



Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

**DISTRICT GOALS: Improve Student Achievement, K-3 Literacy, On-Time Graduation**

**AMENDED MEETING AGENDA**

**1. WELCOME**

- A. Call to Order
- B. Flag Salute

**2. PUBLIC COMMENTS**

This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers shall identify themselves and state their name before speaking. Speakers are asked to provide their name, address and telephone number on the Speaker's Sign-in Sheet. Each speaker may address the Board for three minutes.

- 3. DIVISION 22 REPORT, pg. 3** **Action: Informational**
- 4. STAR BASELINE ACHIEVEMENT DATA, pg. 18** **Action: Informational**
- 5. BOND PRESENTATION, pg. 26** **Action: Informational**
- 6. COVID-19 OPERATIONAL UPDATE** **Action: Informational**
- 7. ORS 342.850(2)(a) - AMENDMENT TO THE LOCAL EVALUATION PROCESS FOR 2021-22, pg. 28** **Action: Approval Requested**
- 8. CONSENT AGENDA** **Action: Approval Requested**

- A. September 9, 2021 Board Meeting Minutes, pg. 31
- B. Hiring:

NAME	POSITION	FTE	START DATE	END DATE
<b>TEMPORARY</b>				
Jennifer Baugh	1 <sup>st</sup> Grade Teacher – Riverview School	1.0	10/4/21	1/14/22
Michael Benedict	Permanent Substitute Teacher – LHS	1.0	9/14/21	6/14/22
Rachel Brandt	Permanent Substitute Teacher – Green Acres/Pioneer	1.0	9/8/21	6/15/22
Stefennie Brooling	Special Education Teacher – Seven Oak Middle	1.0	9/22/21	6/15/22
Kirsten Marin	1 <sup>st</sup> Grade Teacher – Cascades School	1.0	9/24/21	6/15/22
Monica Turkisher	Kindergarten Teacher – Pioneer School	1.0	11/1/21	6/15/22
Barbara Wilson	5 <sup>th</sup> Grade Teacher – Pioneer School	1.0	9/20/21	6/15/22

LEAVE OF ABSENCE				
Amanda Gaskey	Behavior Support Person	.9063	9/30/21	6/14/22

C. Policies – Second Reading, pg. 36:

CODE	TITLE
BDDH	Public Participation in Board Meetings

**9. DEPARTMENT REPORTS**

**Action: Informational**

- A. Operations
- B. Human Resources
- C. Finance, pg. 40

**10. COMMUNICATION**

**Action: Informational**

- A. Board
- B. Superintendent

**11. AUDIENCE COMMENTS**

The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's goal to hold an effective and efficient meeting to conduct the business of the District. In keeping with this goal, the Board provides a place for Audience Comments on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The language below discusses the Public Meetings Law and public participation in such meetings.

*"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment.*

*"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings."*

**Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000.**

**12. ADJOURNMENT**

Upcoming meeting dates:

- November 9, 2021 – Regular Meeting at 6:00 PM **(THIS IS A TUESDAY)**
- December 9, 2021 – Regular Meeting at 6:00 PM

# *Agenda Item 3*

*Division 22 Report*

# **Division 22 Assurances for the 2020-21 SY**

# Division 22 Oregon Administrative Rules Assurances

## “Our Why”

- Signals our commitment to providing a high quality educational experience and equitable opportunities for all students.
- Division 22 standards articulate the floor of the education to be provided to students, not the ceiling.
- Assurances process offers an opportunity for districts not in compliance to reflect on areas in need of attention and receive technical assistance.



# Changes to the Assurances Process

[OAR 581-022-2305 District Assurances of Compliance with Public School Standards](#) was adopted by the State Board of Education in May 2021. There are four major changes to the assurances process set forth in the revised rule:

- The timeline for districts to submit their annual Division 22 Standards Assurances shifts permanently from February to November.
- The rule explicitly states that assurances are made for the preceding school year.
- The rule includes clear language indicating that the district is reporting to the community (not just the school board) and that the report should be made “in an oral presentation at an open public meeting, allowing for public comment, and by posting the report on the district’s webpage.”
- **All districts are required to use the same report template for reporting to the community.**



# Changes to the Division 22 Standