, U42R, U4242

OPTIONS: **C** CASTERS **CHRM** ALL-CHROME LEGS

Casters are available with Civitas 4-Leg Bases only.

664 Café Table Bases

Virco's easily-assembled 664 café table bases readily accommodate an array of Virco tops. 664 models have a steel column and die-cast aluminum feet. Durable nylon glides adjust to level bases on uneven floors.

MODEL	BASE DIAMETER	TABLE HEIGHT	TOP OPTIONS
66422	**22"**	**29"**	U24R, U2424, U30R
66433	**33"**	**29"**	U36R, U3636, U42R, U4242, U48R, C36R, C36SL, C36SQ, C42R, C42SL, C42SQ

66433 base with a **U3636** top

JAGS

Lunada® Series – *Café Table Bases*

Lunada Series café table bases, developed by award-winning designer Peter Glass, combine contemporary styling with easy assembly. Choose from x-shaped or bi-point base styles, both featuring sturdy die-cast aluminum foot construction and heavy-gauge steel columns. Top heights range in size from 29" fixed-height to 41" standing fixed-height.

Three Heights

Virco table bases can be ordered to enable three table heights. In addition to our models which provide a standard 29" table top height, additional models are available for mid-height use and models for 41" stand-up height table tops.

MODEL	BASE DIAMETER	TABLE TOP HEIGHT	TOP OPTIONS
66129	29"	29"	U30R, U3030, U36R, U3636, C36R, C36SL, C36SQ
66133	33"	29"	U36R, U3636, U42R, C36R, C36SL, C36SQ, C42R, C42SL, C42SQ
6613336	33"	36"	U36R, U3636, U42R, C36R, C36SL, C36SQ, C42R,
6613341	33"	41"	U36R, U3636, U42R, C36R, C36SL, C36SQ, C42R
66140	40"	29"	U42R, U4242, U48R, C42R, C42SL, C42SQ, C48R, C48SL, C48SQ
6614036	40"	36"	U42R, U4242, U48R, C42R, C42SL, C42SQ, C48R
6614041	40"	41"	U42R, U4242, U48R, C42R, C42SL, C42SQ, C48R
66222 (bi-point)	22"	29"	U2430, U3030, U3042, U3048
66229 (bi-point)	29"	29"	U3042, U3048

OPTIONAL ACCESSORIES:

66GLD

Glide kit containing four glides in various color options.

Lunada® Series – *Seminar Tables*

Lunada Series seminar tables offer contemporary styling and easy assembly for conference, classroom and seminar settings. Tables feature a high-pressure laminate work surface and sturdy yet stylish, die-cast aluminum bi-point feet. Tables have a fixed-height of 29" and work surface lengths range from 48" to 96", easily accommodating two to six people.

22" Deep

TOP SIZE	MODEL
22" x 60"	**LTS2260829**
22" x 72"	**LTS2272829**
22" x 84"	**LTS2284829**
22" x 96"	**LTS2296829**

24" Deep

TOP SIZE	MODEL
24" x 60"	**LTS2460829**
24" x 72"	**LTS2472829**
24" x 84"	**LTS2484829**
24" x 96"	**LTS2496829**

30" Deep

TOP SIZE	MODEL
30" x 48"	**LTS3048829**
30" x 54"	**LTS3054829**
30" x 60"	**LTS3060829**
30" x 72"	**LTS3072829**
30" x 84"	**LTS3084829**
30" x 96"	**LTS3096829**

36" Deep

TOP SIZE	MODEL
36" x 54"	**LTS3654829**
36" x 60"	**LTS3660829**
36" x 72"	**LTS3672829**
36" x 84"	**LTS3684829**
36" x 96"	**LTS3696829**
36" x 72" racetrack	**LTS36728RT29**

OPTIONS: GR GROMMET(S)

6000 Series – *Folding Tables*

6000 Series folding tables feature a ¾" particleboard core with a fused-on melamine top and a straight-leg style for a clean, simple look. All tables are strengthened by a steel support apron and have a patented Safe Edge® that helps hands and fingers avoid cuts and scratches. When the table is not in use, a spring clip locks table legs in a folded position. Our patented corner supports give the top surface added protection while stacking.

MODEL	TOP SIZE
601860	18" x 60"
601872	18" x 72"
601896	18" x 96"
602448	24" x 48"
602460	24" x 60"
602472	24" x 72"
602496	24" x 96"
603060	30" x 60"
603072	30" x 72"
603096	30" x 96"
603672	36" x 72"
603696	36" x 96"
6060R	60" Round

OPTIONS:

L **HIGH PRESSURE LAMINATE TOP**

62000 Series – *Folding Tables*

62000 Series folding tables feature a ¾" plywood top and are supported by a steel apron and have a patented Safe Edge® that helps hands and fingers avoid cuts and scratches. High-impact stacking bumpers give the top surface added protection and a spring clip locks table legs in a folded position when not in use.

MODEL	TOP SIZE
621872	18" x 72"
621896	18" x 96"
623072	30" x 72"
623096	30" x 96"
623672	36" x 72"
623696	36" x 96"
6260R	60" Round

Core-a-Gator® Series – *Commercial-Grade Lightweight Folding Tables*

Core-a-Gator Series lightweight folding tables are easy to transport, simple to set up and engineered for the long haul. Its patented design features a rugged ABS plastic corrugated center, an extruded aluminum frame, and an innovative leg-locking mechanism for easy and dependable operation.

Whether you need folding tables to create temporary arrangements or remain set up for everyday use, Core-a-Gator tables provide a durable yet lightweight solution to meet the needs of any active facility.

60" and 72" Adjustable-Height Half-Round Tables

Adjustable height legs from 21" to 30"H.

MODEL	TOP SIZE	WEIGHT
6160HR	60" Half Round	40 lbs
6172HR	72" Half Round	44 lbs

24", 30" and 36" Deep Fixed-Height Rectangular Tables

Wishbone-style leg.

MODEL	TOP SIZE	WEIGHT
612472	24" x 72"	39 lbs
612496	24" x 96"	47 lbs
613060	30" x 60"	39 lbs
613072	30" x 72"	45 lbs
613096	30" x 96"	54 lbs
613672	36" x 72"	50 lbs
613696	36" x 96"	61 lbs

60", 66" and 72" Diameter Fixed-Height Round Tables

Straight-leg style.

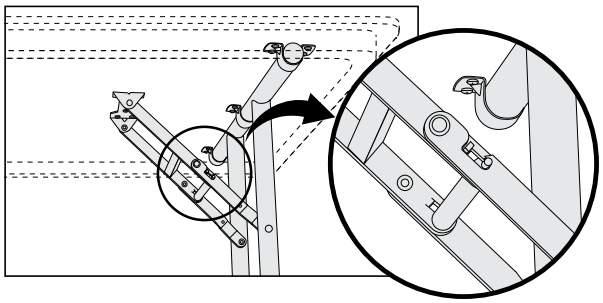
MODEL	TOP SIZE	WEIGHT
6160R	60" Round	55 lbs
6166R	66" Round	63 lbs
6172R	72" Round	68 lbs

18" Deep Fixed-Height Rectangular Tables

C-leg style.

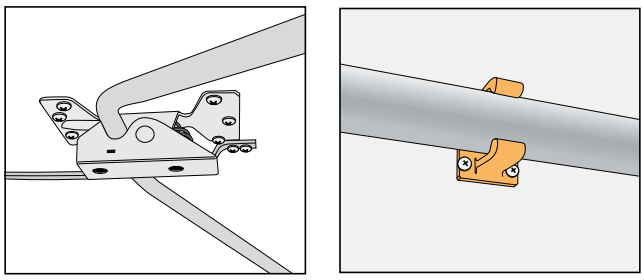
MODEL	TOP SIZE	WEIGHT
611872	18" x 72"	34 lbs
611896	18" x 96"	40 lbs

Locking Mechanism for Wishbone and C-Leg Designs



Virco's patented locking mechanism adds strength, security and convenience to our wishbone and C-leg designs. When setting up tables, simply unfold each leg with an outward motion to extend the hinges and engage the gravity-lock pin. To return legs to a folded position, set the table on its side and push the gravity-lock pin toward the table top, disengaging the pin from its locked position and allowing you to easily complete the folding process.

Round Table Leg Features



Round Core-a-Gator tables have a convenient spring clip mechanism that securely locks unfolded legs in position (left). Folded legs are held in place by injection-molded retention clamps for safe transport and storage (right).

The Core-a-Gator® Advantage

Shock Absorbent ABS Plastic Corner Bumper

Sturdy, reinforced corner construction resists denting, splintering and related damage.

Edge Mold Bumper

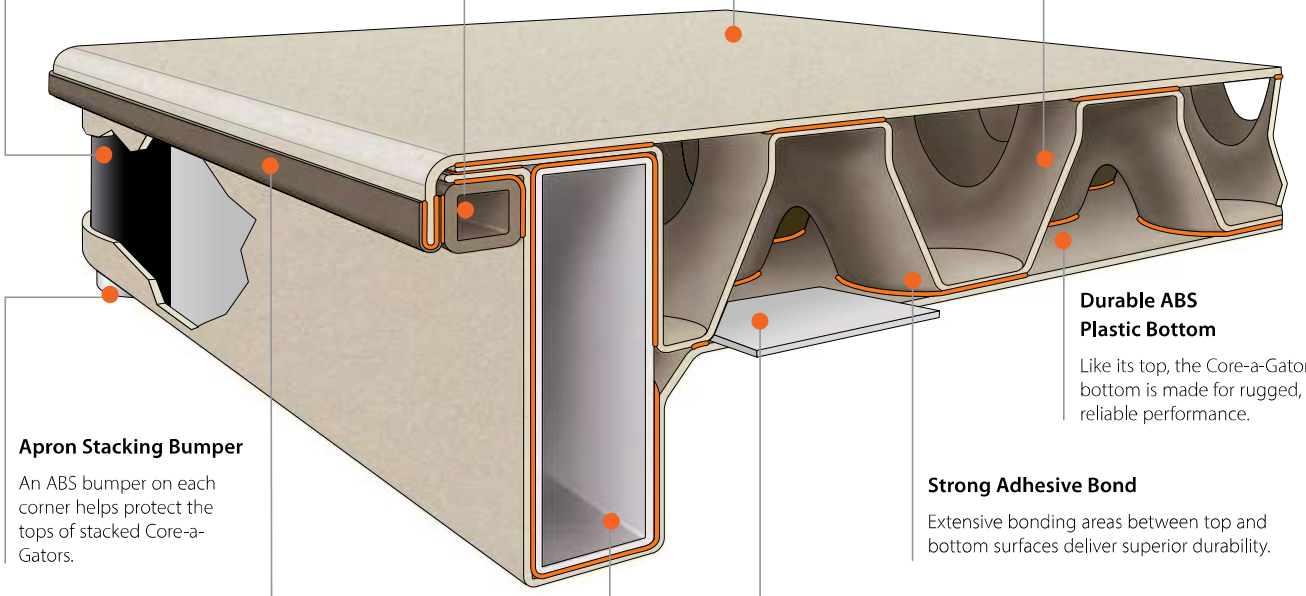
An inner ABS edge mold bumper gives the table added protection.

Durable ABS Plastic Top

Strong, lightweight ABS plastic provides a long-lasting, colorfast top surface.

Unique Corrugated Center

A patented core design combines first-rate strength with convenient, lightweight utility.



Durable ABS Plastic Bottom

Like its top, the Core-a-Gator bottom is made for rugged, reliable performance.

Apron Stacking Bumper

An ABS bumper on each corner helps protect the tops of stacked Core-a-Gators.

Strong Adhesive Bond

Extensive bonding areas between top and bottom surfaces deliver superior durability.

Aluminum Leg Attachment Plates

Legs are anchored to the underside of the table top through multiple aluminum plates.

Decorative Edge Banding

An ABS bumper on each corner helps protect the tops of stacked Core-a-Gators.

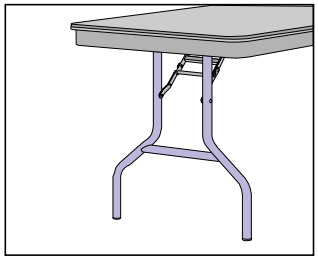
Aluminum Frame

A lightweight, extruded aluminum frame adds strength and support to the table.

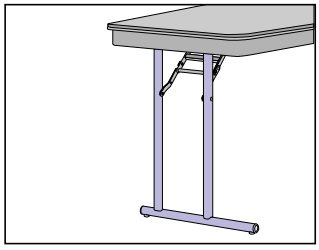
Core-a-Gator® Leg Features

All 24", 30" and 36" deep Core-a-Gator® models are equipped with Virco's heavy-duty wishbone-style legs. Narrower 18" tables come with strong, high-performance C-legs. Round models feature a sturdy straight leg design. Adjustable height legs are featured on half-round models. Each of these leg styles gives you more room to comfortably stretch your own legs beneath Core-a-Gator tables.

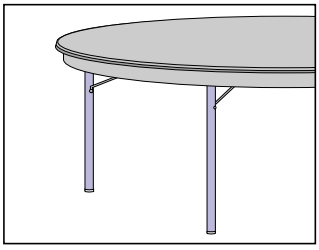
Wishbone Leg



C-leg



Straight Leg



Adjustable-Height Leg

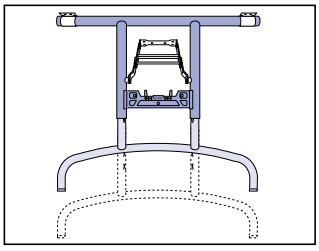
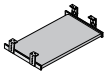


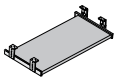
Table Accessories

Consult with Virco's Customer Service Department before ordering accessories for mounting beneath a work surface.

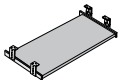
COMPUTER ACCESSORIES



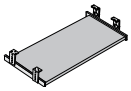
TKBMT19 – Retractable rectangle 15" x 19¼" keyboard mouse tray mounts underneath the work surface.



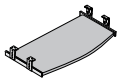
TKBMT24 – Retractable rectangle 15" x 24¾" keyboard mouse tray mounts underneath the work surface.



TKBMT27 – Retractable rectangle 15" x 27¼" keyboard mouse tray mounts underneath the work surface.



TKBMT29 – Retractable rectangle 15" x 29" keyboard mouse tray mounts underneath the work surface.

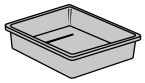


TKBMTC27 – Retractable curved 12" x 27" keyboard mouse tray mounts underneath the work surface.

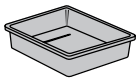
CPUCADDY – Mobile CPU holder measures 19⅝"W x 10¾"D x 10⅝"H and can accommodate a CPU between 3" to 8" in width. A cable lock is included with each unit to secure the CPU holder to a table leg.

FTTCPU – Adjustable CPU holder dedicated for Flip-Top Technology Tables. Measures 12¼"L x 10½"W x 16"H and can be positioned on the inside or the outside of a table leg while supporting a CPU ranging from 2½" to 8½" wide.

STORAGE



UBOOK – Plastic book box measuring 15½"W x 14"D x 4½"H.



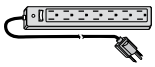
UTOTE – Plastic tote tray measuring 12"W x 16"D x 4"H. Metal runners measure 1½"W x ¾"D x 13½"L.

BHPEG1 – Backpack hanger for Makerspace and Tetra Tables.

BHPEG2 –Backpack hanger for Flip-Top Technology and Hinged Wire Trough Tables.

TRBH –Wire backpack hanger for Tetra, Makerspace, Flip-Top Technology and Hinged Wire Trough Tables.

POWER/COMMUNICATIONS



T762ELECT – A 12-foot cord power strip with diagnostic LEDs features seven outlets and exceeds IEEE 587 category A & B surge suppression specifications.

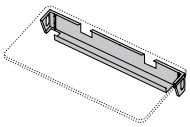
NACR – In-surface power/data port pops up when needed and conveniently closes shut when not in use. Includes two power and four USB outlets with a 6-foot power cord.

WIRE MANAGEMENT

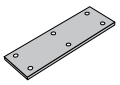
GR1, GR2, GR3 – One, two or three factory installed 6⅝" x 3" ABS plastic grommet(s) with a hinged lid(s).

UGRMT27 – Grommet kit including two 2¾" grommet covers with matching sleeves. Table drilling and grommet installation to be done by customer.

UGRMT35 – Grommet kit including two 3½" grommet covers with matching sleeves. Table drilling and grommet installation to be done by customer.



TWMP36, TWMP48, TWMP60 and TWMP72 – Dedicated 4000 Series tables wire management panels, featuring 5" wide cable troughs and two 7" x 2" mounting cutouts, neatly and efficiently route power and communications cables beneath work surfaces. Individual TWMP models fit the following table sizes: TWMP36 for 36" rectangular tables; TWMP48 for 48" rectangle tables; TWMP60 for 60" rectangle tables; TWMP72 for 72" rectangle tables.



UGANG – Connecting tie plate kit provides firm, semi-permanent connections between adjoining tables or shelves. Each pack contains 2 steel tie plates and 12 screws.

STORAGE

Virco's versatile storage solutions provide organization from the classroom to the boardroom. Traditional wood or sturdy metal bookcases feature adjustable shelves and a variety of sizes and configurations, while mobile storage cabinets deliver maximum flexibility and convenience. Vertical and lateral filing systems offer locking drawers that fully extend to easily find documents and keep them secure. A range of stylish and functional presentation towers and media carts allows educators to organize and store learning materials while providing an effective place to deliver presentations. And because storage space is often as dynamic as the task on hand, many styles can add casters for easy movement from place to place.

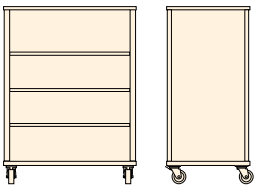
GRACE
FOR
PRESIDENT
WORMS

Topaz™ Series – *Mobile Cabinets*

The Topaz Series Mobile Storage Collection offers an array of styles, sizes and configurations. These durable and functional mobile storage units are available with either adjustable shelves, removable tote trays or pull-out drawers. All models are equipped with two swivel casters for smooth mobility, while two locking casters keep units in place when needed.

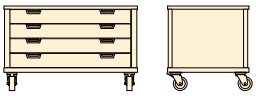
Mobile Storage Cabinet

MODEL	SIZE	#OF SHELVES	DESCRIPTION
TZMS4830	48"W x 30"D x 30"H	2 shelves, 1 adjustable	Two hinged doors
TZMS4848	48"W x 30"D x 48"H	3 shelves, 2 adjustable	Two hinged doors
TZMS4864	48"W x 30"D x 64"H	4 shelves, 3 adjustable	Two hinged doors
TZMS4830ND	48"W x 30"D x 30"H	2 shelves, 1 adjustable	Mobile storage without doors
TZMS4848ND	48"W x 30"D x 48"H	3 shelves, 2 adjustable	Mobile storage without doors
TZMS4864ND	48"W x 30"D x 64" H	4 shelves, 3 adjustable	Mobile storage without doors



Mobile Storage Cabinet with Drawers

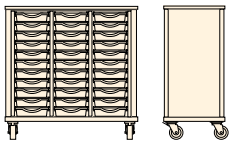
MODEL	SIZE	#OF DRAWERS	DESCRIPTION
TZMS4830DRW	48"W x 30"D x 30"H	4	Four pull-out drawers



Mobile Storage Cabinet with Tote Trays

MODEL	SIZE	#OF TOTE TRAYS	DESCRIPTION
TZMS4848TT	48"W x 22"D x 48"H	33-TT12183 15-TT12166* 6-TT121812**	Two hinged doors
TZMS4848TTND	48"W x 22"D x 48"H	33-TT12183 15-TT12166* 6-TT121812**	Open faced without doors

Tote tray sizes can be mixed creating a variety of configurations. *Leaves one 3"H slot per column **Leaves three 3"H slots per column



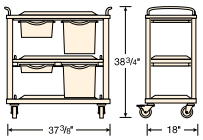
Topaz™ Series –*Classroom Cart*

Topaz Series Classroom Carts conveniently store, organize and transport all essentials for teachers and students alike. Casters offer quick and smooth mobility from one task to the next – two locking casters keep the cart in place when necessary. Spacious shelves offer ample storage, while the smooth flat top can be used as a workspace. Guide rails on the lower shelves accommodate 3", 6" and 12" tote trays so instructors can interchange trays based on their needs.

TZCART

37⅜"W x 18"D x 38¾"H

Topaz Series classroom cart features three non-adjustable shelves; top shelf measures 36" x 18"; middle and bottom shelves measure 31⅜" x 16½".



Topaz™ Series –*Accessories*

TT12183

12¼"W x 18⅛"D x 3"H

TT12186

12¼"W x 18⅛"D x 6"H

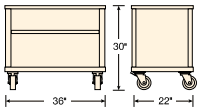
TT121812

12¼"W x 18⅛"D x 12"H

Topaz™ Series – *Mobile Bookcases*

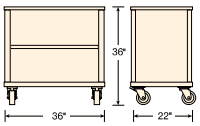
Topaz Series Mobile Bookcases deliver efficient storage solutions for the classroom and beyond. Casters offer flexibility to rearrange when needed, while convenient front-locking casters keep the bookcase in place when not in motion. Shelves adjust in ½" increments – maximizing storage and providing a customizable solution for any classroom setting.

36" Width Mobile Bookcase



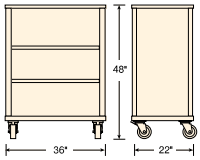
TZBC3630

36"W x 22"D x 30"H bookcase (2 shelves, 1 adj).



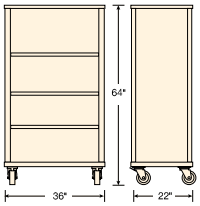
TZBC3636

36"W x 22"D x 36"H bookcase (2 shelves, 1 adj).



TZBC3648

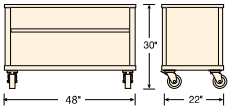
36"W x 22"D x 48"H bookcase (3 shelves, 2 adj).



TZBC3664

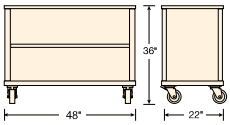
36"W x 22"D x 64"H bookcase (4 shelves, 3 adj).

48" Width Mobile Bookcase



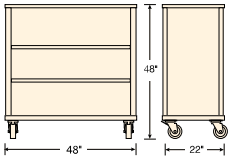
TZBC4830

48"W x 22"D x 30"H bookcase (2 shelves, 1 adj).



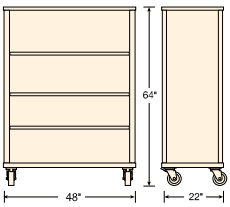
TZBC4836

48"W x 22"D x 36"H bookcase (2 shelves, 1 adj).



TZBC4848

48"W x 22"D x 48"H bookcase (3 shelves, 2 adj).



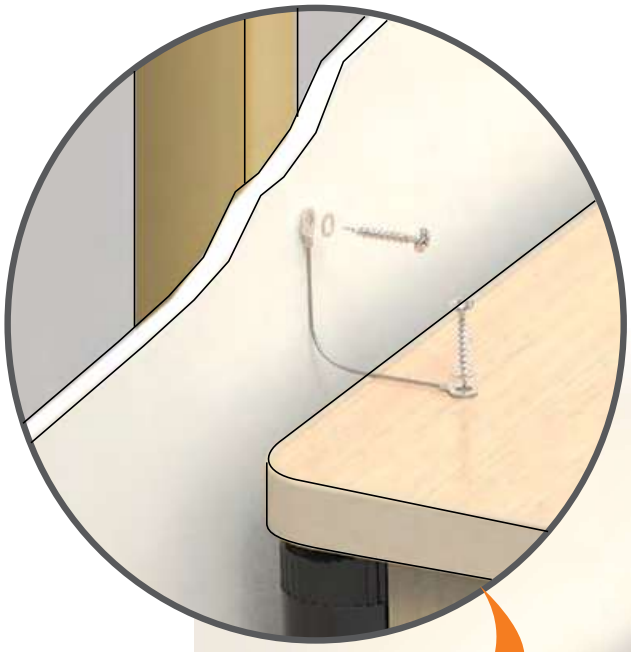
TZBC4864

48"W x 22"D x 64"H bookcase (4 shelves, 3 adj).

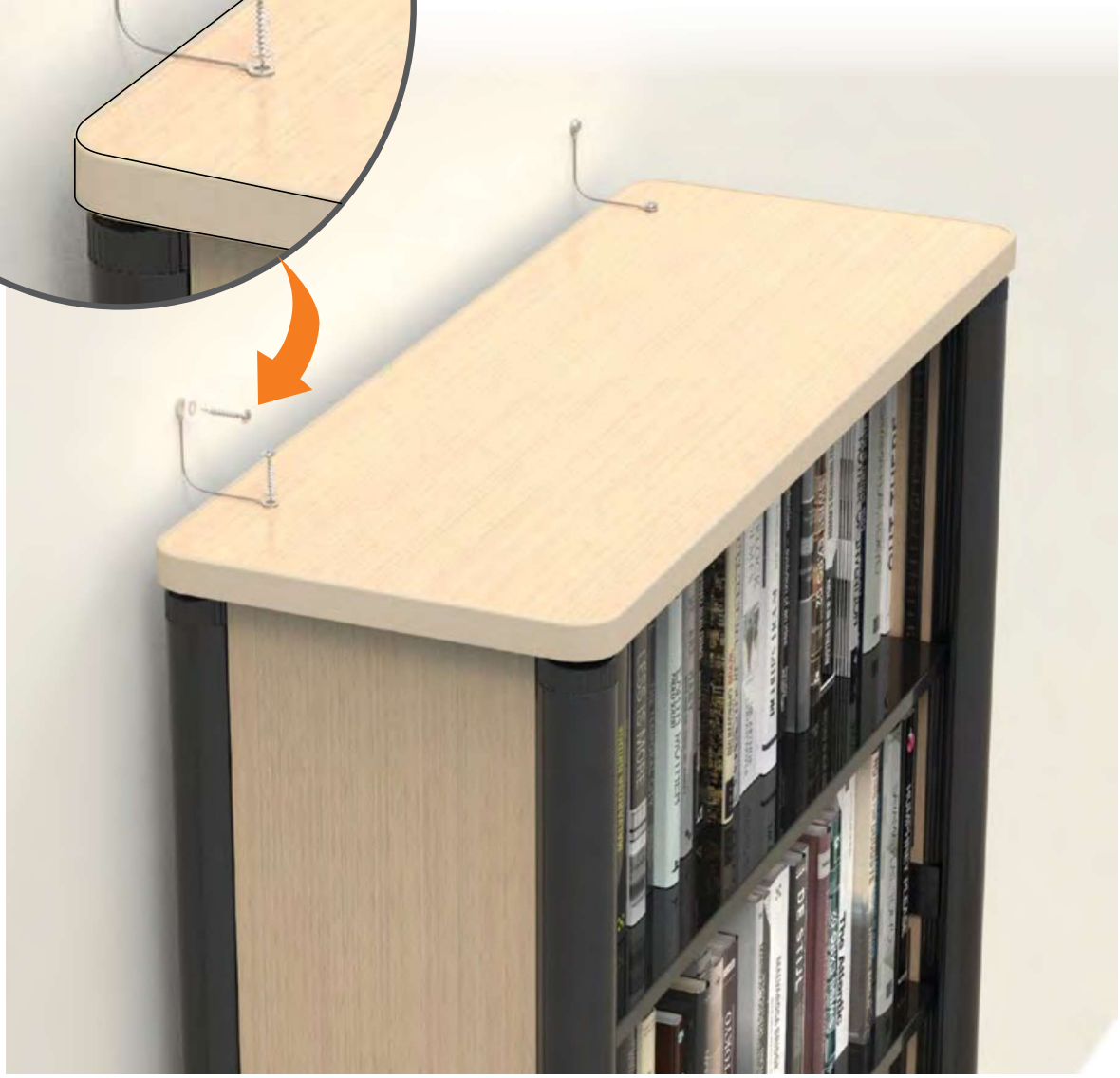
Tip-Over Prevention

Furniture tip-overs can cause serious injuries; for your safety, **ALL BOOKCASES 60" TALL AND OVER MUST BE SECURELY ANCHORED TO A WALL** with the provided safety restraints.

All Virco bookcases 60" tall and over include a Safety Restraint Kit which provides a safety lanyard, hardware and assembly instructions.



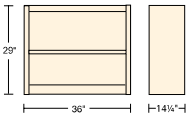
Attach lanyard to wall studs and bookcase top surface. This safety measure applies to solid wood, laminated wood and metal bookcases over 60" high.



Plateau® Series – *Bookcases*

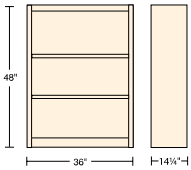
Plateau Series heavy-duty, yet stylish bookcases feature adjustable-height steel shelves, fully welded steel frames, and durable laminated top and side panels. Bookcases measure 14¼" deep and are available in either 36" or 48" widths. All models are equipped with 11" deep shelves that adjust in ½" increments.

60", 72" and 84" high bookcases must be anchored to a wall. *See page 150 for details.*



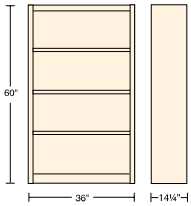
PTBC2936

36"W x 29"H bookcase with two shelves (one adjustable shelf).



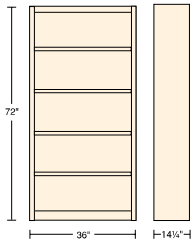
PTBC4836

36"W x 48"H bookcase with three shelves (two adjustable shelves).



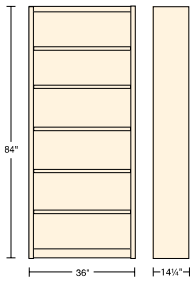
PTBC6036

36"W x 60"H bookcase with four shelves (three adjustable shelves).



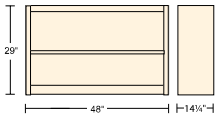
PTBC7236

36"W x 72"H bookcase with five shelves (four adjustable shelves).



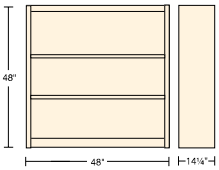
PTBC8436

36"W x 84"H bookcase with six shelves (five adjustable shelves).



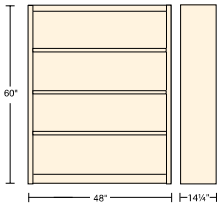
PTBC2948

48"W x 29"H bookcase with two shelves (one adjustable shelf).



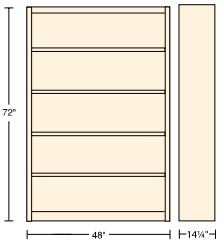
PTBC4848

48"W x 48"H bookcase with three shelves (two adjustable shelves).



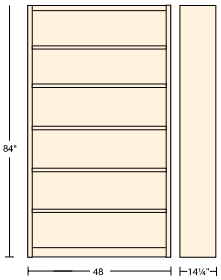
PTBC6048

48"W x 60"H bookcase with four shelves (three adjustable shelves).



PTBC7248

48"W x 72"H bookcase with five shelves (four adjustable shelves).



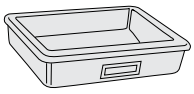
PTBC8448

48"W x 84"H bookcase with six shelves (five adjustable shelves).

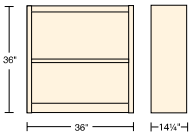
Steel-Frame Bookcases

Steel-frame bookcases are engineered for the long haul and available in a variety of heights. Sturdy steel frames give these bookcases superior strength and durability. Bookcases measure 14¼" deep, feature 11" deep adjustable-height shelves that adjust in ½" increments and are available in either 36" or 48" widths.

OPTIONS:

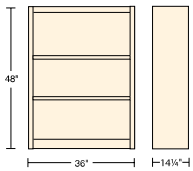


TT1412
14½"W x 11½"D x 3"H
Tote Tray.



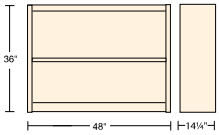
2BC3636

36"W x 36"H bookcase with two shelves (one adjustable shelf).



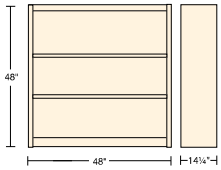
2BC3648

36"W x 48"H bookcase with three shelves (two adjustable shelves).



2BC4836

48"W x 36"H bookcase with two shelves (one adjustable shelf).



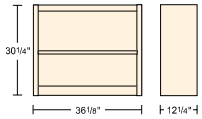
2BC4848

48"W x 48"H bookcase with three shelves (two adjustable shelves).

Metal Bookcases

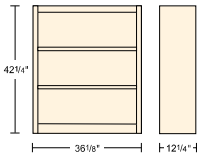
Metal bookcases feature sturdy steel frames, giving these bookcases superior strength and durability. Bookcases measure 12¼" deep and are available in five stationary models with a range of 30", 42", 52", 72" and 84" heights. All models feature 11" x 35" steel shelves that adjust in ½" increments.

72" and 84" high bookcases must be anchored to a wall. See page 150 for details.



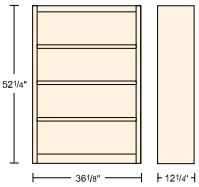
BCM3630

36⅛"W x 30¼"H bookcase with two shelves (one adjustable shelf).



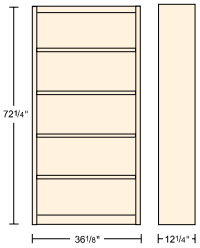
BCM3642

36⅛"W x 42¼"H bookcase with three shelves (two adjustable shelves).



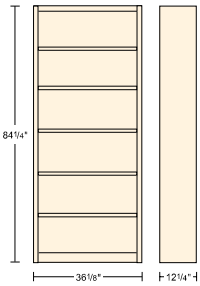
BCM3652

36⅛"W x 52¼"H bookcase with four shelves (three adjustable shelves).



BCM3672

36⅛"W x 72¼"H bookcase with five shelves (four adjustable shelves).

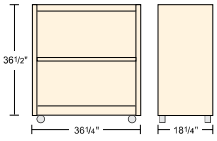


BCM3684

36⅛"W x 84¼"H bookcase with six shelves (five adjustable shelves).

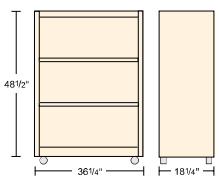
Mobile Metal Bookcases

Mobile metal bookcases are equipped with four 5" swivel casters, two locking and two non-locking, and 17" x 35" steel shelves that adjust in ½" increments. Bookcases measure 18¼" deep and feature sturdy steel frames which offer superior strength and durability.



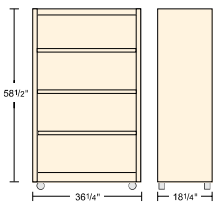
BCMCAST3635

36¼"W x 36½"H bookcase with two shelves (one adjustable shelf).



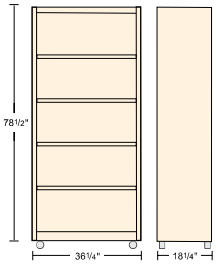
BCMCAST3648

36¼"W x 48½"H bookcase with three shelves (two adjustable shelves).



BCMCAST3658

36¼"W x 58½"H bookcase with four shelves (three adjustable shelves).

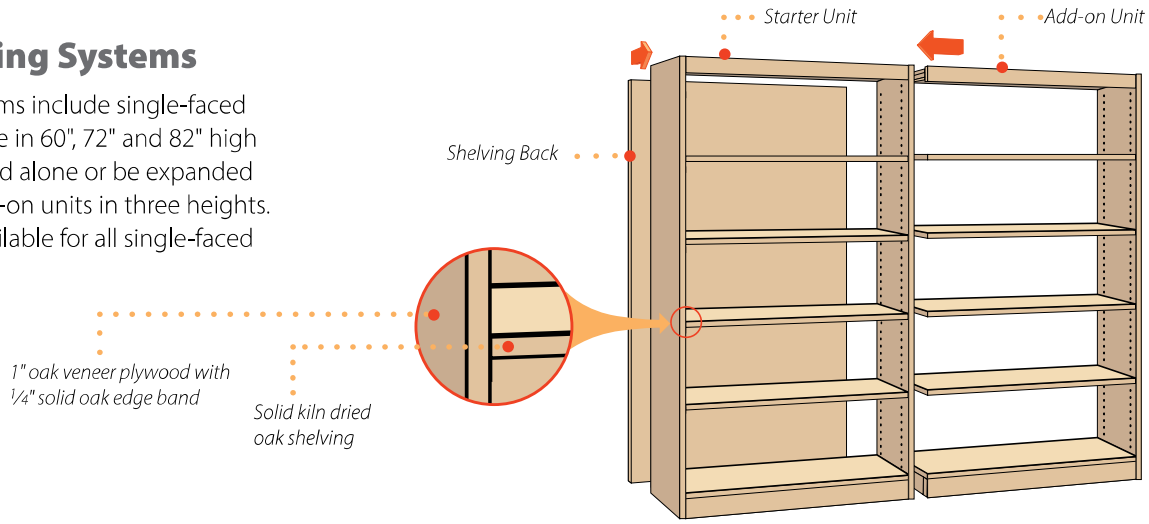


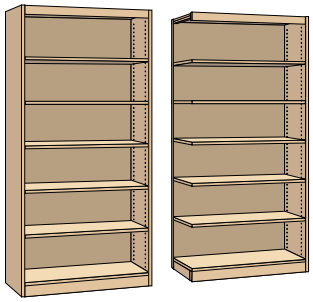
BCMCAST3678

36¼"W x 78½"H bookcase with five shelves (four adjustable shelves).

Library Shelving Systems

Library shelving systems include single-faced starter units that come in 60", 72" and 82" high models; they can stand alone or be expanded with single-faced add-on units in three heights. A shelving back is available for all single-faced starters and add-ons.





LSS371282 (Starter)

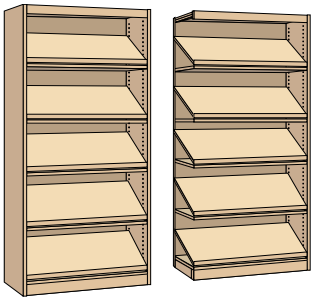
Single-faced 82"H starter with six shelves (five adjustable); 37"W x 12"D x 82"H.

LSA361282 (Add-on)

Single-faced adder unit works with Model LSS371282; 36"W x 12"D x 82"H.

LSB3682

Shelving back for 82"H shelving units (Models LPSS371282 and LPSA361282); 35¾"W x 81"H x ¼" thick.

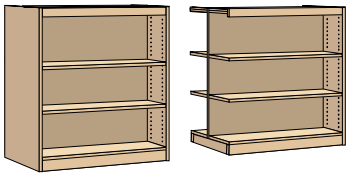


LPSS371282 (Starter)

Single-faced 82"H periodical library shelving starter with five shelves (four adjustable); 37"W x 12"D x 82"H.

LPSA361282 (Add-on)

Single-faced adder unit works with Model LPSS371282; 36"W x 12"D x 82"H.



LS2S372442 (Starter)

Double-faced library shelving with three shelves (two adjustable) per side; 37"W x 23¾"D x 42"H.

LS2A362442 (Add-on)

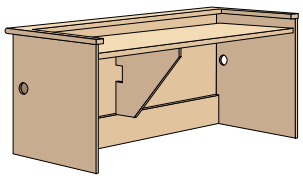
Adder unit to go with Model LS2S372442; 36"W x 24"D x 42"H.

LS2P3642

Double-faced shelving partition for 42"H shelving units. (Models LS2S372442 and LS2A362442); 35¾"W x 41"H x ¼" thick.

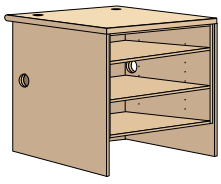
Circulation Desk Components

Circulation desk components feature sturdy particleboard work surfaces and a durable high-pressure laminate finish. Patron-side edges have solid oak bullnose banding that's flush with the thickness of the work surface. Work-side edges have a 1¼" thick solid oak edge band.



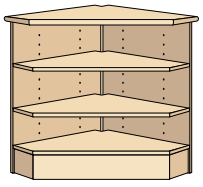
LPDU39

Double-width patron desk unit measures 72"W x 30"D x 39"H (work surface height is 29").



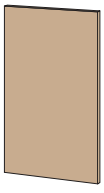
LSU39

Open shelf unit measures 36"W x 30"D x 39"H.



L9032

90-degree open shelf corner unit measures 33"W x 33"D x 32"H.



LEP39

Finished end panel measures 39"H.

Plateau® Series – *Mobile Storage Cabinets with Optional Tote Trays*

Plateau Series mobile storage cabinets feature a steel frame, laminated panel surfaces, tote tray rails and clear plastic tote trays (sold separately). These cabinets can accommodate up to thirty-six – 3" tote trays; eighteen – 6" tote trays; nine – 12" tote trays; or a combination of the various sizes. Cabinets are equipped with four 3" twin-wheel swivel casters with a brake.

PTMS5145CCBTT

Open-faced storage unit with cork board back; 45"W x 21"D x 51⅛"H.

PTMS5145CMBTT

Open-faced storage unit with marker board back; 45"W x 21"D x 51⅛"H.

PTMS5145CTT

Open-faced storage unit with laminated panels on back; 45"W x 21"D x 51⅛"H.

Mobile Storage Cabinets with Optional Tote Trays

Mobile storage cabinets with optional tote trays feature a steel frame, laminated panel surfaces, tote tray rails and clear plastic tote trays (sold separately). These cabinets can accommodate up to forty – 3" tote trays; or twenty – 6" tote trays; or eight – 12" tote trays; or a combination of the various sizes. Cabinets are equipped with two 5" swivel casters with a tread lock brake and two 5" swivel casters without a brake.

2703TT

Two hinged doors; 56⅛"W x 22"D x 47⅞"H.

2703MBTT

Two hinged doors with marker board on back; 56⅛"W x 22"D x 47⅞"H.

2703NDTT

Open faced without doors; 56⅛"W x 22"D x 47⅞"H.

2703NDMBTT

Open faced without doors with marker board on back; 56⅛"W x 22"D x 47⅞"H.

OPTIONAL TOTE TRAY ACCESSORIES

TT121812

12¼"W x 18⅛"D x 12"H Tote Tray.

TT12183

12¼"W x 18⅛"D x 3"H Tote Tray.

TT12186

12¼"W x 18⅛"D x 6"H Tote Tray.

Mobile Storage Cabinets

Mobile cabinets are offered in 36", 66" and 72" heights with thermofused melamine panel surfaces and a range of shelf configuration for storing textbooks, notebooks and related educational materials. Mobile storage cabinets are equipped with two 5" swivel casters with a tread lock brake and two 5" swivel casters without a brake.

2321

One paper drawer; one adjustable shelf with two hinged doors; 48"W x 28"D x 36"H.

2325

Five 44"W x 24½"D x 3½"H paper drawers; 48"W x 28"D x 36"H.

2301-15TT

One fixed and four adjustable steel shelves with 15 tote trays; two hinged doors; 48"W x 28"D x 36"H.

2301DFND

Double-faced cabinet with one adjustable steel shelf on each side; 48"W x 28"D x 36"H.

2501

Four adjustable steel shelves; two hinged doors; 48"W x 28"D x 66"H.

2501-30TT

One fixed and nine adjustable steel shelves with 30 tote trays; two hinged doors; 48"W x 28"D x 66"H.

2502

Eight 24"W adjustable steel shelves; two hinged doors; 48"W x 28"D x 66"H.

2509-24DF

Double-faced cabinet with twelve 14½"W x 11½"D x 12¾"H cubicles; two hinged doors; 48"W x 28"D x 66"H.

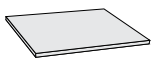
2513

Two adjustable steel shelves, two file drawers, two paper drawers, one coat rod and one vanity mirror; two hinged doors; 48"W x 28"D x 66"H.

2601

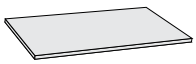
Five adjustable steel shelves with two hinged doors; 48"W x 28"D x 72"H.

OPTIONAL ACCESSORIES



2S3424

34"W x 24"D Steel Shelf.

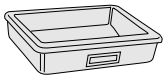


2S4824

48"W x 24"D Steel Shelf.

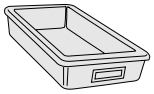
2S4812

48"W x 12"D Steel Shelf.



TT1412

14½"W x 11½"D x 3"H Tote Tray.



TT0919

9"W x 19"D x 4⅜"H Tote Tray.

TT1419

13¾"W x 19"D x 4⅜"H Tote Tray.

53 Series – *Wardrobe Towers*

53 Series wardrobe towers provide diverse storage solutions for classrooms, labs and offices. Cabinets are equipped with a locking garment storage area featuring a steel coat rod and a spacious cupboard with a shelf that adjusts in ½" increments. Two locking box drawers and one file drawer effortlessly slide open and shut to offer easy, yet secure access to documents and supplies.

MODEL	DESCRIPTION	SIZE
53TW1	Right-side locking garment storage area with coat rod; 2 left-side locking file drawers and cupboard	24¼"W x 24⅛"D x 64⅛"H
53TW2	Left-side locking garment storage area with coat rod; 2 right-side locking file drawers and cupboard	24¼"W x 24⅛"D x 64⅛"H
53TW3	Right-side locking garment storage area with coat rod; 2 left-side locking box drawers, file drawer and cupboard	24¼"W x 24⅛"D x 64⅛"H
53TW4	Left-side locking garment storage area with coat rod; 2 right-side locking box drawers, file drawer and cupboard	24¼"W x 24⅛"D x 64⅛"H

OPTIONAL ACCESSORIES:

KEYED-ALIKE LOCK CORE TUMBLER, MASTER KEY

For information on accessories see page 158.

53 Series – *Lateral File Cabinets*

53 Series lateral file cabinets feature a deluxe ball-bearing slide suspension, which delivers maximum drawer extension, while heavy-gauge cabinet construction provides added strength and durability. File cabinets offer full-width designer drawer pulls and transverse rails that enable easy side-to-side filing of letter-sized or legal-sized documents.

MODEL	DESCRIPTION	SIZE
53LF302D	2-drawer	30"W x 18"D x 28"H
53LF304D	4-drawer	30"W x 18"D x 52"H
53LF305D	5-drawer*	30"W x 18"D x 64"H
53LF362D	2-drawer	36"W x 18"D x 28"H
53LF364D	4-drawer	36"W x 18"D x 52"H
53LF365D	5-drawer*	36"W x 18"D x 64"H
53LF422D	2-drawer	42"W x 18"D x 28"H
53LF424D	4-drawer	42"W x 18"D x 52"H
53LF425D	5-drawer*	42"W x 18"D x 64"H

OPTIONAL ACCESSORIES:

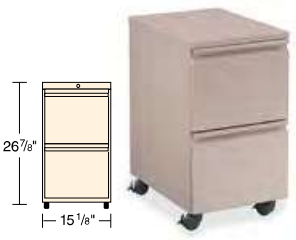
CONVERSION BAR KIT, DRAWER DIVIDER KIT, KEYED-ALIKE LOCK CORE TUMBLER DATA.

For information on accessories see page 158.

**The top drawer on 5 drawer files features a flip-up hide-away door.*

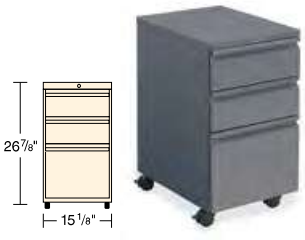
53 Series – *Mobile Pedestal Cabinets*

53 Series mobile pedestal units include four models with two-drawer and three-drawer configurations. Models are equipped with four twin-wheel, locking ABS plastic casters.



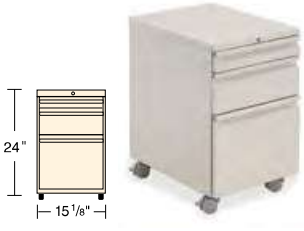
53MP1520FF

Features two drawers (file/file); 15⅛"W x 20⅝"D x 26⅞"H.



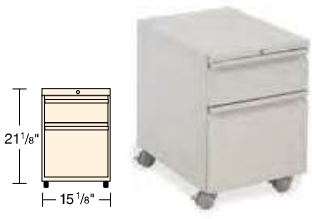
53MP1520BBF

Features three drawers (box/box/file); 15⅛"W x 20⅝"D x 26⅞"H.



53MP1520PBF

Features three drawers (pencil/box/file); 15⅛"W x 20⅝"D x 24"H.



53MP1520BF

Features two drawers (box/file); 15⅛"W x 20⅝"D x 21⅛"H.

OPTIONAL ACCESSORIES:

KEYED-ALIKE LOCK CORE TUMBLER, MASTER KEY, CBK & CBKLG CONVERSION BAR KITS, 53LDD DRAWER DIVIDER KIT

For information on accessories see page 158.

53 Series – *Vertical File Cabinets*

53 Series vertical file cabinets are equipped with full-extension drawer slides and deluxe steel ball bearings for smooth, quiet drawer performance. File cabinets feature extended-height drawer sides to easily handle hanging folders, a counter weight in every model for enhanced stability, and full-width designer drawer pulls.

MODEL	DRAWERS	SIZE
53VF152D	2 letter-sized drawers	15"W x 26½"D x 28⅛"H
53VF154D	4 letter-sized drawers	15"W x 26½"D x 52⅛"H
53VF155D	5 letter-sized drawers	15"W x 26½"D x 64⅛"H
53VF182D	2 legal-sized drawers	18"W x 26½"D x 28⅛"H
53VF184D	4 legal-sized drawers	18"W x 26½"D x 52⅛"H
53VF185D	5 legal-sized drawers	18"W x 26½"D x 64⅛"H

OPTIONAL ACCESSORIES:

CONVERSION BAR KIT, DRAWER DIVIDER KIT, KEYED-ALIKE LOCK CORE TUMBLER DATA.

For information on accessories see page 158.

53 Series – *Metal Storage Cabinets*

53 Series metal storage cabinets are sturdy metal cabinets for diverse storage needs in classrooms, labs, offices and other spaces. Storage cabinets feature adjustable height shelves in ½" increments and core-removable lock controls for both doors with one lock assembly.

53CAB361830

Two shelves (one adjustable); 36¼"W x 18¼"D x 30¼"H.

53CAB361842

Three shelves (two adjustable); 36¼"W x 18¼"D x 42¼"H.

53CAB361852

Four shelves (three adjustable); 36¼"W x 18¼"D x 52¼"H.

53CAB361864

Five shelves (four adjustable); 36¼"W x 18¼"D x 64¼"H.

53CAB361872

Six shelves (five adjustable); 36¼"W x 18¼"D x 72¼"H.

OPTIONAL ACCESSORIES: KEYED-ALIKE LOCK CORE TUMBLER, MASTER KEY

For information on accessories see page 158.

54 Series – *Vertical File Cabinets*

54 Series vertical files are available in three letter-sized and three legal-sized models. Premium construction features include full-extension steel ball-bearing slides, an anti-tip feature that prevents multiple drawers from extending at the same time, and a standard counter weight. An integral lock controls all drawers, each of which has a convenient label holder.

MODEL	DESCRIPTION	SIZE
54VF152D	2 letter-sized drawers	15"W x 26½"D x 28⅛"H
54VF154D	4 letter-sized drawers	15"W x 26½"D x 52⅛"H
54VF155D	5 letter-sized drawers	15"W x 26½"D x 64⅛"H
54VF182D	2 legal-sized drawers	18"W x 26½"D x 28"H
54VF184D	4 legal-sized drawers	18"W x 26½"D x 52"H
54VF185D	5 legal-sized drawers	18"W x 26½"D x 64"H

OPTIONAL ACCESSORIES:

CONVERSION BAR KIT, KEYED-ALIKE LOCK CORE TUMBLER, MASTER KEY

53 & 54 Series – *Features and Accessories*

CBK – Conversion Bar Kits
Two powder coated steel bars enable vertical files to accommodate legal size and letter size documents from front to back, rather than side to side.

MMKEY – Master Key
Master key for keyed-alike lock core; includes two keys.

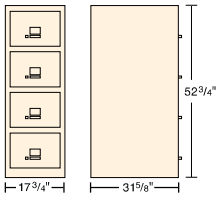
CBKLG – Conversion Bar Kits
Four powder coated steel bars enable vertical files to accommodate legal size and letter size documents from front to back, rather than side to side.

53FKEY – Keyed-Alike Lock Core Tumbler
Includes 2 keys; one change-out control key for each keyed-alike area.

53LFDD – Drawer Divider Kit
Sturdy steel drawer divider helps you organize drawers.

Fire-Resistant Vertical File Cabinet

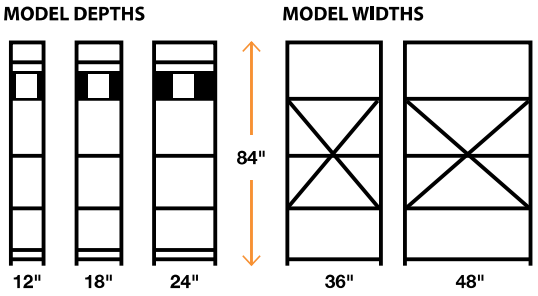
The fire-resistant vertical file carries the Underwriters Laboratories (UL®) Class 350 one-hour "Record Protection Equipment Classified as to Fire and Impact Resistance" label. With extra-thick steel panels and oven-dried, gypsum-based asbestos-free insulation, this super-duty vertical file model has been UL-listed to protect paper records.



FVF18534DF
UL Listed Fire-Resistant File, 4 letter-sized drawers with lock; 17¾"W x 31⅝"D x 52¾"H.

Virco Storage Shelving

Virco's Storage Shelving features durable all steel construction. Models are 84" high and available in 36" and 48" widths and 12", 18" and 24" depths. Adder units allow users to build on to starter units to create custom storage solutions for any space.



STARTER UNITS

MODEL	DESCRIPTION
VIS1236	36"W x 12"D x 84"H, one fixed shelf and 3 adjustable shelves
VIS1248	48"W x 12"D x 84"H, one fixed shelf and 3 adjustable shelves
VIS1836	36"W x 18"D x 84"H, one fixed shelf and 3 adjustable shelves
VIS1848	48"W x 18"D x 84"H, one fixed shelf and 3 adjustable shelves
VIS2436	36"W x 24"D x 84"H, one fixed shelf and 3 adjustable shelves
VIS2448	48"W x 24"D x 84"H, one fixed shelf and 3 adjustable shelves

ADDER UNITS

MODEL	DESCRIPTION
VIS1236A	36"W x 12"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit
VIS1248A	48"W x 12"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit
VIS1836A	36"W x 18"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit
VIS1848A	48"W x 18"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit
VIS2436A	36"W x 24"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit
VIS2448A	48"W x 24"D x 84"H, one fixed shelf and 3 adjustable shelves, requires starter unit

OPTIONAL ACCESSORIES:

MODEL	DESCRIPTION
VISANCHOR	Optional anchor kit for 18"D and 24"D shelving units. Char Black only.

Storage Cabinets with Tote Trays – *Early Childhood Storage Units*

Tote tray storage cabinets help keep early learning environments organized. Good for storing books, toys and games, these storage cabinets are fit to meet a variety of early learning classroom needs.

ECSTORTTCL12

See-all storage unit with three shelves and 12 tote trays; 33"W x 14"D x 21"H.

ECCUB304829

Double-sided storage unit with two large shelves, 12 cubbies and tote trays on one side, and three full-length shelves on the other; four heavy-duty casters; 48"W x 29"D x 30"H.

ECCUB2436TTC

One-sided storage unit with 10 trays and cubbies and heavy-duty casters; 24"W x 15"D x 38"H.

ECCUB4836TT25

One-sided storage unit with 25 trays and cubbies and four heavy-duty casters; 48"W x 15"D x 38"H.

ECCUB4836TT30

One-sided storage unit with 30 trays and cubbies and four heavy-duty casters; 58"W x 15"D x 38"H.

Storage Lockers – *Early Childhood Storage Lockers*

Storage lockers are available in a wide selection of units for early learning environments. All lockers come with a Tip-Me-Not™ footprint and have two hooks per section to maximize hanging space. Models with extra-deep lower shelves give children a place to sit and two-sided locker models provide double the storage space with 10 locker sections.

ECLOK3655

Tot-sized locker lower storage and two coat hooks in each of its five sections; 54"W x 15"D x 36¾"H.

ECLOK4848

Five-sectioned unit with top and bottom compartments and two coat hooks per section for jackets and other garments; 48"W x 15"D x 49"H.

ECLOK4854S

Seat locker features an extra-deep lower shelf where small children can sit, two coat hooks per section, 11" deep upper compartment and a 14" deep lower compartment; 54"W x 15"D x 49"H.

Open Storage Cabinets – *Early Childhood Storage Units*

Open storage cabinets are available in a wide selection of units for early learning environments with diverse storage needs. Select units have an extra-deep 18" base; hinged models on casters are also available.

ECCUB244818 (front)
Extra-deep mobile one-sided storage unit with two shelves and five compartments; 48"W x 18"D x 23½"H.

ECCUB304818 (back)

Extra-deep mobile one-sided storage unit with two shelves and five compartments; 48"W x 18"D x 30"H.

ECCUB244815 (front)

Mobile one-sided storage unit with two shelves and five compartments; 48"W x 15"D x 23½"H.

ECCUB304815 (back)

Mobile one-sided storage unit with two shelves and five compartments; 48"W x 15"D x 30"H.

ECCUB364815 (front)

Mobile one-sided storage unit with three shelves and eight compartments; 48"W x 15"D x 38"H.

ECCUB364818 (back)

Extra-deep mobile one-sided storage unit with three shelves and eight compartments; 48"W x 18"D x 38"H.

ECCUB249615

Mobile folding storage unit with ten compartments; can be folded and secured with latch; 96"W x 15"D x 23½"H (unfolded).

ECCUB309615

Mobile folding storage unit with ten compartments; can be folded and secured with latch; 96"W x 15"D x 30"H (unfolded).

ECSTORPUZ

Table-top puzzle rack; 12 puzzle capacity; 14⅜"W x 14"D x 15⅞"H.

ECCUB483615

Multi-purpose bookshelf with four shelves; 36"W x 15"D x 49"H.

ECCUB484816

Multi-purpose storage unit with 15" square cubbies; 48"W x 15"D x 48"H.

Book Display Stands

Book display stands offer your early learning environments durable, spacious book display and storage solutions. For early learning classrooms with a large number of books, double-sided mobile units offer large amounts of shelf space, back and side storage. Other models provide markerboard backs or double duty as book displays and storage units

ECBKRAK5DF

Double-faced book display stand with four shelves per side; 30"W x 15½"D x 29"H.

ECBROWSER

Mobile book browser with 8-section top, a side easel and lower storage area; 48"W x 29"D x 23½"H.

ECLCTRNWHT

Book display stand with storage and white markerboard; 24"W x 15"D x 28"H.

ECBKRAK5

Five shelves in front; four-shelf storage area on reverse side; 30"W x 11"D x 29"H.

ECBKRAK6BRD

Six shelves in front that can accommodate 30 books; two additional storage shelves and markerboard on reverse side; 30"W x 25"D x 30"H.

ECBKRAKDH

Mobile hinged double-sided book display with four shelves (three adjustable) on either side; each side measures 48"W x 18"D x 50"H, opens to 96"W.

Presentation Stations

Presentation stations are ideal for classroom, office and seminar applications that require mobility and multimedia workstations. Offered in our popular TEXT and Plateau Series, Virco presentation stations provide optimal versatility and functionality with spacious work surfaces, wire management solutions, and casters to deliver smooth movement throughout any environment.

TEXT® Series Presentation Station – TEPS

48"W x 24"D x 26"-34"H

TEXT Series presentation station features a high-pressure laminate top with two grommets, an adjustable top height of 26" to 34" and 3" twin-wheel locking casters. Other features include a perforated steel modesty panel, a wire management tray, a 13" x 22" plastic pencil drawer and a leg-mounted wire chase.

Plateau® Series Presentation Station – PTPS

36"W x 24"D x 39½"H

Plateau Series presentation station features a high-pressure laminate top with two grommets; four 2" diameter legs – each with a convenient wire chase – and a 19" x 31" shelf with mounting brackets.

OPTIONAL ACCESSORIES

BOOKSTAND, SHELF, MODESTY PANEL, CASTERS

Lecterns

The Plateau Series mobile lectern is ideal for classroom lectures, seminars and public speaking events. The lectern features high-pressure laminate and durable die-cast legs, while casters provide easy mobility.

Plateau® Series Lectern - PTLCTRN

Plateau Series mobile lectern features a storage compartment, slanted bookstand and modesty panel; 28"W x 20"D x 42"H.

Carts

Mobile book carts make viewing, storing and transporting books convenient for students and teachers. All carts feature four casters for easy mobility.

LBT33

Wooden library cart with four sloping two-sided shelves and 4" casters. 17"D x 33"W x 44"H.

LIBRARBOOKB

Mobile three-tiered unit with nine divided plastic book tubs measuring 6" x 12" x 15" with five wire pockets on each end; 41"W x 36"H x 17"D.

CARTS AND DOLLIES

Virco's line of furniture trucks and dollies transport and store Virco furniture with safety and ease. Designed to deliver maximum maneuverability, sturdy steel construction and heavy-duty casters provide balanced control when transporting Virco stackable chairs and folding tables. When furniture is not in use, simply move and neatly store away for a convenient space-saving solution.

Chair Trucks

Safely move and store Virco seating products with our line of durable chair trucks. Trucks and dollies feature sturdy steel frames and rubber swivel casters, which provide smooth control and excellent maneuverability.

HCT6

76"W x 21"D x 38¼"H. The HCT6 enables upright, single-tier storage of selected Virco folding chairs.

HCT8

100"W x 21"D x 38¼"H. The HCT8 enables upright, single-tier storage of selected Virco folding chairs.

HCT6072

68"W x 30¾"D x 69¾"H. This two-tier unit moves and stores a variety of Virco folding chairs.

HCT789

40⅜"W x 20⅞"D x 61"H. The sturdy HCT789 helps you move a wide range of Virco stack chairs.

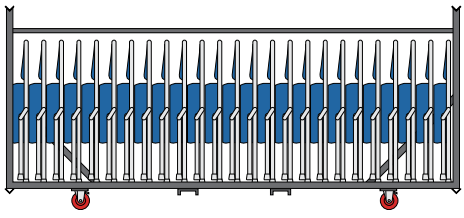
HCT4

69⅛"W x 23¼"D x 44¾"H. The deluxe 4-wheel HCT4 helps you move and store a wide range of Virco stack chairs.

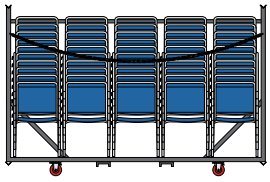
See chart on next page for storage equipment capacities.

Large-Scale Chair Storage

Virco's ultra-durable chair trucks are able to store and transport a large volume of chairs at once. A heavy-duty steel frame and 8" casters provide a reliable and sturdy solution for banquet halls, hotels, convention centers and schools. Chair trucks may be stacked three-high.



See Stackable Storage on page **169** for more information.



SCT11SU

105"W x 60"D x 74¾"H

SCT1978SU

81"W x 43⅜"D x 58⅛"H

SCT1996SU

98⅛"W x 43⅜"D x 58⅛"H

SCT19125SU

127⅛"W x 43⅜"D x 58⅛"H

SCT1978KD

81"W x 43⅜"D x 58⅛"H; Some assembly required.

SCT1996KD

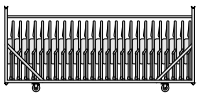
98⅛"W x 43⅜"D x 58⅛"H; Some assembly required.

SCT19125KD

127⅛"W x 43⅜"D x 58⅛"H; Some assembly required.

See chart on next page for storage equipment capacities.

Storage Equipment Capacities – *Chair Trucks and Dollies*



	CHAIR MODELS	Chair Trucks					Large-Scale Chair Storage		
		HCT6	HCT8	HCT6072	HCT789	HCT4	SCT1978SU SCT1978KD	SCT1996SU SCT1996KD	SCT19125SU SCT19125KD
CLASSROOM CHAIRS	2018				5	5			
	2618				5	5			
	3018				4				
	9018				8	8			
	9018P				6	6			
	9618				6	6			
	AN18, AN18EL				8	8			
	N218, N218EL				8	8			
	N318				10	10			
	N918				12	12			
	SG418				6	6			
	ZU418				6	6			
FOLDING CHAIRS	162	32	42	84					
	167	32	42	84					
	168	32	42	84					
	188	32	42	84					
	190G						28	36	50
	198G						28	36	50
EVENT CHAIRS	8802				7	7			
	8806				8	8			
	8830SBG				7	8	100		100
	8915				7	7			
	8917				7	7			
	8925				7	7			
	8926				7	7			
	8916SB				6	7	70		70
	8918SB				6	7	70		70
	8919SB				6	7	56		56
	8936SB				6	7	70		70
	8970SB				6	7	56		56

Chair trucks and dollies were designed to be used exclusively with Virco products.

Table Trucks

Easily transport and store Virco folding tables with our robust and convenient table trucks. Heavy-duty swivel casters allow quick and easy mobility throughout any multi-purpose venue. Select table trucks may be stacked three-high.

See Stackable Storage on page **169** for more information.

HTT6

77⅞"W x 31¼"D x 48¼"H

HTT8

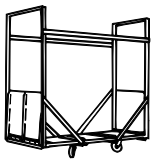
101⅞"W x 31¼"D x 48¼"H

Rugged HTT6 and HTT8 units work with a variety of Virco's rectangular traditional and Core-a-Gator® folding table models.

HRTT1

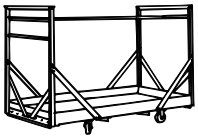
72"W x 30"D x 55"H

The HRTT1 enables the transport and storage of Virco's round traditional and Core-a-Gator® folding table models.



TT57SU

79¼"W x 39¼"D x 85⅞"H
Stores round and oval tables.
Stackable table truck.

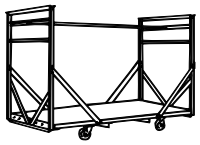


TT1872SU

79¼"W x 39¼"D x 55¼"H
Stores 18" x 72" tables.
Stackable table truck.

TT1896SU

102¾"W x 39¼"D x 55¼"H
Stores 18" x 96" tables.
Stackable table truck.



TT3072SU

79¼"W x 39¼"D x 55¼"H
Stores 30" or 36" x 72" tables.
Stackable table truck.

TT3096SU

102¾"W x 39¼"D x 55¼"H
Stores 30" or 36" x 96" tables.
Stackable table truck.

Storage Equipment Capacities – *Table Trucks*

	TABLE MODELS	TOP SIZE	HTT6	HTT8	HRTT1	TT57SU	TT1872SU	TT1896SU	TT3072SU	TT3096SU
CORE-A-GATOR	**611872**	18" x 72"	12				22	22		
	611896	18" x 96"		12				22		
	612472	24" x 72"	12						11	11
	613060	30" x 60"							15	15
	613072	30" x 72"	12						11	11
	613096	30" x 96"		12						11
	613672	36" x 72"	12						11	11
	613696	36" x 96"		12						11
	6160R	60" Round			7	9				
	6166R	66" Round			7	9				
	6172R	72" Round			7	9				
6000 SERIES	**601860**	18" x 60"					28	28		
	601872	18" x 72"	16				30	30		
	601896	18" x 96"		16				30		
	602448	24" x 48"							14	14
	602460	24" x 60"							14	14
	602472	24" x 72"	16						15	15
	602496	24" x 96"		16						15
	603060	30" x 60"							14	14
	603072	30" x 72"	16						15	15
	603096	30" x 96"		16						15
	603672	36" x 72"	16						15	15
	603696	36" x 96"		16						15
	6060R	60" Round			10	13				
62000 SERIES	**623072**	30" x 72"	16						15	15
	623096	30" x 96"		16						15
	6260R	60" Round			10	13				

Table trucks were designed to be used exclusively with Virco products.

Stackable Storage

Select Virco storage trucks may be stacked three-high, allowing three times the number of chairs and tables to be stored in the same footprint that would otherwise be occupied by a single truck, maximizing the use of vertical storage space. V-shaped bars on the top and bottom of these storage carts hold stacked units in place (see figure 1).

PLEASE NOTE: Virco's floor support stand system (model SCTSBL) must be used when storage trucks are stacked. When in use, a coupler rod holds each of the system's stands in place (see figure 2).

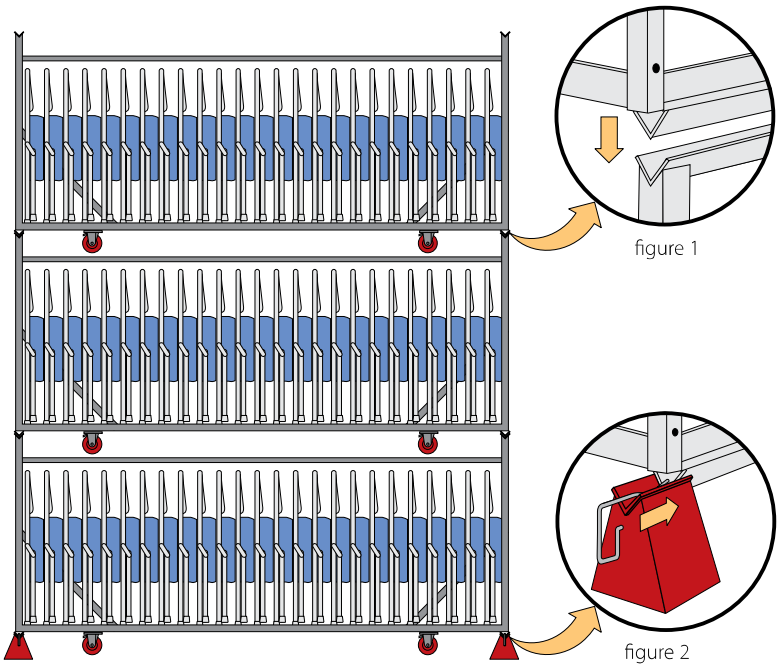


figure 1

figure 2

SCTSBL

Virco's starter blocks protect casters when storage trucks are being stacked by keeping the weight off the casters. Virco's floor support stand system must be used when storage trucks are stacked and is designed for use with the following storage truck models: TT57SU, TT1872SU, TT1896SU, TT3072SU, TT3096SU, SCT11SU, SCT11KD, SCT1978SU, SCT1978KD, SCT1996SU, SCT1996KD, SCT19125SU, and SCT19125KD.

The storage unit model numbers have either "SU" or "KD" endings. Welded SU models are shipped already "set-up" and require no assembly. KD, or "knock-down" units are shipped in component form and do require some assembly prior to use.

ESSENTIALS

To meet the comprehensive equipment needs of education facilities, we've grouped an assortment of products to round out these spaces. From clocks, pencil sharpeners, whiteboards and flags to school clinic, outdoor furniture and trash cans, we've got it covered. This selection of products is reliable and cost-effective and designed to withstand the rigors of today's classroom and office use.

art To Play Hard
MyPlate
L U A U

Easels and Whiteboards

Whether they're used for a multi-media presentation, to display student work or an impromptu point in writing, easels and whiteboards can be great tools for the campus. Easels and whiteboards are available in multiple double-sided models, mobile and expandable and offer shelves and trays for accessories, storage of books, papers and other materials.

ARTCNTR

Early learning double-sided art center with four angled hardboard surfaces and lower storage area; 48"W x 15"D x 44"H.

EC3ESLMRK

Early learning three-way adjustable easel with plastic utility tray on each side; 20"W x 24"D x 48"H.

ECEASLE

Early learning double-sided, adjustable-height markerboard easel with two storage trays; 20"W x 24"D x 48"H.

BRDMAG4896

Porcelain, magnetic markerboard with aluminum frame. One marker and eraser included; 96"W x 48"H.

BRDESLBLTUB

Mobile easel with two dry-erase surfaces, two snap-on chart hooks, four removable plastic tubs and a middle shelf with upright marker storage; 31½"W x 32"D x 56½"H.

BRDROAM

Mobile double-sided whiteboard with built-in accessory tray. Nesting feature allows multiple units to fit within a single footprint.

Writeable surface: 36"W x 42"H.
Overall dimension: 36"W x 25"D x 68½"H.

BRDNEXUSTAB

Double-sided whiteboard tablet can be used with additional whiteboard easels or as hand-held writing surfaces.

Writable surface: 21¾"W x 25½"H.
Overall dimension: 28"W x 1"D x 28"H.

BRDNEXUSIDEA

Mobile double-sided whiteboard with a dry erase and magnetic surface. Workspace is expandable with side pegs that accommodate up to four tablets (tablets sold separately).

Writable surface: 70"W x 46"H.
Overall dimension: 76"W x 21"D x 76"H.

BRDNEXUS

Mobile double-sided whiteboard with a dry erase and magnetic surface. Workspace is expandable with side pegs that accommodate up to four tablets (tablets sold separately).

Writable surface: 34"W x 46"H.
Overall dimension: 40"W x 21"D x 76"H.

BRDNEXUSPLUS

Mobile double-sided whiteboard with a dry erase and magnetic surface. Workspace is expandable with side pegs that accommodate up to eight tablets (tablets sold separately). Tablet storage is included in easel design.

Writeable surface: 26"W x 39"H.
Overall dimension: 33"W x 21"D x 76"H.

BRDNEXUSPLUS4

Mobile double-sided whiteboard with a dry erase and magnetic surface. Workspace is expandable with side pegs that accommodate up to eight tablets (four tablets included). Tablet storage is included in easel design.

Writeable surface: 26"W x 39"H.
Overall dimension: 33"W x 21"D x 76"H (with tablets not hanging).

Early Learning Playtime – *Dramatic, Block and Game Play*

Playtime is an important part of an early childhood learning environment. From a dress-up center with a full-length mirror to a 5-in-1 kitchen center, play stations encourage students to stretch their imaginations through make-believe.

ECIRONSET

Wood ironing board and iron; 24"W x 8"D x 25"H.

ECMIRROR

Acrylic mirror without tilt; 15"W x 2"D x 49"H with a 12"D base.

ECBLOCKBIN

Mobile storage block bin; 24"W x 24"D x 16"H.

ECDOLLCHAIR

Wood high chair for dolls; 12½"W x 12"D x 24"H.

ECBROOMKIT

Housekeeping station with mop, broom, duster and pan in stand; 12"W x 12"D x 21"H.

ECKTCNTR

Kitchen center with full-length Pinch-Me-Not™ doors, a range with "burners", a removable plastic sink tray, an overhead storage unit and a playtime microwave; 40"W x 15"D x 40"H.

ECSINK

Step-up-n-wash step stool with hand holds on each side and slip-resistant strips on each step; 18"W x 15"D x 28"H.

ECKTCHN

Kitchen set includes set of 4 appliances with hutch, range, sink, and refrigerator.

Sink: 20½"W x 15"D x 22⅜"H

Hutch: 20½"W x 15"D x 35"H

Range: 20½"W x 15"D x 22⅜"H

Refrigerator: 20½"W x 15"D x 36"H

ECDRESS

Dress-up center with garment hooks, upper shelf and mirror; 30"W x 15"D x 30"H.

ECBNPLAY

Build-n-play table includes reversible top panels featuring checkerboard pattern and Lego® and Duplo® block plate with two large storage bins and two lower shelves; 36½"W x 18"D x 19"H.

ECTHEATER

Deluxe puppet theater with curtains, curtain rod and two writable chalk-board surfaces; puppets are not included; 47"W x 6"-18"D x 48"H.

ECSWT4617T

Sand and water sensory table with top includes a 6" deep plastic liner, a drain plug and casters on two legs. 46"W x 17"D x 24"H.

ECDOLLBED

Wood doll bed; 21½"W x 11⅞"D x 9¼"H.

ECBLOCKS183

Hardwood block set with 24 different shapes; 183 total pieces.

Early Learning Rugs

Early learning rugs help students learn to count, use a calendar and to identify the 50 U.S. states. All rugs have double-stitched edges and are Carpet Guard stain protected.

RUGBL100140

Blocks-of-Fun rug helps teach basic shapes and numbers; 8'4" x 11'8".

RUGCA90144

Calendar rug to help children learn the days of the week and months of the year; 8'4" x 13'4".

RUGDA100140

Discover America geography rug; 8'4" x 11'8".

Projection Screens

Projection screens are offered in two sizes, 60" x 60" and 70" x 70". A bracket kit (Model KBRKT2) is available to allow you to wall-mount either screen so it hangs at a distance of six inches from a wall.

SCRN6060

Matte white projection screen; wall or ceiling mount; 60" x 60".

SCRN7070

Matte white projection screen; wall or ceiling mount; 70" x 70".

KBRKT2

Pair of 6" wall-mount brackets for models SCRN6060 and SCRN7070; Color: White; 2-pack kit.

Flags

FLAGIN1624 (shown)

16" x 24" U.S. flag mounted on a 7/16" x 48" staff; sold in cartons of 12.

FLAGIN2436

24" x 36" U.S. flag mounted on a 7/16" x 48" staff; sold in cartons of 12.

FLAGHOLD

Steel flagstaff holder, sold in cartons of 12; for use with models FLAGIN1624 or FLAGIN2436.

FLAGIN3660SET

Flag set includes 3' x 5' fringed flag, admiral floor stand, 2-piece polished oak pole, 7" gold plated eagle, and golden yellow cord and tassels.

Art Equipment

Art equipment keeps your space organized while facilitating creative activities. Heavy-duty drying and storage units feature an all-steel welded frame, casters for mobility and can hold charts, posters, fabrics and prints. Additional art equipment includes a folding wooden drying rack, a mobile storage rack that holds up to eight large rolls of art paper, and a ware cart with optional shelves for ceramics and related art projects.

ARTCART(shown with ARTCARTSH)

Ware cart with nine shelf supports and optional 12" deep exterior-grade plywood shelves (shelves sold separately - Model ARTCARTSH); 35"W x 24"D x 72¾"H.

ARTROLA

Mobile Rola-Rack™ art equipment that holds up to eight large paper rolls; 38"W x 25"D x 52½"H.

ARTDRY1

Foldable art project drying rack; 25"W x 33"D x 37"H.

ARTDRY40

Double-sided drying rack with 40 shelves measuring 20"W x 16"D; overall dimensions 20"W x 32"D x 26¼"H.

ARTCARTSH

Set of twelve 12" deep exterior-grade plywood shelves for Model ARTCART; 12"W x 32"L.

Building Services

Building services and equipment that helps you effectively meet your school's specialty product needs.

FABEDPD

First-aid bed with 2" foam padding, vinyl upholstery, adjustable headrest and chromed legs. 26"W x 74"L x 18"H.

FATREAT

Exam/therapy/taping table with hardwood frame, 2" foam padding with vinyl upholstery, adjustable headrest and paper dispenser. 28"W x 74"L x 31"H.

ECCOT

Standard cot for early learning environments. 53"W x 23"D x 5"H.

DFASCALE

Digital first aid scale that measure students who are up to 7' tall.

FASTOOL

Medical swivel stool with adjustable height, die-cast, aluminum base and dual wheel casters. 16" diameter x 17"-22"H.

LIBSTPSTL

Mobile two-step step stool withsoft, slip-resistant pads on both sides; wheels retract when stepped on; 16" diameter x 13½"H.

CLOCK12

12" diameter wall-mounted quartz clock with shatter-resistant safety lens.

KPHYSED

Portable rugged ball locker with four multi-directional wheels and lockable hinged top; balls not included; 24"W x 42"L x 36"H.

TRSHCANMED

Hinged lid trash can with foot-actuated lever, 3½-gallon capacity; 10" diameter x 15¾"H.

TRSHCAN

Plastic waste basket, 10¼-gallon capacity; 15¼"W x 11"D x 19⅞"H.

TRSHCANREC

Plastic recycling waste basket, 41¼-quart capacity; 11"W x 15¼"D x 19⅞"H.

TRSHCAN55GLID

Lid for model TRSHCAN55G.

TRSHCAN55G

Plastic trash can, 55-gallon capacity; 26½" diameter x 33"H.

HCTTRASH

Dolly for model TRSHCAN55G.

BT19318D

8' picnic table with diamond pattern surfaces; green plastic-coated metal with black frame; 30" x 96" top and 12" deep benches.

BT1272

Coated 6' portable park bench with diamond pattern surfaces; green plastic-coated metal with black frame; overall dimensions 72"L x 24"D x 36"H; bench is 12"W and 18"H.

TRSHCANOUT

Outdoor trash can, 32-gallon capacity; 24" diameter x 30"H.

MOUNTAINSIDE
2017
MAVERICKS

INFORMATION

VIRCO COLOR PROGRAM

Virco products are available in an inspiring array of colors and frame finishes, allowing a full range of expressions from traditional to modern. Because color has such an impact on how individual products are perceived, and furthermore, because a roomful of furniture can read differently than an individual sample, we encourage you to order samples to confirm compatibility with your overall design plan. Please see the back page of this brochure for information on how to order samples.

Virco offers a variety of lead-time-specific color programs – please contact your local Virco Sales Representative for more information. Models and color combinations can be found in our price list.

In addition to our Virco color programs, Virco is capable of providing custom colors and finishes for your specific project. Because of the capabilities and processes available in our U.S. Factories, we have the ability to do custom color matches from samples or swatches for plastics, powder coats, laminates, edge treatments, as well as custom logo designs. Extended lead times may apply to custom projects.

CAUTION: Due to color reproduction variability in printed materials and digital media, Virco recommends that you review product colors on sample coupons or swatches before purchasing to confirm that your product color choices coordinate with the interior spaces for which these products are intended. Virco will provide complimentary sample coupons or swatches for plastic, laminate, powder coat paint and upholstery colors; however, it is the customer's responsibility to request these sample materials. Once you've submitted your request, your Virco Sales Representative will be happy to assist you with this process.

FRAME FINISH COLORS

Chrome CHRM	*Char Black* BLK01	*Silver Mist* GRY02	*Adobe* BRN42	*Moonstone* GRY05	*Eclipse* GRY11	*El Dorado Bronze* GLD93
Golden Bronze GLD91	** Mocha* BRN16	*Espresso* BRN26	*Red* RED70	*Squash* YLW47	*Navy* BLU51	*Forest Green* GRN75
Clear Coat CLR	*Natural Steel* NST					

** Mocha is only available on models 162 and 168 folding chairs.*

Virco's Clear Coat is a transparent secondary powder coat finish that adds extra sheen and protection when applied over other Virco paint finishes. Clear Coat cannot be used as a secondary finish over Virco's Natural Steel paint finish.

Natural Steel is our unique finishing process that allows the natural patina of raw steel to show through a protective layer of clear urethane-based powder coat. The authentic nature of the steel, including the heat effects of welding, is clearly visible with this finish.

SOFT PLASTIC AND ABS PLASTIC COLORS - Seats, Book Boxes, Stools and Stool Tables Seats

*Celery** GRN19	*Green Apple* GRN12	*Willow* GRN13	*Avocado** GRN08	*Moss* GRN77	*Cucumber* GRN34	*Kelly Green* GRN15
Forest Green GRN75	*Sea Mist* GRN07	*Teal* GRN11	*Turquoise* BLU45	*Horizon* BLU14	*Sky Blue* BLU40	*Cobalt Blue* BLU65
Navy BLU51	*Hyacinth* BLU44	*Lavender* PUR45	*Wisteria* PUR65	*Purple Iris* PUR43	*Wine* RED50	*Fuchsia* RED72
Pink RED73	*Coral* RED53	*Paprika* ORG31	*Red* RED70	*Guava* RED75	*Peach** RED35	*Sunset* ORG30
*Mustard** YLW21	*Papaya* YLW44	*Lemon Yellow* YLW45	*Squash* YLW47	*Gold Finch* GLD22	*Chocolate* BRN14	*Arctic White* WHT74
Moonstone GRY05	*Vapor* GRY65	*Driftwood* WHT21	*Adobe* BRN42	*Dusk* BRN55	*Eclipse* GRY11	*Graphite* GRY41
Black BLK01						

Minimum quantities and extended lead-times may apply to some of the Soft Plastic & ABS Plastic Colors in this catalog. Please contact your Virco representative or consult Virco's current Factory price list for more information.

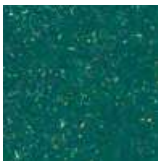
** Not available on ABS plastic stools and stool tables.*

UP STOOL SOFT PLASTIC PLASTIC COLORS

White WHT13	*Blue* BLU53	*Yellow* YLW25	*Salmon* RED78	*Red* RED79	*Black* BLK07

FRW™ HARD PLASTIC COLORS

Green Apple
GRN12


Pine
GRN85

Sea Mist
GRN07

Indigo
BLU61

Lagoon
BLU50

Merlot
RED60

Fuchsia
RED72

Pink
RED73

Strawberry
RED80

Coral
RED53

Papaya
YLW44

Squash
YLW47

Natural
BRN62

Chocolate
BRN14

Graphite
GRY41

Raven
BLK21

Due to the high recycled content and visible particles in FRW™ products, you may notice slight color variations among individual items.

MARTEST® 21 HARD PLASTIC COLORS

Forest Green
GRN75

Navy
BLU51

Sky Blue
BLU40

Wine
RED50

Red
RED70

Black
BLK01

Sandstone
BRN96

FRW™ HARD PLASTIC DESK-TOP COLORS

Fusion Maple
BRN38

Medium Oak
OAK84

Grey Nebula
GRY91

Sandstone
BRN96

Looks Likatre
WHT66

Asian Sand
MPL08

Dry Creek Plum
OAK72

Looks Likatre
WHT66

Ask a Virco representative about customizing desk tops by adding your school name or mascot.

CORE-A-GATOR® ABS PLASTIC TOP COLORS

Greystone
GRY55

Oyster
WHT15

MOBILE CHAIR BASE COLORS

Char Black
BLK01

Silver Mist
GRY02

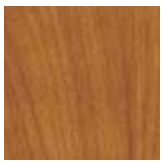
HIGH-PRESSURE LAMINATE COLORS

Fusion Maple
MPL385

Medium Oak
OAK084

Carmel Sagawood
WOD619

Walnut
WAL078


Wild Cherry
MHG586

Biltmore Cherry
MHG588

Dry Creek Plum
OAK072

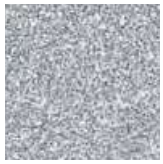
Looks Likatre
WHT066

Asian Sand
MPL008

Grey Elm
WOD803

Grey Nebula
GRY091

Graphite Nebula
BLK535


Cloud Nebula
BLU092

White Nebula
GRY074

Natural Tigris
BRN697

Bronze Legacy
BRN416

Grey Glace
GRY065

Antique White
WHT001

Pepperdust
BRN039

Grey
GRY005

Shadow
BRN415

Marigold
YLW031

Atlantis
BLU043

Hollyberry
RED431

Ask a Virco representative about customizing laminated tops by adding your school name or logo.

DRY ERASE HIGH-PRESSURE LAMINATE COLORS

DE Ice White
WHT067

DE Folkstone Gray
GRY069

DE Neutra
BRN068

DRY ERASE

Dry erase laminates are not recommended for certain surfaces. Ask your Virco Representative for more details. To order products with a Dry Erase surface, add DE to the end of the model number.

WOOD STAINS FOR CIVITAS® PLYWOOD SEATS AND BACKS

Parchment
WHT07

Oriental Ginger
BRN27

Classic Black
BLK16

Fruit Punch
RED19

Charcoal Grey
GRY17

Green Tea
GRN18

Deep Ocean
BLU15

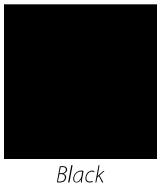
Natural Beige
BRN24

Mustard
YLW21

Clear
CLR

Red Mahogany
RED81

Smoke
GRY22


Black
BLK01

ARCHITECTURAL & 3MM EDGE BANDING COLORS - 1⅛" Profile

This T-Mold banding profile is for the following series: Instructor Media Stations, TEXT®, Textameter®, Parameter®, Plateau®, Lunada®, Crank-Top, ZBOOM Desks, ZUMA® Two-Student Desks and Wheelchair Height Desks. 3MM banding is for Topaz™ Series models.

Fusion Maple
BRN38

Carmel Sagawood
BRN61

Char Black
BLK01

Windsor Cherry
MHG67

Golden Allusion
GLD01

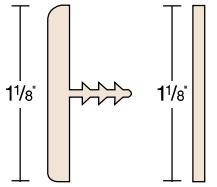
Blond Tuscani
BRN09

Moonstone
GRY05

Adobe
BRN42

Eclipse
GRY11

Minimum quantities and extended lead-times may apply to some of the edge banding colors for selected products shown in this catalog. Please contact your Virco representative or consult Virco's current factory price list for more information.



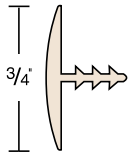
T-Mold 3MM

EDGE BANDING COLORS - ¾" Profile

This banding profile is for the following series: Mobile Cabinets, Steel Frame Bookcases, Mobile Tables and Folding Tables

Char Black
BLK01

Fusion Maple
BRN38



UNIVERSAL EDGE BANDING COLORS - 1⅛" Profile

This banding profile is for the following series: 4000, 5000, 5700, 6800, Flip-Top Technology, Tetra™, Tilt-Top Training, HWT (Hinged Wire Trough), Café Table Tops, 540 Teacher's Desk and Molecule Desks.

Char Black
BLK01

Moonstone
GRY05

Blond Tuscani
BRN09

Fusion Maple
BRN38

Golden Allusion
GLD01

Adobe
BRN42

Eclipse
GRY11

Squash
YLW47

Green Apple
GRN12

Kelly Green
GRN15

Forest Green
GRN75

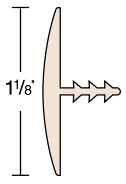
Sky Blue
BLU40

Cobalt Blue
BLU65

Navy
BLU51

Purple Iris
PUR43

Red
RED70



SURE EDGE COLORS

Virco's durable, water-resistant Sure Edge® optional finish is available for an expanded range of tables, student desks and combo units.

Sure Edge forms a seamless, chemically bonded seal that prevents food particles from lodging in table-top edges. As a urethane-based sealant that's applied with an innovative anti-bacterial process for extra cleanliness, Sure Edge won't peel or flake; it even resists fading when exposed to direct sunlight.

We offer urethane-based Sure Edge as an option on our tables, desks and combo units. Whether you choose it for your cafeteria or your classrooms, Sure Edge delivers long-lasting moisture resistant protection. Please consult your current Virco price list for the availability of specific models.

Char Black BLK01	*Moonstone* GRY05	*Blond Tuscani* BRN09	*Fusion Maple* BRN38	*Golden Allusion* GLD01	*Adobe* BRN42	*Eclipse* GRY11
Squash YLW47	*Green Apple* GRN12	*Kelly Green* GRN15	*Forest Green* GRN75	*Sky Blue* BLU40	*Cobalt Blue* BLU65	*Navy* BLU51
Purple Iris PUR43	*Red* RED70					

Minimum quantities and extended lead-times may apply to some of the Sure Edge® colors in this catalog. Please contact your Virco representative or consult Virco's current Factory price list for more information.

WOOD COMPOSITE LACQUERED EDGE FINISH

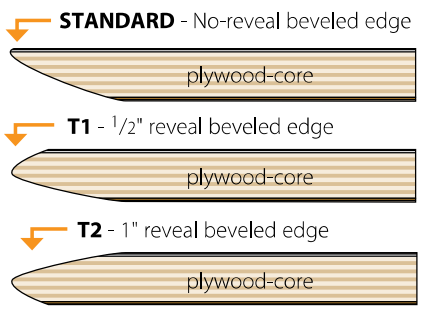
Clear CLR | *Smoke* GRY22 | *Black* BLK01

Shown here are standard edge treatments for 5/8" MDF or particleboard, high-pressure laminate tops on single-pupil desks, chair desks and combo units.

CIVITAS® LACQUERED PLYWOOD EDGE FINISH

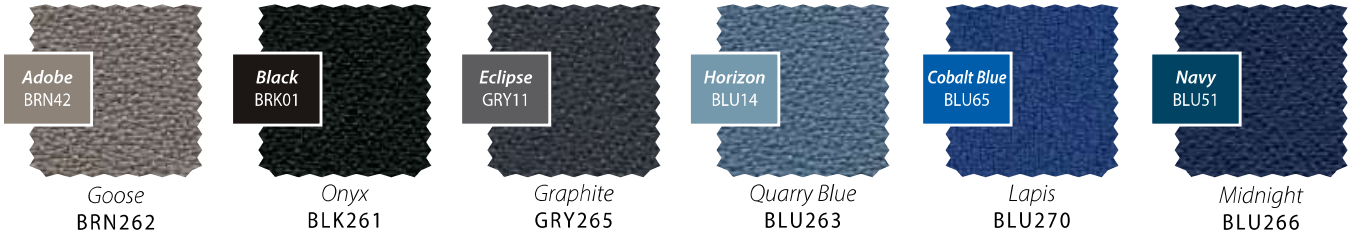
Clear CLR | *Red Mahogany* RED81 | *Smoke* GRY22 | *Black* BLK01

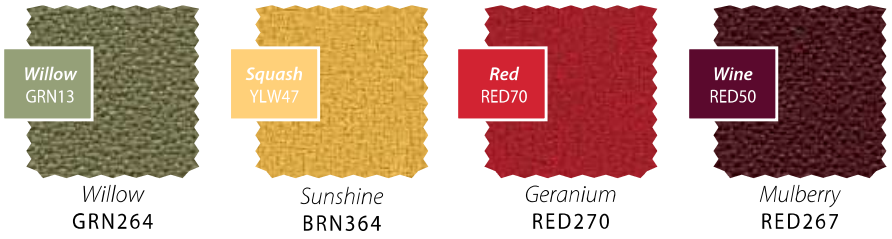
Shown here are standard edge treatments for 3/4" plywood, high-pressure laminate tops on Civitas table tops with a beveled edge.



PLASTIC / UPHOLSTERY COLORS FOR SAGE™ & ANALOGY® PADDED SEATS

Fabric and soft plastic colors for: Sage and Analogy Series





This fabric is made from 100% recycled polyester.
California Technical Bulletin 117-2013 Section 1
ASTM E84 Class I or A.

Plastic/Upholstery colors shown here are recommended pairings for selected Sage™ and Analogy® models. Customers can choose to match up other plastic and upholstery colors (minimums may apply). Please contact your Virco representative or consult Virco's current Factory price list for more information.

PLASTIC / UPHOLSTERY COLORS FOR PADDED SEATS

Fabric and soft plastic colors for: 9000 Series, 2000 Series

This fabric, except Onyx fabric (BLK261) is made from 73% polyolefin and 27% polyester; Onyx fabric (BLK261) is made from 100% recycled polyester. Graphite (GRY265) and Onyx (BLK261) These fabrics are made from 100% recycled polyester.

Plastic/Upholstery colors shown here are recommended pairings for selected 9000 Series and 2000 Series models. Customers can choose to match up other plastic and upholstery colors (minimums may apply). Please contact your Virco representative or consult Virco's current Factory price list for more information.

NOTE: Padded seats are only available on select models and sizes. Please contact your Virco Sales representative or consult Virco's price list for the availability on specific models.

PLASTIC / UPHOLSTERY COLORS FOR PARISON®

Soft Plastic Backs With Upholstered Padded Seats

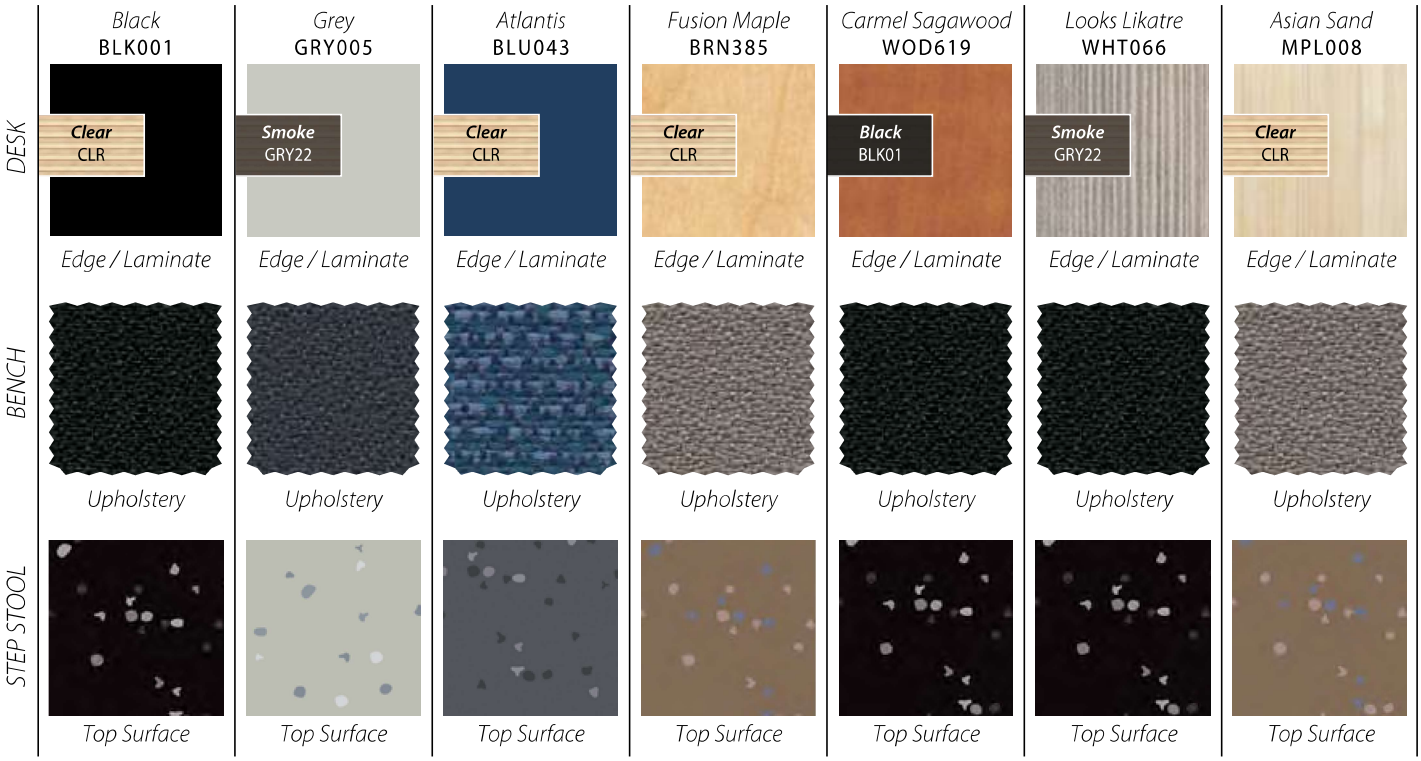
Quarry Blue	*Willow*	*Midnight*	*Goose*	*Goose*	*Graphite*	*Onyx*
BLU263	GRN264	BLU266	BRN262	BRN262	GRY265	BLK261

This fabric is made from 100% recycled polyester.
California Technical Bulletin 117-2013 Section 1
ASTM E84 Class I or A.

The plastic/upholstery colors shown here are recommended pairings for selected Parison models. Customers can choose to match up other plastic and upholstery colors (minimums may apply). Virco's full selection of soft plastic colors are shown on page 3 of this catalog. Please contact your Virco representative or consult Virco's current Factory price list for more information.

LAMINATE / EDGE, UPHOLSTERY AND STEP STOOL SURFACE COLORS FOR METONYMY®

Bench upholstery and Step Stool surface colors are only available with the designated laminate and edge finish colors in that column.



These fabrics pass California Technical Bulletin 117-2013 Section 1
ASTM E84 Class I or A.

Frame Finish	*Desk Foot Bar*
El Dorado Bronze	*Chrome*
GLD93	CHRM

UPHOLSTERY COLORS

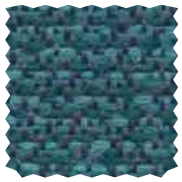
In addition to the upholstery materials listed in this brochure, Virco maintains important and strategic relationships with fabric and vinyl mills around the U.S., and can assist you on specific or custom material request for your upholstered furniture needs. Call your Virco Sales Representative or Customer Service for more information at 800.448.4726.

Upholstery colors on this page are standard only on selected Virco models; when used on other models, minimum quantities and extended lead-times may apply. Please contact your Virco representative or consult Virco's current Factory price list for more information.

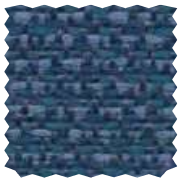
Fabric colors for 8900 Series Stack Chairs, Comfort Stacker™ and Folding Chairs

Sedona Loden
GRN203

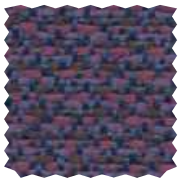
Sedona Wintergreen
GRN206



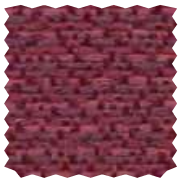
Sedona Ocean
BLU205



Sedona Sailor
BLU204



Sedona Passion
RED208



Sedona Ruby
RED201

Sedona Java
BRN202

Onyx
BLK261

This fabric, except Onyx fabric (BLK261) is made from 73% polyolefin and 27% polyester; Onyx fabric (BLK261) is made from 100% recycled polyester.

This fabric passes California Technical Bulletin 117-2013 Section 1 ASTM E84 Class I or A.

Vinyl colors for 8900 Series Stack Chairs and 168 Folding Chair

Linen Burgundy
RED140

Linen Grey
GRY142

Linen Slate Blue
BLU141

Linen Tan
BRN146

Select Black
BLK134

Select Brown
BRN136

Linen and Select vinyl are made from poly vinyl chloride (PVC); Select vinyl is made from 100% olefin. Linen vinyl pass California Technical Bulletin 117-2013 Section 1 ASTM E84 Class I or A.

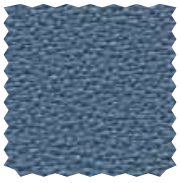
Select vinyl is only available for use with models 168, 8917 and 8926.

Open House fabric colors for upholstered chairs

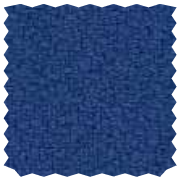
Goose
BRN262

Onyx
BLK261

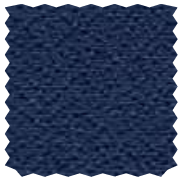
Graphite
GRY265



Quarry Blue
BLU263



Lapis
BLU270



Midnight
BLU266

Willow
GRN264

Sunshine
BRN364

Geranium
RED270

Mulberry
RED267

This fabric is made from 100% recycled polyester.

This fabric passes California Technical Bulletin 117-2013 Section 1 ASTM E84 Class I or A.

COLORS FOR PARAMETER® FABRIC PANELS

A full spectrum of panel fabric is available to help create a unified look throughout your surrounding space.

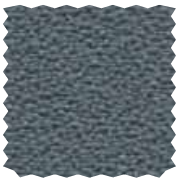
The fabric shown below is also available with select Virco models that offer upholstered seat options, further adding to the overall color coordination of your work environment.

This fabric is made from 100% recycled polyester and passes California Technical Information Bulletin 117, Section E.

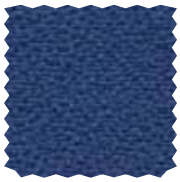
Goose
BRN262

Onyx
BLK261

Graphite
GRY265



Quarry Blue
BLU263



Lapis
BLU270

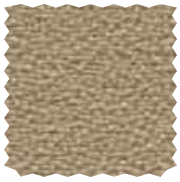
Midnight
BLU266

Willow
GRN264

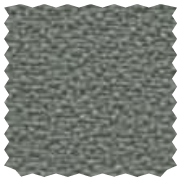
Sunshine
BRN364

Geranium
RED270

Mulberry
RED267

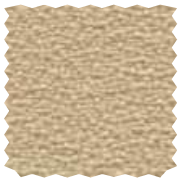


Angora
BRN366

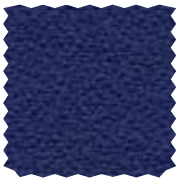


Asteroid
GRY366

Aubergine
PUR161

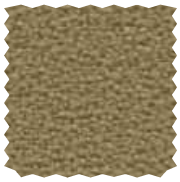


Birch
BRN362

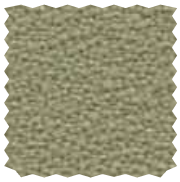


Cobalt
BLU271

Coffee Bean
BRN367



Cumin
BRN368

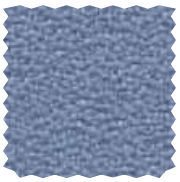


Eucalyptus
GRN266

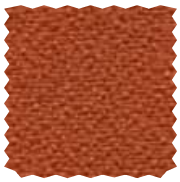
Fern
GRN146

Fossil
BRN361

Green Apple
GRN267

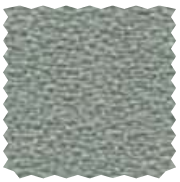


Pool
BLU142



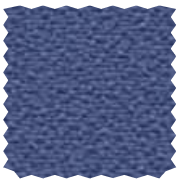
Pumpkin
ORG223

Red Delicious
RED272

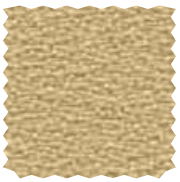


Slate
GRY364

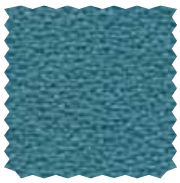
Straw
BRN365



Thistle
PUR162

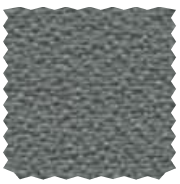


Vanilla
BRN363



Waterfall
BLU062

*White**
WHT222



Wolf
GRY269

**White (WHT222) is not recommended for use as Upholstery*

Virco Stewardship: An Ongoing Commitment

While Virco Stewardship today encompasses a vast array of industry-leading endeavors, Virco Stewardship Initiative can trace its origins back to 1950 when we began working with America's schools as a newly established company. Although terms like "sustainability" and "sustainable business practices" weren't commonly used back then, they accurately describe the vision that inspired Virco's founder, Julian Virtue, to develop long-lasting classroom furniture. As a result of our enduring commitment to product quality and customer service, Virco has grown from a small business with a single customer into the country's largest manufacturer and supplier of furniture for the K-12 market.

RECYCLING

An important advantage of manufacturing at our company-operated facilities in the U.S. is that Virco can control a wide range of recycling and resource recovery processes. Recycling is a key aspect of Virco's commitment to sustainable business practices through our Corporate Stewardship Initiative. Virco started recycling in 1989 with three material categories: scrap metal, office paper and hydraulic oil; now we have more than 40 categories and we've processed over 450,000,000 pounds of recyclables, and even better, updated equipment has resulted in less waste, therefore reducing the need for recycling. Along with our in-house efforts, we've established a "Cash for Cardboard" program that's enabled 35 schools near our Conway facility to earn about $310,000 through recycling. We're proud that the U.S. Environmental Protection Agency recognized our recycling leadership by choosing Virco as a charter member of their WasteWise Hall of Fame in 2003 and as a WasteWise winner for reducing waste in 2019.

GREENGUARD®

In 2005, ZUMA® and ZUMAfrd™ became the first classroom furniture product lines from any manufacturer to earn GREENGUARD indoor air quality certification through the GREENGUARD for Children and Schools program. Today, hundreds of additional Virco classroom furniture models have earned this important certification, now known and GREENGUARD Gold Certification. We're proud to offer you these low-emitting products. See virco.com for link to full list of all GREENGUARD certified products.

Testing: ANSI/BIFMA

Virco is a member of BIFMA, the trade association for business and institutional furniture manufacturers. Since 1973, BIFMA has been the voice of the commercial furniture industry. As a service to our customers and to ensure superior

levels of quality control, Virco tests and evaluates our products according to rigorous standards. Virco's product evaluation program includes applicable performance testing for strength, durability and stability as established by the Business and Institutional Furniture Manufacturers Association (BIFMA) and accepted by the American National Standards Institute (ANSI).

CPSIA CERTIFICATION

Virco proudly complies with all laws and governmental regulations affecting our products, including the federal Consumer Products Safety Improvement Act of 2008 (CPSIA) and the California Air Resource Board (CARB) regulation on formaldehyde emissions from composite wood. Products purchased by your facility are regulated by CPSIA, which was signed into law on August 14, 2008. CPSIA regulates furniture products (whether for adults or children) that include any lead-containing paint; products intended primarily for children 12 years of age and younger with lead in their components or in the products themselves; and certain products, such as toys and child care articles, that contain phthalates. All applicable Virco products are tested by a third-party laboratory and certified to comply. For more information or to view our CPSIA certificates, please visit virco.com.

Accessories For Optional Configurations

Storage Options

BR BOOKRACK

Virco's welded-on under-seat wire bookrack is still a favorite storage option in many schools.

BH BACKPACK HANGER

Work surfaces for most Virco classroom desks, tables and combo units can be equipped with compact wire backpack hanger.

CH CUP HOLDER

This option – available only on collaborative tops with a high-pressure laminate construction – is positioned in the upper right, as shown below.

Glide & Caster Options

UG FIXED GLIDES

UGLIDE - An optional 5-pack of fixed glides is available for most task chairs and lab stools.

C SOFT-WHEEL CASTERS

A 5-pack of twin-wheel soft casters is available for most task chairs and lab stools, while a 4-pack of twin-wheel soft casters is available for 4-leg mobile chairs with standard casters.

U9024CAST - 5-pack for 5-star base models

U9050CAST - 4-pack for 4-leg base models

BG BUMP GLIDES

Rear bump glides – which limit the rocking range of Virco steel-frame rockers – are designed for environments where limited motion may be desired, such as areas for children with severe sensory integration problems or Autism. Bump glides only come in Graphite.

Chair, Tablet Arm and Combo Glide Options

STANDARD NYLON GLIDES

Nylon-base glides – which are standard on most Virco products with glides – provide the best overall performance for multiple floor applications.

FG FELT-BASE GLIDES

Felt-base glides are the best choice for VCT flooring and gym wood flooring applications.

Rocking Chairs are available with a felt strip on the bottom of each leg for flooring applications where a felt contact surface is appropriate. Rocking Chairs are not recommended for use on VCT flooring.

Comfort & Style Options

P PADDED UPHOLSTERED SEAT

A wide range of models from various product lines can be ordered with a padded, upholstered seat. Different upholstery options are available for different product lines.

A ARMREST

Tubular steel arms with molded polypropylene armrests are available as a field-installed option for Sage™ Contract chairs and as a factory-installed option for various Analogy, Sage and ZUMA models. Virco's standard armrest color is Graphite. Check with your Virco sales representative for additional color options, minimums and possible extended lead times.

Writing Surface Options

LH LEFT-HANDED

Tablet arm units – and combo units without a dual-entry configuration – are standard with a right-handed (left-side entry) configuration. Models with a left-handed (right-side entrance) configuration are available. Specify left-handed when ordering.

TA TABLET ARM

Sage Contract chairs can be modified to serve as chair desks by adding a field-installed articulating tablet arm. Specify a right-handed (SGTARHKD) or left-handed (SGTALHKD) tablet arm when ordering.

Work Surface Options

M HARD PLASTIC TOP

Selected units that are standard with a high-pressure laminate work surface can be ordered with a hard plastic work surface.

L LAMINATE TOP

Selected units that are standard with a hard plastic work surface can be ordered with a particle-board-core, high-pressure laminate work surface.

PL PLYWOOD TOP

Selected units that are standard with a particleboard-core, high-pressure laminate work surface can be ordered with a plywood-core, high-pressure laminate work surface.

AE SURE EDGE

Virco's durable, water-resistant Sure Edge® forms a seamless, chemically bonded seal. Available for most models with a standard high-pressure laminate work surface.

4-Leg Chairs

ZUMA®
page 8

Analogy®
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Sage™
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Metaphor®
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N2
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9000
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3000
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2000
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Telos®
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ZUMAfrd™
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Parison®
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Civitas® Plywood
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C2M (Choose to Move) 4-Leg Chairs

ZUMA®
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Analogy®
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Sage™
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R2M (Room to Move®) Mobile Task Chairs

ZUMA®
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Analogy®
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Sage™
page 25

Floor Rockers

ZUMA®
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Analogy®
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Sage™
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Mobile Chairs

ZUMA®
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Analogy®
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Sage™
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ZUMAfrd™
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Civitas® Plywood
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Rocking Chairs

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Analogy®
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Sage™
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Cantilever Chairs

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Analogy®
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Adjustable Height Lab Stools and Mobile Task Chairs

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Analogy®
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Sage™
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Metaphor®
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9000
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3000
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Parison®
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Stools

ZUMA®
page 9

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Parison®
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Civitas® Plywood
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Lab Stools

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Up Stool
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4300
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Folding Chairs

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190G
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Event Seating

Custom 8900
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8900
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8800
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Wood Chairs

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Sled-Based
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Rocking
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Single Student Desks

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785
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751
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Sigma®
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Metonymy®
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Plateau®
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TEXT®
page 88

Tetra™
page 90

Topaz™
page 86

Room to Move®
page 86

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Collaborative Shaped Desks

Molecule
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ZUMA®
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5000
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Wheelchair-Accessible Desks

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ZUMA®
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Two-Student Desks

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7900
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Teacher's & Administrator's Desks

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Textameter™
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640
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page 93

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Parameter®
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Plateau®
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Flip-Top
page 128

Seminar Tables

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TEXT®
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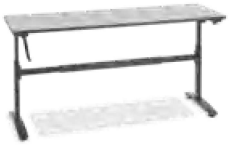

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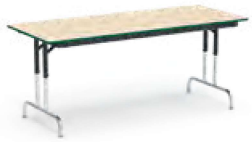

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General Product Information

PRODUCT EVALUATION & TESTING

As a service to our customers and to assure superior levels of quality control, Virco tests and evaluates our products according to rigorous standards. Virco's product evaluation program includes applicable performance testing for strength, durability and stability as established by the Business and Institutional Furniture Manufacturer's Association and accepted by the American National Standards Institute.

PRODUCTS WHICH MEET OR EXCEED ANSI/BIFMA STANDARDS LISTS

Virco's 120, 121 and 122 Series Stools, 2000 Series Chairs and Chair Desks, 3000 Series Chairs and Chair Desks, 4000 Series Activity Tables with standard-height legs, 4300 Series Chairs, 53 Series Desks and Returns, 53VF Series Vertical Files and 53LF Lateral Files, 53MP Series Mobile Pedestal Units, 53CAB Series Metal Storage Cabinets, 54VF Series Vertical Files, 5000 Series Activity Tables and Student Desks, 5700 Series Tables, 6000 Series Tables, 6800 Series Tables, 62000 Series Tables, 751 Series Student Desks, 785 Series Student Desks, 7900 Series Tables and Student Desks, 8800 Series Chairs, 8900 Series Chairs, 9000 Series, Chairs, Analogy® Series Chairs and Chair Desks (except ROCK & FLROCK models), Butcher Block Series Tables, Civitas® Series Seating, Core-a-Gator® Series Tables, CT Series Tables, Flip-Top Technology Tables, HWT Series Tables, Instructor Media Stations, Jr. Executive Student Desks, Lunada® Series Tables, Makerspace Series Tables, Metaphor® Series Chairs and Chair Desks, Molecule Series Student Desks, N2 Series Chairs, Parameter® Series Desks and Returns, Plateau® Series Tables, Office Solutions and Student Desks, Room to Move® Series Sit-to-Stand Workstations, Sigma® Series Student Desks, Sage™ Series Chairs and Chair Desks (except ROCK & FLROCK models), TEXT® Series Tables and Student Desks, Textameter™ Series Desks, Tetra™ Series Tables and Student Desks, Tilt-Top Training Tables, Topaz™ Series Collection, ZUMA® Series Chairs, Chair Desks and Student Desks (except ROCK & FLROCK models) included in this catalog have passed applicable performance tests for strength, durability, and stability as established by the Business and Institutional Furniture Manufacturer's Association International and accepted by the American National Standards Institute.

CARE & USE INSTRUCTIONS NOTICE:

To prevent structural failures and possible injury, furniture should not be used other than for its intended purpose and should be inspected regularly, at least annually, for the following: (1) loose or missing fasteners such as screws, rivets or staples, (2) metal fatigue, rust, cracks or broken welds, (3) any problem that causes instability or tipping, (4) any signs of misuse. Furniture that is damaged or appears to be unstable should immediately be removed from service, reported to the facility manager and replaced or repaired. Repairs should only be made using factory-authorized parts and methods. For information on furniture maintenance, repair, or to report furniture which requires service, call Virco toll-free at 800.448.4726. Furniture should be wiped down with mild soap and water as needed.

UPHOLSTERY TESTING

The following Virco upholstery materials pass California Technical Information Bulletin 117, Section E: Contemporary vinyl, Confetti fabric, Express fabric, Linen vinyl, Pacifica fabric, Sedona fabric, Select vinyl, and fabric for Sage™, Parison®, and Analogy® Series upholstered seating models.

FURNITURE WITH OAK FINISH

Virco's Oak finish highlights the grain and color accents of each furniture item. Because they're crafted from natural hardwood, no two pieces of Oak furniture have exactly the same grain pattern and color; instead, variations in grain and color result in uniquely complementary furniture groupings.

60", 72" AND 84" BOOKCASES

To avoid the risk of a serious tip-over accident, these bookcases must be securely anchored to a wall. Refer to the assembly instructions for more information or see page 150 for details.

GUIDELINES FOR STACKING & MOVING FURNITURE

The number of pieces of furniture that can be safely stacked or moved on Virco's mobile storage equipment will vary depending on many factors, including the furniture's height, weight and general design; the speed at which the unit will be moved; the terrain over which it will travel; and the strength of the operator(s). Care should be taken not to stack to the point of unsteadiness. Virco recommends starting with small, easily handled loads and adding one to two pieces of furniture at a time to determine the safe capacity for each set of conditions. Use Virco mobile storage equipment with appropriate Virco furniture only.

NOTE ON PRODUCT PHOTOGRAPHS:

Many of the Virco products in this catalog have been photographed with "props" to illustrate possible product uses. These props are only included with the product when the accompanying caption explicitly indicates this to be the case. When a caption does not specify that props are included when describing a product, the props are not included with the product.

Virco Warranty

Virco will repair or replace, at its option, any Virco furniture or equipment product which proves to be defective in original material or workmanship that may become evident within the first 10 years of the date of purchase and 5 years from the date of purchase for casters, glides, pneumatic cylinders and torsion bars. This is your sole and exclusive remedy. This warranty covers products manufactured after January 1, 2017, as long as product is owned by original purchaser, and is subject to the following limitations:

Limitations:

From the date of purchase, Virco's warranty covers the items below as follows:

10 Years

Laminates, seating controls, all seating, desk, table and storage products unless otherwise indicated in this warranty.

5 Years

Glides, floor rocker foam pad, casters, pneumatic cylinders and torsion bars on mobile folding tables.

1 Year

Chairs with custom logos applied to their upholstered seats and/or backs.

Exclusions:

This warranty excludes:

- Apparent defects caused by abusive or abnormal use of the product.
- Products not assembled, installed or used in compliance with Virco's product instructions or warnings.
- Failures resulting from inadequate inspection and maintenance.
- The effects of normal usage over time.
- Any damage caused during shipment (see the current Virco price list's "Steps to Take When Receiving Shipments" for more information).
- Product modifications not approved by Virco.
- Vinyl and fabric upholstery material, except as may be offered by the mill source.
- Rust caused by natural elements or high exposure to moisture
- Products used for rental purposes.

Natural Materials, Color Variations & Customer's Own Materials

Leather, wood and other natural materials may have intrinsic grains or patterns that are distinguishing features and not regarded as defects. Virco cannot warrant the matching of grains, patterns, textures, colors, or the color-fastness of such materials. In addition, Virco does not warrant Customer's Own Materials (COM) that are chosen and used in a Virco product at a customer's request.

THERE ARE NO IMPLIED WARRANTIES OF FITNESS OR MERCHANTABILITY, AND THERE ARE NO OTHER EXPRESS WARRANTIES BEYOND THE WARRANTIES EXPRESSED HERE. ALL INCIDENTAL OR CONSEQUENTIAL DAMAGES WHICH MAY ARISE, INCLUDING BUT NOT LIMITED TO BUSINESS LOSSES, PERSONAL PROPERTY DAMAGE, AND THIRD PARTY LIABILITIES ARE HEREBY EXPRESSLY EXCLUDED.

TO OBTAIN SERVICE UNDER THIS WARRANTY:

Please contact your local Virco Sales Representative or Customer Service at 800.448.4726.

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Furniture That Fits®

Movement Stimulates The Mind

Today's classroom is an active, dynamic place where students are often given room to move – empowering them with choices of where to sit, how to sit and even when to sit. All to keep them more engaged, comfortable and productive.

Virco supports the flexible learning environment with furniture that allows easy transition from lecture to hands-on practice, from collaborative projects to independent time for reading, research or introspection. And we know bodies are built for motion, for wiggling and twisting, bouncing and sometimes even rocking. That's why our healthy movement collections offer ergonomic seating that flexes and rocks, chairs that roll and swivel and tables and desks that adjust from sitting to stand-up height and can work alone or nest together – all designed to move with ease and help students find the position and space where they work best.

Our products work together to help set the stage for an active, flexible classroom. Each piece integrates with popular Virco classroom lines and is built with the legendary Virco durability that has made our products the classroom standard since 1950.

Go ahead, g
your studer

roon
mo

Seating From The Floor Up

Virco leads the way in healthy movement for the classroom with a lineup of seating that meets students wherever they sit.

Rocker
Fun and focused

Floor Rocker
Rocking it on ground level

Mobile 4-legged Seating
Easy movement around your space

C2M Seating
Choose to move - or not

Room to Move®

Customize the classroom with desks and chairs that rise or lower for the task. Pair high-rising desks with stools, lab chairs or chairs that roll – or eliminate the chairs altogether for standing workstations to keep learning active. With Virco's adjustable-height desks, you can create an environment that serves your goals and easily transforms as lesson plans require.

Mix and match seat and desk heights to create stadium seating. Students can choose what works best, so everyone gets the best seat in the house.

Room to Move®

Depending on the task, sitting low to the ground may just be what's needed to create a comfortable and effective learning environment. We've taken this idea and rocked it with a compelling and versatile complement to the classroom that meets kids on their level.

Our **Floor Rockers** feature the popular ZUMA®, Sage™ or Analogy® seat atop a sturdy, one-piece rocking base with a non-marring pad for smooth movement. With subtle back-and-forth motion, Floor Rockers encourage healthy sitting and offer the ergonomic benefits of our standard rockers. A convenient handhold makes the Floor Rocker easy to reposition as needed.

Floor Rockers work great for group interaction, as well as individual reading and study. Pair them with floor tables for a new take on flexible seating.

Room to Move®

Enabling students and teachers to easily transition from sitting to standing throughout the day provides the ultimate flexibility. With a sleek design and versatile functionality, the **Room to Move Series Sit-to-Stand Workstations** feature a smooth up and down pneumatic height adjustment allowing students and teachers to move with ease for a more productive and engaging learning environment.

A spacious work surface provides ample space, while storage options such as a center drawer or tote tray allows papers and notebooks to be stored, keeping personal belongings neatly concealed. Casters offer smooth mobility throughout the classroom, while front-locking casters ensure the workstation stays put when needed.

Room to Move®

The body and mind a
house, the combinati
channel excess energ
helps the body settle

Our **Rocker** is availab
designed with gentle
a moderate range of
environments, these
through the power o

BA

Room to Move®

A surprising take on active seating, the **R2M (Room to Move) Mobile Task Chair** moves with you to help activate your best sitting position. With an ergonomic seat secured by four air coils that flex and compress as you move, the R2M Mobile Task Chair provides controlled movement in all directions from front-to-back, side-to-side and in-between. Available in the popular ZUMA®, Sage™ and Analogy® families, R2M Mobile Task Chair is height-adjustable, with a full-swivel seat and dual-wheel, swivel casters.

It's a perfect solution for a day of active learning - empowering students to move their way.

SIDE to SIDE

Room to Move®

Designed with the idea that sometimes kids need to move and sometimes they don't, the **C2M (Choose to Move) 4-Leg Chair** offers the ultimate choice in active, flexible seating with its unique, patent-pending mode selector. In active mode, the C2M Chair allows controlled 360-degree movement with air coils that flex and compress as you move from side-to-side or back-and-forth, letting students shift and adjust to their most comfortable position. When conventional seating is more appropriate, a simple twist transforms the chair into an ergonomic, fixed position. In motion or not – it's your choice.

Available in ZUMA®, Sage™ and Analogy® families, C2M Chairs support inclusive design for blended learning environments.

or NOT MOVE

Room to Move®

Transform the classroom with seating that moves with the task. Nearly every Virco series offers a **task chair** that adjusts in height, swivels 360 degrees and rolls freely about the classroom – a comfortable foundation for healthy movement.

Our **lab chairs** provide a range of motion fit for a variety of learning activities, rising to a 27-inch seat height to pair with lab tables, and lowering at the touch of a lever.

Students in a range of heights find the adjustable-height chrome footring key to the lab chair's unique versatility. Workspace on the high-side? Raise the seat and adjust the ring too, for a stable and comfortable seating posture.

Room to Move®

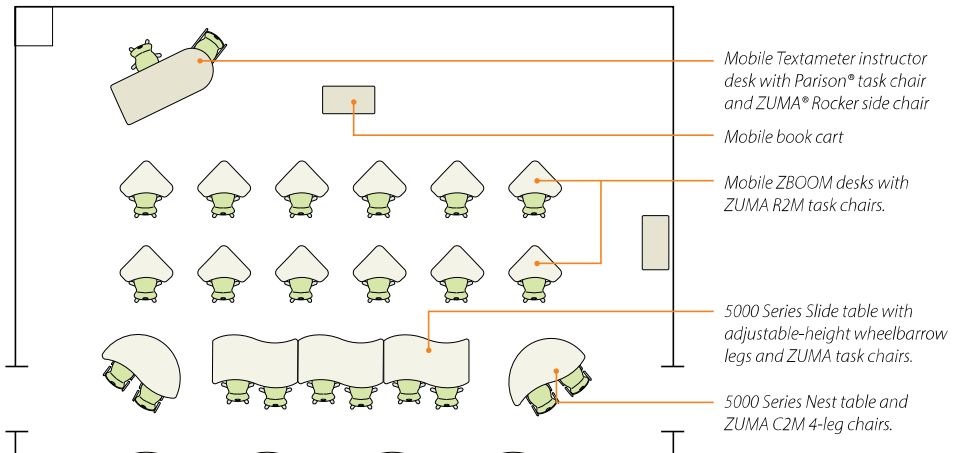
A change of perspective may be just what's needed to spark creative thinking. Our Activity Tables and Collaborative Desks are quick to adapt to active learning environments and support a range of configurations that inspire dynamic classrooms.

With innovative and complementary designs that conveniently nest for project-based learning, tables and desks can easily be regrouped into new patterns and rows for collaborative or independent learning. Expand flexibility with casters or glides, and fixed or adjustable-height legs, to configure any space and make rearranging hassle free.

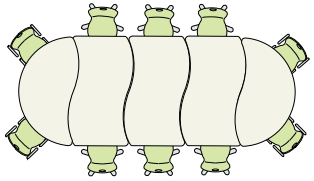
With Room to Move®, Try Moving the Room

Our Room to Move Collection opens up the classroom to new possibilities for educators and students alike. Flexible, ergonomic furniture is designed to be reconfigurable and adaptable to your space, enabling choices that empower every learner. Students can move around the room to find a place where they work best, even if that place changes throughout the day or by activity. What's right for one student, may not be right for all, but with a comprehensive line of similarly styled furniture, no one stands out.

And when moving around the classroom isn't enough, try moving the classroom around. Easily transition from different classroom setups to support a truly dynamic learning environment.



Discussion Group



5000 Series adjustable-height Slide tables with wheelbarrow legs and ZUMA mobile task chairs and 5000 Series fixed-height Nest tables with ZUMA C2M 4-leg chairs.

Collaborati

Room to Move® Seating Collections

ZUMA® Series

ZC2M15

15" seat height

ZC2M18

18" seat height

ZR2MTASK18

17 1/2"-20 1/2 seat height

ZLAB

19 1/2" - 27 seat height

ZTASK15

14"-17" seat height

ZTASK18

16"-20 1/2" seat height

ZFLROCK15

K - 4th grade

ZFLROC

5th grade - c

Sage™ Series

SGC2M15

15" seat height

SGC2M18*

18" seat height

SGR2MTASK18*

17 1/2"-20 1/2" seat height

SGLAB *

19 1/2" - 27 seat height

SGTASK15

14"-17" seat height

SGTASK18 *

16"-20 1/2" seat height

SGFLROCK15

K - 4th grade

SGFLROC

5th grade - c

Analogy® Series

ANC2M15

15" seat height

ANC2M18 +

18" seat height

ANR2MTASK18 +

17 1/2"-20 1/2" seat height

ANLAB +

19 1/2"- 27" seat height

ANTASK16

12 1/2"-15 1/2" seat height

ANTASK18 +

15 1/2"-20 1/4" seat height

ANFLROCK15

K - 4th grade

ANFLROC

5th grade - c

N2 Series

Metaphor® Series

Civitas® Series

More Room to Move® Solutions

Sit-to-Stand Workstations

RMWS2430

RMWSWDG

Mobile Desks

ZBOOMBBMC

ZHEXBBMC

ZOCTBBMC

MC2432BBC

Mobile Combo Units

Agile ZUMA®

Agile Analogy®

Agile Sage™

Agile Civitas®

Sage Contract

Mobile Tables & Classroom Solutions

4000 & 5000 Series Activity Tables

TEXT® Tables

Plateau® Tables

Safe Environments

Virco proudly complies with all laws and governmental regulations affecting our products, including the California Air Resources Board (CARB) regulation on formaldehyde emissions from composite wood products and the federal Consumer Product Safety Improvement Act of 2008 (CPSIA).

UL GREENGUARD Certification

Virco became the first classroom furniture manufacturer to earn GREENGUARD® indoor air quality certification through the Greenguard for Children and Schools program. Today, hundreds of Virco classroom furniture models have earned this important certification.

ANSI/BIFMA

Please see virco.com for further information or questions on any specific model.

Warranty

Virco will repair or replace, at its option, any Virco furniture or equipment product which proves to be defective in original material or workmanship that may become evident within the first 10 years of the date of purchase and 5 years from the date of purchase for casters, glides, floor rocker pads, pneumatic cylinders and torsion bars. This is your sole and exclusive remedy. This warranty covers products manufactured after January 1, 2017, as long as product is owned by original purchaser, and is subject to limitations.

Proudly Supporting American Workers since 1950

One of America's iconic brands, Virco is the country's largest manufacturer and supplier of furniture and equipment for K-12 schools. Many manufacturing processes – from metal fabrication and woodworking, to plastic injection molding, powder coating and chrome plating – are done in-house at our two state-of-the-art facilities in Torrance, California, and Conway, Arkansas.

FRONT COVER IMAGE:

Virco's Room to Move® products.

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REF# 25016

BANKS SCHOOL DISTRICT ATHLETICS/ACTIVITIES OVERNIGHT TRIP REQUEST

Requests should be made at least 30 days prior to the trip.

School or Departments and grade levels involved: BBX Varsity Basketball Team

Person making request: Pat Marlia

Destination: Southern Oregon Northern California Lodging Arrangements: Houses in a few different cities.

Date of Departure: 6/22 Date of Return: 6/26

Purpose of Trip: Play Summer league games.

Number of Chaperones: 3 (1:8 ratio) Number of Students Attending: 12

Names of chaperones Pat Marlia, Randy Rice, Jonathen Pearson School Days Missed: 0

Description of training/expectations provided for chaperones: Coaches / Teachers

Type of Transportation: Type 20 & possible car

Type of Insurance Coverage: via school

Source and Amount of Revenue: ASB acc.

Has the trip been taken before? Yes___ No X When:_____

Comments: We are looking to play teams outside of our area and do a bonding trip w/our team.

Please attach itinerary

Pat Marlia
Requested By

Signature of Principal

Date Requested

Signature of Athletic Director (if applicable)

==========OFFICE USE ONLY==========

_____Approved _____Disapproved Date_____ Signature_____

BBX Overnight Trip

June 22nd:
Varsity team and 3 coaches leave Banks High School and head to Sutherlin Oregon.
Play games at 5:00 and 6:00.
Leave Sutherlin and go to Medford/Ashland where we will stay the night.

June 23rd:
Breakfast and Lunch and an excursion.
Spend the day in Medford and then play 2 games that afternoon/evening.
Eat dinner at a place TBD.
Leave Medford and head to Redding California.

June 24th:
Spend the day in Redding. Do team bonding activities such as: bowling, water park, etc.
Meals will be provided.

June 25th:
Breakfast
Leave Redding and head to Coos Bay where we will play two games.
Stop somewhere for lunch.
Play games in the evening and then eat dinner.
Stay the night in Coos Bay.

June 26th:
Breakfast and then head to Newport where we will play our final 2 games of the trip. Then have lunch and head back to Banks.

BANKS SCHOOL DISTRICT #13 SCHOOL FEES
2026-27

Code: **KG-AR(1)**

Effective: 7/1/2026

ELEMENTARY:

No fees scheduled for 2026-27

MIDDLE SCHOOL:

Planner and Activities Fee $35.00
Yearbook (Optional) $25.00 Estimate Dances (Optional) $10.00 Admission

HIGH SCHOOL:

ASB Fee (required) $30.00
Yearbook (Optional) $55.00 Estimate Parking Permit **ALL student drivers parking on campus** $5.00
must have a parking permit
Visual Arts (any class after introductory class) $10.00 /class/semester CTE - Agriculture / Applied Arts (any class after introductory class) $10.00 /class/semester Fire Science (any level) $50.00
Tier I Sports fees (pay to play) $200.00 per sport Family Maximum $800.00
Free lunch sports fee $65.00 per sport Tier II Sports/Activity fees (pay to play) $160.00

DISTRICT:

Gate Admission Fees:
Family $20.00
Adults $8.00
Senior Citizens $5.00
Students $5.00
Pre school-age children $0.00
Individual Yearly Sports Pass $100.00
Couple Yearly Sports Pass $150.00
Family Yearly Sports Pass $200.00
Seniors Yearly Sports Pass $50.0

Breakfast/Lunch Prices:
Elementary Breakfast $1.50
Elementary Lunch $3.20
Middle/High School Breakfast $1.75
Middle School Lunch $3.40 High School Lunch $3.70
Adult Lunch $4.10

Students eligible for free lunch program have no charge for required fees.
Optional fees are charged at the regular fee rate.

Bond Oversight Committee Report to the Banks School Board

Bond Oversight Committee Meeting: May 27, 2026
Prepared for: Banks School Board

Overview

The Bond Oversight Committee met on May 27, 2026, to review progress on the district's bond-funded construction program. The meeting included a site tour, project schedule updates, budget reports, and discussion of the work underway at Banks High School, Kelly Field, and the auxiliary gym and team room project.

Construction activity is now visible across the campus. Major projects remain on schedule, and the district continues to use a structured value-engineering process to manage costs while preserving the essential educational and community priorities of the bond program.

Banks High School Addition and Renovation

Site preparation for the Banks High School addition is underway. The district has received the site grading permit, and crews are completing grading, concrete crushing, and backfill work. Erosion-control measures have been installed, and tree-protection measures are being completed.

The Guaranteed Maximum Price has been established with the contractor for the high school project. The team has reviewed and approved additional value-engineering items using a report-card system that evaluates proposed changes based on cost efficiency, impact on design and educational programming, maintenance and durability, and overall risk. This process is designed to reduce costs thoughtfully while protecting the most important aspects of the project. Some items will remain available for potential restoration as "add backs" later in construction if contingency funds allow.

The high school addition is scheduled to reach substantial completion and beneficial occupancy by **August 12, 2027**.

Locker room renovations are also underway, including demolition, abatement, and excavation work. The renovated locker rooms are scheduled for substantial completion by **August 14, 2026**.

The district recently held a groundbreaking ceremony for the high school addition. Despite rainy conditions, the event was well attended and reflected strong community enthusiasm for the project.

Kelly Field Improvements

Planning and permitting work continues for the improvements at Kelly Field. The project includes:

- Turf field replacement
- Replacement of lighting for approximately one-half of the field
- Coordination with other summer construction projects at the elementary, middle, and high school sites

The district is continuing its fundraising efforts. Work is scheduled to occur during the summer, subject to completion of the land-use and permitting process.

Auxiliary Gym and Team Rooms

Construction of the auxiliary gym continues to move forward. Foundations for the main gym have been poured, structural steel has been delivered, underground utilities are being installed, and preparation is underway for the slab-on-grade concrete pours. Steel erection is anticipated to begin in mid-June.

The auxiliary gym is scheduled for substantial completion by **December 23, 2026**.

The permit for the adjacent team rooms is expected shortly, with foundation work to follow. Letters of authorization have been signed for all phases of the auxiliary gym work, and the Guaranteed Maximum Price is below the current project budget.

Bond Program Budget Update

The committee reviewed the bond program's executive budget summary. As of the May 2026 report:

Budget Category	Amount
Current total bond program budget	$59,245,388
Committed to date	$54,077,572

Paid to date	$11,070,324
Uncommitted budget	$3,366,639
Remaining committed costs to be paid	$43,007,248
Program contingency	$882,000

The current project-level construction budget is **$56,387,699**, with approximately **$53.3 million** committed. The largest individual components are the Banks High School project, currently budgeted at approximately **$47.6 million**, and the auxiliary gym project, currently budgeted at approximately **$7.4 million**.

Summary

The district has entered an active phase of construction, with significant progress visible at the high school and auxiliary gym sites. Current schedules remain aligned with planned completion dates, and the major project budgets have been established through the Guaranteed Maximum Price process.

The Bond Oversight Committee will continue to monitor schedules, expenditures, contingency levels, and potential add-back opportunities as construction proceeds. The committee remains focused on ensuring that the bond program is completed responsibly, transparently, and in alignment with the commitments made to the Banks community.

BANKS SCHOOL DISTRICT
RESOLUTION 2526-JUN01
ORGANIZATIONAL RESOLUTION

WHEREAS, organization of the District is required and the Oregon Department of Education recommends designating, at the beginning of the fiscal year, the professionals who will assist the District in conducting its business;

BE IT RESOLVED, that the following actions will establish the basis for conducting Banks School District #13 business for 2026-27, effective July 1, 2026.

1. To Appoint Superintendent as Chief Administrative Officer, School Clerk and Budget Officer
2. To Authorize Superintendent to file for all grants
3. To Appoint Business Manager and Superintendent as Custodian of funds
4. To Authorize Superintendent to designate surplus property
5. To Appoint Brian Sica, Jennifer Collins and Molly Herbst as signers on the Banks School District bank accounts
6. To Authorize the Superintendent and/or Business Manager to negotiate loans as necessary (e.g. TAN)
7. To Authorize a Superintendent and/or Business Manager to invest funds
8. To Authorize fidelity bonds for:
    a. Superintendent/Clerk $ 50,000
    b. Business Manager $ 100,000
9. To Authorize District Credit Card Holders
    a. Brian Sica
    b. Jennifer Collins
    c. Molly Herbst
    d. Ben Buchanan
    e. Dale Virden
    f. Cathy Davis
    g. Ericka Lepschat
10. To Designate Assured Partners as Insurance Agent of Record
11. To Designate Hungerford Law as the District Attorney
12. To Designate ClearTrail CPA's as the District's Auditing Firm

13. To Designate US Bank, Umpqua Bank and Local Government Investment Pool as Depository of Funds
14. That the official newspaper of record is The News Times
15. That the mileage reimbursement rate be the current IRS rate;
16. That the Regular Board meetings will be held the second Monday of the month at 6:00 pm.

ADOPTED this 8th day of June, 2026.

_____, June 8, 2026
Ron Frame, Chairman of the Board
Banks School District No. 13 Board of Directors

_____, June 8, 2026
Brian Sica, Superintendent
Banks School District No. 13

RESOLUTION 2026-JUN-08
BANKS SCHOOL DISTRICT
RESOLUTION TO ADOPT THE 2026-2027 BUDGET

BE IT RESOLVED, that the Board of Directors of the Banks School District hereby adopts the budget for the fiscal year 2026-2027 in the total amount of $79,632,204.76. This budget is now on file at the Banks School District administration building located at 42350 NW Trellis Way, Banks Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2026, and for the purpose shown below are hereby appropriated:

General Fund (100)	
Instruction	$8,263,769.29
Support Services	6,580,346.71
Transfers	611,300.00
Contingency	500,000.00
Total	$15,955,416.00
Special Revenue Funds (200)	
Instruction	$3,249,284.11
Support Services	904,629.81
Enterprise & Community	646,500.00
Debt Service	27,300.00
Total	$4,827,713.92
Debt Service Fund (300)	
Debt Service	$2,533,469.00
Capital Projects Fund (400)	
Facilities Acq/Constructio	$42,064,251.00
Internal Service Fund (600)	
Debt Service	$418,639.00

Total Appropriations, All Funds	$65,799,488.92
Total Unappropriated and Reserve, All Funds	13,832,715.84
TOTAL ADOPTED BUDGET	$79,632,204.76

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED, that the following ad valorem property taxes are hereby imposed for the tax year 2026-27 upon the assessed value of all taxable property within the district:

(1) At the rate per $1,000 of assessed value of $5.0152 for permanent rate tax;
(2) In the amount of $2,638,802 for debt service for 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:

	Education Limitation	**Excluded from Limitation**
Permanent Rate Tax	$5.0152/$1,000	
General Obligation Debt Service		$2,638,802

The above resolution statements were approved and declared adopted on the 8th day of June, 2026

Ron Frame, Board Chair

Brian Sica, Superintendent

26

27

Banks School District

Approved Budget

Banks School District

42350 NW Trellis Way, Banks OR 97106

Banks School District #13

Banks, Oregon

APPROVED BUDGET

2026-2027

Dr. Brian Sica

Superintendent

2026-2027

BUDGET COMMITTEE

BANKS SCHOOL DISTRICT

For the Fiscal Year Beginning July 1, 2026

Board of Directors		Appointed Budget Committee Member	
Ron Frame (Chair)	**06/30/2028**	**Kristen Accardi**	**06/30/2028**
Corissa Mazurkiewicz	**06/30/2028**	**Susan Bair**	**06/30/2026**
Will Moore	**06/30/2027**	**Tom Forest**	**06/30/2028**
Leslee Sipp	**06/30/2028**	**Emily Kent**	**06/30/2026**
Dan Streblow	**06/30/2027**	**Liz Lennon**	**06/30/2028**

Staff

Brian Sica	Budget Officer/Superintendent
Darla Waite-Larkin	Student Services Director
Jennifer Collins	Business Manager
Jacob Pence	Banks High School Principal
Caitlin Everett	Banks Middle School Principal
Marjorie Salter	Banks Elementary Principal

Banks School District
2026-27
Budget Calendar

February 9, 2026, 6 pm	Regular Board Meeting Approve proposed Budget Calendar
March 10, 2026, 6 pm	Regular Board Meeting
April 30, 2026	Publish First Notice of meeting of the Budget Committee
May 8, 2026	Publish Second Notice of meeting of the Budget Committee
May 14, 2026, 6 pm	First meeting of the Budget Committee, including time for Budget 101
May 21, 2026, 6 pm	Possible additional Budget Committee meeting
May 27, 2026, 6 pm	Possible additional Budget Committee meeting
May 28, 2026	Publication of Notice of Budget Hearing (ORS 294.448)
June 8, 2026, 6 pm	Regular Board meeting Public Hearing on 2025-2026 Budget (ORS 294.460)
July 15, 2026	Deadline to certify tax levy to the County Assessor

Approved 2.9.26

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BANKS SCHOOL DISTRICT #13

PROPOSED BUDGET 2026-27

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MESSAGE AND OVERVIEW

Budget Overview

Oregon Local Budget Law (ORS 294.305 to 294.565) defines a process and format for school districts' annual budget preparation and presentation. The Oregon Department of Education (ODE), through the administrative rule process, adopts a chart of accounts that is used to classify revenues and expenditures. All Oregon school districts are expected to follow the chart of accounts for budgeting and financial reporting. The Banks School District appropriates its expenditure budget at the major function level. The function areas, as defined by ODE, are Instruction (1000), Support Services (2000), Enterprise and Community Services (3000), Facilities Acquisition and Construction (4000), Other Uses, which are mainly transfers and debt service (5000), Contingency (6000), and Unappropriated Ending Fund Balance (7000).

BUDGET FORMAT

The budget document is organized in two sections:

- Superintendent Budget Message and Related Information
- Fund Statements

The Budget Message is a narrative overview of the 2026-27 budget. Related information includes the budget committee members and general information about the District's funds.

The Fund Statements contain required information for all of the District's funds.

General Fund (100)

The General Fund is the District's primary operating fund and accounts for all revenues and expenditures except those required to be accounted for in another fund. Expenditure categories include salaries, associated payroll costs, purchased services, supplies and materials, capital outlay and other general expenses. Expenditures are presented by major function categories which include program descriptions, budgeted positions and programs and services analysis.

Revenue comes from two main sources: state funding and local property taxes. The state revenue and local property taxes are components of the State School Fund formula, which make up 90 % of all General Fund revenue.

Special Revenue Funds (200's)
These funds account for resources that are limited to a particular purpose, either by external sources, such as the federal government, or locally, by the governing body. Included in these funds are federal, state and private grants; the District's food service program, athletics, extracurricular, and student body funds.

Debt Service Fund (300)
Accounts for the District's dedicated property tax revenue and payment of principal and interest on long-term obligations, including General Obligation (GO) bonds and the State of Oregon Department of Energy loan. GO bonds allow the District to finance capital projects such as the construction of new schools and major remodeling projects. Voters must approve the sale of these bonds. The State of Oregon Department of Energy loan was part of the Department of Energy's "Cool Schools Program" and financed energy efficiency projects throughout the District.

Capital Project Funds (400's)
Accounts for dedicated contract revenue and expenditures for District facilities.

Internal Service Fund (600)
This fund is an accounting device used to accumulate and allocate costs internally among the District's various functions. The District uses this fund to account for the Pension Obligation bonds that were sold to provide funds for the advance funding of the unfunded actuarial liability for the Oregon Public Employees Retirement System.

THE BUDGET PROCESS

The District prepares its annual budget in accordance with Oregon Budget Law (ORS 294), which provides standard procedures for preparation, presentation, and administration of budgets. Public involvement in budget preparation is mandated by the law. Oregon Local Budget Law also requires that the budget be balanced – projected resources must equal projected requirements in each fund.

Preparation of the budget involves many steps and months of work by District staff. Once the proposed budget is developed, the Superintendent presents it and the Budget Message to the Budget Committee, which then reviews the proposed budget and receives

public comment. The Budget Committee recommends revision to the budget, if needed, and approves a budget for adoption by the School Board.

The first budget committee meeting is generally held in May. Notice of the meeting is published twice in the newspaper; the first publication no more than 30 days prior, and the second on the school district website.

Once a document is given to the Budget Committee, citizens may obtain a copy at the District Office, 42350 NW Trellis Way, Banks, OR 97106 between 7:30 am and 3:00 pm or on the District's website at banks.k12.or.us.

HOW THE BUDGET IS ADOPTED

After the Budget Committee approves the budget, the budget is forwarded to the School Board for further public testimony and review. A summary of the approved budget and notice of budget hearing is published in the local newspaper, five to thirty days in advance of the hearing. The notice indicates where the complete budget document is available for inspection.

After the budget hearing and consideration of public testimony, the School Board adopts the budget at the June Board meeting. The adopted budget becomes the basic short term operational plan and fiscal guideline of the Banks School District for the 2025-26 fiscal year.

SUPPLEMENTAL BUDGETS

If the school district receives unanticipated revenues or a change in financial planning is required, a supplemental budget may be adopted to authorize a change in the budget within a fiscal year. A supplemental budget cannot be used to authorize a tax levy.

The School Board may adopt a supplemental budget at a regular public meeting if expenditures in the supplemental budget are less than 10 percent of the annual budget of the fund being adjusted. If the expenditures are greater than 10 percent, the School Board must first publish the supplemental budget and hold a special hearing.

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Budget Message

Dear Budget Committee Members

I am writing to present the budget proposal for the upcoming fiscal year SY 2027. This budget is designed to support our mission "to engage, challenge and prepare every student" while addressing the evolving needs of our district and community. The priorities outlined in this budget are directly aligned with the Banks School District Strategic Plan and our continued commitment to empowering students, enriching facilities, energizing our team, engaging our community, and aligning our resources to achieve student success.

Empowering Our Students

Our strategic plan focuses on ensuring equitable learning opportunities that support academic growth and achievement for every student. We remain committed to maintaining enriching and challenging instruction while continuing to provide positive school cultures that foster belonging, safety, and engagement.

We have successfully maintained low class sizes, which has positively impacted student achievement and relationships. However, we also recognize the growing need to increase access to specialists and intervention supports that help meet the diverse academic, social-emotional, and behavioral needs of our students. Expanding access to specialists, mental health supports, and enrichment opportunities will allow students to engage in meaningful learning experiences connected to their interests, passions, and future life skills.

Additionally, we remain focused on improving literacy and math achievement, increasing attendance rates, and expanding extracurricular and off-campus learning opportunities that prepare students for success beyond graduation.

Curricular Materials and Instruction

To facilitate effective teaching and learning, it is crucial to provide our educators with up-to-date curricular materials and instructional resources. These resources not only align with state standards and our instructional framework, but also promote innovation, engagement, and high-quality classroom experiences.

By investing in modern curricular materials, instructional technology, and professional learning opportunities, we strengthen our ability to provide equitable and rigorous learning experiences for all students.

Enriching Our Facilities

The Banks School District community remains committed to maintaining and improving facilities that provide innovative teaching, learning, and working environments. Safe, healthy, inclusive, and accessible spaces are essential to the student experience and are a source of pride for our community.

Routine repairs, maintenance projects, ADA accessibility improvements, safety enhancements, and long-term facility planning remain critical priorities. Continued investment in our facilities helps ensure that our schools remain functional, welcoming, and supportive learning environments for students, staff, and families.

Security and Safety

The safety and well-being of our students and staff remain paramount. We will continue prioritizing investments in enhanced security systems, safety drills, emergency response preparedness, and staff training to maintain secure and supportive learning environments across the district.

Creating schools where students feel physically and emotionally safe is essential to both academic success and positive school culture.

Energizing Our Team

We firmly believe that investing in our staff is an investment in the future of our students and community. Our staff members create positive and caring learning experiences every day, and their dedication and expertise are central to student success.

As part of this budget proposal, we remain committed to providing competitive compensation, benefits, and professional development opportunities that support staff growth and retention. We will continue to prioritize resources that help staff members feel welcomed, engaged, appreciated, and successful in their roles.

By investing in high-quality professional development, instructional support, and collaborative systems, we strengthen our ability to ensure classrooms reflect the district's instructional vision and strategic goals.

Engaging Our Community

The Banks School District understands that family support is essential to the school experience. Strong relationships between schools, families, and community partners are critical to student success.

We remain committed to proactive communication, collaborative partnerships, and creating meaningful opportunities for community engagement. Partnerships with local organizations, businesses, and community groups continue to provide valuable work-based learning experiences and expanded opportunities for students.

NWRESD (Northwest Regional Education Service District)

Collaboration with NWRESD has been instrumental in supporting our district's educational initiatives. NWRESD provides valuable services including professional development, technology support, special education services, and data analysis. As we prepare for the upcoming fiscal year, we will continue evaluating service needs and aligning resources to maximize the value and impact of these partnerships.

Aligning Our Resources

All district resources must be responsibly and transparently maintained while remaining clearly aligned to the goals of the strategic plan. We remain committed to thoughtful budgeting practices, transparent decision-making processes, and maximizing resources to best support students and staff.

The district continues to prioritize responsible stewardship of public funds while seeking opportunities to improve operational efficiency and align expenditures with strategic priorities.

Revenue and Budget Climate

In addition to the typical increases in operational costs, our district continues to absorb significant increases in unfunded mandates, including Paid Leave Oregon and rising unemployment insurance rates. Inflationary pressures, increased service costs, and employee compensation obligations continue to grow at a pace that far exceeds the state's approximately 2% revenue increase for education funding.

The current budget climate in Oregon has become increasingly challenging due to both state and federal financial pressures. Recent federal actions under H.R. 1 have created substantial direct and indirect impacts on Oregon's overall budget outlook. Because Oregon's tax structure is closely connected to federal tax policy, changes under H.R. 1 are projected to reduce available state General Fund revenues while simultaneously increasing demand for state-supported services.

Although many of the impacts to K–12 education may not be direct reductions to school funding, the indirect effects are significant. Reductions to Medicaid, SNAP benefits, and related social safety net programs increase the needs of students and families while placing additional pressure on schools to provide support services. These pressures have the potential to impact instructional programs, staffing levels, and student support services statewide if additional investments are not made.

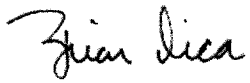
Additionally, implementation of H.R. 1 is expected to increase state administrative costs and reduce federal support for programs that directly benefit students and families, including nutrition and health-related services. Oregon agencies continue to prepare for budget reductions and reallocations to address these financial impacts.

Despite these challenges, we remain optimistic that the next biennium will more accurately account for the roll-up of current service levels, inflationary realities, and the true cost of sustaining high-quality educational programs. We are hopeful that future state

investments will better reflect the needs of our students, staff, and community and provide the level of support Oregon students deserve.

Thank you for your continued support and partnership as we work together to engage, challenge, and prepare every student for success.

Sincerely,



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BUDGET GUIDING PRINCIPLES
2026-2027

These guiding principles are intended to assist in long-range planning during the next year's budgeting period. District resources are limited so it is imperative that it follows a careful course toward achieving future financial stability. As additional funds may become available, these guiding principles are intended to provide the framework for future appropriations. It is understood that the underlying assumptions upon which these principles were developed are subject to change.

FINANCE

- Maintain a fund balance of at least 5% of the district's budget.
- Maintain sufficient contingency funds in order to address emergency needs as they arise, and for property purchases when appropriate.
- Develop a Preventative Maintenance Fund to assure timely repairs to buildings and grounds.
- Maintain currency funds for future capital access purchases.

BUILDINGS AND GROUNDS

- Develop a maintenance schedule to provide for upkeep of existing facilities.
- Improve visual appearance and condition of the District.
- Maintain a safe learning and work environment for staff and students.
- Develop a maintenance budget that will allow for new projects.

PERSONNEL

- Recruit new teachers by attending job fairs and through other proactive measures.
- Provide competitive benefits and salaries to maintain/sustain a high quality work force.
- Provide professional development opportunities for all staff.
- Provide the administrative personnel necessary to run the district and meet the requirements of the state.

STUDENT ACHIEVEMENT

- Maintain class sizes and student teacher ratios to best enhance student learning.
- Provide programs that optimize student learning based on latest research.
- Offer remediation and alternative options for all students.
- Increase extra-curricular opportunities for students.
- Develop an updated curriculum that integrates technology into student learning beginning at the elementary level.
- Provide a broad offering of classes for students at all levels to meet the variety of student interests.
- Provide on-line learning opportunities for students as appropriate.

TECHNOLOGY

- Invest in the district technology infrastructure in order to keep current with the technology needs of staff and students in 21st century schools.
- Maintain the budget necessary to keep our equipment on a 5-year replacement cycle.
- Employ personnel needed to plan and implement our technology plan for the future.

BANKS BRAVES

Strategic Plan

OUR MISSION

"To engage, challenge and prepare every student."

EMPOWERING Our Students

The Banks School District will empower students by providing:

- Equitable learning that supports their academic growth and achievement
- Enriching and challenging instruction
- Learning experiences connected with their interests, passions, and life skills
- A positive school culture

ENRICHING Our Facilities

The Banks School District Community will maintain and improve all facilities to provide:

- Innovative teaching, learning and working environments that enrich the student experience
- Safe and healthy environments
- Inclusive and accessible spaces
- A resource and source of pride for the community

ENERGIZING Our Team

The Banks School District will empower and support all staff members:

- To create positive and caring learning experiences
- By providing high quality professional development
- By providing the resources to be successful in their role
- To feel welcomed, engaged, and appreciated

ENGAGING Our Community

The Banks School District understands:

- Family support is essential to the school experience
- Ensures relationships through proactive communication
- Community groups' support is vital to the school experience of all students through work-based learning experiences and other collaborative partnerships

ALIGNING Our Resources

All Banks School District resources are:

- Responsibly and transparently maintained and maximized
- Clearly aligned to achieve the strategic plan goals

COMBINED STATEMENT OF RESOURCES AND REQUIREMENTS

For the Ensuing Fiscal Year Beginning July 1, 2026

RESOURCES	GENERAL FUND	SPECIAL REV FUNDS	DEBT SERVICE	CAPITAL PROJECTS	INTERNAL SERVICE	TOTAL
1000 LOCAL SOURCES	4,538,439.00	815,425.00	2,486,169.00	2,904,800.00	429,351.00	11,174,184.00
2000 INTERMEDIATE SOURCES	35,000.00	0.00	0.00	0.00	0.00	35,000.00
3000 STATE SOURCES	10,638,477.00	2,075,151.05	0.00	6,000,000.00	0.00	18,713,628.05
4000 FEDERAL SOURCES	0.00	720,806.64	0.00	0.00	0.00	720,806.64
5000 OTHER SOURCES	1,589,500.00	1,298,331.23	277,300.00	45,773,454.84	50,000.00	48,988,586.07
TOTAL	**16,801,416.00**	**4,909,713.92**	**2,763,469.00**	**54,678,254.84**	**479,351.00**	**79,632,204.76**

REQUIREMENTS	GENERAL FUND	SPEC REV FUNDS	DEBT SERVICES	CAPITAL PROJECTS	INTERNAL SERVICE	TOTAL
1000 INSTRUCTION	8,263,769.29	3,249,284.11	0.00	0.00	0.00	11,513,053.40
2000 SUPPORT SERVICES	6,580,346.71	904,629.81	0.00	0.00	0.00	7,484,976.52
3000 ENTERPRISE ACQ & CONSTR	0.00	646,500.00	0.00	0.00	0.00	646,500.00
4000 FACILITIES ACQ & CONSTR	0.00	0.00	0.00	42,064,251.00	0.00	42,064,251.00
5100 OTHER USES DEBT SERVICE	0.00	27,300.00	2,533,469.00	0.00	418,639.00	2,979,408.00
5200 OTHER USES TRANSFERS	611,300.00	0.00	0.00	0.00	0.00	611,300.00
6000 CONTINGENCY	500,000.00	0.00	0.00	0.00	0.00	500,000.00
7000 UNAPPR END FUND BALANCE	846,000.00	82,000.00	230,000.00	12,614,003.84	60,712.00	13,832,715.84
TOTAL	**16,801,416.00**	**4,909,713.92**	**2,763,469.00**	**54,678,254.84**	**479,351.00**	**79,632,204.76**

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AFFIDAVIT OF PUBLICATION

State of Oregon, County of Washington, ss
I, Deseri Cerruti, being first duly sworn, depose and say that I am the Principal Clerk of the **News Times**, a newspaper of general circulation, published in Washington County, Oregon, as defined by ORS 193.010 and 193.020, that

Owner: Banks School District
Description: Banks School District Notice of Budget Committee Meeting to be published in the News-Times on May 8, 2026.
Ad#: 385389

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):
05/08/2026

Deseri Cerruti (Principal Clerk)

Subscribed and sworn to before me this 05/08/2026

NOTARY PUBLIC FOR OREGON

OFFICIAL STAMP
BRENDAN WILEY SWOGGER
NOTARY PUBLIC - OREGON
COMMISSION NO. 1034879
MY COMMISSION EXPIRES MARCH 13, 2027

Acct #: 106017
Attn: Molly Herbst
BANKS SCHOOL DISTRICT/LEGALS!
12950 NW MAIN STREET
BANKS, OR 97106

EXHIBIT A

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Banks School District No 13, Washington County, State of Oregon, to discuss the budget for the fiscal year July 1, 2026 to June 30, 2027, will be held at 42350 NW Trellis Way, Banks, Oregon. The meeting will take place on the 14th of May, 2025 at 6:00 P.M and is also accessible virtually. The meeting link and information will be available on the website at www.banks.k12.or.us. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may provide comment and discuss the proposed programs with the Budget Committee. Comments will be subject to a three minute limit per community member. Written comment received by 4:00 PM on May 13, 2026 will be read during the public comment section of the meeting. For written comments, please provide the comment along with your name, phone number, and address to the District via email to businessmgr@banks.k12.or.us. A copy of the budget document may be inspected or obtained on or after 14th of May, 2026 at 42350 N.W. Trellis Way, Banks, Oregon, between the hours of 8:00 A.M. and 3:00 P.M. This is a public meeting where deliberation of the Budget Committee will take place. Any person may participate in the meeting and discuss the proposed programs with the Budget Committee.

Publish May 8, 2026 NT385389

Budget Committee Meeting, May 14th, 2026

A public meeting of the Budget Committee of the Banks School District No 13, Washington County, State of Oregon, to discuss the budget for the fiscal year July 1, 2026

READ MORE ▸

May 8, 2026

GENERAL FUND

GENERAL FUND RESOURCES

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
1111 CURRENT YEAR'S TAXES	3,738,435.73	3,851,251.66	3,967,872.00	4,239,731.00	4,239,731.00	0.00
1112 PRIOR YEAR'S TAXES	29,643.39	26,844.93	51,500.00	50,708.00	50,708.00	0.00
1190 INTEREST ON TAXES	8,686.06	9,282.39	9,000.00	9,000.00	9,000.00	0.00
1510 INTEREST	211,950.07	208,097.91	150,000.00	189,000.00	189,000.00	0.00
1910 RENTALS	13,078.50	21,062.24	16,000.00	25,000.00	25,000.00	0.00
1920 DONATION	3,156.50	154.50	0.00	0.00	0.00	0.00
1990 MISCELLANEOUS	23,102.65	7,670.90	25,000.00	25,000.00	25,000.00	0.00
2101 COUNTY SCHOOL FUNDS	17,882.54	31,150.77	35,000.00	35,000.00	35,000.00	0.00
2199 OTHER INTERMEDIATE	3,509.69	0.00	0.00	0.00	0.00	0.00
3101 STATE SCHOOL FUND	8,286,251.79	8,561,404.22	9,326,423.00	9,579,728.00	9,579,728.00	0.00
3103 COMMON SCHOOL FUND	134,233.14	152,766.44	159,874.00	159,874.00	159,874.00	0.00
3104 ST MANAGED CNTY TIMBER	917,371.57	873,037.24	750,000.00	750,000.00	750,000.00	0.00
3299 OTHER RESTRICTED GRANTS-IN-AID	249,587.62	106,804.63	98,875.00	148,875.00	148,875.00	0.00
5100 LEASE PROCEEDS	18,138.00	9,368.60	0.00	0.00	0.00	0.00
5400 BEGINNING FUND BALANCE	2,321,525.96	2,468,213.29	1,607,729.00	1,589,500.00	1,589,500.00	0.00
TOTAL GENERAL FUND RESOURCES	15,976,553.21	16,327,109.72	16,197,273.00	16,801,416.00	16,801,416.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1111

PROGRAM: Elementary Programs

1. Program Description

Learning experiences concerned with knowledge, skills, appreciation, attitudes and behavioral characteristics achieved during the primary school years.

2. Personnel Data

19.35 FTE Teachers, .99 FTE Instructional Assistants

3. Funding Source

State School Fund
Related services provided through NWRESD credits
Additional staff provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	1,670,594
200 Employee Benefits	1,138,039
300 Purchased Services	84,000
400 Supplies & Materials	32,500
500 Capital Outlay	0
600 Other Objects	500
TOTAL	2,925,633

Historical Data	2023-2024	2024 2025	2025-26 Budget
100	1,484,033	1,586,088	1,655,327
200	949,730	994,212	1,114,765
300	52,662	55,250	54,000
400	45,478	56,860	34,000
500	18,138	0	0
600	43,804	4,740	500
Total	2,593,845	2,697,150	2,858,592

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1111 ELEMENTARY							
111 LICENSED SALARIES	1,437,108.78	1,538,369.00	1,609,090.00	19.35	1,620,847.98	1,620,847.98	0.00
112 CLASSIFIED SALARIES	25,024.83	27,447.26	30,260.36	0.99	32,730.30	32,730.30	0.00
121 SUBSTITUTE CERTIFIED SALARIES	480.00	60.00	900.00		1,500.01	1,500.01	0.00
122 SUBSTITUTE CLASSIFIED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	3,450.36	1,827.04	2,145.00		8,999.97	8,999.97	0.00
190 INSURANCE WAIVER	17,969.28	18,384.60	12,932.02		6,516.00	6,516.00	0.00
211 PERS TIER 1,2	30,719.98	32,875.70	30,175.63		26,364.01	26,364.01	0.00
212 PERS PICK-UP	86,229.55	89,577.11	99,137.16		101,358.56	101,358.56	0.00
213 PERS UAL	147,985.44	159,899.97	166,715.50		198,130.28	198,130.28	0.00
214 PERS BOND	78,896.21	82,154.74	85,588.00		82,890.34	82,890.34	0.00
216 PERS OPSRP	112,949.09	121,310.52	195,840.72		144,415.33	144,415.33	0.00
220 SOCIAL SECURITY	112,762.06	120,291.69	125,327.65		125,597.75	125,597.75	0.00
231 WORKER'S COMPENSATION	8,140.97	8,658.84	9,027.34		10,983.55	10,983.55	0.00
232 UNEMPLOYMENT INSURANCE	11,821.51	11,769.38	8,391.43		11,117.43	11,117.43	0.00
240 CONTRACTUAL EMPL BENEFITS	360,224.86	367,673.94	394,561.32		437,181.78	437,181.78	0.00
310 INSTRUCTIONAL SERVICES	44,950.93	45,942.03	40,000.00		70,000.00	70,000.00	0.00
320 PROPERTY SERVICES	6,799.32	6,821.02	11,000.00		11,000.00	11,000.00	0.00
340 TRAVEL	312.76	1,174.00	500.00		500.00	500.00	0.00
380 NON INSTRUCTIONAL SERVICES	598.50	1,312.50	2,500.00		2,500.00	2,500.00	0.00
410 SUPPLIES AND MATERIALS	29,886.10	34,476.66	20,000.00		25,000.00	25,000.00	0.00
420 TEXTBOOKS	0.00	0.00	0.00		0.00	0.00	0.00
440 PERIODICALS	533.70	691.02	0.00		0.00	0.00	0.00
460 NON CONSUMABLES	4,359.52	4,395.05	4,000.00		2,000.00	2,000.00	0.00
470 COMPUTER SOFTWARE	10,699.02	9,915.90	5,000.00		5,500.00	5,500.00	0.00
480 COMPUTER HARDWARE	0.00	7,381.84	5,000.00		0.00	0.00	0.00
540 DEPRECIABLE EQUIPMENT	18,138.00	0.00	0.00		0.00	0.00	0.00
610 PRINCIPAL	42,460.00	4,649.37	0.00		0.00	0.00	0.00
620 INTEREST	1,228.00	90.63	0.00		0.00	0.00	0.00
640 DUES AND FEES	116.33	0.00	500.00		500.00	500.00	0.00
1111 ELEMENTARY	2,593,845.10	2,697,149.81	2,858,592.13	20.34	2,925,633.29	2,925,633.29	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1121

PROGRAM: Middle School Programs

1. Program Description

Learning experiences concerned with knowledge, skills, appreciation, attitudes and behavioral characteristics achieved during the middle school years.

2. Personnel Data

9.5 FTE Teachers

3. Funding Source

State School Fund
Related services provided through NWRESD credits
Additional staff provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	789,588
200 Employee Benefits	486,182
300 Purchased Services	75,500
400 Supplies & Materials	24,000
500 Capital Outlay	0
600 Other Objects	500
TOTAL	1,375,770

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	804,870	745,698	859,616
200	453,327	431,408	486,539
300	89,498	73,050	60,500
400	24,168	28,283	31,000
500	0	9,368	0
600	416	3,952	500
Total	1,372,280	1,291,759	1,438,155

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1121 MIDDLE SCHOOL PROGRAM							
111 LICENSED SALARIES	770,620.38	721,582.84	836,324.00	9.50	769,113.80	769,113.80	0.00
112 CLASSIFIED SALARIES	501.64	0.00	0.00		0.00	0.00	0.00
121 SUBSTITUTE CERTIFIED SALARIES	2,328.98	809.88	900.00		1,000.00	1,000.00	0.00
122 SUBSTITUTE CLASSIFIED SALARIES			0.00			0.00	0.00
130 ADDITIONAL SALARIES	4,077.04	1,711.04	3,239.00		6,442.37	6,442.37	0.00
190 INSURANCE WAIVER	27,342.24	21,594.24	19,153.05		13,032.00	13,032.00	0.00
211 PERS TIER 1,2	22,108.75	22,874.83	15,825.48		12,949.33	12,949.33	0.00
212 PERS PICK-UP	48,292.17	44,731.55	47,021.52		43,533.96	43,533.96	0.00
213 PERS UAL	81,211.63	75,222.16	79,074.48		89,110.71	89,110.71	0.00
214 PERS BOND	42,790.12	38,618.19	40,595.21		38,967.11	38,967.11	0.00
216 PERS OPSRP	57,459.19	51,389.54	92,760.35		64,338.19	64,338.19	0.00
220 SOCIAL SECURITY	61,134.92	57,548.21	59,210.72		60,938.34	60,938.34	0.00
231 WORKER'S COMPENSATION	4,395.15	4,044.69	4,278.46		5,154.39	5,154.39	0.00
232 UNEMPLOYMENT INSURANCE	6,374.84	5,723.02	4,069.95		4,995.81	4,995.81	0.00
240 CONTRACTUAL EMPL BENEFITS	129,560.41	131,255.65	143,703.23		166,194.45	166,194.45	0.00
310 INSTRUCTIONAL SERVICES	84,036.32	67,802.67	50,000.00		55,000.00	55,000.00	0.00
320 PROPERTY SERVICES	4,419.84	5,205.24	10,000.00		10,000.00	10,000.00	0.00
340 TRAVEL	475.00	42.00	500.00		500.00	500.00	0.00
370 TUITION	0.00	0.00	0.00		10,000.00	10,000.00	0.00
380 NON INSTRUCTIONAL SERVICES	566.58	0.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	15,178.92	15,744.73	15,000.00		13,000.00	13,000.00	0.00
420 TEXTBOOKS	390.30	0.00	0.00		0.00	0.00	0.00
460 NON CONSUMABLES	3,504.21	2,568.53	3,000.00		3,000.00	3,000.00	0.00
470 COMPUTER SOFTWARE	1,854.83	7,653.00	8,000.00		8,000.00	8,000.00	0.00
480 COMPUTER HARDWARE	3,240.00	2,316.75	5,000.00		0.00	0.00	0.00
540 DEPRECIABLE EQUIPMENT	0.00	9,368.00	0.00		0.00	0.00	0.00
640 DUES AND FEES	416.33	3,952.00	500.00		500.00	500.00	0.00
1121 MIDDLE SCHOOL PROGRAM	1,372,279.79	1,291,758.76	1,438,155.45	9.50	1,375,770.46	1,375,770.46	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1131

PROGRAM: High School Programs

1. Program Description

Learning experiences concerned with knowledge, skills, appreciation, attitudes and behavioral characteristics needed by all students as they achieve the requirements of graduation.

2. Personnel Data

12.5 FTE Teachers

3. Funding Source

State School Fund
Related services provided through NWRESD credits
Additional staff provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	1,068,587
200 Employee Benefits	609,170
300 Purchased Services	122,000
400 Supplies & Materials	43,000
500 Capital Outlay	0
600 Other Objects	5,000
TOTAL	1,847,757

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	1,128,414	1,084,593	1,079,044
200	662,457	570,730	641,263
300	54,159	89,956	70,500
400	50,057	52,758	50,000
500	14,506	0	0
600	2,288	7,131	8,500
Total	1,911,881	1,805,168	1,849,306

ACCOUNT NUMBER / TITLE	ACTUAL 2023-4	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1131 HIGH SCHOOL PROGRAMS							
111 LICENSED SALARIES	1,071,120.90	1,019,927.05	1,036,658.00	12.50	1,017,481.52	1,017,481.52	0.00
112 CLASSIFIED SALARIES	14,431.35	15,069.86	0.00	0.00	0.00	0.00	0.00
121 SUBSTITUTE CERTIFIED SALARIES	5,148.32	1,919.60	1,800.00		6,000.00	6,000.00	0.00
130 ADDITIONAL SALARIES	9,818.23	7,235.06	2,210.00		12,525.94	12,525.94	0.00
190 INSURANCE WAIVER	27,895.20	40,441.56	38,375.70		32,580.00	32,580.00	0.00
211 PERS TIER 1,2	52,273.54	39,342.05	43,096.19		26,512.68	26,512.68	0.00
212 PERS PICK-UP	62,325.78	59,777.61	64,502.08		60,822.61	60,822.61	0.00
213 PERS UAL	113,798.67	106,738.62	108,470.88		121,496.96	121,496.96	0.00
214 PERS BOND	59,975.98	54,797.53	55,686.55		53,157.24	53,157.24	0.00
216 PERS OPSRP	64,232.34	67,653.92	109,941.85		81,965.41	81,965.41	0.00
220 SOCIAL SECURITY	85,233.31	82,466.13	81,591.83		82,975.49	82,975.49	0.00
231 WORKER'S COMPENSATION	6,186.59	5,923.47	5,874.14		6,986.90	6,986.90	0.00
232 UNEMPLOYMENT INSURANCE	8,333.34	8,173.56	5,262.94		5,355.38	5,355.38	0.00
240 CONTRACTUAL EMPL BENEFITS	210,097.19	145,856.72	166,836.09		169,896.84	169,896.84	0.00
310 INSTRUCTIONAL SERVICES	45,403.33	81,660.23	50,000.00		90,000.00	90,000.00	0.00
320 PROPERTY SERVICES	2,982.83	4,611.98	5,000.00		6,500.00	6,500.00	0.00
340 TRAVEL	1,151.95	3,683.50	3,500.00		3,500.00	3,500.00	0.00
370 TUITION	3,890.00	0.00	10,000.00		20,000.00	20,000.00	0.00
380 NON INSTRUCTIONAL SERVICES	731.17	0.00	2,000.00		2,000.00	2,000.00	0.00
390 OTHER PROF/TECH SERV	60.00	0.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	39,107.50	42,992.09	36,000.00		34,000.00	34,000.00	0.00
420 TEXTBOOKS	0.00	337.26	0.00		0.00	0.00	0.00
460 NON CONSUMABLES	5,403.16	9,008.98	4,000.00		4,000.00	4,000.00	0.00
470 COMPUTER SOFTWARE	1,194.37	0.00	5,000.00		5,000.00	5,000.00	0.00
480 COMPUTER HARDWARE	4,351.75	419.50	5,000.00		0.00	0.00	0.00
540 DEPRECIABLE EQUIPMENT	14,506.00	0.00	0.00		0.00	0.00	0.00
640 DUES AND FEES	2,287.80	7,131.48	8,500.00		5,000.00	5,000.00	0.00
1131 HIGH SCHOOL PROGRAMS	1,911,940.60	1,805,167.76	1,849,306.25	12.50	1,847,756.97	1,847,756.97	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1220

PROGRAM: Restrictive Programs

1. Program Description

Programming to provide specially designed instruction to students with educational handicaps in more restrictive settings (greater than 1/2 time removal from general education placement).

2. Personnel Data

3 FTE Teachers, 6.09 FTE Instructional Assistants

3. Funding Source

State School Fund
Related services provided through NWRESD credits

It is expected that District need will exceed NWRESD available credits in coming years. This budget addresses that potential future need with additional appropriation amounts for services for Restrictive Programs.

PROPOSED 2026-2027	
100 Salaries	459,419
200 Employee Benefits	421,751
300 Purchased Services	213,000
400 Supplies & Materials	3,000
500 Capital Outlay	0
600 Other Objects	0
TOTAL	1,097,170

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	420,441	439,277	449,135
200	326,833	293,508	365,376
300	225,578	134,159	183,000
400	3,114	2,614	5,000
500	0	0	0
600	0	0	0
Total	975,966	869,557	1,002,510

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1220 RESTRICTIVE PROGRAMS							
111 LICENSED SALARIES	182,979.99	214,936.03	231,963.00	3.00	223,586.48	223,586.48	0.00
112 CLASSIFIED SALARIES	209,025.10	186,881.20	197,703.03	6.09	213,316.95	213,316.95	0.00
121 SUBSTITUTE CERTIFIED SALARIES	0.00	282.64	1,200.00		2,500.00	2,500.00	0.00
122 SUBSTITUTE CLASSIFIED SALARIES			0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	9,357.38	8,697.44	5,500.00		13,499.93	13,499.93	0.00
190 INSURANCE WAIVER	19,078.18	28,479.60	12,768.70		6,516.00	6,516.00	0.00
211 PERS TIER 1,2	780.80	23.36	0.00		0.00	0.00	0.00
212 PERS PICK-UP	24,604.50	24,873.49	25,089.33		28,774.93	28,774.93	0.00
213 PERS UAL	41,376.53	41,828.83	42,191.91		58,269.29	58,269.29	0.00
214 PERS BOND	21,783.17	21,474.14	21,660.38		25,178.57	25,178.57	0.00
216 PERS OPSRP	37,110.07	38,287.12	56,325.77		47,958.55	47,958.55	0.00
220 SOCIAL SECURITY	32,392.87	33,549.30	33,573.21		35,794.90	35,794.90	0.00
231 WORKER'S COMPENSATION	2,347.61	2,454.36	2,494.78		3,102.62	3,102.62	0.00
232 UNEMPLOYMENT INSURANCE	3,169.09	3,295.07	2,394.44		1,085.02	1,085.02	0.00
240 CONTRACTUAL EMPL BENEFITS	163,268.66	127,722.33	181,645.69		221,586.65	221,586.65	0.00
310 INSTRUCTIONAL SERVICES	48,117.46	20,404.01	20,000.00		20,000.00	20,000.00	0.00
319 OTHER INSTRUCTIONAL SERVICES	20,732.99	16,132.01	25,500.00		25,500.00	25,500.00	0.00
340 TRAVEL	4,381.50	1,386.54	2,500.00		2,500.00	2,500.00	0.00
370 TUITION	152,102.00	96,236.00	135,000.00		165,000.00	165,000.00	0.00
380 NON INSTRUCTIONAL SERVICES	244.00	0.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	2,699.92	2,346.89	5,000.00		3,000.00	3,000.00	0.00
460 NON CONSUMABLES	0.00	0.00	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	413.99	267.11	0.00		0.00	0.00	0.00
1220 RESTRICTIVE PROGRAMS	975,965.81	869,557.47	1,002,510.24	9.09	1,097,169.89	1,097,169.89	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1250

PROGRAM: Programs For Students With Disabilities

1. Program Description

Programming to provide specially designed instruction to students with educational handicaps in less restrictive settings. Students spend more than 1/2 time in general education placements.

2. Personnel Data

2 FTE Teachers, 7.12 FTE Instructional Assistants

3. Funding Source

State School Fund
Related services provided through NWRESD credits
Additional staff provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	479,594
200 Employee Benefits	365,894
300 Purchased Services	25,000
400 Supplies & Materials	6,500
500 Capital Outlay	0
600 Other Objects	0
TOTAL	876,988

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	463,770	507,035	548,663
200	350,049	373,843	445,553
300	21,174	31,496	24,000
400	2,199	3,107	7,500
500	0	1,656	0
600	0	0	0
Total	837,192	917,137	1,025,717

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1250 PROGRAMS FOR STUDENTS WITH DISABILITIES							
111 LICENSED SALARIES	246,254.26	269,796.37	273,523.00	2.00	168,173.20	168,173.20	0.00
112 CLASSIFIED SALARIES	189,694.81	206,069.34	255,171.76	7.12	282,539.06	282,539.06	0.00
121 SUBSTITUTE CERTIFIED SALARIES	780.00	530.00	1,200.00		1,500.00	1,500.00	0.00
122 SUBSTITUTE CLASSIFIED SALARIES	0.00	888.80	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	7,097.57	8,365.04	6,000.00		14,350.04	14,350.04	0.00
190 INSURANCE WAIVER	19,943.31	21,385.59	12,768.70		13,032.00	13,032.00	0.00
211 PERS TIER 1,2	40,477.07	38,526.98	55,204.44		30,010.40	30,010.40	0.00
212 PERS PICK-UP	24,980.26	28,113.57	28,727.00		23,238.35	23,238.35	0.00
213 PERS UAL	44,048.76	49,744.47	50,954.11		50,254.43	50,254.43	0.00
214 PERS BOND	23,222.06	25,537.71	26,159.01		21,822.62	21,822.62	0.00
216 PERS OPSRP	12,874.33	16,084.75	23,362.22		18,658.78	18,658.78	0.00
220 SOCIAL SECURITY	35,471.26	38,052.37	39,410.40		30,857.10	30,857.10	0.00
231 WORKER'S COMPENSATION	2,621.89	2,781.36	2,906.79		2,695.19	2,695.19	0.00
232 UNEMPLOYMENT INSURANCE	3,558.87	3,562.70	2,775.80		2,504.23	2,504.23	0.00
240 CONTRACTUAL EMPL BENEFITS	162,794.58	171,438.71	216,053.45		185,853.03	185,853.03	0.00
310 INSTRUCTIONAL SERVICES	19,680.73	29,707.89	20,000.00		20,000.00	20,000.00	0.00
320 PROPERTY SERVICES	1,493.05	1,787.98	3,500.00		4,500.00	4,500.00	0.00
340 TRAVEL	0.00	0.00	500.00		500.00	500.00	0.00
410 SUPPLIES AND MATERIALS	1,828.84	2,857.22	5,000.00		5,000.00	5,000.00	0.00
460 NON CONSUMABLES	369.99	0.00	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	0.00	249.99	2,500.00		1,500.00	1,500.00	0.00
640 DUES AND FEES	0.00	1,656.00	0.00		0.00	0.00	0.00
1250 PROGRAMS FOR STUDENTS WITH DISABILITIES	837,191.64	917,136.84	1,025,716.68	9.12	876,988.43	876,988.43	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1291

PROGRAM: English Second Language Learners

1. Program Description

Program to provide English language development instruction to students whose primary language is other than English.

2. Personnel Data

1.0 FTE Teacher

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	96,155
200 Employee Benefits	41,096
300 Purchased Services	2,600
400 Supplies & Materials	600
500 Capital Outlay	0
600 Other Objects	0
TOTAL	140,450

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	71,899	77,653	83,427
200	51,303	53,905	60,507
300	1,402	2,061	2,600
400	0	31	600
500	0	0	0
600	0	0	0
Total	124,604	133,649	147,134

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1291 ENGLISH SECOND LANGUAGE PROGRAMS							
111 LICENSED SALARIES	71,899.00	77,653.00	83,427.00	1.00	89,638.64	89,638.64	0.00
130 ADDITIONAL SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
190 INSURANCE WAIVER	0.00	0.00	0.00		6,516.00	6,516.00	0.00
211 PERS TIER 1,2	8,685.36	9,380.52	13,890.60		11,742.71	11,742.71	0.00
212 PERS PICK-UP	4,313.91	4,659.13	5,005.68		5,378.16	5,378.16	0.00
213 PERS UAL	7,254.60	7,835.17	8,417.76		10,891.19	10,891.19	0.00
214 PERS BOND	3,822.65	4,022.40	4,321.56		4,706.03	4,706.03	0.00
220 SOCIAL SECURITY	5,386.18	5,796.48	6,238.08		6,857.40	6,857.40	0.00
231 WORKER'S COMPENSATION	393.10	422.69	454.80		570.08	570.08	0.00
232 UNEMPLOYMENT INSURANCE	569.68	469.64	407.76		412.20	412.20	0.00
240 CONTRACTUAL EMPL BENEFITS	20,877.27	21,318.60	21,770.40		537.84	537.84	0.00
310 INSTRUCTIONAL SERVICES	1,238.97	2,060.70	2,500.00		2,500.00	2,500.00	0.00
340 TRAVEL	163.48	0.00	100.00		100.00	100.00	0.00
410 SUPPLIES AND MATERIALS	0.00	30.53	600.00		600.00	600.00	0.00
1291 ENGLISH SECOND LANGUAGE	124,604.20	133,648.86	147,133.64	1.00	140,450.25	140,450.25	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 1400

PROGRAM: Summer School Program

1. Program Description

Program to provide summer school opportunities.
This program is funded through a grant and is no longer supported by General Fund expenditures.

2. Personnel Data

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	0
400 Supplies & Materials	0
500 Capital Outlay	0
600 Other Objects	0
TOTAL	0

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	477	509	0
200	186	213	0
300	0	0	0
400	0	0	0
500	0	0	0
600	0	0	0
Total	664	722	0

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 1400 SUMMER SCHOOL PROGRAMS							
130 ADDITIONAL SALARIES	477.46	508.80	0.00		0.00	0.00	0.00
200 BENEFITSS	186.19	212.82	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	0.00	0.00	0.00		0.00	0.00	0.00
460 NON CONSUMABLES	0.00	0.00	0.00		0.00	0.00	0.00
1400 SUMMER SCHOOL	663.65	721.62	0.00		0.00	0.00	0.00

PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2120

PROGRAM: Counseling Service

1. Program Description

Activities of counseling students and parents, assisting students in personal and social development, assessing abilities of students, assisting students in making educational and career plans, and providing referral assistance.

2. Personnel Data

1.20 FTE Counselors

3. Funding Source

State School Fund
Additional staff provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	154,136
200 Employee Benefits	77,361
300 Purchased Services	500
400 Supplies & Materials	1,500
500 Capital Outlay	0
600 Other Objects	500
TOTAL	233,997

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	82,205	99,300	106,594
200	53,847	65,189	72,699
300	0	0	500
400	1,364	83	1,500
500	0	0	0
600	0	0	500
Total	137,415	164,572	181,793

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2120 COUNSELING SERVICE							
111 LICENSED SALARIES	79,307.00	96,178.76	103,472.04	1.20	150,531.67	150,531.67	0.00
130 ADDITIONAL SALARIES	2,891.42	3,121.51	3,121.51		3,603.90	3,603.90	0.00
190 INSURANCE WAIVER	6.10	0.00	0.00			0.00	0.00
212 PERS PICK-UP	4,932.34	5,958.09	6,395.51		6,894.72	6,894.72	0.00
213 PERS UAL	8,294.41	10,019.50	10,755.23		13,961.98	13,961.98	0.00
214 PERS BOND	4,370.55	5,143.79	5,521.55		6,032.88	6,032.88	0.00
216 PERS OPSRP	7,595.63	9,175.42	14,358.11		11,491.32	11,491.32	0.00
220 SOCIAL SECURITY	6,256.97	7,564.90	8,122.66		8,713.41	8,713.41	0.00
231 WORKER'S COMPENSATION	450.63	542.26	582.44		732.93	732.93	0.00
232 UNEMPLOYMENT INSURANCE	628.88	747.11	530.99		542.33	542.33	0.00
240 CONTRACTUAL EMPL BENEFITS	21,317.37	26,037.89	26,432.77		28,991.68	28,991.68	0.00
340 TRAVEL	0.00	0.00	500.00		500.00	500.00	0.00
410 SUPPLIES AND MATERIALS	1,363.76	82.75	1,500.00		1,500.00	1,500.00	0.00
640 DUES AND FEES	0.00		500.00		500.00	500.00	0.00
2120 COUNSELING SERVICE	137,415.06	164,571.98	181,792.81	1.20	233,996.82	233,996.82	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2130

PROGRAM: Health Services

1. Program Description

Programming that provides students with appropriate medical, dental, and nursing services

2. Personnel Data

3. Funding Source

State School Fund
Related services provided through NWRESD credits

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	0
400 Supplies & Materials	2,500
500 Capital Outlay	0
600 Other Objects	0
TOTAL	2,500

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	0	0	0
400	608	705	2,500
500	0	0	0
600	0	0	0
Total	608	705	2,500

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2130 HEALTH SERVICES							
111 LICENSED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
190 INSURANCE WAIVER	0.00	0.00	0.00		0.00	0.00	0.00
212 PERS PICK-UP	0.00	0.00	0.00		0.00	0.00	0.00
213 PERS UAL	0.00	0.00	0.00		0.00	0.00	0.00
214 PERS BOND	0.00	0.00	0.00		0.00	0.00	0.00
216 PERS OPSRP	0.00	0.00	0.00		0.00	0.00	0.00
220 SOCIAL SECURITY	0.00	0.00	0.00		0.00	0.00	0.00
231 WORKER'S COMPENSATION	0.00	0.00	0.00		0.00	0.00	0.00
232 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00		0.00	0.00	0.00
340 TRAVEL	0.00	0.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	608.14	704.70	2,500.00		2,500.00	2,500.00	0.00
460 NON CONSUMABLES	0.00	0.00	0.00		0.00	0.00	0.00
2130 HEALTH SERVICES	608.14	704.70	2,500.00		2,500.00	2,500.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2150

PROGRAM: Speech Pathology and Audiology Services

1. Program Description

Specifically designed instruction for the remediation of speech, language, fluency, voice and hearing disorders. Includes diagnostic evaluation and consulting services.

2. Personnel Data

1.0 FTE Speech Pathologist

3. Funding Source

State School Fund
Related services provided through NWRESD credits

PROPOSED 2026-2027	
100 Salaries	106,866
200 Employee Benefits	45,722
300 Purchased Services	1,000
400 Supplies & Materials	0
500 Capital Outlay	0
600 Other Objects	0
TOTAL	153,587

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	95,249	96,652	102,932
200	38,330	39,202	45,323
300	822	1,217	1,000
400	0	0	0
500	0	0	0
600	0	0	0
Total	134,401	137,071	149,255

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2150 SPEECH PATHOLOGY AND AUDIOLOGY SERVICES							
111 LICENSED SALARIES	87,000.48	88,536.00	95,048.00	1.00	98,849.92	98,849.92	0.00
130 ADDITIONAL SALARIES	2,112.11	1,857.00	1,500.00		1,500.00	1,500.00	0.00
190 INSURANCE WAIVER	6,136.44	6,259.20	6,384.35		6,516.00	6,516.00	0.00
212 PERS PICK-UP	5,714.92	5,825.93	6,175.92		6,411.96	6,411.96	0.00
213 PERS UAL	9,610.64	9,797.21	10,385.87		12,984.24	12,984.24	0.00
214 PERS BOND	5,064.12	5,029.68	5,331.84		5,610.48	5,610.48	0.00
216 PERS OPSRP	8,800.99	8,971.83	13,865.03		10,686.60	10,686.60	0.00
220 SOCIAL SECURITY	7,286.50	7,428.01	7,874.39		8,175.24	8,175.24	0.00
231 WORKER'S COMPENSATION	513.14	524.47	557.52		678.33	678.33	0.00
232 UNEMPLOYMENT INSURANCE	768.16	1,042.24	514.68		533.56	533.56	0.00
240 CONTRACTUAL EMPL BENEFITS	571.52	582.61	617.64		641.16	641.16	0.00
310 INSTRUCTIONAL SERVICES	821.73	1,216.64	1,000.00		1,000.00	1,000.00	0.00
2150 SPEECH PATHOLOGY AND AUDIOLOGY	134,400.75	137,070.82	149,255.24	1.00	153,587.49	153,587.49	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2190

PROGRAM: Service Direction, Student Support Services

1. Program Description

Direction and management of student support services (Special Education, ESL, Title IA, TAG, McKinney-Vento, Title X and Section 504).

2. Personnel Data

1.5 FTE Administrator, 1 FTE Secretary

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	249,305
200 Employee Benefits	166,984
300 Purchased Services	5,000
400 Supplies & Materials	3,500
500 Capital Outlay	0
600 Other Objects	1,000
TOTAL	425,789

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	220,672	230,065	239,633
200	146,402	151,953	167,272
300	3,160	8,475	7,500
400	4,788	2,167	3,500
500	0	0	0
600	968	695	1,000
Total	375,990	393,356	418,905

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2190 SRV DIR-STUDENT SUPPORT SERVICES							
112 CLASSIFIED SALARIES	44,200.00	46,410.00	48,955.92	1.00	51,165.92	51,165.92	0.00
113 ADMINISTRATORS SALARIES	175,777.88	183,502.26	190,677.35	1.50	198,139.45	198,139.45	0.00
130 ADDITIONAL SALARIES	689.89	153.13	0.00		0.00	0.00	0.00
190 INSURANCE WAIVER	4.21	0.00	0.00		0.00	0.00	0.00
211 PERS TIER 1,2	15,155.68	15,829.06	22,660.78		18,527.99	18,527.99	0.00
212 PERS PICK-UP	13,240.31	13,829.76	14,377.92		14,958.24	14,958.24	0.00
213 PERS UAL	22,265.82	23,258.59	24,179.02		30,290.62	30,290.62	0.00
214 PERS BOND	11,642.78	11,940.43	12,413.03		13,088.50	13,088.50	0.00
216 PERS OPSRP	8,797.50	9,191.55	13,945.79		10,787.03	10,787.03	0.00
220 SOCIAL SECURITY	16,776.17	17,383.94	18,070.56		18,791.51	18,791.51	0.00
231 WORKER'S COMPENSATION	1,205.21	1,254.08	1,306.35		1,588.95	1,588.95	0.00
232 UNEMPLOYMENT INSURANCE	1,039.08	1,561.24	1,381.04		1,306.96	1,306.96	0.00
240 CONTRACTUAL EMPL BENEFITS	56,279.15	57,704.40	58,937.40		57,644.16	57,644.16	0.00
318 PROFESSIONAL AND IMPROVEMENT	0.00	5,734.43	2,500.00		2,500.00	2,500.00	0.00
340 TRAVEL	3,160.25	2,740.95	5,000.00		2,500.00	2,500.00	0.00
410 SUPPLIES AND MATERIALS	3,025.04	2,167.16	3,500.00		3,500.00	3,500.00	0.00
460 NON CONSUMABLES	388.23	0.00	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	1,375.00	0.00	0.00		0.00	0.00	0.00
640 DUES AND FEES	967.50	695.00	1,000.00		1,000.00	1,000.00	0.00
2190 SRV DIR-STUDENT SUPPORT SERVICES	375,989.70	393,355.98	418,905.16	2.50	425,789.33	425,789.33	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2210

PROGRAM: Improvement of Instruction Services

1. Program Description

Activities designed primarily for assisting instructional staff in planning, developing, and evaluating the process of providing learning experience for students.

2. Personnel Data

.10 FTE Administrator

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	18,998
200 Employee Benefits	8,986
300 Purchased Services	35,000
400 Supplies & Materials	0
500 Capital Outlay	0
600 Other Objects	0
TOTAL	62,984

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	16,468	16,916	17,593
200	6,433	6,675	7,746
300	0	0	35,000
400	0	0	0
500	0	0	0
600	0	0	0
Total	22,901	23,591	60,338

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2210 IMPROVEMENT OF INSTRUCTION SERVICES							
113 ADMINISTRATORS SALARIES	16,467.95	16,916.28	17,592.84	0.10	18,997.68	18,997.68	0.00
190 INSURANCE WAIVER	0.00	0.00	0.00		0.00	0.00	0.00
211 PERS TIER 1,2	0.00		0.00			0.00	0.00
212 PERS PICK-UP	988.09	1,014.96	1,055.52		1,139.83	1,139.83	0.00
213 PERS UAL	1,661.59	1,706.88	1,775.16		2,308.18	2,308.18	0.00
214 PERS BOND	868.35	876.24	911.28		997.40	997.40	0.00
216 PERS OPSRP	1,521.69	1,563.12	2,369.76		1,899.75	1,899.75	0.00
220 SOCIAL SECURITY	1,147.79	1,175.61	1,345.92		1,453.30	1,453.30	0.00
231 WORKER'S COMPENSATION	88.74	90.86	94.45		119.89	119.89	0.00
232 UNEMPLOYMENT INSURANCE	74.52	157.44	87.96		73.78	73.78	0.00
240 CONTRACTUAL EMPL BENEFITS	82.58	90.05	105.60		993.71	993.71	0.00
390 OTHER PROF/TECH SERV	0.00	0.00	35,000.00		35,000.00	35,000.00	0.00
2210 IMPROVEMENT OF INSTRUCTION SERVICES	22,901.30	23,591.44	60,338.49	0.10	62,983.52	62,983.52	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2220

PROGRAM: Educational Media Services

1. Program Description

Activities related to the library/media center such as selecting, acquiring, preparing, cataloging, circulating print and non-print materials to students and staff. Assisting students in the use of media center materials and equipment.

2. Personnel Data

2.16 FTE Media Aides

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	90,355
200 Employee Benefits	93,406
300 Purchased Services	5,000
400 Supplies & Materials	5,000
500 Capital Outlay	0
600 Other Objects	0
TOTAL	193,761

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	69,010	79,262	84,151
200	55,676	62,542	68,541
300	3,583	4,451	2,750
400	642	925	4,500
500	0	0	0
600	0	0	0
Total	128,912	147,181	159,942

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2220 EDUCATIONAL MEDIA							
112 CLASSIFIED SALARIES	61,147.35	71,782.67	77,766.62	2.16	83,554.68	83,554.68	0.00
122 SUBSTITUTE CLASSIFIED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	1,725.96	1,220.53	0.00		6,800.00	6,800.00	0.00
190 INSURANCE WAIVER	6,136.44	6,259.20	6,384.35		0.00	0.00	0.00
211 PERS TIER 1,2	75.66	0.00	0.00		0.00	0.00	0.00
212 PERS PICK-UP	4,140.64	4,755.79	5,049.07		5,421.25	5,421.25	0.00
213 PERS UAL	6,963.07	7,997.59	8,490.85		10,978.09	10,978.09	0.00
214 PERS BOND	3,671.25	4,105.81	4,359.07		4,743.59	4,743.59	0.00
216 PERS OPSRP	6,318.60	7,323.85	11,335.16		9,035.48	9,035.48	0.00
220 SOCIAL SECURITY	5,186.76	5,861.75	6,226.39		6,690.68	6,690.68	0.00
231 WORKER'S COMPENSATION	393.18	446.42	475.19		590.30	590.30	0.00
232 UNEMPLOYMENT INSURANCE	503.01	503.93	406.96		509.32	509.32	0.00
240 CONTRACTUAL EMPL BENEFITS	28,424.24	31,547.33	32,198.52		55,437.15	55,437.15	0.00
310 INSTRUCTIONAL SERVICES	1,147.89	2,071.50	2,750.00		2,500.00	2,500.00	0.00
324 RENTALS	2,156.28	2,181.44	0.00		2,500.00	2,500.00	0.00
340 TRAVEL	279.00	198.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	108.00	0.00	1,000.00		1,500.00	1,500.00	0.00
430 LIBRARY BOOKS	534.32	925.16	3,000.00		3,000.00	3,000.00	0.00
470 COMPUTER SOFTWARE	0.00	0.00	500.00		500.00	500.00	0.00
2220 EDUCATIONAL MEDIA	128,911.65	147,180.97	159,942.18	2.16	193,760.54	193,760.54	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2240

PROGRAM: Instructional Staff Development

1. Program Description

Activities specifically designed for instructional staff to improve teacher performance.

2. Personnel Data

3. Funding Source

State School Fund
Additional funding provided through Special Revenue Funds

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	22,000
400 Supplies & Materials	0
500 Capital Outlay	0
600 Other Objects	0
TOTAL	22,000

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	849	102	0
200	3,303	6,841	0
300	2,660	7,562	22,000
400	1,874	0	0
500	0	0	0
600	0	0	0
Total	8,686	14,504	22,000

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2240 INSTRUCTIONAL STAFF DEVELOPMENT							
111 LICENSED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
112 CLASSIFIED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
121 SUBSTITUTE CERTIFIED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	848.87	101.60	0.00		0.00	0.00	0.00
211 PERS TIER 1,2	0.00	0.00	0.00		0.00	0.00	0.00
212 PERS PICK-UP	10.02	6.10	0.00		0.00	0.00	0.00
213 PERS UAL	16.84	10.26	0.00		0.00	0.00	0.00
214 PERS BOND	8.94	5.27	0.00		0.00	0.00	0.00
216 PERS OPSRP	15.42	9.39	0.00		0.00	0.00	0.00
220 SOCIAL SECURITY	12.42	7.77	0.00		0.00	0.00	0.00
231 WORKER'S COMPENSATION	0.97	0.59	0.00		0.00	0.00	0.00
232 UNEMPLOYMENT INSURANCE	0.49	2.54	0.00		0.00	0.00	0.00
240 CONTRACTUAL EMPL BENEFITS	3,237.97	6,798.61	0.00		0.00	0.00	0.00
310 INSTRUCTIONAL SERVICES	385.14	188.56	10,000.00		10,000.00	10,000.00	0.00
340 TRAVEL	1,300.03	7,182.68	9,000.00		9,000.00	9,000.00	0.00
380 NON INSTRUCTIONAL SERVICES	975.23	190.97	3,000.00		3,000.00	3,000.00	0.00
410 SUPPLIES AND MATERIALS	1,174.56	0.00	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	699.00	0.00	0.00		0.00	0.00	0.00
2240 INSTRUCTIONAL STAFF DEVELOPMENT	8,685.90	14,504.34	22,000.00		22,000.00	22,000.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2310

PROGRAM: Board of Education

1. Program Description

Activities of the elected Board members for educational planning and policymaking.

2. Personnel Data

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	66,900
400 Supplies & Materials	1,500
500 Capital Outlay	0
600 Other Objects	6,500
TOTAL	74,900

Historical Data	2023--2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	39,655	62,282	64,500
400	4,811	4,408	1,500
500	0	0	0
600	2,503	2,503	4,000
Total	46,969	69,193	70,000

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2310 BOARD OF EDUCATION							
340 TRAVEL	0.00	0.00	3,000.00		3,000.00	3,000.00	0.00
350 COMMUNICATION	2,145.69	0.00	1,000.00		1,000.00	1,000.00	0.00
381 AUDIT SERVICES	32,000.00	53,700.00	37,000.00		39,400.00	39,400.00	0.00
382 LEGAL SERVICES	3,191.22	6,289.12	20,000.00		20,000.00	20,000.00	0.00
388 ELECTION SERVICES	1,458.41	1,382.69	500.00		500.00	500.00	0.00
389 OTHER NON INSTRUCTIONAL SERVICES	860.00	910.00	3,000.00		3,000.00	3,000.00	0.00
410 SUPPLIES AND MATERIALS	2,060.56	1,408.46	1,500.00		1,500.00	1,500.00	0.00
460 NON CONSUMABLES	0.00	0.00	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	2,750.00	3,000.00	0.00		0.00	0.00	0.00
640 DUES AND FEES	2,503.00	2,503.00	4,000.00		6,500.00	6,500.00	0.00
2310 BOARD OF EDUCATION	46,968.88	69,193.27	70,000.00		74,900.00	74,900.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2321

PROGRAM: Office of Superintendent

1. Program Description

Activities performed by the superintendent in the general direction and management of all affairs of the district.

2. Personnel Data

.8 FTE Superintendent, 1.0 FTE Administrative Assistant

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	271,215
200 Employee Benefits	144,737
300 Purchased Services	10,500
400 Supplies & Materials	14,000
500 Capital Outlay	0
600 Other Objects	1,500
TOTAL	441,952

Historical Data	2023--224	2024-2025	2025-26 Budget
100	234,640	262,702	246,155
200	95,522	129,781	137,326
300	8,222	15,065	10,500
400	8,753	7,635	14,000
500	0	0	0
600	658	2,295	1,500
Total	347,796	417,477	409,481

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2321 OFFICE OF SUPERINTENDENT							
112 CLASSIFIED SALARIES	73,830.00	77,090.25	80,118.66	1.00	83,268.21	83,268.21	0.00
113 ADMINISTRATORS SALARIES	143,316.71	144,929.96	153,393.21	0.80	161,581.21	161,581.21	0.00
130 ADDITIONAL SALARIES	2,218.49	22,045.69	0.00		13,333.55	13,333.55	0.00
190 INSURANCE WAIVER	15,275.10	18,635.72	12,642.70		13,032.00	13,032.00	0.00
211 PERS TIER 1,2	31.11	257.02	0.00		0.00	0.00	0.00
212 PERS PICK-UP	14,078.38	15,733.58	14,769.35		16,272.98	16,272.98	0.00
213 PERS UAL	23,675.19	26,506.57	24,836.87		32,952.65	32,952.65	0.00
214 PERS BOND	12,370.63	13,607.97	12,750.94		14,238.69	14,238.69	0.00
216 PERS OPSRP	21,656.83	24,076.90	32,156.95		27,121.62	27,121.62	0.00
220 SOCIAL SECURITY	16,884.34	18,988.54	18,830.74		20,707.00	20,707.00	0.00
231 WORKER'S COMPENSATION	1,275.39	1,421.70	1,334.58		1,724.31	1,724.31	0.00
232 UNEMPLOYMENT INSURANCE	1,037.58	3,127.92	1,430.72		1,338.28	1,338.28	0.00
240 CONTRACTUAL EMPL BENEFITS	4,512.15	26,060.78	31,216.08		30,381.18	30,381.18	0.00
318 PROF & IMPORVEMENT	0.00	2,400.00	0.00		0.00	0.00	0.00
320 PROPERTY SERVICES	0.00	0.00	0.00		0.00	0.00	0.00
340 TRAVEL	7,422.12	11,164.91	10,000.00		10,000.00	10,000.00	0.00
354 ADVERTISING	450.00	659.76	0.00		0.00	0.00	0.00
389 OTHER NON-PROF/TECH SERV	350.00	0.00	0.00		0.00	0.00	0.00
390 OTHER PROF/TECH SERV	0.00	840.00	500.00		500.00	500.00	0.00
410 SUPPLIES AND MATERIALS	4,896.83	3,609.94	9,000.00		9,000.00	9,000.00	0.00
460 NON CONSUMABLES	0.00	0.00	1,000.00		1,000.00	1,000.00	0.00
470 COMPUTER SOFTWARE	3,856.49	4,025.00	4,000.00		4,000.00	4,000.00	0.00
640 DUES & FEES	658.20	2,295.00	1,500.00		1,500.00	1,500.00	0.00
2321 OFFICE OF SUPERINTENDENT	347,795.54	417,477.21	409,480.80	1.80	441,951.68	441,951.68	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2410

PROGRAM: Office of Principals

1. Program Description

Activities concerned with directing and managing the operation of a school.

2. Personnel Data

3.0 FTE Principals, 2.5 FTE Assistant Principals,
5.16 FTE Secretaries

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	990,945
200 Employee Benefits	609,940
300 Purchased Services	8,250
400 Supplies & Materials	3,800
500 Capital Outlay	0
600 Other Objects	5,500
TOTAL	1,618,435

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	741,793	785,779	932,656
200	462,552	520,404	631,780
300	9,181	5,866	7,750
400	582	261	1,050
500	0	0	0
600	4,702	4,833	5,500
Total	1,218,809	1,317,144	1,578,736

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2410 OFFICE OF PRINCIPALS							
112 CLASSIFIED SALARIES	198,925.17	207,530.70	230,550.34	5.16	247,733.92	247,733.92	0.00
113 ADMINISTRATORS SALARIES	526,410.17	561,513.26	694,730.23	5.50	721,912.85	721,912.85	0.00
121 SUBSTITUTE CERTIFIED SALARIES	0.00	0.00	0.00		0.00	0.00	0.00
122 SUBSTITUTE CLASSIFIED SALARIES	0.00	11.01	0.00		0.00	0.00	0.00
130 ADDITIONAL SALARIES	3,066.55	3,235.28	0.00		1,750.00	1,750.00	0.00
190 INSURANCE WAIVER	13,391.50	13,489.11	7,375.52		19,548.00	19,548.00	0.00
211 PERS TIER 1,2	52,760.93	50,654.13	72,486.34		60,221.33	60,221.33	0.00
212 PERS PICK-UP	44,507.44	51,965.30	55,959.59		59,756.85	59,756.85	0.00
213 PERS UAL	74,846.99	87,388.10	94,105.02		120,879.92	120,879.92	0.00
214 PERS BOND	39,171.17	44,863.33	48,311.49		52,287.23	52,287.23	0.00
216 PERS OPSRP	28,184.86	41,281.14	65,986.70		53,624.02	53,624.02	0.00
220 SOCIAL SECURITY	55,530.92	64,657.46	69,723.88		74,663.39	74,663.39	0.00
231 WORKER'S COMPENSATION	4,072.96	4,731.52	5,100.61		6,364.68	6,364.68	0.00
232 UNEMPLOYMENT INSURANCE	3,586.91	7,615.76	4,757.09		4,220.18	4,220.18	0.00
240 CONTRACTUAL EMPL BENEFITS	159,889.52	167,247.72	215,349.22		177,922.34	177,922.34	0.00
310 INSTRUCTIONAL SERVICES	9,100.15	5,866.13	3,250.00		3,250.00	3,250.00	0.00
318 PROFESSIONAL AND IMPROVEMENT	0.00	0.00	2,500.00		3,000.00	3,000.00	0.00
340 TRAVEL	80.40	0.00	2,000.00		2,000.00	2,000.00	0.00
410 SUPPLIES AND MATERIALS	0.00	260.80	1,050.00		3,800.00	3,800.00	0.00
460 NON CONSUMABLES	581.69	0.00	0.00		0.00	0.00	0.00
640 DUES AND FEES	4,701.50	4,833.00	5,500.00		5,500.00	5,500.00	0.00
2410 OFFICE OF PRINCIPALS	1,218,808.83	1,317,143.75	1,578,736.03	10.66	1,618,434.71	1,618,434.71	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2510

PROGRAM: Direction of Business Support

1. Program Description

Activities of directing and managing the business support services.

2. Personnel Data

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	52,500
400 Supplies & Materials	2,000
500 Capital Outlay	0
600 Other Objects	209,500
TOTAL	264,000

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	40,393	36,638	48,750
400	532	1,144	2,000
500	0	0	0
600	135,460	156,622	179,500
Total	176,385	194,404	230,250

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2510 DIRECTION OF BUSINESS SUPPORT							
320 PROPERTY SERVICES	5,960.39	4,121.05	6,500.00		8,000.00	8,000.00	0.00
340 TRAVEL	0.00		250.00		2,500.00	2,500.00	0.00
350 COMMUNICATION	26,086.41	24,030.26	31,000.00		31,000.00	31,000.00	0.00
353 POSTAGE	8,346.29	8,487.15	11,000.00		11,000.00	11,000.00	0.00
410 SUPPLIES AND MATERIALS	532.07	1,143.92	2,000.00		2,000.00	2,000.00	0.00
540 DEPRECIABLE EQUIPMENT	0.00		0.00		0.00	0.00	0.00
610 PRINCIPAL	0.00	2,333.61	0.00		0.00	0.00	0.00
620 INTEREST	0.00	54.39	0.00		0.00	0.00	0.00
640 DUES AND FEES	1,323.95	1,323.95	1,500.00		3,500.00	3,500.00	0.00
652 FIDELITY BOND PREMIUM	525.00	525.00	1,000.00		1,000.00	1,000.00	0.00
653 INSURANCE PREMIUMS	133,610.60	152,385.10	177,000.00		205,000.00	205,000.00	0.00
2510 DIRECTION OF BUSINESS SUPPORT	176,384.71	194,404.43	230,250.00		264,000.00	264,000.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2520

PROGRAM: Fiscal Services

1. Program Description

Activities concerned with the fiscal operation of the district including budgeting, financial accounting, payroll and internal auditing.

2. Personnel Data

.9 FTE Business Manager, .8125 FTE Secretary

3. Funding Source

State School Fund
Related services provided through NWRESD credits

PROPOSED 2026-2027	
100 Salaries	142,108
200 Employee Benefits	85,533
300 Purchased Services	7,000
400 Supplies & Materials	8,000
500 Capital Outlay	0
600 Other Objects	10,000
TOTAL	252,641

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	120,745	120,038	97,824
200	64,584	69,528	61,364
300	12,659	30,251	7,000
400	6,524	1,831	3,000
500	0	0	0
600	4,866	30,411	5,000
Total	209,378	252,058	174,188

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2520 FISCAL SERVICES							
112 CLASSIFIED SALARIES	23,667.09		0.00	0.81	40,107.87	40,107.87	0.00
113 ADMINISTRATORS SALARIES	90,274.50	108,056.16	97,823.62	0.90	102,000.57	102,000.57	0.00
130 ADDITIONAL SALARIES	175.52	11,460.51	0.00		0.00	0.00	0.00
190 INSURANCE WAIVER	6,627.77	521.60	0.00		0.00	0.00	0.00
211 PERS TIER 1,2	-1,712.20	10,393.16	11,817.12		13,362.10	13,362.10	0.00
212 PERS PICK-UP	8,305.56	7,185.66	5,869.44		8,526.48	8,526.48	0.00
213 PERS UAL	14,425.05	12,109.37	9,870.36		17,266.19	17,266.19	0.00
214 PERS BOND	7,723.86	6,217.94	5,067.25		7,460.64	7,460.64	0.00
216 PERS OPSRP	13,528.56	3,124.73	0.00		4,010.76	4,010.76	0.00
220 SOCIAL SECURITY	4,918.88	9,166.49	7,483.32		10,816.93	10,816.93	0.00
231 WORKER'S COMPENSATION	812.16	654.42	534.08		903.59	903.59	0.00
232 UNEMPLOYMENT INSURANCE	738.53	394.75	789.12		676.76	676.76	0.00
240 CONTRACTUAL EMPL BENEFITS	15,844.05	20,281.47	19,933.57		22,509.57	22,509.57	0.00
340 TRAVEL	4,908.10	2,464.67	2,000.00		2,000.00	2,000.00	0.00
380 NON INSTRUCTIONAL SERVICES	7,750.57	4,222.71	5,000.00		5,000.00	5,000.00	0.00
390 OTHER PROFESSIONAL SERVICES	0.00	23,563.25	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	2,906.08	1,830.99	2,000.00		2,000.00	2,000.00	0.00
460 NON CONSUMABLES	39.26	0.00	1,000.00		1,000.00	1,000.00	0.00
470 COMPUTER SOFTWARE	3,578.85		0.00		5,000.00	5,000.00	0.00
600 OTHER OBJECTS	0.00	16,757.79	0.00		0.00	0.00	0.00
640 DUES AND FEES	4,866.29	8,317.49	5,000.00		10,000.00	10,000.00	0.00
650 OTHER INSURANCE AND JUDGEMENTS	0.00	5,335.23	0.00		0.00	0.00	0.00
2520 FISCAL SERVICES	209,378.48	252,058.39	174,187.88	1.71	252,641.46	252,641.46	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2540

PROGRAM: Operation and Maintenance of Plant

1. Program Description

Activities concerned with keeping the physical plant, grounds, buildings and equipment in effective working condition.

2. Personnel Data

2 FTE Maintenance Staff

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	148,291
200 Employee Benefits	117,411
300 Purchased Services	1,237,100
400 Supplies & Materials	103,000
500 Capital Outlay	0
600 Other Objects	3,500
TOTAL	1,609,302

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	118,613	136,029	51,917
200	83,589	97,161	44,364
300	1,192,530	1,215,498	1,160,100
400	103,200	97,380	97,500
500	21,456	17,921	0
600	641	2,528	1,500
Total	1,520,030	1,566,518	1,355,381

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2540 OPERATION & MAINTENANCE OF PLANT							
112 CLASSIFIED SALARIES	111,733.16	132,548.80	51,916.80	2.00	148,291.12	148,291.12	0.00
130 ADDITIONAL SALARIES	6,879.95	3,480.00	0.00		0.00	0.00	0.00
190 INSURANCE WAIVER	0.00		0.00		0.00	0.00	0.00
211 PERS TIER 1,2	9,930.31	10,268.04	0.00		12,043.57	12,043.57	0.00
212 PERS PICK-UP	6,092.73	7,477.40	3,114.96		8,897.52	8,897.52	0.00
213 PERS UAL	10,245.90	12,574.62	5,238.36		18,017.41	18,017.41	0.00
214 PERS BOND	5,329.20	6,455.54	2,689.32		7,785.24	7,785.24	0.00
216 PERS OPSRP	1,787.13	3,661.30	6,993.24		5,635.56	5,635.56	0.00
220 SOCIAL SECURITY	9,036.61	10,382.22	3,967.08		11,243.04	11,243.04	0.00
231 WORKER'S COMPENSATION	2,479.75	2,636.05	294.28		4,742.58	4,742.58	0.00
232 UNEMPLOYMENT INSURANCE	521.61	892.07	259.32		983.60	983.60	0.00
240 CONTRACTUAL EMPL BENEFITS	38,166.14	42,813.59	21,807.60		48,062.40	48,062.40	0.00
321 CLEANING SERVICES	348,143.94	344,762.15	348,000.00		360,000.00	360,000.00	0.00
322 REPAIRS AND MAINTENANCE	244,295.81	243,459.20	200,000.00		200,000.00	200,000.00	0.00
324 RENTALS	603.50	725.54	1,000.00		1,000.00	1,000.00	0.00
325 ELECTRICITY	197,574.22	227,070.96	220,000.00		245,000.00	245,000.00	0.00
326 HEAT	87,109.31	96,152.00	100,000.00		85,000.00	85,000.00	0.00
327 WATER AND SEWER	128,648.95	153,331.41	130,000.00		165,000.00	165,000.00	0.00
328 GARBAGE	39,127.54	45,135.45	40,000.00		60,000.00	60,000.00	0.00
329 DISTRICT VEHICLES	1,608.82	4,657.84	5,000.00		5,000.00	5,000.00	0.00
340 TRAVEL	338.38	0.00	500.00		500.00	500.00	0.00
350 COMMUNICATION	734.18	245.73	600.00		600.00	600.00	0.00
380 NON INSTRUCTIONAL SERVICES	144,345.27	99,957.77	115,000.00		115,000.00	115,000.00	0.00
410 SUPPLIES AND MATERIALS	1,158.23	2,286.55	2,500.00		3,000.00	3,000.00	0.00
416 CUSTODIAL SUPPLIES	26,465.81	23,966.12	25,000.00		30,000.00	30,000.00	0.00
417 MAINTENANCE SUPPLIES	68,879.69	59,210.76	70,000.00		70,000.00	70,000.00	0.00
460 NON CONSUMABLES	6,696.18	11,916.90	0.00		0.00	0.00	0.00
470 COMPUTER SOFTWARE	0.00	0.00	0.00		0.00	0.00	0.00
540 DEPRECIABLE EQUIPMENT	21,456.02	17,921.47	0.00		0.00	0.00	0.00
640 DUES AND FEES	641.36	2,528.10	1,500.00		3,500.00	3,500.00	0.00
2540 OPERATION AND MAINTENANCE OF PLANT	1,520,029.70	1,566,517.58	1,355,380.96	2.00	1,609,302.04	1,609,302.04	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2550

PROGRAM: Student Transportation

1. Program Description

Transportation of students between home and school, and trips to school activities.

2. Personnel Data

.10 FTE Administrator

3. Funding Source

State School Fund 70% reimbursement for approved transportation costs

PROPOSED 2026-2027	
100 Salaries	18,998
200 Employee Benefits	9,036
300 Purchased Services	825,000
400 Supplies & Materials	0
500 Capital Outlay	0
600 Other Objects	0
TOTAL	853,033

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	16,468	16,916	17,593
200	6,433	6,675	7,756
300	790,669	895,452	785,000
400	0	0	0
500	0	0	0
600	0	0	0
Total	813,570	919,043	810,349

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2550 TRANSPORTATION							
113 ADMINISTRATORS SALARIES	16,468.06	16,916.27	17,592.96	0.10	18,997.68	18,997.68	0.00
211 PERS TIER 1,2	0.00		0.00		0.00	0.00	0.00
212 PERS PICK-UP	988.09	1,014.96	1,055.53		1,139.82	1,139.82	0.00
213 PERS UAL	1,661.59	1,706.88	1,775.16		2,308.18	2,308.18	0.00
214 PERS BOND	868.35	876.24	911.28		997.40	997.40	0.00
216 PERS OPSRP	1,521.69	1,563.11	2,369.76		1,899.74	1,899.74	0.00
220 SOCIAL SECURITY	1,147.78	1,175.61	1,345.92		1,453.31	1,453.31	0.00
231 WORKER'S COMPENSATION	88.75	90.86	94.45		119.88	119.88	0.00
232 UNEMPLOYMENT INSURANCE	74.52	157.44	97.96		123.80	123.80	0.00
240 CONTRACTUAL EMPL BENEFITS	82.58	90.05	105.60		993.61	993.61	0.00
325 ELECTRICITY	0.00	28,129.56	0.00		10,000.00	10,000.00	0.00
331 REIMBURSABLE STUDENT TRANSPORT	785,137.93	867,017.17	785,000.00		815,000.00	815,000.00	0.00
332 NON-REIMBURSABLE STUDENT TRANSPORT	5,531.09	304.93	0.00		0.00	0.00	0.00
640 DUES AND FEES	0.00	0.00	0.00		0.00	0.00	0.00
2550 TRANSPORTATION	813,570.43	919,043.08	810,348.62	0.10	853,033.42	853,033.42	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 2660

PROGRAM: Technology Services

1. Program Description

Technology services including computing and data processing services such as networking.

2. Personnel Data

1 FTE Director of Technology, 1 FTE Technology Assistant

3. Funding Source

State School Fund
Related services provided through NWRESD credits

PROPOSED 2026-2027	
100 Salaries	192,663
200 Employee Benefits	127,353
300 Purchased Services	4,250
400 Supplies & Materials	46,700
500 Capital Outlay	0
600 Other Objects	500
TOTAL	371,466

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	49,908	178,277	185,329
200	30,666	112,887	123,662
300	16,728	5,213	11,250
400	22,533	61,504	66,700
500	0	0	0
600	46	8,463	500
Total	119,881	366,344	387,440

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 2660 TECHNOLOGY SERVICES							
113 ADMINISTRATORS SALARIES	49,907.63	178,276.73	185,328.60	2.00	192,662.54	192,662.54	0.00
211 PERS TIER 1,2	0.00	0.00	0.00		0.00	0.00	0.00
212 PERS PICK-UP	2,595.32	10,696.67	11,119.68		11,559.82	11,559.82	0.00
213 PERS UAL	4,364.45	17,988.12	18,699.60		23,235.10	23,235.10	0.00
214 PERS BOND	2,280.29	9,234.71	9,600.00		10,114.79	10,114.79	0.00
216 PERS OPSRP	3,996.80	16,472.75	24,463.84		19,266.24	19,266.24	0.00
220 SOCIAL SECURITY	3,260.81	13,428.40	13,886.76		14,461.07	14,461.07	0.00
231 WORKER'S COMPENSATION	241.11	976.52	1,017.68		1,235.42	1,235.42	0.00
232 UNEMPLOYMENT INSURANCE	361.89	1,241.60	1,007.56		1,036.28	1,036.28	0.00
240 CONTRACTUAL EMPL BENEFITS	13,564.95	42,848.69	43,866.72		46,444.44	46,444.44	0.00
320 PROPERTY SERVICES	0.00	161.23	2,250.00		2,250.00	2,250.00	0.00
340 TRAVEL	406.84	1,296.56	500.00		500.00	500.00	0.00
350 COMMUNICATION	496.75	921.79	500.00		1,500.00	1,500.00	0.00
380 NON INSTRUCTIONAL SERVICES	15,824.80	2,276.00	8,000.00		0.00	0.00	0.00
390 OTHER PROF/TECH SERV	0.00	557.00	0.00		0.00	0.00	0.00
410 SUPPLIES AND MATERIALS	7,661.53	6,348.59	4,000.00		4,000.00	4,000.00	0.00
460 NON CONSUMABLES	2,801.06	5,756.88	5,000.00		5,000.00	5,000.00	0.00
470 COMPUTER SOFTWARE	364.50	13,388.33	17,700.00		17,700.00	17,700.00	0.00
480 COMPUTER HARDWARE	11,705.75	36,010.31	40,000.00		20,000.00	20,000.00	0.00
640 DUES AND FEES	46.34	8,463.00	500.00		500.00	500.00	0.00
2660 TECHNOLOGY SERVICES	119,880.82	366,343.88	387,440.44	2.00	371,465.70	371,465.70	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 5200

PROGRAM: Transfer of Funds

1. Program Description

Transfer of money from the general fund to another fund without recourse.

2. Personnel Data

3. Funding Source

State School Fund

4. Budgetary Notes

$405,000 transfer to athletics and activities, $4,000 transfer to food service, $100,000 to district curriculum fund, $75,000 to preventative maintenance fund, and $27,300 transfer to debt service fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	0
400 Supplies & Materials	0
500 Capital Outlay	0
700 Transfers	611,300
TOTAL	611,300

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	0	0	0
400	0	0	0
500	0	0	0
700	430,119	641,300	560,300
Total	430,119	641,300	560,300

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 5200 TRANSFER OF FUNDS							
710 INTER FUND TRANSFER	430,119.24	641,300.00	560,300.00		611,300.00	611,300.00	0.00
5200 TRANSFER OF FUNDS	430,119.24	641,300.00	560,300.00		611,300.00	611,300.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 6110

PROGRAM: Contingency

1. Program Description

Expenditures which cannot be forseen and planned in the budget process because of an unusual or extraordinary event.

2. Personnel Data

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	0
400 Supplies & Materials	0
500 Capital Outlay	0
800 Other Uses	500,000
TOTAL	500,000

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	0	0	0
400	0	0	0
500	0	0	0
800	0	0	500,000
Total	0	0	500,000

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 6110 CONTINGENCY							
810 CONTINGENCY	0.00	0.00	500,000.00		500,000.00	500,000.00	0.00
6110 CONTINGENCY	0.00	0.00	500,000.00		500,000.00	500,000.00	0.00

BANKS SCHOOL DISTRICT
PROGRAM BUDGET INFORMATION

FUND: 100

FUNCTION: 7000

PROGRAM: Unappropriated Ending Fund Balance

1. Program Description

An estimate of funds needed to maintain operation from July 1 until the time that new revenues become available to meet cash flow requirements.

2. Personnel Data

3. Funding Source

State School Fund

PROPOSED 2026-2027	
100 Salaries	0
200 Employee Benefits	0
300 Purchased Services	0
400 Supplies & Materials	0
500 Capital Outlay	0
800 Other Uses	846,000
TOTAL	846,000

Historical Data	2023-2024	2024-2025	2025-26 Budget
100	0	0	0
200	0	0	0
300	0	0	0
400	0	0	0
500	0	0	0
800	0	0	805,000
Total	0	0	805,000

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
FUNCTION 7000 UNAPPROPRIATED ENDING FUND BALANCE							
820 UNAPR ENDING FUND BALANCE	0.00	0.00	805,000.00		846,000.00	846,000.00	0.00
7000 UNAPR END FUND BALANCE	0.00	0.00	805,000.00		846,000.00	846,000.00	0.00
100 GENERAL FUND TOTAL	13,508,339.92	14,339,602.94	16,197,273.00	86.78	16,801,416.00	16,801,416.00	0.00

SPECIAL REVENUE FUNDS

FUND 202 MEASURE 99 OUTDOOR SCHOOL EDUCATION FUND

Measure 99 authorizes funds from the Oregon state lottery to provide all fifth or sixth grade student access to a week of Outdoor School.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3299 Restricted Revenue From the State	0.00	71,237.58	40,000.00		57,000.00	57,000.00	0.00
FUND 202 OUTDOOR SCHOOL	0.00	71,237.58	40,000.00		57,000.00	57,000.00	0.00
REQUIREMENTS:							
FUNCTION 1121							
100 Salaries	0.00	2,108.91	2,000.00		1,350.00	1,350.00	0.00
200 Benefits	0.00	878.25	0.00		600.00	600.00	0.00
300 Services	0.00	66,795.98	33,250.00		51,300.00	51,300.00	0.00
400 Supplies	0.00	443.51	3,000.00		2,000.00	2,000.00	0.00
FUNCTION 2240							
300 Services	0.00	0.00	250.00		250.00	250.00	0.00
FUNCTION 2550							
300 Services	0.00	1,010.93	1,500.00		1,500.00	1,500.00	0.00
FUND 202 OUTDOOR SCHOOL	0.00	71,237.58	40,000.00	0.00	57,000.00	57,000.00	0.00

FUND 206 TITLE II-A SUPPORTING EFFECTIVE INSTRUCTION

Title II-A funding is intended to support teachers, principals, and other school leaders in their work to improve the overall quality of instruction and ensure equity of educational opportunity for all students.

The 25-26 Title II-A grant award is anticipated to be transferred to Title I-A as allowed through the ODE Continuous Improvement Plan Budget Narrative.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	7,354.00	15,688.00	20,088.00		17,221.00	17,221.00	0.00
FUND 206 TITLE II-A	7,354.00	15,688.00	20,088.00		17,221.00	17,221.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	0.00	0.00	0.00		6,941.10	6,941.10	0.00
200 Benefits	0.00	0.00	0.00		10,279.90	10,279.90	0.00
FUNCTION 2210							
300 Services	0.00	15,688.00	0.00		0.00	0.00	0.00
FUNCTION 2240							
300 Services	5,194.00	0.00	18,000.00		0.00	0.00	0.00
400 Supplies	0.00	0.00	2,088.00		0.00	0.00	0.00
FUNCTION 2321							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 2490							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 3300							
300 Services	2,160.00	0.00	0.00		0.00	0.00	0.00
FUND 206 TITLE II-A	7,354.00	15,688.00	20,088.00		17,221.00	17,221.00	0.00

FUND 207 RESPONSE TO INSTRUCTION AND INTERVENTION (RTI)

Response to Instruction and Intervention (RTI) funding is intended to assist school districts in the implementation of RTI systems.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	7,500.00	5,305.74	10,000.00		10,000.00	10,000.00	0.00
FUND 207 RTI	7,500.00	5,305.74	10,000.00		10,000.00	10,000.00	0.00
REQUIREMENTS:							
FUNCTION 1111							
100 Salaries	210.65	367.03	0.00		2,250.00	2,250.00	0.00
200 Benefits	90.21	161.40	0.00		964.00	964.00	0.00
300 Services	2,137.14	436.36	5,000.00		0.00	0.00	0.00
FUNCTION 2240							
300 Services	5,062.00	4,340.95	5,000.00		6,786.00	6,786.00	0.00
FUND 207 RTI	7,500.00	5,305.74	10,000.00		10,000.00	10,000.00	0.00

FUND 210 TITLE I PART A IMPROVING BASIC PROGRAMS

Title 1, Part A of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), provides financial assistance to local educational agencies and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards. Funds are allocated through a statutory formula that are based primarily on census poverty estimates.

Includes anticipated transfers from Title II-A ($16,088) and Title IV-A ($10,000) as allowed through the ODE Continuous Improvement Plan Budget Narrative.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	116,297.56	80,679.16	80,349.00		44,989.00	44,989.00	0.00
FUND 210 TITLE 1 PART A	116,297.56	80,679.16	80,349.00		44,989.00	44,989.00	0.00
REQUIREMENTS:							
FUNCTION 1272							
100 Salaries	73,599.25	48,474.75	51,853.50	0.57	26,372.09	26,372.09	0.00
200 Benefits	28,550.78	20,959.70	23,140.66		14,762.07	14,762.07	0.00
300 Services	4,031.84	10,494.09	1,000.00		1,000.00	1,000.00	0.00
400 Supplies	6,378.59	750.62	854.84		854.84	854.84	0.00
FUNCTION 3300							
300 Services	746.13	0.00	3,500.00		0.00	0.00	0.00
400 Supplies	2,990.97	0.00	0.00		2,000.00	2,000.00	0.00
FUND 210 TITLE 1 PART A	116,297.56	80,679.16	80,349.00	0.57	44,989.00	44,989.00	0.00

FUND 217 INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

The Individuals with Disabilities Education Act (IDEA) is a law that makes available a free appropriate public education to eligible children with disabilitites.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	228,796.50	227,156.15	241,927.75		225,128.00	225,128.00	0.00
FUND 217 IDEA	228,796.50	227,156.15	241,927.75		225,128.00	225,128.00	0.00
REQUIREMENTS:							
FUNCTION 1220							
400 Supplies	1,788.70	0.00	506.52		0.00	0.00	0.00
FUNCTION 1250							
100 Salaries	118,203.85	111,385.80	123,820.60	2.63	95,693.69	95,693.69	0.00
200 Benefits	108,069.45	112,991.47	117,600.63		129,434.31	129,434.31	0.00
300 Services	0.00	2,778.88	0.00		0.00	0.00	0.00
400 Supplies	734.50	0.00	0.00		0.00	0.00	0.00
FUND 217 IDEA	228,796.50	227,156.15	241,927.75	2.63	225,128.00	225,128.00	0.00

FUND 219 HIGH SCHOOL SUCCESS GRANT

The High School Success Grant is intended to improve student progress toward graduation beginning with grade 9, increase the graduation rates of high schools, and improve high school graduates' readiness for college and career. Funding specifically provides expanded programs in three areas (1) Dropout Prevention, (2) Career and Technical Education and (3) College Level Education Opportunities

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3199 Restricted Revenue from the State	360,354.29	337,205.52	355,593.11		332,775.00	332,775.00	0.00
FUND 219 HIGH SCHOOL SUCCESS GRANT	360,354.29	337,205.52	355,593.11		332,775.00	332,775.00	0.00
REQUIREMENTS:							
FUNCTION 1131							
100 Salaries	130,349.00	131,967.73	151,494.00	2.00	164,556.02	164,556.02	0.00
200 Benefits	92,600.76	94,408.27	109,655.70		115,073.40	115,073.40	0.00
300 Services	8,454.47	19,194.13	3,000.00		0.00	0.00	0.00
400 Supplies	30,528.87	8,891.26	5,932.77		0.00	0.00	0.00
500 Depreciable Equipment	5,159.68	0.00	0.00		0.00	0.00	0.00
600 Dues and Fees	2,910.54	10,277.64	0.00		0.00	0.00	0.00
FUNCTION 2120							
100 Salaries	49,801.12	38,609.33	47,557.90	0.80	12,408.59	12,408.59	0.00
200 Benefits	40,549.85	33,857.16	37,952.74		40,736.99	40,736.99	0.00
FUNCTION 2410							
100 Salaries	0.00	0.00	0.00		0.00	0.00	0.00
FUND 219 HIGH SCHOOL SUCCESS GRANT	360,354.29	337,205.52	355,593.11	2.80	332,775.00	332,775.00	0.00

FUND 220 TITLE IV-A STUDENT SUPPORT AND ACADEMIC ENRICHMENT

The Student Support and Academic Enrichment (SSAE) program is intended to improve students' academic achievement by providing all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology to increase the digital literacy of all students.

Title IV-A grant award is anticipated to be transferred to Title I-A as allowed through the ODE Continuous Improvement Plan Budget Narrative.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	19,527.50	0.00	0.00		10,000.00	10,000.00	0.00
FUND 220 TITLE IV-A	19,527.50	0.00	0.00		10,000.00	10,000.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	0.00	0.00	0.00		7,294.10	7,294.10	0.00
200 Benefits	0.00	0.00	0.00		2,705.90	2,705.90	0.00
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
400 Supplies	18,567.50	0.00	0.00		0.00	0.00	0.00
FUNCTION 2240							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 3300							
300 Services	960.00	0.00	0.00		0.00	0.00	0.00
FUND 220 TITLE IV-A	19,527.50	0.00	0.00		10,000.00	10,000.00	0.00

FUND 222 SECONDARY CAREER PATHWAYS

The Secondary Career Pathway Funding was established through HB 3072 to provide a sustained funding source for Career and Technical Education (CTE). It is intended that the funds allocated through this program will incentivize intensive CTE programs of study that lead to high wage and high demand occupations.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3299 Restricted Revenue from the State Government Through the State	0.00	21,109.26	20,000.00		20,000.00	20,000.00	0.00
FUND 222 SECONDARY CAREER PATHWAYS	0.00	21,109.26	20,000.00		20,000.00	20,000.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
400 Supplies	0.00	21,109.26	20,000.00		20,000.00	20,000.00	0.00
FUND 222 SECONDARY CAREER PATHWAYS	0.00	21,109.26	20,000.00		20,000.00	20,000.00	0.00

FUND 223 EVERY STUDENT SUCCESS ACT (ESSA)
Now called Federal School Improvement Funds to CSI & TSI

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	4,230.35	68,468.64	68,468.64		68,468.64	68,468.64	0.00
FUND 223 ESSA	4,230.35	68,468.64	68,468.64		68,468.64	68,468.64	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	2,425.68	30,281.06	45,112.81	0.81	34,882.98	34,882.98	0.00
200 Benefits	945.72	12,300.73	20,066.27		14,799.64	14,799.64	0.00
300 Services	0.00	0.00	0.00			0.00	0.00
400 Supplies	0.00	0.00	1,856.90		1,856.90	1,856.90	0.00
FUNCTION 2210							
300 Services	858.95	25,886.85	1,432.66		16,929.12	16,929.12	0.00
FUND 223 ESSA	4,230.35	68,468.64	68,468.64	0.81	68,468.64	68,468.64	0.00

FUND 226 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND (ESSER) 61

There have been three major rounds of federal funding to address the economic, technology, health and safety, and learning losses experienced in education due to COVID-19. The Coronavirus Aid, Relief, and Economic Security Act (CARES Act, 3/27/20) provided funding through two grants: one supporting general response efforts (ESSER I) and another supporting comprehensive distance learning (GEER/CDL). The Consolidated Appropriations Act (CAA/CRRSAA, 12/27/20) provided additional COVID relief funding through ESSER II. The American Rescue Plan Act of 2021 represented the third round of funding (ESSER III), which expired on September 30, 2024.
All ESSER funds have been fully expended, and no additional ESSER funding is anticipated.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
4500 Restricted Revenue From the Federal Government Through the State	559,349.41	0.00	0.00		0.00	0.00	0.00
FUND 226 ESSER	559,349.41	0.00	0.00		0.00	0.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	0.00	0.00	0.00		0.00	0.00	0.00
200 Benefits	0.00	0.00	0.00		0.00	0.00	0.00
300 Services	2,574.20	0.00	0.00		0.00	0.00	0.00
400 Supplies	221,696.61	0.00	0.00		0.00	0.00	0.00
FUNCTION 12XX							
100 Salaries	29,536.47	0.00	0.00		0.00	0.00	0.00
200 Benefits	11,854.95	0.00	0.00		0.00	0.00	0.00
FUNCTION 14XX							
400 Supplies	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 2XXX							
100 Salaries	121,780.40	0.00	0.00		0.00	0.00	0.00
200 Benefits	78,671.23	0.00	0.00		0.00	0.00	0.00
300 Services	16,674.14	0.00	0.00		0.00	0.00	0.00
400 Supplies	76,561.41	0.00	0.00		0.00	0.00	0.00
FUND 226 ESSER	559,349.41	0.00	0.00		0.00	0.00	0.00

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FUND 232 ATHLETICS AND ACTIVITIES

A fund accounting for the revenues and requirements of the district's athletics and activity programs.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1710 Athletic Gate Receipts	18,497.00	21,094.00	27,500.00		27,500.00	27,500.00	0.00
1740 Athletic Participation Fees	42,915.00	42,869.29	37,500.00		37,500.00	37,500.00	0.00
1910 RENTALS	0.00	0.00	0.00		10,000.00	10,000.00	0.00
1990 Miscellaneous Revenue	14,237.81	12,340.81	25,000.00		25,000.00	25,000.00	0.00
5200 Interfund Transfer	400,000.00	375,000.00	385,000.00		405,000.00	405,000.00	0.00
FUND 232 ATHLETICS AND ACTIVITIES	475,649.81	451,304.10	475,000.00		505,000.00	505,000.00	0.00
REQUIREMENTS:							
FUNCTION 1122							
133 Advisors Salaries	4,028.00	4,208.00	4,376.00		4,551.86	4,551.86	0.00
212 PERS Pickup	241.69	252.48	262.56		273.12	273.12	0.00
213 PERS UAL	406.37	424.58	441.61		553.08	553.08	0.00
214 PERS Bond	214.78	217.96	226.58		238.92	238.92	0.00
216 PERS OPSRP	372.22	388.91	589.45		455.16	455.16	0.00
220 Social Security	308.24	321.93	334.69		348.00	348.00	0.00
231 Workers Compensation	21.97	22.88	23.70		28.98	28.98	0.00
232 Unemployment Insurance	28.36	105.22	458.07		5.64	5.64	5.64
240 Contractural Employee Benefits	26.59	25.40	26.28		27.24	27.24	0.00
300 Services	0.00	4,415.05	0.00		0.00	0.00	0.00
FUNCTION 1132							
112 Classified Salaries	0.00	0.00	7,948.67		0.00	0.00	0.00
121 Licensed Substitutes	33.32	60.00	0.00		1,500.01	1,500.01	0.00
130 Other Salaries	13,504.25	14,034.90	27,853.00		24,916.27	24,916.27	0.00
132 Coaches Salaries	62,073.60	51,431.91	60,713.25		53,038.55	53,038.55	0.00

FUND 232 ATHLETICS AND ACTIVITIES continued

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REQUIREMENTS: continued							
133 Advisors Salaries	28,568.29	29,040.04	33,189.00		40,587.41	40,587.41	0.00
136 Extra Duty Pay	0.00	84.16	0.00		0.00	0.00	0.00
211 PERS Tier 1,2	2,676.96	2,031.08	2,621.62		2,335.31	2,335.31	0.00
212 PERS Pickup	6,250.82	5,606.88	6,584.03		7,412.67	7,412.67	0.00
213 PERS UAL	10,511.27	9,428.73	11,049.16		15,001.54	15,001.54	0.00
214 PERS Bond	5,547.22	4,840.73	5,672.28		6,486.07	6,486.07	0.00
216 PERS OPSRP	7,578.64	7,080.66	12,629.23		10,571.88	10,571.88	0.00
220 Social Security	7,926.31	7,201.15	8,338.15		9,398.37	9,398.37	0.00
231 Workers Compensation	576.22	519.05	602.14		785.44	785.44	0.00
232 Unemployment Insurance	627.96	2,353.13	108.68		153.68	153.68	0.00
240 Contractural Employee Benefits	2,135.45	566.12	653.98		737.15	737.15	0.00
310 Contracted Coaches	144,903.25	167,377.59	140,863.23		175,659.01	175,659.01	0.00
310 Professional/Technical Services	32,602.04	37,749.69	37,046.25		37,046.25	37,046.25	0.00
321 Cleaning Services	3,172.21	483.71	1,000.00		1,000.00	1,000.00	0.00
322 Repairs	1,410.00	1,000.00	1,000.00		1,000.00	1,000.00	0.00
324 Rentals	650.00	0.00	0.00		0.00	0.00	0.00
332 Non Reimburse Student Transportation	58,579.60	26,485.51	0.00		0.00	0.00	0.00
342 Travel out of District	25,218.52	28,533.06	10,000.00		10,000.00	10,000.00	0.00
389 Other Professional Services	1,815.30	4,093.00	500.00		500.00	500.00	0.00
410 Supplies	28,280.44	11,314.66	19,500.00		20,000.00	20,000.00	0.00
415 Field Supplies	3,200.70	1,692.03	5,000.00		5,000.00	5,000.00	0.00
419 Uniforms	0.00	8,919.50	8,000.00		8,000.00	8,000.00	0.00
460 Non Consumables	497.99	776.40	2,000.00		2,000.00	2,000.00	0.00
480 Computer Hardware	564.56	0.00	0.00		0.00	0.00	0.00
490 Awards	1,484.44	71.45	0.00		0.00	0.00	0.00
540 Equipment	0.00		0.00		0.00	0.00	0.00
640 Dues and Fees	19,612.23	18,146.50	15,388.39		15,388.39	15,388.39	0.00
FUNCTION 2550							
332 Non Reimburse Student Transportation	0.00		50,000.00		50,000.00	50,000.00	0.00
FUND 232 ATHLETICS AND ACTIVITIES	475,649.81	451,304.05	475,000.00		505,000.00	505,000.00	0.00

FUND 245 EARLY LITERACY SUCCESS SCHOOL DISTRICT GRANTS

In 2023, House Bill 3198 created the Early Literacy Success Initiative, including Early Literacy Success School District Grants.
These funds are intended to assist school districts in increasing early literacy, reducting literacy disparities, increasing literacy support to parents and guardians, and increase access to early literacy through support that is research-aligned, culturally responsive, student-centered and family-centered.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3299 Restricted Revenue from the State	15,416.95	138,796.39	69,579.49		74,035.49	74,035.49	0.00
FUND 245 EARLY LITERACY	15,416.95	138,796.39	69,579.49		74,035.49	74,035.49	0.00
REQUIREMENTS:							
FUNCTION 1111							
100 Salaries	5,451.53	17,137.08	13,545.00	0.38	11,394.15	11,394.15	0.00
200 Benefits	546.34	5,935.29	4,550.96		4,835.76	4,835.76	0.00
300 Services	859.98	547.82	5,372.09		0.00	0.00	0.00
400 Supplies	0.00	75,872.41	7,000.00		5,000.00	5,000.00	0.00
FUNCTION 1272							
100 Salaries	0.00	27,174.62	21,899.63	0.26	32,245.91	32,245.91	0.00
200 Benefits	0.00	11,645.29	10,211.81		20,559.67	20,559.67	0.00
300 Services	*0.00*	483.88	0.00		0.00	0.00	0.00
400 Supplies	2,326.49		0.00		0.00	0.00	0.00
FUNCTION 2240							
300 Services	6,232.61		7,000.00		0.00	0.00	0.00
FUND 245 EARLY LITERACY	15,416.95	138,796.39	69,579.49	0.64	74,035.49	74,035.49	0.00

FUND 249 SB 1149

The Oregon Legislature passed Senate Bill 1149 which introduces competition into the retail electricity market of Oregon´s two largest utilities, Portland General Electric and PacifiCorp. The bill went into effect on March 1, 2002. It provides that PGE and PacifiCorp must collect a public-purpose charge from consumers within their service areas that is equal to 3 percent of the total revenues from electricity services. Ten percent of these public purpose funds must go towards energy efficiency efforts in the public schools within their service areas. The administration of the school public purpose funds is being facilitated by the Oregon Department of Energy in cooperation with the Education Service Districts and individual school districts.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1990 Other Revenue	30,713.28	35,925.73	27,300.00		27,300.00	27,300.00	0.00
5400 Beginning Fund Balance	0.00		0.00		0.00	0.00	0.00
FUND 249 SB 1149	30,713.28	35,925.73	27,300.00		27,300.00	27,300.00	0.00
REQUIREMENTS:							
FUNCTION 5110							
600 Debt Service	27,300.00	27,300.00	27,300.00		27,300.00	27,300.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	3,413.28	3,413.28	0.00		0.00	0.00	0.00
FUND 249 SB 1149	30,713.28	30,713.28	27,300.00		27,300.00	27,300.00	0.00

FUND 251 STUDENT INVESTMENT ACCOUNT

The Student Success Act was passed in May, 2019 and included $200 million to enhance the State School Fund, with the remaining funds primarily divided among three key accounts; the Student Investment Account, an Early Learning Account and a Statewide Education Initiatives Account. This fund represents the money distributed through the Student Investment Account designed to meet students' mental or behavioral health needs and increase academic achievement for underserved students within the district.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3199 Restricted Revenue from the State	927,541.03	1,160,911.93	1,019,548.53		1,059,680.56	1,059,680.56	0.00
FUND 251 STUDENT INVESTMENT ACCOUNT	927,541.03	1,160,911.93	1,019,548.53	0.00	1,059,680.56	1,059,680.56	0.00
REQUIREMENTS:							
FUNCTION 1111							
100 Salaries	78,981.73	57,738.97	50,649.30	1.63	59,486.13	59,486.13	0.00
200 Benefits	31,733.83	23,445.16	42,033.34		46,916.75	46,916.75	0.00
300 Services	1,609.68	1,893.22	0.00		0.00	0.00	0.00
400 Supplies	0.00	61,256.96	0.00		0.00	0.00	0.00
FUNCTION 1121							
100 Salaries	140,885.94	149,019.85	157,567.60	2.00	166,481.12	166,481.12	0.00
200 Benefits	97,570.84	101,375.86	111,474.94		117,603.94	117,603.94	0.00
300 Services	2,608.52	547.82	0.00		0.00	0.00	0.00
400 Supplies	0.00	15,999.72	0.00		0.00	0.00	0.00
FUNCTION 1131							
100 Salaries	118,792.56	179,890.92	233,787.00	3.00	216,809.28	216,809.28	0.00
200 Benefits	88,611.42	135,383.79	167,438.30		158,664.23	158,664.23	0.00
300 Services	2,191.28	7,968.89	0.00		0.00	0.00	0.00
400 Supplies	0.00	13,292.14	0.00		0.00	0.00	0.00

FUND 251 STUDENT INVESTMENT ACCOUNT continued

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REQUIREMENTS: continued							
FUNCTION 2120							
100 Salaries	105,372.62	123,168.89	127,524.04	2.00	176,707.47	176,707.47	0.00
200 Benefits	74,985.01	89,426.41	98,464.64		105,593.77	105,593.77	0.00
FUNCTION 2210							
300 Services	0.00	8,466.16	0.00		0.00	0.00	0.00
FUNCTION 2240							
300 Services	34,432.75	55,232.93	30,609.37		11,417.87	11,417.87	0.00
400 Supplies	0.00	247.31					
FUNCTION 2410							
100 Salaries	92,795.00	107,076.00	0.00		0.00	0.00	0.00
200 Benefits	56,969.85	29,480.93	0.00		0.00	0.00	0.00
FUNCTION 2540							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 2660							
540 Equipment	0.00	0.00	0.00		0.00	0.00	0.00
FUND 251 STUDENT INVESTMENT ACCOUNT	927,541.03	1,160,911.93	1,019,548.53	8.63	1,059,680.56	1,059,680.56	0.00

FUND 252 SUMMER LEARNING GRANT

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
3299 Restricted Revenue from the State	0.00	0.00	170,000.00		230,160.00	230,160.00	0.00
5200 Interfund Transfer	0.00	0.00	0.00		0.00	0.00	0.00
FUND 252 SUMMER LEARNING GRANT	0.00	0.00	170,000.00		230,160.00	230,160.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
400 Supplies	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 14XX							
100 Salaries	0.00	0.00	59,000.00		65,912.00	65,912.00	0.00
200 Benefits	0.00	0.00	18,000.00		28,248.00	28,248.00	0.00
300 Services	0.00	0.00	0.00		20,000.00	20,000.00	0.00
400 Supplies	0.00	0.00	68,000.00		61,000.00	61,000.00	0.00
600 Dues and Fees	0.00	0.00	0.00		20,000.00	20,000.00	0.00
FUNCTION 2550							
300 Services		0.00	0.00		13,000.00	13,000.00	0.00
FUNCTION 2660							
400 Supplies			25,000.00		22,000.00	22,000.00	0.00
FUND 252 SUMMER LEARNING GRANT	0.00	0.00	170,000.00		230,160.00	230,160.00	0.00

FUND 267 GATES GRANT

Grant for 9th Grade Success program sponsored by Bill & Melinda Gates Foundation

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1920 Contributions From Private Sources	2,025.00	2,025.00	2,403.04		2,025.00	2,025.00	0.00
5400 Beginning Fund Balance	842.03	842.03	513.84		1,231.23	1,231.23	0.00
FUND 267 Gates Grant	2,867.03	2,867.03	2,916.88		3,256.23	3,256.23	0.00
REQUIREMENTS:							
FUNCTION 1131							
100 Salaries	2,025.00	2,025.00	2,025.00		2,025.00	2,025.00	0.00
200 Benefits	842.03	0.00	891.88		931.23	931.23	0.00
400 Supplies	0.00	0.00	0.00		300.00	300.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	0.00	842.03	0.00		0.00	0.00	0.00
FUND 267 Gates Grant	2,867.03	2,867.03	2,916.88		3,256.23	3,256.23	0.00

FUND 268 NREN GRANT

Northwest Regional Educator Network grant program sponsored by Northwest Regional Education Service District

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
2199 Other Intermediate Sources	96,260.00	0.00	0.00		0.00	0.00	0.00
5400 Beginning Fund Balance	0.00	0.00	0.00		0.00	0.00	0.00
FUND 268 NREN Grant	96,260.00	0.00	0.00		0.00	0.00	0.00
REQUIREMENTS:							
FUNCTION 2240							
100 Salaries	11,338.78	0.00	0.00		0.00	0.00	0.00
200 Benefits	4,644.97	0.00	0.00		0.00	0.00	0.00
300 Services	77,048.15	0.00	0.00		0.00	0.00	0.00
400 Supplies	3,228.10	0.00	0.00		0.00	0.00	0.00
FUND 268 NREN Grant	96,260.00	0.00	0.00		0.00	0.00	0.00

FUND 269 DISTRICT CURRICULUM FUND

Fund to account for activity related to Banks School District curriculum adoptions.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
5200 Interfund Transfer	0.00	139,000.00	85,000.00		100,000.00	100,000.00	0.00
5400 Beginning Fund Balance	0.00	0.00	92,376.27		180,000.00	180,000.00	0.00
FUND 269 DISTRICT CURRICULUM FUND	0.00	139,000.00	177,376.27		280,000.00	280,000.00	0.00
REQUIREMENTS:							
FUNCTION 1111							
400 Supplies	0.00	30,603.93	58,376.27		66,000.00	66,000.00	0.00
FUNCTION 1121							
400 Supplies	0.00	5,323.19	40,000.00		60,000.00	60,000.00	0.00
FUNCTION 1131							
400 Supplies	0.00	10,696.61	55,000.00		90,000.00	90,000.00	0.00
FUNCTION 2240							
300 Services					40,000.00	40,000.00	0.00
Function 2660							
400 Supplies			24,000.00		24,000.00	24,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year		92,376.27					
FUND 269 DISTRICT CURRICULUM FUND	0.00	139,000.00	177,376.27		280,000.00	280,000.00	0.00

FUND 270 STUDENT BODY FUNDS

This fund accounts for the revenues and requirements of the districts' student body funds.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	9,777.09	10,724.72	2,500.00		11,250.00	11,250.00	0.00
1740 Fees	3,520.00	3,170.00	10,500.00		12,350.00	12,350.00	0.00
1750 Concessions	0.00	0.00	12,000.00		12,000.00	12,000.00	0.00
1760 Fundraising	73,516.46	58,459.70	85,000.00		85,000.00	85,000.00	0.00
1920 Contributions from Private Sources	44,130.00	74,349.08	40,000.00		75,000.00	75,000.00	0.00
1990 Miscellaneous	90,370.48	96,979.06	250,000.00		250,000.00	250,000.00	0.00
5400 Beginning Fund Balance	176,449.18	205,493.95	200,000.00		220,000.00	220,000.00	0.00
FUND 270 STUDENT BODY FUNDS	397,763.21	449,176.51	600,000.00		665,600.00	665,600.00	0.00
REQUIREMENTS:							
FUNCTION 1113							
300 Services	3,131.10	3,211.00	50,000.00		50,000.00	50,000.00	0.00
400 Supplies	12,407.58	10,029.10	25,000.00		25,000.00	25,000.00	0.00
640 Dues and Fees	0.00	0.00	5,000.00		5,000.00	5,000.00	0.00
FUNCTION 1122							
100 Salaries	0.00	0.00	0.00		0.00	0.00	0.00
200 Benefits	0.00	0.00	0.00		0.00	0.00	0.00
300 Services	4,521.38	0.00	50,000.00		50,000.00	50,000.00	0.00
400 Supplies	10,228.42	11,720.72	25,000.00		25,000.00	25,000.00	0.00
640 Dues and Fees	0.00	0.00	5,000.00		5,250.00	5,250.00	0.00
FUNCTION 1132							
100 Salaries	730.08	431.32	0.00		9,356.60	9,356.60	0.00
200 Benefits	293.86	180.45	0.00		3,993.40	3,993.40	0.00
300 Services	19,912.15	14,550.41	110,000.00		117,000.00	117,000.00	0.00
400 Supplies	146,274.61	174,461.68	255,000.00		300,000.00	300,000.00	0.00
500 Depreciable Equipment	1,000.50	0.00	0.00		0.00	0.00	0.00
640 Dues and Fees	22,084.49	14,740.29	50,000.00		50,000.00	50,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	177,179.04	219,851.54	25,000.00		25,000.00	25,000.00	0.00
FUND 270 STUDENT BODY FUNDS	397,763.21	449,176.51	600,000.00		665,600.00	665,600.00	0.00

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FUNDS 271-279 FUNDRAISED AND SMALL GRANT FUNDS

Miscellaneous funds through private donations and small grants

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	0.00	0.00	3,500.00		3,500.00	3,500.00	0.00
1920 Contributions From Private Sources	21,253.29	6,987.34	140,500.00		140,500.00	140,500.00	0.00
1990 Miscellaneous	3,400.94	13,551.51	69,500.00		94,500.00	94,500.00	0.00
2199 Other Intermediate Sources	14,491.26	0.00	0.00		0.00	0.00	0.00
3299 Restricted Revenue from the State	28,486.55	6,069.62	71,000.00		51,500.00	51,500.00	0.00
4700 Federal Government Through Other Intermediate	0.00	0.00	0.00		0.00	0.00	0.00
5400 Beginning Fund Balance	20,862.41	18,387.59	18,600.00		18,600.00	18,600.00	0.00
FUNDS 271-279 FUNDRAISED & SMALL GRANTS	88,494.45	44,996.06	303,100.00		308,600.00	308,600.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	6,369.87	5,634.28	0.00		4,507.60	4,507.60	0.00
200 Benefits	2,702.08	2,401.56	0.00		992.40	992.40	0.00
300 Services	12,967.65	7,411.62	59,000.00		59,000.00	59,000.00	0.00
400 Supplies	9,514.61	15,700.20	113,600.00		113,600.00	113,600.00	0.00
540 Equipment	2,805.50	0.00	0.00		0.00	0.00	0.00
640 Dues and Fees	925.90		14,500.00		14,500.00	14,500.00	0.00
FUNCTION 1291							
300 Services	1,335.71	273.91	0.00		0.00	0.00	0.00
400 Supplies	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 2120							
100 Salaries	0.00	104.90	0.00		0.00	0.00	0.00
200 Benefits	0.00	43.81	0.00		0.00	0.00	0.00
FUNCTION 2190							
400 Supplies	2,319.20		0.00		0.00	0.00	0.00

FUNDS 271-279 FUNDRAISED AND SMALL GRANT FUNDS continued

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REQUIREMENTS: continued							
FUNCTION 2220							
300 Services	0.00		0.00		0.00	0.00	0.00
FUNCTION 2240							
100 Salaries	139.08		0.00		0.00	0.00	0.00
200 Benefits	241.82		0.00		0.00	0.00	0.00
300 Services	5,170.94	1,882.58	45,000.00		45,000.00	45,000.00	0.00
400 Supplies	0.00		0.00		0.00	0.00	0.00
FUNCTION 2410							
300 Services	0.00		0.00		0.00	0.00	0.00
FUNCTION 2540							
300 Services	25,464.50	-464.00	71,000.00		71,000.00	71,000.00	0.00
FUNCTION 2550							
300 Services	150.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	18,387.59	12,007.20	0.00		0.00	0.00	0.00
FUNDS 271-279 FUNDRAISED & SMALL GRANTS	88,494.45	44,996.06	303,100.00		308,600.00	308,600.00	0.00

FUND 273 HIGH SCHOOL DONATIONS

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	0.00	0.00	2,500.00		2,500.00	2,500.00	0.00
1920 Contributions From Private Sources	0.00	0.00	50,000.00		50,000.00	50,000.00	0.00
1990 Miscellaneous	0.00	0.00	50,000.00		50,000.00	50,000.00	0.00
5400 Beginning Fund Balance	0.00	0.00	2,000.00		2,000.00	2,000.00	0.00
FUND 273 High School Donations	0.00	0.00	104,500.00		104,500.00	104,500.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	0.00	0.00	0.00		0.00	0.00	0.00
200 Benefits	0.00	0.00	0.00		0.00	0.00	0.00
300 Services	0.00	0.00	30,000.00		30,000.00	30,000.00	0.00
400 Supplies	0.00	0.00	60,000.00		60,000.00	60,000.00	0.00
600 Dues and Fees	0.00	0.00	14,500.00		14,500.00	14,500.00	0.00
820 Reserved for Next Year	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 2550							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUND 273 High School Donations	0.00	0.00	104,500.00		104,500.00	104,500.00	0.00

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FUND 275

Miscellaneous funds through private donations and small grants

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1920 Contributions From Private Sources	15,608.54	15,555.89	45,000.00		45,000.00	45,000.00	0.00
1990 Miscellaneous	0.00	0.00	0.00		25,000.00	25,000.00	0.00
2199 Other Intermediate Sources	14,491.26	0.00	0.00		0.00	0.00	0.00
3299 Restricted Revenue from the State	28,486.55	6,069.62	71,000.00		51,500.00	51,500.00	0.00
4700 Federal Government Through Other Intermediate	0.00	0.00	0.00		0.00	0.00	0.00
5400 Beginning Fund Balance	0.00	0.00	0.00		0.00	0.00	0.00
FUND 275	58,586.35	21,625.51	116,000.00		121,500.00	121,500.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
100 Salaries	6,369.87	5,634.28	0.00		4,507.60	4,507.60	0.00
200 Benefits	2,702.08	2,401.56	0.00		992.40	992.40	0.00
300 Services	11,887.65	7,411.62	0.00		0.00	0.00	0.00
400 Supplies	0.00	4,336.85	0.00		0.00	0.00	0.00
540 Depreciable Equipment	2,805.50	0.00	0.00		0.00	0.00	0.00
FUNCTION 1272							
100 Salaries	0.00	0.00	0.00		0.00	0.00	0.00
200 Benefits	0.00	0.00	0.00		0.00	0.00	0.00
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
FUNCTION 1291							
300 Services	1,335.71	273.91	0.00		0.00	0.00	0.00
400 Supplies	0.00	0.00	0.00		0.00	0.00	0.00

FUNCTION 2120						
100 Salaries	0.00	104.90	0.00	0.00	0.00	0.00
200 Benefits	0.00	43.81				
FUNCTION 2190						
400 Supplies	2,319.20	0.00	0.00	0.00	0.00	0.00
FUNCTION 2220						
300 Services	0.00	0.00	0.00	0.00	0.00	0.00
FUNCTION 2240						
100 Salaries	139.08	-	0.00	0.00	0.00	0.00
200 Benefits	241.82	-	0.00	0.00	0.00	0.00
300 Services	5,170.94	1,882.58	45,000.00	45,000.00	45,000.00	0.00
400 Supplies	0.00	0.00	0.00	0.00	0.00	0.00
FUNCTION 2410						
300 Services	0.00	0.00	0.00	0.00	0.00	0.00
FUNCTION 2540						
300 Services	25,464.50	-464.00	71,000.00	71,000.00	71,000.00	0.00
FUNCTION 2550						
300 Services	150.00					
FUND 275	58,586.35	21,625.51	116,000.00	121,500.00	121,500.00	0.00

FUND 277 ELEMENTARY DONATIONS

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	0.00	0.00	1,000.00		1,000.00	1,000.00	0.00
1920 Contributions From Private Sources	5,644.75	0.00	25,000.00		25,000.00	25,000.00	0.00
1990 Miscellaneous	197.10	2,920.95	10,000.00		10,000.00	10,000.00	0.00
5400 Beginning Funds Balance	0.00	6,747.07	5,000.00		5,000.00	5,000.00	0.00
FUND 277 Elementary Donations	5,841.85	9,668.02	41,000.00		41,000.00	41,000.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
300 Services	0.00	0.00	14,000.00		14,000.00	14,000.00	0.00
400 Supplies	5,311.00	5,862.06	27,000.00		27,000.00	27,000.00	0.00
640 Dues and Fees	0.00	0.00	0.00		0.00	0.00	0.00
820 Reserved for Next Year	530.85	3,805.96	0.00		0.00	0.00	0.00
FUND 277 Elementary Donations	5,841.85	9,668.02	41,000.00		41,000.00	41,000.00	0.00

FUND 278 MIDDLE SCHOOL DONATIONS

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	0.00	0.00	0.00		0.00	0.00	0.00
1920 Contributions from Private Sources	0.00	0.00	19,500.00		19,500.00	19,500.00	0.00
1990 Miscellaneous	2,148.55	45.00	9,000.00		9,000.00	9,000.00	0.00
5400 Beginning Funds Balance	6,683.48	8,944.47	10,000.00		10,000.00	10,000.00	0.00
FUND 278 Middle School Donations	8,832.03	8,989.47	38,500.00		38,500.00	38,500.00	0.00
REQUIREMENTS:							
FUNCTION 11XX							
300 Services	0.00	0.00	15,000.00		15,000.00	15,000.00	0.00
400 Supplies	4,129.76	4,620.12	23,500.00		23,500.00	23,500.00	0.00
600 Dues and Fees	925.90	0.00	0.00		0.00	0.00	0.00
820 Reserved for Next Year	3,776.37	4,369.35	0.00		0.00	0.00	0.00
FUND 278 Middle School Donations	8,832.03	8,989.47	38,500.00		38,500.00	38,500.00	0.00

FUND 280 FOOD SERVICE

A fund accounting for the revenues and requirements of the district's food service program.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1610 Food Sales	96,642.62	3,557.48	2,000.00		2,000.00	2,000.00	0.00
31XX Restricted Revenue from the State	0.00	3,079.60	0.00		0.00	0.00	0.00
3299 Restricted Revenue from the State	24,880.70	234,420.69	125,000.00		250,000.00	250,000.00	0.00
4500 Restricted Federal Revenue Through State	38,116.66	59,033.43	60,000.00		60,000.00	60,000.00	0.00
4505 School Nutrition Revenue	153,894.33	221,330.06	205,000.00		250,000.00	250,000.00	0.00
4900 Commodity Revenue	21,862.12	27,517.98	35,000.00		35,000.00	35,000.00	0.00
5200 Interfund Transfer	2,819.24	0.00	4,000.00		4,000.00	4,000.00	0.00
5400 Beginning Fund Balance	287,461.38	119,976.99	90,543.32		100,500.00	100,500.00	0.00
FUND 280 FOOD SERVICE	625,677.05	668,916.23	521,543.32		701,500.00	701,500.00	0.00
REQUIREMENTS:							
FUNCTION 2540							
300 Purchased Services	0.00	0.00	5,000.00		5,000.00	5,000.00	0.00
FUNCTION 3100							
100 Salaries	25,727.36	0.00	10,686.00	0.10	11,113.43	11,113.43	0.00
200 Benefits	12,223.97	0.00	6,707.69		7,410.48	7,410.48	0.00
300 Purchased Services	317,442.38	331,744.67	359,000.00		439,393.00	439,393.00	0.00
322 Repairs and Maintenance	24,861.73	11,379.80	15,149.63		60,583.09	60,583.09	0.00
380 Miscellaneous	22,481.64	9,351.22	0.00		0.00	0.00	0.00
390 OTHER PROF/TECH SERV	0.00	92,804.07	10,000.00		20,000.00	20,000.00	0.00
400 Supplies	5,853.49	11,257.66	40,000.00		45,000.00	45,000.00	0.00
540 Equipment	128,206.19	0.00	20,000.00		51,000.00	51,000.00	0.00
640 Dues and Fees	1,918.03	2,415.18	5,000.00		5,000.00	5,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	86,962.26	209,963.63	50,000.00		57,000.00	57,000.00	0.00
FUND 280 FOOD SERVICE	625,677.05	668,916.23	521,543.32		701,500.00	701,500.00	0.00

FUND 290 PREVENTATIVE MAINTENANCE FUND

A fund accounting for the financial resources used for preventative maintenance related expenditures.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
5200 Interfund Transfer	0.00	100,000.00	59,000.00		75,000.00	75,000.00	0.00
5400 Beginning Fund Balance	3,332.00	0.00	136,668.00		194,000.00	194,000.00	0.00
FUND 290 PREVENTATIVE MAINTENANCE FUND	3,332.00	100,000.00	195,668.00		269,000.00	269,000.00	0.00
REQUIREMENTS:							
FUNCTION 2540							
300 Services	0.00	0.00	67,000.00		129,000.00	129,000.00	0.00
400 Supplies	3,332.00	0.00	128,668.00		140,000.00	140,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	0.00	100,000.00	0.00		0.00	0.00	0.00
FUND 290 PREVENTATIVE MAINTENANCE FUND	3,332.00	100,000.00	195,668.00		269,000.00	269,000.00	0.00

OTHER FUNDS

FUND 300 DEBT SERVICE

A fund accounting for the accumulation of resources for, and the payment of, general long-term debt, principal and interest. Includes debt service requirements and associated property tax revenue contingent on the voting result of bond measure on the ballot for the May 21, 2024 election.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1111 Current Year's Taxes	1,353,900.42	2,303,515.21	2,370,576.93		2,420,169.00	2,420,169.00	0.00
1112 Prior Year's Taxes	10,773.16	8,900.83	19,373.07		20,000.00	20,000.00	0.00
1114 Payments in Lieu of Property Taxes	243.62	1,828.62	1,000.00		1,000.00	1,000.00	0.00
1190 Interest on Taxes	2,200.76	5,135.58	5,000.00		5,000.00	5,000.00	0.00
1510 Interest	55,198.40	65,839.37	20,000.00		40,000.00	40,000.00	0.00
2199 Other Intermediate Sources	1,198.30	0.00	0.00		0.00	0.00	0.00
5200 Interfund Transfers	27,300.00	27,300.00	27,300.00		27,300.00	27,300.00	0.00
5400 Beginning Fund Balance	171,715.92	208,745.24	220,000.00		250,000.00	250,000.00	0.00
FUND 300 DEBT SERVICE	1,622,530.58	2,621,264.85	2,663,250.00		2,763,469.00	2,763,469.00	0.00
REQUIREMENTS:							
FUNCTION 51XX							
610 Principal	1,035,321.29	1,109,668.63	1,024,456.00		1,059,675.00	1,059,675.00	0.00
620 Interest	396,978.71	1,251,068.26	1,408,794.00		1,473,794.00	1,473,794.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	190,230.58	260,527.96	230,000.00		230,000.00	230,000.00	0.00
FUND 300 DEBT SERVICE	1,622,530.58	2,621,264.85	2,663,250.00		2,763,469.00	2,763,469.00	0.00

General Obligation Bonds
Bond Series 2012C

Fiscal Year Ended June 30,	Total	Principal	Interest	Payment Date
2013				12/15/2012
2013				6/15/2013
2014				12/15/2013
2014				6/15/2014
2015				12/15/2014
2015				6/15/2015
2016				12/15/2015
2016				6/15/2016
2017				12/15/2016
2017				6/15/2017
2018				12/15/2017
2018				6/15/2018
2019				12/15/2018
2019	$1,140,000.00	$996,337.00	$143,663.00	6/15/2019
2020				12/15/2019
2020	$1,175,000.00	$988,328.00	$186,672.00	6/15/2020
2021				12/15/2020
2021				6/15/2021
2022				12/15/2021
2022				6/15/2022
2023				12/15/2022
2023	$1,365,000.00	$1,022,931.00	$342,069.00	6/15/2023
2024				12/15/2023
2024	$1,405,000.00	$1,010,982.00	$394,018.00	6/15/2024
2025				12/15/2024
2025	$1,450,000.00	$999,456.00	$450,544.00	6/15/2025
2026				12/15/2025
2026	$1,495,000.00	$984,786.00	$510,214.00	6/15/2026
2027				12/15/2026
2027	$1,535,000.00	$969,675.00	$565,325.00	6/15/2027
TOTAL	$9,565,000.00	$6,972,495.00	$2,592,505.00	

State of Oregon, Department of Energy
Cool School Loan

Fiscal Year Ended June 30,	Total	Principal	Interest	Payment Date
2012	$13,650.00	$8,760.36	$4,889.64	$4,550 Mthly
2013	$54,600.00	$33,154.79	$21,445.21	$4,550 Mthly
2014	$54,600.00	$34,333.98	$20,266.02	$4,550 Mthly
2015	$54,600.00	$35,555.15	$19,044.85	$4,550 Mthly
2016	$54,600.00	$36,771.33	$17,828.67	$4,550 Mthly
2017	$54,600.00	$38,127.59	$16,472.41	$4,550 Mthly
2018	$54,600.00	$39,483.66	$15,116.34	$4,550 Mthly
2019	$54,600.00	$40,887.98	$13,712.02	$4,550 Mthly
2020	$54,600.00	$42,309.20	$12,290.80	$4,550 Mthly
2021	$54,600.00	$43,847.04	$10,752.96	$4,550 Mthly
2022	$54,600.00	$45,406.53	$9,193.47	$4,550 Mthly
2023	$54,600.00	$47,021.51	$7,578.49	$4,550 Mthly
2024	$54,600.00	$48,678.57	$5,921.43	$4,550 Mthly
2025	$54,600.00	$50,425.26	$4,174.74	$4,550 Mthly
2026	$54,600.00	$52,218.75	$2,381.25	$4,550 Mthly
2027	$40,127.75	$39,556.30	$571.45	$4,550 Mthly
TOTAL	$818,177.75	$636,538.00	$181,639.75	

General Obligation Bonds
Bond Series 2024

	Outstanding Bonds		Series 2024A Bonds		Series 2024B		
Fiscal Year	Principal	Interest	Principal	Interest	Principal	Interest	Total
2025	$ 99,945.00	$ 450,544.00			$ 85,000.00	$ 798,438.00	$ 1,433,927.00
2026	$ 984,786.00	$ 510,214.00				$ 908,250.00	$ 2,403,250.00
2027	$ 969,675.00	$ 565,325.00			$ 90,000.00	$ 908,250.00	$ 2,533,250.00
2028			$ 1,523,717.00	$ 221,283.00		$ 903,750.00	$ 2,648,750.00
2029			$ 1,566,790.00	$ 293,210.00		$ 903,750.00	$ 2,763,750.00
2030			$ 1,609,617.00	$ 375,383.00		$ 903,750.00	$ 2,888,750.00
2031			$ 1,641,542.00	$ 463,458.00		$ 903,750.00	$ 3,008,750.00
2032			$ 1,675,803.00	$ 559,197.00		$ 903,750.00	$ 3,138,750.00
2033					$ 2,365,000.00	$ 903,750.00	$ 3,268,750.00
2034					$ 2,620,000.00	$ 785,500.00	$ 3,405,500.00
2035					$ 2,890,000.00	$ 654,500.00	$ 3,544,500.00
2036					$ 3,180,000.00	$ 510,000.00	$ 3,690,000.00
2037					$ 3,450,000.00	$ 351,000.00	$ 3,801,000.00
2038			$ 88,924.00	$ 78,439.00	$ 3,570,000.00	$ 178,500.00	$ 3,915,863.00
2039			$ 2,047,243.00	$ 1,985,531.00			$ 4,032,774.00
2040			$ 2,014,937.00	$ 2,139,263.00			$ 4,154,200.00
2041			$ 1,982,601.00	$ 2,295,540.00			$ 4,278,141.00
2042			$ 1,950,265.00	$ 2,454,333.00			$ 4,404,598.00
2043			$ 1,919,950.00	$ 2,618,390.00			$ 4,538,340.00
2044			$ 1,889,635.00	$ 2,785,365.00			$ 4,675,000.00
2045			$ 1,767,710.00	$ 3,048,920.00			$ 4,816,630.00
2046			$ 1,734,695.00	$ 3,224,503.00			$ 4,959,198.00
2047			$ 1,703,055.00	$ 3,405,181.00			$ 5,108,236.00
2048			$ 1,672,790.00	$ 3,591,456.00			$ 5,264,246.00
2049			$ 1,641,150.00	$ 3,777,575.00			$ 5,418,725.00
2050			$ 1,612,262.00	$ 3,972,963.00			$ 5,585,225.00
2051			$ 1,012,478.00	$ 2,667,522.00			$ 3,680,000.00
	$ 2,054,406.00	$ 1,526,083.00	$ 31,055,164.00	$ 39,957,512.00	$ 18,250,000.00	$ 10,516,938.00	$ 103,360,103.00

FUND 400 CAPITAL PROJECTS

A fund accounting for the financial resources used to acquire or construct major capital facilities (other than those of proprietary funds and trust funds).
The fund was originally created from the sales of the Buxton School.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	4,645.25	4,839.23	4,000.00		4,000.00	4,000.00	0.00
5400 Beginning Fund Balance	92,185.01	96,830.26	96,830.00		106,000.00	106,000.00	0.00
FUND 400 CAPITAL PROJECTS	96,830.26	101,669.49	100,830.00		110,000.00	110,000.00	0.00
REQUIREMENTS:							
FUNCTION 41XX							
300 Services	0.00	0.00	0.00		0.00	0.00	0.00
400 Supplies	0.00	0.00	0.00		0.00	0.00	0.00
500 Capital Outlay	0.00	0.00	100,830.00		100,830.00	100,830.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	96,830.26	101,669.49	0.00		9,170.00	9,170.00	0.00
FUND 400 CAPITAL PROJECTS	96,830.26	101,669.49	100,830.00		110,000.00	110,000.00	0.00

FUND 402 CONSTRUCTION EXCISE TAX

A fund accounting for the financial resources used to acquire or construct major capital facilities (other than those of proprietary funds and trust funds).
The funds are collected by the Construction Excise Tax.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1130 Tax Revenue	26,948.62	38,283.06	80,000.00		180,000.00	180,000.00	0.00
5400 Beginning Fund Balance	570,489.26	205,109.30	336,000.00		336,000.00	336,000.00	0.00
FUND 402 CAPITAL PROJECTS	597,437.88	243,392.36	416,000.00		516,000.00	516,000.00	0.00
REQUIREMENTS:							
FUNCTION 41XX							
300 Services	15,000.00	27,539.80	0.00		100,000.00	100,000.00	0.00
500 Capital Outlay	398,186.54	0.00	416,000.00		416,000.00	416,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	184,251.34	215,852.56	0.00		0.00	0.00	0.00
FUND 402 CAPITAL PROJECTS	597,437.88	243,392.36	416,000.00		516,000.00	516,000.00	0.00

FUND 403 ATHLETIC FACILITIES FUNDRAISING

A fund accounting for fundraising efforts pursued to upgrade District athletic facilities. In 2024–25, fundraising efforts began to raise funds for the Kelly Field 365 updates.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1920 Contributions from Private Sources	9,200.00	538,880.03	1,020,800.00		1,820,800.00	1,820,800.00	0.00
5400 Beginning Fund Balance	350,000.00	9,200.00	542,000.00		542,000.00	542,000.00	0.00
FUND 403 HS TRACK REPLACEMENT	359,200.00	548,080.03	1,562,800.00		2,362,800.00	2,362,800.00	0.00
REQUIREMENTS:							
FUNCTION 41XX							
500 Capital Outlay	350,000.00	520.00	1,562,800.00		2,362,800.00	2,362,800.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	9,200.00	547,560.03	0.00		0.00	0.00	0.00
FUND 403 HS TRACK REPLACEMENT	359,200.00	548,080.03	1,562,800.00		2,362,800.00	2,362,800.00	0.00

FUND 405 HIGH SCHOOL ADDITION AND OTHER BOND PROJECTS

A fund accounting for the financial resources used for projects approved under the passed bond measure.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	0.00	761,939.93	350,000.00		900,000.00	900,000.00	0.00
1990 Miscellaneous	0.00	1,161,022.35					
3299 Restricted Revenue From the State-OSCIM	0.00	0.00	6,000,000.00		6,000,000.00	6,000,000.00	0.00
5110 Bond Proceeds	0.00	49,305,193.60	0.00				0.00
5120 Bond Premiums	0.00	2,919,017.95					
5400 Beginning Fund Balance	10.31	10.31	51,214,434.29		44,789,454.84	44,789,454.84	0.00
FUND 405 HS ADDITION AND OTHER BOND PROJEC	10.31	52,224,221.86	57,564,434.29		51,689,454.84	51,689,454.84	0.00
REQUIREMENTS:							
FUNCTION 2520							
100 Salaries	0.00	0.00	38,565.26		0.00	0.00	0.00
200 Benefits	0.00	0.00	15,794.44		0.00	0.00	0.00
FUNCTION 2540							
100 Salaries	0.00	0.00	88,400.00		0.00	0.00	0.00
200 Benefits	0.00	0.00	65,371.42		0.00	0.00	0.00
FUNCTION 41XX							
380 Other Non Prof/Tech			2,775,000.00		2,775,000.00	2,775,000.00	0.00
390 Other Prof/Tech			1,200,000.00		1,659,000.00	1,659,000.00	0.00
460 Non-Consumable			20,000.00		235,000.00	235,000.00	0.00
500 Capital Outlay	0.00	0.00	25,099,000.00		33,167,621.00	33,167,621.00	0.00
600 Dues & Fees			1,248,000.00		1,248,000.00	1,248,000.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	10.31	52,224,221.86	27,014,303.17		12,604,833.84	12,604,833.84	0.00
FUND 405 HS ADDITION AND OTHER BOND PROJEC	10.31	52,224,221.86	57,564,434.29		51,689,454.84	51,689,454.84	0.00

FUND 600 INTERNAL SERVICE

A fund accounting for the operation of district functions that provide services to other district functions.

ACCOUNT NUMBER / TITLE	ACTUAL 2023-24	ACTUAL 2024-25	ADOPTED 2025-26	FTE	PROPOSED 2026-27	APPROVED 2026-27	ADOPTED 2026-27
REVENUES:							
1510 Interest	5,758.38	0.00	1,000.00		1,000.00	1,000.00	0.00
1970 Service Provided Other Funds	385,747.84	389,727.04	395,210.00		428,351.00	428,351.00	0.00
5400 Beginning Fund Balance	21,697.32	41,704.74	25,000.00		50,000.00	50,000.00	0.00
FUND 600 INTERNAL SERVICE FUND	413,203.54	431,431.78	421,210.00		479,351.00	479,351.00	0.00
REQUIREMENTS:							
FUNCTION 51XX							
600 Principal and Interest	371,501.80	375,243.04	385,498.00		418,639.00	418,639.00	0.00
FUNCTION 7000							
820 Reserved for Next Year	41,701.74	56,188.74	35,712.00		60,712.00	60,712.00	0.00
FUND 600 INTERNAL SERVICE FUND	413,203.54	431,431.78	421,210.00		479,351.00	479,351.00	0.00

APPENDICES

STATE SCHOOL FUND GRANT
2026-2027
Based on $11,359,400,000 Budget with a 49/51 split as of 3/2/2026

Washington County, Banks SD 13 - 2240

2026-2027 Local Revenue

Property Taxes and in-lieu of property taxes from local sources	=	$4,279,449.00
Common School Fund	=	$155,216.62
County School Fund	=	$35,000.00
State Managed Timber	=	$750,000.00
ESD Equalization	=	$0.00
In-Lieu of Property Taxes(non-local sources)	=	$0.00
Revenue Adjustments	=	$0.00
Sum of Local Revenue	=	**$5,219,665.62**

2026-2027 Experience Adjustment

District Average Teacher Experience	=	13.08
State Average Teacher Experience	=	12.57
Experience Adjustment (Difference in District and State Teacher Experience)	=	0.51

2026-2027 Transportation Grant

Salaries	=	N/A
Payroll	=	N/A
Purchased Services	=	N/A
Supplies	=	N/A
Other	=	N/A
Garage Depreciation	=	N/A
Bus Depreciation	=	N/A
Fees Collected	=	N/A
Non-Reimburseable	=	N/A
Net Eligible Trans Expenditures	=	$821,100.00
Transportation per ADMr Rank		26%
Transportation Reimbursement Rate		70.00%

70.00% of the Net Eligible Transportation Expenditures = the Transportation Grant $574,770.00

2026-2027 Extended ADMw

2026-2027 ADMw 1,215.97 **2025-2026 ADMw** 1,207.60 **Extended ADMw** 1,215.97

2026-2027 General Purpose Grant

Multiply the Teacher Experience Adjustment of 0.51 by $25 then add $4500 to the result = $4,512.75
Then multiply $4,512.75 by the Extended ADMw 1215.9675 and then by the funding ratio 2.5922539943 = $14,224,623.97

2026-2027 Total Formula Revenue

Add the General Purpose Grant $14,224,623.97 to the Transportation Grant $574,770.00 = $14,799,393.97

2026-2027 State School Fund Grant

Subtract the Local Revenue $5,219,665.62 from the Total Formula Revenue $14,799,393.97 = $9,579,728.35

2026-2027 Rates per ADMw

General Purpose Grant per Extended ADMw = $11,698 Total Formula Revenue per Extended ADMw = $12,171

Charter Schools Rate(ORS 338.155) = $11,698

STATE SCHOOL FUND GRANT
2026-2027 As of 3/2/2026

Washington County, Banks SD 13 District ID: 2240

2026-2027 Extended ADMw

Banks SD 13: District total extended ADMw for funding calculations

	2026-2027		**2025-2026**	
ADMr:	1,060.00 X 1.00	1,060.00	1,059.91 X 1.00	1,059.91
Students in EL programs:	35.00 X 0.50	17.50	18.47 X 0.50	9.24
Students in Pregnant and Parenting Programs:	0.00 X 1.00	0.00	0.00 X 1.00	0.00
160 IEP Students capped at 11% of District ADMr:	116.60 X 1.00	116.60	116.59 X 1.00	116.59
Students on IEP Above 11% of ADMr:	9.50 X 1.00	9.50	9.50 X 1.00	9.50
Students in Poverty:	44.47 X 0.25	11.12	44.47 X 0.25	11.12
Students in Foster Care and Neglected/Delinquent:	5.00 X 0.25	1.25	5.00 X 0.25	1.25
Remote Elementary School Correction:	0.00 X 1.00	0.00	0.00 X 1.00	0.00
Small High School Correction:	0.00 X 1.00	0.00	0.00 X 1.00	0.00
Post Graduate Scholars:	0.00 X-0.25	0.00	0.00 X-0.25	0.00
	2026-2027 ADMw	**1,215.97**	**2025-2026 ADMw**	**1,207.60**

Banks SD 13 Extended ADMw **1,215.97**

Banks SD 13 Extended ADMw **1,215.97**

BUDGET TERMINOLOGY

Adopted Budget: Financial plan adopted by the governing body for the fiscal year or the budget period.

Agency Fund (Charter School/Scholarships): A fund used to account for activities of assets held in trust by a local government.

Appropriation: A legal authorization to make expenditures and incur obligations for specific purposes. Total appropriations include the adopted budget and any supplemental budget(s). The legal appropriation is the amount authorized by the board.

Approved Budget: The budget that has been approved by the budget committee.

Budget Committee: A statutorily (ORS 294.336) defined committee composed of the School Board and an equal number of citizen members appointed by the Board. The committee is responsible for reviewing the budget as proposed, recommending changes and approving the final budget which is presented to the School Board for adoption.

Budget Document: Written report showing the school district's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures for each of the last two budgets and estimated revenues and expenditures for the current and upcoming budget.

Budget Message: Written explanation of the budget and the local government's financial priorities. It is prepared and presented by the Superintendent of the school district.

Capital Outlay: Items which have a useful life of one or more years and exceed a dollar threshold established by the district, such as land, buildings, furniture, and equipment.

Capital Projects Funds: Accounts for resources, usually bond sale proceeds, used for activities related to the purchase or construction of major capital assets.

Contingency: An estimate in an operating fund for unforeseen spending that may become necessary.

Cost Center: An administrative subdivision of the school district, which is charged with carrying on one or more specific purposes such as a school, department or special program.

BUDGET TERMINOLOGY (CONT.)

Current Budget Period: The budget period currently in progress.

Debt Service Fund: A fund established to account for payment of general long-term debt principal and interest.

Encumbrance: An obligation chargeable to an appropriation and for which part of the appropriation is reserved.

Expenditures: Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis.

Fiscal Year: A 12-month period of July 1 through June 30 to which the annual operating budget applies.

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

Fund: A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives.

Fund Balance: The difference between fund assets and fund liabilities.

Fund Type: Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, trust and agency.

General Fund: A fund used to account for most operating activities except those activities required to be accounted for in another fund.

Governing Body: County court, board of commissioners, city council, school board, board of trustees, board of directors, or other managing board of local government unit.

Grant: A donation or contribution in cash which may be made to support a specified purpose or function, or general purpose.

Liabilities: Debt or other legal obligation arising from transactions in the past which must be liquidated, renewed, or refunded at a future date; does not include encumbrances.

BUDGET TERMINOLOGY (CONT.)

ORS: Oregon Revised Statute. Oregon laws established by the legislature.

Program: A group of related activities to accomplish a major service or function for which the local government is responsible.

Property Taxes: Ad valorem tax certified to the county assessor by a local government unit.

Proposed Budget: Financial and operating plan prepared by the budget officer. It is submitted to the public and the budget committee for review.

Requirement: The sum of all appropriated and un-appropriated items in a fund. Total requirements must always equal total resources in a fund.

Resource: Estimated beginning funds on hand plus anticipated receipts.

Special Revenue Fund: A fund used to account for proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are restricted to expenditure for specific purposes.

Supplemental Budget: A financial plan prepared after the regular budget has been adopted to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted.

Transfers: Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.

Un-Appropriated Ending Fund Balance: Amount set aside in the budget to be used as a cash carryover to the next fiscal year or budget period. It provides the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

BANKS SCHOOL DISTRICT 13
and
BANKS EDUCATION ASSOCIATION

LICENSED COLLECTIVE BARGAINING AGREEMENT

July 1, 2023~~3~~6 to June 30, 2026~~6~~9

Negotiators:

Ashley Thomas, BEA
Karl Bledsoe, BEA
Jo Schilling, BEA
Pat Marlia, BEA
Tony Richeson, BEA

Brian Sica, Superintendent
Darla Waite-Larkin, Director of Student Services
Jacob Pence, High School Principal
Jennifer Collins, Business Manager
Lara McCabe, Elementary School Assistant Principal
Leann Gallien, Middle School Assistant Principal
Molly Herbst, District Office Manager

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LICENSED CONTRACT

AGREEMENT

THIS AGREEMENT is entered into between the Board of Education on behalf of the Banks School District No. 13, Washington County, Oregon, hereinafter referred to as the "Board," or "District," and the Banks Education Association, hereinafter referred to as the "Association."

ARTICLE 1

STATUS OF AGREEMENT

A. The Board recognizes the Banks Education Association as the exclusive bargaining representative on wages, hours, and conditions of employment for all certificated teaching personnel employed by the District.

B. Employees not subject to the terms and conditions of this agreement include substitute (working less than 90 consecutive days in the same position) and per diem teachers, superintendent, building principals, confidential employees, classified employees, and coaches and advisors not otherwise subject.

C. The term "teacher'' when used hereinafter in this Agreement shall refer to all certified employees represented by the Association in the bargaining unit as above defined. References to male teachers shall include female teachers.

D. Within sixty (60) days after the date of final ratification by both parties of the agreement, a quantity of copies of the document, adequate to provide one copy per teacher, subject to this agreement, will be compiled for the teaching staff. (The District will type and print the document. The Association and District will share the costs.) Documents may be distributed by the building principals. '

E. Teachers will have access to the CBA via the District web portal. New teachers to the District will receive a hard copy at the time of hire and the Association leaders will receive hard copies.

F. A probationary employee is defined as either a bargaining unit member employed by the District for a period of less than three (3) successive years (in the case of bargaining unit members who have not received contract status in another Oregon FDAB school district) or less than two (2) successive years (in the case of bargaining unit members who received contract status in another Oregon FDAB school district).

G. The purpose of this article is to recognize the right of the bargaining agent to represent teachers in the bargaining unit in negotiations with the Board. Granting recognition is not to be construed as obligating the Board in any way to continue any functions or policies. The Board reserves the right to create, combine, or eliminate any positions.

ARTICLE 2

NEGOTIATION OF SUCCESSOR AGREEMENT

A. Reopening Dates and Procedures

Written notice shall be provided by either party of intent to open negotiations for a successor agreement by March 1st of the year in which the agreement expires.

B. Modification

This agreement shall not be modified in whole or in part by the parties except by an instrument in writing, duly executed by both parties.

ARTICLE 3

Grievance Procedure

The Association Grievance Form Is Appendix C

A. Purpose: The purpose of this procedure is to provide an orderly process to secure, at the lowest possible level, solutions to grievance.

B. Definitions:

1. A "grievance" is a contention by a teacher or a group of teachers of any alleged violation of this agreement.

2. The "grievant" is the person (or persons) who has the grievance and is presenting the complaint.

3. A "party of interest" is either the person (or persons) making the complaint, or the person (or persons) against whom the complaint is made in order to resolve the grievance.

4. A "representative" is an Association representative who may speak for and/or advise the grievant.

5. An "immediate supervisor'' is a person who has direct administrative or supervisory responsibilities over the aggrieved in the area of the grievance.

6. The term "days" shall mean working days of the district office. However, days for scheduling steps of this process may be delayed due to the availability of parties or representatives during break periods.

C. Time Limits:

1. These procedures should be processed as rapidly as possible: the number of days indicated for settlement or appeal at each level shall be considered a maximum. Time limits can be extended by written mutual consent of the parties of interest at any level of the proceedings.

2. Failure at any step of this procedure by the District to communicate the decision in writing on a grievance within the specified time limits shall permit the aggrieved to go on with procedures at the next step. Failure at any step of this procedure by the aggrieved to appeal a grievance to the next step within the specified time limits shall be acceptance of the decision at that step.

D. Miscellaneous:

1. There shall be no restraint, interference, discrimination, or reprisal exerted on any teacher who uses these procedures for the resolution of grievances.

2. The grievant shall have a right to an Association representative at each level of these grievance procedures.

3. Meetings or discussions involving grievances should be scheduled to avoid interruption of classrooms and/or any other school sponsored activities. Furthermore, every reasonable effort will be made by all parties of interest to avoid the involvement of students in the grievance procedure.

4. All parties of interest will process grievances after their regular work day or at other times which do not interfere with assigned duties.

5. All documents, communications, and records of a grievance will be filed in the school district office separately from the personnel files. The grievant or designee shall have access to the grievance file.

6. Financial Responsibility: each party of interest shall pay any and all costs incurred by said party of interest, but shall pay mutually incurred costs on an equal basis.

7. The filing or pendency of any grievance under the provisions of this article shall in no way operate to impede, delay, or interfere with the right of the District to take the action complained of, subject, however, to the final decision of the grievance.

8. The grievant may be represented at any stage of the grievance procedure after Step One, at his option, by a representative selected or approved by the Association. When the aggrieved, at his option, is not represented by the Association, the Association shall have the right to have its representative/observer present.

E. Procedures:

1. Step One - Informal and Formal Grievance Level

Informal: The grievant will first discuss his or her grievance with his or her principal or immediate supervisor, either individually or through an Association representative, or accompanied by an Association representative, with the objective of resolving the matter informally.

Formal: If the grievant is not satisfied with the informal disposition of his grievance, he or she may file a written grievance with his or her immediate supervisor (who has administrative authority to act) within ten (10) days after the informal disposition. This written grievance shall set forth the grounds upon which the claim is based and the reasons why the aggrieved considers the decision rendered unacceptable. The immediate supervisor shall communicate his decision in writing within five (5) days to the aggrieved.

2. Step Two - Superintendent.

If the grievant is not satisfied with the disposition of his grievance at Step One, he may file the grievance in writing with the Superintendent within fifteen (15) days after Step One procedures have been concluded. The written grievance shall specify the action or lack of action being grieved, the specific portion of this agreement alleged to have been violated, and the specific remedy sought. The Superintendent shall arrange for a meeting with the parties of interest to take place within ten days of his receipt of the written grievance. Within five (5) days of the meeting, the superintendent will provide his written decision to the parties of interest.

3. Step Three - School Board.

If the grievant is not satisfied with the decision of the Superintendent, the grievance may be presented to the School Board by filing all correspondence presented or received at prior steps within twenty (20) days after the conclusion of Step Two procedures. Within ten (10) days after receipt of the appeal, or at the next regularly scheduled Board meeting, the Board shall hold a meeting, subject to the Public Meetings Law, with all parties of interest. Within ten (10) days after the conclusion of the hearing, the Board shall render a decision in writing to the parties of interest.

4. Step Four-Arbitration

a. If the grievant is not satisfied with the decision of the Board, the grievant shall within ten (10) days of the receipt of the Board's decision submit the grievance to the Association. The Association shall have an additional ten (10) days to decide whether to submit to the Superintendent written notice of intent to arbitrate the issue. Such written notice shall contain a copy of all materials submitted or received at previous steps.

b. Within ten (10) days of receipt of written notification of the desire to arbitrate the grievance, the parties of interest will attempt to select an arbitrator. If the parties of interest are unable to agree upon an arbitrator or to obtain such a commitment within the ten-day period, a request for a list of arbitrators will be made by the Association to the Employment Relations Board and they shall choose an arbitrator by alternative striking of names until one name is left. The remaining person shall act as the arbitrator.

c. The designated arbitrator shall set a time and place for a hearing which is agreeable to the parties of interest. The expense of the arbitrator shall be born equally by the parties of interest; however, each party shall be responsible for compensating its own representatives, consultants, and witnesses.

d. The arbitrator shall have no authority to add to, modify, or detract from any provision of the Agreement.

e. Any decision of the arbitrator within the scope of this agreement shall be final and binding upon the parties of interest

ARTICLE 4

RIGHTS OF PROFESSIONAL TEACHERS

A. Organizing

Teachers shall have the right to organize, join, and assist the Association, to participate in professional negotiations with the Board through representatives of their own choosing, and to engage in other activities, individually or in concert, for the purpose of establishing, maintaining, protecting, or improving conditions of professional service and the quality of the educational program.

B. Conformance with Law

Nothing contained herein shall be construed to deny any teacher his rights under the constitution and laws of the United States and the State of Oregon or under other applicable laws and regulations.

C. Teacher Discipline

No member of the bargaining unit shall be disciplined without just cause. However, any action resulting in the dismissal of a contract or probationary teacher or the non-renewal in extra duties assignments will not be considered part of this agreement nor grievable under Article 111, Grievance Procedure. Such matters are governed exclusively by the Fair Dismissal Law.

D. Required Meetings or Hearings

Whenever any professional teacher is required to appear before the Superintendent and/or Board concerning any matter which could adversely affect the continuation of that teacher in his office, position, or employment, or the salary or any increments pertaining thereto, then he shall be given at least 24-hours prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association or legal counsel present to advise him and represent him during such meeting or interview.

E. Evaluation of Students

The teacher shall have the responsibility to determine grades, within the grading policies of the District, based upon his professional judgment of available criteria pertinent to any given subject area or activity for which he is responsible. No grade or evaluation shall be changed without prior consultation with the teacher unless the teacher cannot be contacted. In this case the building principal shall gather data related to the student's grades and render a decision. If the grade is changed without the consent of the teacher, the principal shall notify the teacher of the rationale for the grade change.

F. Complaint Procedure

A complaint is a criticism made against a teacher by a student, parent, guardian, or community member. If a supervisor or an administrator intends to place a record of a complaint in the teacher's personnel file, or take any disciplinary action against the teacher, the complaint shall be processed in the following manner:

Level I -A conference between the administrator(s) or supervisor(s) shall be held with the teacher within ten (10) working days after the complaint is made. The nature of the complaint shall be stated to the teacher at the time of the conference.

Level II - If the complaint is not resolved at Level I, the administrator(s) or supervisor(s) must contact the complainant to try to arrange a meetings at the teacher's request. If the complainant refuses to meet, the administrator(s) or supervisor(s) may proceed to investigate the complaint and take appropriate action.

Any complaint which the administrator or supervisor chooses not to discuss with the teacher or which is not discussed within the required time shall not be considered in the teacher's evaluation and shall not be used against the teacher in any subsequent action by the District. The teacher shall be entitled to attach a rebuttal to any document placed in the personnel file as a result of a complaint.

G. Responsibilities and descriptions of TOSA's (Teacher on Special Assignment)

1. TOSA employees and mentors, shall not turn over classroom observation notes to administration.
2. TOSA employees are not to be present in meetings involving discipline of other certified employees by a supervisor, administrator or board member.
3. TOSA employees are not administrators and will not engage in evaluative tasks of licensed employees.
4. TOSAs will visit classrooms as needed.

ARTICLE 5

TEACHER WORK YEAR AND TEACHING HOURS

A. Teacher Work Year

1. The teacher work year shall consist of 192 contract days.

2. Paid holidays are Labor Day, Veterans Day, Thanksgiving Day, President's Day, and Memorial Day.

3. The October State Staff Development Day shall be a non-contract day. Martin Luther King, Jr. Day shall be a non-contract day.

4. There shall be (4) fall Staff Development days. The equivalent of at least one fall staff development day shall be free of administrative meetings.

5. Grading days shall be reserved, free of meetings, for teachers to work independently on grading or other curriculum projects. If a teacher does not complete grades on time, then the teacher forfeits the following grading day away from the worksite.

   Elementary teachers (grades K-5) will have six (6) grading days per year. The District will place the days on the calendar based on the needs of the school year and input from the Association. Three (3) grading days may be away from the work site.

   Secondary teachers (grades 6-12) will have five (5) grading days per year. The District will place the days on the calendar based on the needs of the school year and input from the Association. Three (3) grading days may be away from the work site.

6. Late start meetings will take place on Wednesday and will occur from 8:00 am to 8:45 am. The superintendent, administration, and BEA leadership will meet regularly to plan, evaluate, and ensure the quality of the late start meetings. Teachers and administrators will communicate to ensure both the late start meetings and the collaborative planning times are effective. Regular evaluation, feedback, and self-reflection will be part of the process. Professional development time will be allocated to new programs that are adopted by the district. District administration will have final decision making for determining the calendar, collaboration teams, and responsibility for the high quality content of the late start meetings.

7. The District reserves the right to adjust and change the calendar during the school year due to unforeseen circumstances, emergencies, "minimum standards," changing programs, and new laws. The Superintendent and the Association representative shall confer on building the school calendar for any adjustments to the calendar which may be necessitated. The Superintendent shall make the final decision on when and the number of days that may need to be made up. The District will strive to make the ~~Christmas~~ Winter break concurrent with the surrounding schools. The District reserves the right to have two calendars with one reflecting an ending date if there are any unforeseen emergency closures and the other reflecting a normal ending date.

B. Professional Day

1. It is understood that as professionals, teachers spend time necessary to achieve the goals of teaching. A teacher's required building hours shall be from 8:00 a.m. to 3:00 p.m. on non-student contact days and after the buses leave on student contact days.

2. Teachers shall adhere to the daily schedule and shall make no commitments that will preclude their being present in their assigned duties and responsibilities. Requests for exceptions must be submitted to the principal prior to the anticipated teacher's absence from a class and/or early leaving.

3. Teachers shall attend staff and departmental meetings as required by the superintendent or by the principal. Such meetings will fall, whenever practical, within the hours of 7:30 a.m. and 4:00 p.m.

4. Parent-teacher conferences shall be held. If occasion arises when it is not possible for a parent to meet with the teacher during these scheduled conference hours, the meeting shall be scheduled in consultation with the teacher through the principal. When a teacher works beyond the contractual

day for the purpose of district scheduled parent teacher conferences, that teacher shall be granted compensatory time equal to the length of the parent teacher conference. Such time will be earned whether or not the parent/guardian attends the scheduled conference. Conference days shall be scheduled as follows: Day 1 is 4:30 pm - 8pm, Day 2 at BES is 8 am - 8 pm with scheduled meal breaks and 4:30 pm - 8 pm at BMS and BHS, and Day 3 **will** be compensatory time for the additional hours worked, and teachers will not be expected to work that day. The earned compensatory time shall be used in a single block of time within 3 days.

5. The division of the work day shall be designated by each building principal in accordance with the schedule, the educational program, the co-curricular functions, and school activities peculiar to that building. Consideration will be given to advisory suggestions by the school's staff.

6. Teachers shall schedule and use time outside of designated instructional time, within building hours, to the extent necessary for adequate instruction preparation; student, parent, or principal conferences; co-curricular functions; and other activities related to instruction of students.

7. Duty-Free Lunch - Full-time staff members shall be provided with a continuous thirty (30) minute duty-free lunch period during regularly scheduled lunch hours. The building principal shall designate the regularly scheduled lunch hours for the staff and for the students under this jurisdiction.

ARTICLE 6

WORKING CONDITIONS

A. Preparation time

Elementary teachers (grades K-5) shall receive daily preparation time in addition to the lunch period, during which they shall not be assigned any other duties. There will be a minimum of 300 minutes per 5 day work week of preparation time during the student day.

Secondary Teachers (grades 6-8) shall have daily preparation time in addition to the lunch period during which they shall not be assigned to any other duties. There will be a minimum of 330 minutes per 5 day work week of preparation time. At least one daily preparation time shall not be less than 30 consecutive minutes. Preparation time can be averaged over an entire semester (18 weeks).

Secondary Teachers (grades 9-12) shall have daily preparation time in addition to the lunch period during which they shall not be assigned to any other duties. The length of each preparation time shall not be less than the average of one and one half (1 ½) periods per eight (8) period block.

If a teacher accepts an offer from the District to teach another class during their preparation time, compensation shall be 1/16th of their regular salary per semester, 1/8 of their regular salary per year if the teacher is on an 8 period schedule.

If a teacher accepts an offer from the District to teach another class during their preparation time, compensation shall be 1/14th of their regular salary per semester, 1/7 of their regular salary per year if the teacher is on a 7 period schedule.

If a teacher accepts an offer from the District to teach another class during their preparation time, compensation shall be 1/12th of their regular salary per semester, 1/6 of their regular salary per year if the teacher is on a 6 period schedule.

Teachers who travel between schools will not lose any of the half-hour lunch time or preparation period because of that travel. Building principals will collaborate and advise teachers on which meetings and committees to attend within each building.

Special Teachers - Teachers of music, art, physical education, librarians, reading consultants, and counselors shall be provided with relief and preparation time to the same extent as other teachers in the district.

We recognize that Specialized Educators are valuable staff members who fill a number of important roles within the building. When they are called away from their role, it goes unfilled and their tasks continue to build up. All Specialized Educators, i.e. Counselors, Reading Specialists, ELL staff, School Psychologists, Special Education, and Speech Pathologists are entitled to compensation for classroom coverage consistent with all educators covered by this agreement and may decline such assignments when other assigned responsibilities would make coverage impracticable. Assignments exceeding one period per day require prior approval from the building administration.

Special Education Teachers - The district and association agree that there is a need to support Special Education case managers due to the high volume of paperwork and meetings for which they are legally responsible.

Special education case managers will receive four **(4)** dedicated planning days upon educator request throughout the contract year, but could request more days if needed. The district shall provide substitutes for the special education case managers during these planning days. For each planning day, the specialist will present a written statement of additional work needing to be accomplished in advance to the building principal for approval. In any instance involving use of a fraction of a dedicated planning day, the minimum use shall be one half day.

Starting 2023-2024 school year, special education case managers shall receive an annual stipend prorated by FTE in the amount of $1500 to be paid equally over 12 checks. This stipend shall be in lieu of submitting extra duty hours for related special education meetings.

B. Work Load

A number of factors influence effective instruction, of which class size is one. The Association is encouraged to comment on class size problems and make recommendations to rectify problems in class size. To provide a good learning situation, the class size shall be determined by the administration based on the following criteria:

- the capacity of teaching facilities, number of adequate pupil stations available in the room the
- availability of equipment for teacher demonstrations and student use
- conditions that affect the health, safety and supervision of the pupils

Records of enrollment will be maintained by the District. When classes violate these criteria, corrective action shall be taken as soon as the Superintendent and Board deem practicable and within the economic resources of the District.

The number or unique classes a teacher is assigned is a factor that influences work load. Administration will work to balance the number of unique assignments within grade levels and departments

C. Teaching Materials and Equipment

The District will provide teaching materials and equipment as needed and as budget money permits.

D. Inclement Weather

When school is closed by the Superintendent and announced by designated radio stations, teachers need not report to school. If the Board determines that the lost days need to be made up, such days will be considered as part of the regular contract year and there will be no additional compensation provided teachers have already been compensated and not required to report for work on such days. These lost days can only be made up at the end of the school year.

E. Classroom Control and Discipline

The District and the Association will work together to provide classroom environments where learning can take place and school expectations are communicated to all staff and students. The Administration will support classroom and school behavior management plans. The Student Code of Conduct adopted by the District shall be the basis for discipline in the District. In addition to the Student Code of Conduct, each school shall annually develop and distribute to all teachers a student behavior management plan. The student behavior management plan will provide expectations and procedures for behaviors that are not compliant with the behavioral plan within each building. The plan will be periodically and regularly reviewed by site based teams (e.g. PSIS Teams).Additionally, all staff will have the opportunity to provide feedback on revisions to the plan at least annually. Any student whose disruptive behavior is hindering the progress of the class may be removed from that class at the prerogative of the teacher. An Administrative representative will reteach the behavioral expectations outlined in the student behavioral management plan prior to the student returning to class.

F. Extracurricular Activities

Teacher participation in extracurricular activities which extend beyond the regularly scheduled in-school day shall be voluntary, and shall be compensated according to the schedule in APPENDIX B.

Salaries for additional extracurricular duties added after this contract is signed shall be subject to negotiations.

ARTICLE 7

STAFF RESPONSIBILITIES

A Certificate and Transcript Requirements

1. Each teacher is responsible for securing teacher licenses as prescribed by law. These documents are to be turned in to the District clerk for verification. The teacher's contract is void if these conditions are not met.

2. State standards require transcripts of each teacher's formal education to be on file in the Superintendent's office. Each teacher shall forward evidence of additional work completed. These transcripts are used to help determine individual status of formal education for salary schedule purposes.

H. Resignation

A written notice of resignation shall be filed with the superintendent at least sixty (60) days prior to the

effective date of resignation. The superintendent may waive such notice.

I. Financial Affairs

Purchases are to be made through the building principal. No purchase is to be made without filling out a purchase order and having it signed by an administrator.

J. Responsibility toward Students

a. Teachers are responsible for the guidance, discipline, and instruction of pupils in their room and at all functions. They shall enforce all rules governing the conduct of the pupils as such rules may be prescribed by the principal, superintendent, or school board. They shall report promptly to the principal all accidents or serious illness affecting pupils in their charge.

b. Teachers are to use and maintain records provided by the District. These include plan books, grade books, report cards, permanent records, etc.

c. Teachers shall administer any grading system or other means of evaluating pupil achievement that may be developed for the school board and report to the parents the progress of their children as directed by the principal.

d. Each teacher shall prepare a written outline of the grading system for determining student grades. This outline shall be made known and available to the students before the end of the first week of each term.

e. Teachers are not to leave pupils to work in the building alone after school. Sponsors of activity groups are responsible for their group when it is necessary for them to stay after school.

K. Care of District Property

a. Teachers are expected to exercise proper supervision and care over all furniture, books, supplies, and equipment provided for their use to instruct the children in the care and proper use and preservation of the school's properties, and to report to the principal any abuses.

b. No District equipment is to be loaned to any teacher for private use.

c. Teachers are to close windows, turn off lights, and lock the door to their room before leaving the building.

d. Teachers who use District vehicles will be responsible for them during the time they are in their use. Clearance to use District vehicles must be through the principal only. Any teacher who uses a vehicle is responsible for putting it away and locking all doors on the garage.

F. Teacher Participation

1. Teachers are to participate in the education staff development program of the District and the school building.

2. Teachers are expected to participate actively on committees that deal with any planning, research, curriculum, and public relations. A list of opportunities to participate in committees, task forces, etc., shall be provided to teachers using District communications. Attendance at all parent club meetings is urged of all certified personnel.

3. Teachers are encouraged to attend student activities and to take part in community functions whenever possible.

4. The Association will encourage teachers to take part in community functions. Notification of functions should be turned in to a designated faculty representative well in advance of the function.

H. Student Management

The teacher will:

1. Supervise the work of pupils.
2. Direct and evaluate the learning experiences of the pupils in both curricular and extracurricular activities.
3. Plan and organize work in such a manner as to best meet the needs of the individual student.
4. Provide guidance to each pupil which will promote his welfare and his proper educational development.
5. See that the pupil and the school district get the maximum returns on all equipment, materials, supplies, and utilities used under his direction.
6. Provide leadership for students in developing good citizenship.
7. Maintain a well-organized and disciplined class at all times with administrative support as outlined in Article 6 (E)
8. Be familiar with and enforce District Policies for student conduct and discipline.

I. Summary of Teacher Responsibility

1. The teachers in the Banks Public Schools are the educational leaders who guide the learning, the interests, and the activities of the children. The teacher should do his best insofar as possible with the resources available to him to see that the educational needs of all children are met. His work should facilitate the optimum development of each and every child.

2. Teachers of the Banks Schools are expected to be familiar with the provisions of Oregon State Law relating to teachers and pupils; with the policies, rules, and regulations of the local Board of Education; and with the courses of study and curriculum guides adopted for the work of their respective grade or department.

ARTICLE 8

VACANCIES, PROMOTIONS AND TRANSFERS

A Definition

A vacancy shall be defined for purposes of this agreement as a situation where a vacant position was previously held by a teacher or when a new position covered by this agreement is created.

1. Teacher vacancies occurring while school is in session will be announced when they become official. Principals shall, upon receipt of official notice of vacancies, post the notice on the bulletin board in the faculty room which has been designated by the principal for notices.

2. Said vacancies occurring in periods when school is not in session will be announced by a notice mailed to the secretary of the Association provided the secretary has filed a mailing address with the Superintendent's office.

3. When the Administration believes that such an announcement should not be released, to protect the individual teacher or the District, such announcement shall not be made until this protection has reached the termination point.

4. A candidate for a position with the District shall submit a letter of application to the Superintendent. The letter shall state the candidate's qualification for and interest in the vacancy. Conditions of application shall be the same for teachers as they are for non-teachers.

B. Vacancy during School Year

The Association recognizes that when vacancies occur during the school year, it may be difficult to fill them from within the District without undue disruption of the existing instructional program. If the Superintendent in his reasonable judgment so determines, such a vacancy may be filled on a temporary or tentative basis until the end of the current semester or school year at which time the position will be considered vacant.

C. Voluntary Transfer

1. A request for transfer to a different grade level, position or building shall be made in writing. If the request is for a different building, the request shall be sent to the principal of that building and at the same time an identical copy shall be sent to the teacher's present principal. If the request applies to the building in which the teacher is working, the request shall specifically set forth the exact and accurate reasons for the transfer, the specific position sought, and the applicant's interest in that position.

2. The request for transfer shall be made on or before March 1 in order for it to be considered for the following school year unless the vacancy occurs later than that date. Applications for transfer shall be renewed annually in order to remain valid.

3. The District will notify the teacher of the disposition of the request within sixty (60) days after April 1 of the school year in which the request is made. If a vacancy occurs and a request for transfer is made later than March 1, the District shall notify the applicant as soon as possible within or after the sixty (60) day limitation.

D. Involuntary Transfer

1. It may become necessary for the District to change the assignment of a teacher prior to, at the beginning of, or during any school year.

2. In the case of an involuntary transfer, the teacher will be notified as soon as possible. The teacher will have the opportunity to make known his wishes regarding the assignment to the principal(s). The teacher will be able to indicate his preference or assignment.

3. In the case of an involuntary transfer, the principal or administrator in immediate charge of the transfer will inform the teacher of any known vacancies in the District for which the teacher may apply in place of the involuntary transfer. If requested, the reasons for the transfer will be reduced to writing.

4. In the case of an involuntary transfer, the teacher will receive one day's pay if:

   a. change in elementary assignment
   b. change in secondary department
   c. change in location between Schools.

E. Criteria Used in Transfer

In the evaluation of any teacher, it is understood that the instructional requirements, the effect on the overall program of the school, and the welfare of the students are of primary importance. The District will consider a teacher's seniority.

ARTICLE 9

Teacher Evaluation

A. Purpose

The purpose of teacher evaluation is to allow the teacher and the District to determine the teacher's development and growth in the teaching profession and to evaluate and refine the performance of their teaching responsibility. The current District-approved evaluation procedures shall be used to evaluate licensed staff. The District and Association shall convene a committee, as necessary, to review and suggest changes to the evaluation procedure as contained in the current evaluation instrument

B. Personnel File

1. Each teacher shall have the right, upon request, to review the contents of his own personnel file. A representative of the Association may, at the teacher's request, accompany the teacher in this review. A representative of the district must also be present to ensure the integrity of the file.

2. Each teacher's personnel file subject to review shall contain the following minimum items of information:
   a. all teacher evaluation reports;
   b. transcript of academic records;
   c. permanent teacher recommendation (where applicable).

ARTICLE 10

DISTRICT COMMUNICATIONS

The School Board will keep teachers posted on what is happening in the District by posting minutes in school faculty rooms after they have been read and approved.

Administrators will hold faculty meetings and send out written bulletins to staff as needed.

Teachers have a responsibility to notify their administrators of students destroying property, building repair needs and any general information that is pertinent toward making the general operation of the school safe and productive.

Faculty communication to the School Board should be directed through the building principal to the Superintendent who will, in turn, give the information to the Board. An example would be overnight trips.

Personal requests can be directed to the Superintendent directly. Example: resignations, leaves of absence.

Faculty requests to change programs or add new programs must be written up in detail and given to the principal and Superintendent for consideration and Board approval by January 1 preceding the year the change is to be effective. Requests after January 1 will be considered one year later.

All school news releases with the teacher speaking as a representative of a school or district are to be cleared with the building principal or Superintendent, whichever is appropriate.

ARTICLE 11

LEAVES AND MEETINGS

For the purpose of leaves the term day refers to 8 hours multiplied by the amount of FTE specified on the "Contract Teacher's Employment Agreement". (i.e. 0.75 FTE teacher's day would equal 6.0 hours.) The District shall comply with State and Federal Leave Laws.

A Paid Leave

1. Sick Leave

   a. Sick leave means absence from duty because of an teacher's illness or injury and for the purposes of this Article, illness shall include any disability relating to pregnancy and childbirth. Sick leave may also be used for any reasons set forth in the Oregon Sick Time Law (ORS 653.616).

   b. Teachers shall be granted ten (10) days sick leave during each school year. Such sick leave shall be credited to said teachers on the first school day of the fall semester. Total sick leave which can be accumulated by any teacher under this Agreement for sick leave shall be unlimited.

   c. Any teacher who is absent because of personal illness for five (5) or more consecutive school days may be required by the building principal to file with the Superintendent's office a certificate from his or her physician attending to such illness.

      In cases of continuous illness where a person receives compensation because of cumulative sick leave, a physician's certificate may be required at the end of each payroll period during which the teacher is absent for five or more consecutive days (ORS **332.507(3)).**

      Sickness or other unavoidable circumstances which prevent the teacher from returning to work within twenty (20) school days immediately following exhaustion of their

accumulated sick leave shall be placed on leave without pay until released by the doctor, not to exceed the remainder of the school year. (ORS 342.545)

d. Sick leave may be used for medical, dental or vision appointments during work hours, if such absence is ~~authorized~~ recorded forty-eight (48) hours in advance ~~by the principal~~. The staff member shall give notice in a manner prescribed by the district and record such absence for illness in accordance with this section. In any instance involving use of a portion of a day's sick leave, and an outside substitute is necessary, the minimum charge to the teacher's sick leave shall be four hours. Absences of 60 minutes or less will not need to be recorded in the absence reporting system. The principal shall be responsible for control of abuse of sick leave privileges.

e. Classroom coverage extra duty is paid only when leave has been deducted.

f. The parties agree that this Section constitutes a substantially equivalent policy for purposes of compliance with ORS 653.611.

2. Sick Bank/Personal Leave Donation

Application for Sick Bank Donation - When a bargaining unit member has used all available paid leave days and needs donated days due to their own or an immediate family member's critical illness or injury, the following procedure will be implemented.

a. The bargaining unit member will notify the Association of the need for sick days. This program will not begin until initiated by the bargaining unit member. The Association will notify the District of the request.

b. The Association will solicit personal days from the bargaining unit.

c. Payroll will process the days as instructed by the District after reviewing the information from the BEA President.

d. Guidelines for Personal Leave Donations

In consideration of extenuating circumstances surrounding the present needs of said individual, donation of personal leave days from BEA members will be approved with the following understanding, conditions and limitation:

1. All contributions of personal leave days are irrevocable.

2. All contributions to the bank are voluntary. The District shall be defended and held harmless from any claim arising from honoring the "pooling" in this matter.

3. Each association member who volunteers to donate their personal leave day must sign a waiver indicating they are forfeiting their personal leave day for that school year.

4. Association members from any building in the District may contribute to this bank

5. The District is not responsible for any personal tax liability that may be incurred by the donating teacher or receiving member should any liability arise.

6. The maximum number of days that may be collectively donated by association members (at a rate of one day per individual member) is twenty (20). Additional days may be granted upon request up to 10 days.

3. Injury on Duty

In the event of an absence due to a compensable injury that has been incurred in the course of a teacher's employment, the District will conform to ORS 656.240.

4. Absence Due to Quarantine

A teacher absent from work when he is not ill, solely as the result of quarantine declared by a public health official, may make a formal request of the Superintendent for full pay during said period. If approved by said office, such absence will not be charged against the teacher's accumulated sick leave.

5. Family Medical Leave

~~Family medical leave will be granted in accordance with law to care for seriously ill family members.~~ The appropriate leaves under Family Medical Leave will be granted to eligible employees in accordance with FMLA/OFLA/PFML laws.

Teachers shall be entitled to the following temporary leaves of absence with full pay each school year:

6. Personal Leave

The District agrees to grant personal leave with pay of two (2) days annually. Such leave must be approved in advance by the building principal. In any instance involving use of a fraction of a day's personal leave, the minimum charge to the teacher's personal leave shall be one half day. This leave may not be used to extend a vacation or holiday, except per administrative approval. Teachers may either be reimbursed for up to two (2) days of unused personal leave at the rate of $200 and/or have one (1) day rolled over to the following year for a maximum starting balance of three (3) days. In the event of reimbursement and/or roll-over, this will be prorated based on teacher's FTE and the district office must be notified in writing by June 1.

7. Bereavement Leave

Teachers are eligible for paid absence in the event of a death of a family member of teacher's immediate family. Immediate family is defined as: spouse, parents, parents-in-law, grandparents, grandparents-in-law, children, children-in-law, brother, brothers-in-law, sister, sister-in-law, and others per administrative discretion, without setting a precedent. In the event of the death of a teacher or student in the District, the principal will grant requests to attend the funeral as long as supervision can be maintained for all pupils.

Teachers may access additional bereavement leave as provided for in Oregon law and such leave shall run concurrently with the leave provided in this section.

8. Jury Duty

Jury Duty shall be regarded as an obligation of responsible citizens. The District shall pay the teacher's salary less the amount paid by the court during the time of duty. See staff handbook for details of District processes.

9. Visits and Meetings

The administration will release teachers to visit other schools when it is considered beneficial for the teacher and the District's programs. (Half-day meetings of staff with students dismissed will be called when the administration feels it is appropriate.)

10. Association Leave

The District shall grant the Association leave of seven (7) days yearly if the Association pays the substitute. No one bargaining unit member will take more than the equivalent of three (3) days yearly.

B. Unpaid Leaves of Absence

1. Military Leave

All rights and protections will be granted in compliance with the Uniformed Services Employment and Re-employment Rights Act of 1994 (USERRA) as amended. A re-employed teacher will suffer no loss of position on the salary schedule if he returns immediately following discharge and will be given credit on the salary schedule for time served in the uniformed service.

2. Child Care

a. A leave of absence for a period of no longer than one (1) year shall be granted to any teacher for the purpose of child care. Child care shall include parental duties, whether due to pregnancy or adoption, and also shall include leave for the purpose of caring for a previously born child with an illness or injury requiring extensive attention.

b. As soon as any teacher becomes aware of ~~her~~ their pregnancy, ~~she~~ they may request in writing a leave of absence. The effective date of the leave shall be determined by the teacher's physician. Such leave shall be without pay and for a period no longer than one (1) year, provided, however, that at the discretion of the Superintendent, the leave may be shortened if such action is approved by the teacher's physician or lengthened to finish out the current school year.

c. On the expiration of the leave, the Superintendent shall reinstate a teacher without loss of seniority. However, no increments in salary shall accrue during said leave of absence.

d. If a certified teacher's leave of absence expires during the school year and no suitable position is open, the Superintendent may postpone the reassignment until such other time as an appropriate vacancy occurs or until the beginning of the next fall term, whichever is first.

e. The teacher shall notify the District on or before April 1st if they intend to return to employment with the District the following school year.

3. Voluntary Leaves

a. Voluntary leaves of absence of approved travel, education, rest and recuperation, or because of illness may be granted for a period of one (1) year without pay. This policy is subject to the provision that except as otherwise required by law or contract, this policy will not operate to guarantee a teacher any particular position upon re-employment.

b. Teachers on leaves of absence shall notify the District on or before April 1st if they intend to return to employment with the District the following school year. No more than three teachers

or five percent (5%) of the total number of teachers in the District will be allowed a leave of absence in any given year.

4. Restoration of Benefits

All benefits to which a teacher was entitled at the time such leave commenced, including seniority, unused accumulated sick leave and any other eligibility credits, except salary increments for the year in which the leave was taken, shall be restored upon return.

5. Benefits

During the term of such leaves, the District shall continue to make available any benefits available to active teachers providing that any such cost be borne by the teacher and that this action shall be approvable by the insurance company. Payment for these benefits must be sent to the District office by the 15th of each month.

6. Short term Unpaid Leave

Short Term unpaid leave by the employee that does not fall into any other leave category (e.g. - OFLA, FMLA, PFML, and OPL) must be pre-approved by the building administrator and then superintendent (for final approval), and shall be granted on a case by case basis and reserved for extenuating circumstances. Such leave will only be granted after any accumulated personal leave is exhausted.

ARTICLE 12

PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

A. Purpose

In our rapidly changing society, teachers must constantly review curricular content, teaching methods and materials, educational philosophy and goals, social change and other topics related to education. The Board recognizes that it shares with its professional staff responsibility for the upgrading and updating of teacher performance and attitudes. The Board and the Association support the principle of continuing training of teachers and the improvement of instruction. The District will provide an opportunity for Association input on the planning, implementation, and evaluation of professional development trainings.

B. Implementation of Program

1. Credit through Professional Staff Development Training

The Banks Board of Education recognizes the importance of additional training as a means of acquiring greater professional skill for teachers of the District.

All college courses for which a grade of "C" or better is earned will be accepted for credit. In order to receive credit for any other type of Staff Development education or experience, it will be the responsibility of the individual teacher applying for such credits to submit a request in writing to the Superintendent who will rule on the eligibility for credits. The following will be eligible for credit:

a. classes sponsored by organizations, industry, or technical schools;

b. community college courses;

c. community education classes;

d. curricular related clinics and workshops.
   1. The clinic or workshop shall have been called to consider some particular educational problem and shall have been called by a professional organization or recognized institution of higher learning.

   2. In order to receive one credit, teachers will be required to be in attendance for at least eight hours and write a paper consisting of a critical analysis of the materials presented at the session attended giving appropriateness of the material to classroom, schools, or community relationships. In addition, the teacher may be required to present the material at one or more staff meetings in the District. No fractional credit will be allowed for sessions shorter than eight hours.

   3. A written report on the clinic or workshop must be filed with the Superintendent or his designated representative within thirty (30) days following the meeting to be considered for credit.

   4. No more than three credits will be accepted for each clinic or workshop.

e. Credit for leadership of District workshops, research, and curriculum improvement projects may be earned under the following conditions:

1. Research for which credit is desired must be related to some local District problem and be approved in advance by the Superintendent or his designated representative. In no instance shall more than two credits be awarded for any one project.

2. Active participation on curriculum committees operating within the District may also be counted when the following conditions are met:

   a. The committee must be in existence at least throughout one school semester or one full week's duration in the summer studying a single phase of the school program.

   b. The project for study must have been approved by the Superintendent or his designated representative.

   c. The committee's efforts shall be culminated in a cooperatively written report or curriculum guide to be used in the Banks Schools.

   d. One credit may be obtained for each eight hours of committee meetings.

   e. No more than three credits may be earned for each project.

3. Credit for leadership of a District workshop shall be allowed when the following conditions are met:

   a. Goals and objectives shall be clearly defined.

   b. The workshop may be either in a concentrated block of time or in regularly scheduled weekly, bi-weekly or monthly meetings.

   c. One credit will be allowed for each workshop; maximum will be two credits.

   d. In the case of conducting a District workshop or curriculum development, a teacher shall be allowed to choose whether he would like to receive pay or credit. In no case shall he receive both.

f. Credit for approved travel may be earned as follows:

1. The purpose of granting travel credit is to allow for the enrichment of a teacher's experience. It is not intended to allow travel to the exclusion of other worthwhile experiences. A maximum of three credits for travel will be allowed during any one year.

2. An itinerary and educational objectives must be submitted to the Superintendent or his designee representative at least two weeks prior to the trip.

3. A written report is to be submitted upon completion of the trip evaluating it in terms of its relationship to the classroom or school activities. This should be done within one month of returning to school or by October 1st of the current year, whichever is later.

4. The following regulations will form the basis for evaluating travel:

   a. Not more than one credit for each seven (7) days of travel is to be allowed;

   b. Within reasonable limits, the teacher will be expected to share learnings, pictures, etc. with other school groups.

g. Credit for a summer work experience may be earned under the following conditions:

1. Employment shall be related to the teaching assignment of the teacher and must contribute to his proficiency as a teacher in that particular teaching area.

2. Employment must be for a minimum of 100 hours. The number of credits awarded shall be determined by the evaluation committee (two administrators and two teachers) but no more than three (3) credits will be accepted per year.

3. A written report must be submitted to the Superintendent or his designated representative one (1) month after returning to school or by October 1st of the contract year, whichever is later. This report should explain how this work experience has contributed to the professional growth of the teacher and how it will relate to the classroom or school activities.

h. Professional Development and Educational Improvement/Tuition Reimbursement

1. All requests for Tuition Reimbursement must be requested in writing and receive written approval, based on District criteria, prior to taking course work.

2. Members will be reimbursed at the Portland State University graduate tuition rate or the actual tuition cost of approved courses, whichever is less.

3. A member who has not used his or her tuition reimbursement hours during the school year just ending may use unused hour(s) during the following summer and, in addition, may use part or all of the following year's tuition reimbursement hours during that same summer.

4. Reimbursement will be made upon presentation of receipts and grade slip showing a passing grade of C or higher.

5. Members qualify for Tuition reimbursement hours as follows:

a. Members employed six years or less are eligible for six (6) hours of tuition reimbursement per year.

b. Members employed over six years are eligible for three (3) hours of tuition reimbursement per year.

c. The District may choose to reimburse a greater number of hours on a case by case basis without setting a precedent.

2. Evaluation of Credits

All credit earned in any of the above mentioned methods shall be evaluated and approved before credit is allowed by the Superintendent.

3. Notice

In the event an increment *is* not granted, the teacher shall be notified in writing of the reasons for such action.

4. Filing Deadline

Evidence of having successfully completed the course must be on file in the Superintendent's office by October 15th.

5. Additional Preparation

A teacher who expects to complete a degree or necessary hours which will entitle him to placement in a different position on the salary schedule shall give written notice to the Superintendent by January 1, in order that necessary changes can be made in the budget.

Failure to notify the Superintendent by January 1st will not prohibit the teacher from advancing on the salary schedule if needed hours or degree has been completed by September 15 of the new school year.

6. District Staff Development

The District will provide enough Staff Development opportunities a year that will equal the yearly Professional Development Unit (POU) requirement set by the Teachers Standards and Practice Commission (TSPC).

ARTICLE 13

SELECTION AND ADOPTION OF TEXTBOOKS, LIBRARY BOOKS, AND OTHER INSTRUCTIONAL MATERIALS

A. Selection of Instructional Materials

1. ~~Books and other materials shall be chosen for values of interest and enlightenment of all students of the community and they should also meet the objectives of the class. Materials shall not be excluded because of race, nationality, or political or religious views of the author.~~ Materials shall align with district curriculum, state standards, and student learning needs.

2. ~~There shall be the fullest practical provision of materials representing all points of view concerning the problems and issues of our time: International, national and local. Materials of sound factual authority shall not be prescribed or removed from school use because of partisan or doctrinal disapproval.~~ Materials must be accurate, current, age-appropriate, and inclusive of diverse perspectives.

3. ~~Board approved or state adopted materials will not be suspended pending conclusion of the challenged material procedure. All other challenged materials will be suspended pending a final decision~~ Licensed Staff shall be involved in the review and recommendation process.

4. Selection shall follow established evaluation criteria and may include committee and community input.

5. Textbook adoption shall occur through a formal review process considering quality, usability, cost, durability, and accessibility.

6. Final approval rests with the District/Board, with materials subject to periodic review and replacement.

~~B. Selection of Textbooks~~

~~Textbooks are to be state adopted texts or texts approved in writing by the Staff Textbook Adoption Committee and approved by the School Board.~~

~~C. Selection of Library Materials~~

~~1. It is the responsibility of teachers and librarians to select materials which are carefully balanced to include various points of view on any controversial subject and those which meet the educational objectives of the District.~~

~~2. Since materials are selected to provide for the interest and needs of the school community and the school program, they will be selected cooperatively by librarians, teachers, principals, and sometimes~~

~~with the assistance of students.~~

3. ~~Selection of materials will be assisted by the reading, examination, and checking of standard evaluation aids such as standard catalogues and book review digests.~~

4. ~~Two basic factors, truth and art, will be considered in the selection of books and other library materials. The first is factual accuracy, authoritativeness, balance, and integrity. The second is a quality of stimulating presentation, imagination, vision, creativeness, and style, appropriateness to the idea, vitality and distinction.~~

5. ~~Materials for the school library shall be examined to select those in which the presentation and the subject matter are suitable for the grade and the interest level at which they are to be used. They will be considered in relation to both the curriculum and to the personal interests of pupils and teachers.~~

D. Pay and/or Released Time

Teachers serving on committees organized pursuant to this Article shall do so within the working day.

ARTICLE 14

INSURANCE

A Insurance

1. Effective October 1, 202~~3~~6, the District will provide unit members, whose FTE is 0.50 orgreater, a $~~1,704.57~~1,808.90 maximum contribution per month for the purchase of healthcare. Effective October 1, 2024~~7~~, the District will provide unit members, whose FTE is 0.50 orgreater, a $~~1,738.66~~1,845.08 maximum contribution per month for the purchase of healthcare. Effective October 1, 202~~5~~8, the District will provide unit members, whose FTE is 0.50 or greater, a $~~1,773.43~~1,881.98 maximum contribution per month for the purchase of healthcare. Anyunit member whose FTE is below 0.50 shall receive no contribution. Also included is the district paid Employee Assistance Program. It is understood and agreed that any eligible for insurance coverage under OEBB that does not meet the requirement for eligibility under this contract will not receive any District contribution. Healthcare will be defined as medical, dental, and vision insurance.

2. a. For the ~~2023-24~~ 2026-27 school year, the preferred Moda District plans shall be Medical plan 5, Delta Dental Premier Plan 5 and Moda Vision plan Quartz.

   b. The preferred District plans shall be supplemented by a Group Health Reimbursement Arrangement (HRA). Teachers that enroll in the preferred Moda District plan shall be also eligible to participate in the District sponsored Group HRA.

   c. For ~~2023-24~~2026-27 the group medical HRA benefits for Moda will have an in-network deductible of $350/$700/$1,050 and combined medical maximum out of pocket of $2,9501$5,900/$8,850 (Individual/2 Party/Family). Copayments will be equivalent to the Moda plan 5 PPO Plan.

   d. A teacher may upgrade their dental and vision plan to other plans offered by the District that are not the preferred plan. The difference in premium cost will be deducted from the teacher's monthly pay.

3. Either party may elect to discontinue the program described in Article 14A (2) at the end of any plan year.

4. For the ~~2024-25 and 2025-26 insurance year and subsequent years~~ 2026-27, 2027-28 and 2028-29, the preferred District medical, dental and vision plans and the Group HRAs plan design will be determined per Article 14A(4)(a).

   a. An insurance Committee consisting of three members from the Association and three District

representatives will meet in the spring of each year to examine insurance plans. The purpose of the committee shall be to review the outcomes and operations of the HRA program described above. Any committee recommendation must be mutually agreed to by both parties.

b. The committee will select which health plans (medical, dental and vision) offered through the Oregon Educators Benefit Board (OEBB) will be offered to members for the ensuing plan year beginning October 1. The committee will identify which of the selected plans will be designated as the preferred plan for purposes of Article 14A(2). The committee selections will be compliant with relevant OEBB rules and/or regulations governing health plan selections. The committee will notify the District of their plan selections each year on or before June 1.

5. Insurance coverage for domestic partners will be subject to the limitations and conditions required by the IRS, the insurance carrier, applicable statutes, regulations and/or court rulings.

6. Any member who is able to demonstrate that he had health insurance benefits from another source will be able to opt out of the District's health plan called for in 14(A)(1}. Any member who opts out of the plan shall receive a monthly cash stipend contribution equal to 30% of the cost of the District's maximum contribution defined in 14(A}(1). The cash stipend will be added to the member's pay as taxable income.

7. Any member who does not participate in the group HRA and selects an insurance plan with premium costs below the District maximum contribution stated in 14(A)(1) will receive a monthly cash stipend equal to 30% of the difference between the District maximum contribution and the cost of the selected plan. The cash stipend will be added to the member's pay as taxable income.

8. Any member who does not participate in the group HRA and selects an insurance plan with premium costs above the District maximum contribution stated in 14(A)(1) will have the difference in premium costs deducted monthly from their pay.

B. Benefits Period

1. For those teachers who work the entire year, as defined in the Agreement, twelve (12) continuous months of insurance will be provided.

2. Benefits will begin on the first day of the month following the first full calendar month of employment.

3. If a teacher's employment is terminated prior to the end of the school year, the District's contribution shall cease as of the last day of the month the teacher is employed.

4. If the teacher's employment is terminated between the end of the school year and the beginning of the ensuing school year, the District's contribution shall continue to provide benefits through the month of September.

C. Hiatus Period

In the event a successor to this Agreement has not been duly ratified by both parties by the expiration date of this Agreement, all insurance coverage as set forth above and existing on the expiration date of the Agreement shall continue in full force and effect. The District agrees to pay such premiums up to the cap amount as defined above per month per teacher for health care in order to maintain and continue the above benefits until a successor agreement is duly ratified by both parties. Payments of premiums will be discontinued during any type of work stoppage.

D. Retirement Option for Certified Members

1. Workback Scenario One:
    - Retire from PERS between January 1 and June 1 and be rehired into their current position without the need to reapply for the remainder of that school year.

        - All benefits, etc. roll over as if there were no break in service.
        - All "sick time" benefits are subject to the PERS rules of retirement.
        - **Note - any certified member on a plan of assistance for improvement is not eligible for this provision.
    - If the employee would like to continue beyond the remainder of the current school year they will need to reapply and be selected.
        - If selected, their contract would be temporary status
        - If selected, all benefits, etc. roll over as if there were no break in service
        - All "sick time" benefits are subject to the PERS rules or retirement
2. Workback Scenario Two: Retirement date outside of January 1 to June 1
    - Any continuation of current position requires the application/selection process
        - If selected, their contract would be temporary status
        - If selected, all benefits, etc. roll over as if there were no break in service
        - All "sick time" benefits are subject to the PERS rules or retirement
3. Members working within the workback scenarios are responsible for any impact on their PERS benefits.
4. Banks School District retirees may purchase insurance from the district at the insurance cap rate as allowed by OEBB policies.
5. Staff will be grandfathered into the long term sub rate if they were retired under the MOU for retirees that existed between Dec 31, 2022 and June 16th, 2026.

ARTICLE 15 PAYROLL

DEDUCTION

A Association Due

1. The District agrees to deduct Association dues from the salaries of the bargaining unit teachers as requested by the teacher. Such authorization shall continue in effect from year to year unless revoked in writing during the OEA designated drop/withdrawal period. The District shall deduct the dues in twelve (12) equal deductions beginning in September and ending in August.

2. All teachers in the bargaining unit who become members of the Association shall remain members of the Association during the term of this Agreement. This provision does not apply to any Association member who, within the designated period, withdraws from the Association by sending a signed withdrawal statement to the Association and to the District.

3. As the exclusive bargaining agent, the District shall continue to provide the Association with employee information necessary to represent employees as well as notify the Association of new hires within a reasonable time period but not to exceed fifteen District business days.

4. The Association agrees to indemnify, defend, and hold the District harmless from employee or former employee claims, orders, or judgments against the District concerning the dues deductions procedures outlined in this agreement. The Association's obligations are contingent upon the District: 1) giving the Association at least two weeks' notice, in writing, of any claim; and 2) fully cooperating with the Association and its designated counsel in the defense of the claim. The Association's obligation does not extend to criminal allegations or actions brought against the District by the Association. In the event the District properly invokes this paragraph, the Association will provide the attorney to defend against the claim. In the event the District wishes to use its own attorney, the District will pay the fees and costs of said attorney.

B. Other Deductions

1. The District agrees to deduct from the salaries of its regular certified teachers as requested in writing by the teacher:

a. Premiums for approved insurance and annuity programs;

b. Contributions to Charitable Organizations;

c. Payments to Banks or Credit Unions;

d. Other voluntary deductions, pre-approved by the ~~District~~ Business Office, will be deducted from the teacher's salary as authorized in writing by the teacher.

e. Short Term Unpaid Leave pre-approved by the building administrator and then superintendent or designee (for final approval), will be deducted from the teacher's salary as authorized in writing by the teacher.

f. OEA Foundation

g. OEA-PIE and the NEA Fund

2. Accumulated sick leave will be reported monthly on the employee's pay stub when programming becomes available.

ARTICLE 16

PROFESSIONAL COMPENSATION

A Salary Schedule

1. The salary schedule is as in Appendix A for the ~~2023-24, 2024-25 and 2025-26~~ 2026-27, 2027-28 and 2028-29 contract years.

Funding level SSF	
Year 1 COLA ~~2023/24~~ 2026/27	~~3.5%~~ 4.0%
Year 2 COLA ~~2024/25~~ 2027-28	~~4.5%~~ 3.50%
Year 3 COLA ~~2025/26~~ 2028-29	~~4.0%~~ 4.0%

Teachers move between columns due to educational attainments if eligible. Teachers moving between columns will be placed on the proper vertical step if possible. Movement between columns will be made only when written notification to the district office is made prior to Christmas break preceding the anticipated move for the next school year.

A teacher currently on a plan of assistance may move on the salary schedule contingent upon satisfactory performance as recommended by the immediate supervisor. A teacher who is not recommended for movement may request a hearing by the Board.

COLUMNS:

Column 1 - BA
Column 2 - BA+ 75 or MA — At least 38 hours will be in areas designated by the District in district needs and priorities. The remainder will be teacher's choice of hours provided they are approved by the Superintendent as applicable to improving instruction.

2. Newly hired teachers shall be placed on the salary schedule at the discretion of the Superintendent.

B. PERS Pickup

1. The district shall "pick up," assume or pay six (6) percent of teacher salary as the full amount of teacher contribution to the Public Employees Retirement Fund for the teacher members participating in the Public Employees Retirement System. Such Employer Paid Pre-Tax payment of teacher member monthly contributions to the system shall continue for the life of this Agreement.

2. The full amount of required teacher contributions assumed or paid by the District on behalf of teachers pursuant to this agreement shall be considered "salary" only for the purpose of computing a teacher member's "final average salary," and shall not constitute additional "salary" or "other advantages" for any other purpose. Such teacher contributions assumed or paid by the employer on behalf of its teachers shall be added to the member accounts of the members for their annuities and shall be considered to be teacher contributions for all other purposes of ORS Chapter 238

C. Extended Pay

1. Any teacher on an extended contract shall receive 1/total contract days of this regular yearly salary as determined by the salary schedule for each day of extension.

2. The exact days of extended contract shall be determined by the building principal at the time of the extending of the contract.

D. Extra Duty Pay

1. See Appendix B for rate and listing of positions.

~~2. A joint committee will be comprised of one association member, one high school administrator, 2 current head coaches and 1 dance and drill/music coach. This committee will evaluate and make recommendations on Appendix B/Extra Duty Salary Schedule. This committee will also develop job descriptions for any and all extra duty positions that do not currently have a detailed description. The committee will commence in January 2022 and will make recommendations no later than March 1. This will be considered Association business and Association member's participation on the committee will be voluntary and unpaid by the District.~~

2. Dates and hours must be turned in to the building principal for approval before presentation for payment.

3. Such extra duty pay is for those who are in charge of activities requiring work other than during regular work hours.

4. The salaries listed in Appendix B shall be computed by multiplying the stated percentage by the base salary for that year of the contract.

5. The base salary is defined as BA Step 1 Col 1 for that contract year.

E. Mileage

1. Mileage allowance for teachers using their car on school authorized business will be paid at the current IRS mileage rate

F. Curriculum Pay

1. Efforts will be made to allocate curriculum adoption funds for training teachers on new curriculum as well as training new teachers on existing curriculum. Teachers can request additional pay when professional development or curriculum enrichment opportunities are available. Such situations require prior-approval from the business office. Payment is only for the number of days teacher is attending conference. Teachers can decline to participate in professional development outside of their contract day/year.

2. Teaching assignments that have required certifications or trainings, ie. AP, IB, or Dual Credit, will be paid at the defined per diem curriculum rate when outside of the contract day/year. Teachers will be given information about options, and a minimum 6 month time period to complete training before any change to their teaching assignment is made.

Unless otherwise compensated by stipend, whenever teachers are asked to serve on committees, attend meetings, or carry out curriculum training, enrichment, and/or instructional projects which meet on a noncontract day or ~~on Saturday or~~ beyond the 7:30 am to 4:00 pm contract day, the hourly salary shall be determined by the following formula:

Teacher's Salary/Total Contract Days = Daily Salary/8 = Hourly Salary

G. Retention Stipend

1. Years of service are cumulative in the Banks School District. Stipends are paid in June of the year that completes the milestone. (e.g. the $500 stipend is paid in June in the year the fifth year is completed)

2. A "year" is considered if 70% of contract days are served. For example, a 1.0 FTE teacher will serve at least 135 days, a 0.5 FTE teacher will serve the equivalent of 96 days

3. Leaves approved under Article 11.B.3 are not considered service for this stipend.

4. A member must be 0.5 FTE or greater for a year to be awarded.

Retention Stipend: increased by the same % as COLA

	2026/27	2027/28	2028/29	
5 years	$ 500.00	$ 517.50	$ 538.20	One time stipend on the June payroll
10 years	$ 750.00	$ 776.25	$ 807.30	One time stipend on the June payroll
15 years	$ 1,000.00	$ 1,035.00	$ 1,076.40	One time stipend on the June payroll
20 years	$ 1,250.00	$ 1,293.75	$ 1,345.50	Annual stipend until a break in service on the June payroll

ARTICLE 17

MISCELLANEOUS PROVISIONS

A. Individual Contracts

In cases of conflict, the provisions of the collective bargaining agreement shall prevail over any inconsistent provision of an individual teacher's contract.

B. Job Sharing

1. Definition: Job sharing shall refer to two unit members sharing one full-time position.

2. Application: any assignment openings shall be available to certificated staff who have indicated in writing to the Superintendent their desire to job share.

3. Pairing: Job sharing assignments shall terminate at the end of each school year. In the event teachers request a job share for the ensuing school year, the request may be granted for the following year by the building principal, and be filled only by teachers who have jointly agreed to work together. If the principal/supervisor denies their request to job share, the teachers have the right to appeal the decision to the superintendent.

4. Selection: Job sharing assignments shall be granted annually upon mutual agreement of the teachers and the Board.

5. Responsibilities: Responsibilities of an assignment by two job sharers may be divided and/or allocated according to a plan designed by the immediate supervisor in consultation with the job sharers. This shall include but not be limited to attendance at regular staff meetings, district meetings, parent conferencing, and staff development.

6. Compensation: Teachers sharing contracts shall receive salary step movement at the start of the school year.

7. Benefits: Unit members working in job sharing positions shall receive a prorated amount of health, welfare, and leave benefits.

8. Substituting: Job sharers shall substitute for each other whenever possible.

C. Separability

If any provision of this Agreement or any application of this Agreement to any teacher or group of teachers is held to be contrary to the law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. Upon request of either party, the parties agree to meet without undue delay to negotiate a replacement provision.

D. Strikes

Members of the Bargaining Unit agree not to strike during the term of this contract.

E. Layoff

1. In the event the District determines that a layoff is to take place, the District will follow ORS 342.934.

2. The District will give the teachers involved prior written notice and the proposed time schedule.

3. Procedure for Recall of Teachers

   a. Applicability

      If within twenty-seven (27) months of the most recent date of release by the District, a vacancy occurs within the District for which the laid-off teacher is deemed qualified and properly certified by the District, the recall procedure outlined below should be followed.

   b. Notification

      At the time of layoff, laid-off teachers shall have the opportunity to express in writing a desire to return to the District. The teachers shall also leave with the District an address for recall notification. In the event of a recall, the District shall notify the teacher of the available position by certified mail, return receipt, sent to the last address given by the teacher to the district office. The teacher will then have fourteen (14) calendar days from the mailing of such notice, to notify the District of ~~his~~ their intent to return to District employment. Failure of the teacher to respond within the time herein specified shall terminate such teacher's employment as a voluntary resignation.

c. End of Recall Rights

The teacher's recall rights shall end as of the date twenty-seven (27) months after the most recent date of release by the District or upon the teacher's rejection of a position offered by the District, whichever comes first

4. Any "appeal" from the Board's decision on layoff or recall pursuant to this Article shall be by means of a grievance filed pursuant to the Article on Grievance Procedure. The decision of the arbitrator will be final and binding on all interested parties as long as the arbitrator's decision is within ~~his~~ their jurisdiction. The jurisdiction of the arbitrator and the scope of ~~his~~ their review shall be limited by the provisions of ORS 34.010 through 34.100 (Writ of Review). In other words, the arbitrator shall be limited to a review of the record established by the District in determining the layoff or recall. The arbitrator shall be limited to a determination of whether the District:

a. Exceeded its jurisdiction;

b. Failed to follow the procedure applicable to the layoff or recall;

c. Made a finding or order not supported by substantial evidence in the whole record;

Or

d. Improperly construed this Article, to the injury of some substantial interest of the grievant(s), and not otherwise.

Additionally, the arbitrator shall have the authority to affirm, modify, reverse, or annul the decision or determination of the Board, and, if necessary, to award restitution to the grievant(s), or to direct the Board to proceed in the matter reviewed according to the decision of the arbitrator.

F. Labor - Management

An Association representative and the Superintendent shall meet at mutually agreed times to discuss and resolve issues regarding working conditions and to improve communications and collaboration between the District and the Association.

ARTICLE 18 MANAGEMENT

RIGHTS

A The Board, on its own behalf and on behalf of the electors of the District, hereby reserves unto itself, except as modified in this Agreement, all powers, rights, and authority; duties and responsibilities, conferred upon and invested in it by the laws and the Constitution of the State of Oregon, including the right:

1. To exercise management and administrative control of the school system, and its properties and facilities.

2. To hire all teachers and, subject to the provisions of the law, to determine their qualifications and the conditions for their continued employment or their dismissal or demotion, and to promote and transfer all such teachers.

ARTICLE 19

ASSOCIATION RIGHTS & PRIVILEGES

A Information

The Association will have made available by the District any and all public, non-confidential information requested by it in the form and content in which it is readily available.

B. Use of Buildings

The Association shall have the right of access to school buildings providing there is no interference with the regular school program. The Association-designated representatives shall be allowed to conduct association business inside District work locations, provided that the business does not occur during student contact time and provided that the representative notifies the principal and/or office of their presence.

C. Use of School Equipment

The Association shall have the right to the use of school facilities and equipment including typewriter, duplicating equipment, calculating machines, computers, district email and all audiovisual equipment at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use and for any repairs necessitated as a result thereof.

D. Bulletin Boards

The Association shall have in each school building the use of a bulletin board or bulletin board space in each school for posting materials relating to the Association or its members.

E. Mail Facilities and Mail Boxes

The Association shall have the right to use the interschool mail service and school mail boxes.

F. Use of the Telephone

Four (4) Association officers may make long distance telephone charges against the District from the Association.

ARTICLE 20

DURATION AND FUNDING OF AGREEMENT

A. Previously Negotiated Agreements

This Agreement supersedes all previous contracts.

B. Effective Date

This Agreement shall be in effect as of July 1st, 2023~~3~~6, through June 30, 2026~~6~~9, subject to the Association's right to negotiate over a successor Agreement as provided in Article II. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

C. Agreement

If the District is unable to perform to the economic terms of this Agreement, then those economically related portions of the contract, upon request of the Board, shall be reopened for negotiation.

D. Waiver

The parties agree that neither is obligated to bargain on any subject or future subject for the life of this Agreement except as stated in paragraph C above.

E. Funding

The District agrees to include in its budget request an amount sufficient to fund this Agreement and to openly support the passage of such budget requests.

ARTICLE 21 HOLD HARMLESS

Appropriate deduction of tax assessments for the health insurance benefits provided to teachers under this contract is the responsibility of the District. The District agrees to hold the Association and its members harmless and to defend and indemnify the Association in the event of an enforcement action by any government agency concerning taxation of such health insurance benefits incurred during the term of this contract.

The parties, being the Banks Education Association (BEA) and Board of Directors, by their signatures below, confirm they have read, understand and agree to terms and conditions outlined in this tentative agreement for CBA years 2026-27, 2027-28 and 2028-29. The parties agree that the terms and conditions are subject to the ratification of this tentative agreement by both parties before the terms and conditions of this tentative agreement are effective and set to a successor CBA commencing July 1, 2026 ending June 30, 2029.

_____ _____

Board of Directors - Ron Frame Date

_____ _____

District Superintendent - Brian Sica Date

_____ _____

BEA Co-President - Karl Bledsoe Date

_____ _____

BEA Co-President – Tony Richeson Date

APPENDIX A

CERTIFIED SALARY SCALE 2026-27

	COLUMN I	COLUMN II
Step 1	~~$ 50,576~~	
Step 2	$ 52,977	$ 54,583
Step 3	$ 55,426	$ 57,107
Step 4	$ 57,920	$ 59,680
Step 5	$ 60,453	$ 62,297
Step 6	$ 63,022	$ 64,948
Step 7	$ 65,622	$ 67,631
Step 8	$ 68,245	$ 70,337
Step 9	$ 70,882	$ 73,062
Step 10	$ 73,533	$ 75,794
Step 11	$ 76,187	$ 78,535
Step 12	$ 78,842	$ 81,266
Step 13	$ 81,478	$ 83,989
Step 14	$ 84,166	$ 86,764
Step 15	$ 86,950	$ 89,639
Step 16	$ 89,828	$ 92,605
Step 17	$ 92,801	$ 95,675
Step 18	$ 95,881	$ 98,850

APPENDIX A

CERTIFIED SALARY SCALE 2027-28

	COLUMN I	COLUMN II
Step 1	~~$52,346~~	
Step 2	$54,831	$56,494
Step 3	$57,366	$59,106
Step 4	$59,947	$61,769
Step 5	$62,569	$64,477
Step 6	$65,228	$67,221
Step 7	$67,919	$69,998
Step 8	$70,633	$72,799
Step 9	$73,363	$75,619
Step 10	$76,107	$78,447
Step 11	$78,854	$81,283
Step 12	$81,602	$84,110
Step 13	$84,329	$86,929
Step 14	$87,112	$89,801
Step 15	$89,993	$92,776
Step 16	$92,972	$95,846
Step 17	$96,049	$99,023
Step 18	$99,237	$102,310

APPENDIX A
CERTIFIED SALARY SCALE 2028-29

	COLUMN I	COLUMN II
Step 1	~~$ 54,440~~	
Step 2	$ 57,024	$ 58,754
Step 3	$ 59,660	$ 61,470
Step 4	$ 62,345	$ 64,240
Step 5	$ 65,072	$ 67,057
Step 6	$ 67,837	$ 69,910
Step 7	$ 70,635	$ 72,798
Step 8	$ 73,459	$ 75,711
Step 9	$ 76,298	$ 78,644
Step 10	$ 79,151	$ 81,585
Step 11	$ 82,008	$ 84,535
Step 12	$ 84,866	$ 87,474
Step 13	$ 87,703	$ 90,406
Step 14	$ 90,596	$ 93,393
Step 15	$ 93,593	$ 96,487
Step 16	$ 96,691	$ 99,680
Step 17	$ 99,891	$ 102,984
Step 18	$ 103,206	$ 106,402

APPENDIX B

EXTRA DUTY SALARY SCHEDULE*

Rounded to nearest whole dollar amount

POSITION	%OF BASE	DAILY/ HOURLY	NOTES
HIGH SCHOOL			
High School Head Coach	14.50%		
FFA Advisor	14.50%		(2)
Drama Director	14.50%		(1)
Band and Vocal Music Director	10.00%		(1)
High School Assistant Coach	9.25%		
Robotics	9.5%		
Events and Activities	7.00%		
Leadership Advisor	4.50%		
Yearbook Advisor	4.50%		
National Honor Society	4.50%		(2)
MIDDLE SCHOOL			
Middle School Coach	7.00%		
Leadership Advisor	4.50%		(5)
Yearbook Advisor	4.50%		(5)
National Jr Honor Society Advisor	4.50%		
Drama Director	4.50%		(3)
Band and Vocal Music Director	4.50%		(3)
Outdoor School Stipend		$150/Day	
ELEMENTARY SCHOOL			
~~Outdoor School Stipend~~		~~$150/Day~~	
DISTRICT WIDE			
Classroom Coverage		$40/Hour	(4) (6)
Academic Coaching (Tutor)		$40/Hour	(4)
OSAA supervision (reimbursed)		OSAA Reimburse Rate	(4)
Detention Monitor	4.50%		(4)
District Approved Club Advisor	4.50%		(5)
Ticket Seller	4.50%		(5)
Concessions Advisor	4.50%		(5)
Dance Supervision	4.50%		(4)

(1) Stipend to cover both high school and middle school

(2) Two 75% stipends will paid for any year that more than two grade levels are allowed admittance to NHS. Two 75% stipends will be paid for any year in which the FFA chapter maintains at least 20 active members and participates in 20 or more Career/Leadership Development Events and other activities combined.

(3) This stipend will be paid only if there is a full time teacher at both the middle school and high school

(4) Paid hourly

(5) Paid hourly, maximum 100 hours preapproved by Administration

(6) Classroom coverage extra duty is paid only when leave has been deducted

* See building principal for district club approval.

* For all sports or activities recognized by the Oregon School Activities (OSAA), extended compensation shall be paid to *district compensated* varsity coaches and assistant coaches involved in OSAA Playoffs and State Tournaments. The participating *district compensated* coaches of that team will receive an additional payment of 5% of the stipend for each week the team is in the OSAA Playoffs and State Tournaments.

ASSOCIATION GRIEVANCE FORM APPENDIX C

This Grievance Form is to be carried forward until the Grievance is resolved.

Name of Grievant: _____ Date Filed: _____

Building: _____ Assignment: _____

Home Address: _____ Home Phone: _____

Name of Principal: _____ School Phone: _____

The above named grievant and the Banks Education Association allege that there has been an unfair and inequitable interpretation, application, or violation of the contractual Collective Bargaining Agreement.

Specific Contract language allegedly violated or inequitably applied:

_____

_____

_____

Statement of Grievance:

_____

_____

_____

Date of alleged action which caused the grievance or first acknowledge of such action:

_____

_____

_____

Remedy or action requested:

_____

_____

_____

Date of Informal Disposition: _____

Step One (Formal)

Date of Conference: _____

Disposition by: _____ _____

(Name) (Title)

Date of Written Response: _____

Disposition:

_____

_____

_____

Signature: _____

Grievant/Council satisfied with disposition of grievance at informal stage? Yes No

Grievant Signature _____

Date of Appeal to next step: _____

Step Two (Superintendent)

Date of Conference: _____

Disposition by: _____ _____
{Name) (Title)

Date of Written Response: _____

Disposition:

_____
_____
_____

Signature: _____

Grievant/Council satisfied with disposition of grievance at Step One? Yes No

Grievant Signature: _____

Date of Appeal to next step_____

Step Three (School Board)

Date of Hearing: _____

Disposition by: _____ _____
(Name) (Title)

Date of Written Response: _____

Disposition:

_____
_____
_____

Signature: _____

Grievant/Council satisfied with disposition of grievance at Step Two? Yes No

Grievant Signature: _____

Date of Appeal to next step: _____

Step Four - Binding Arbitration

The Banks Education Association is not satisfied with the disposition of this grievance and is, therefore, submitting this matter to binding arbitration as per the contracted Agreement.

_____ _____
(Signature - BEA) Date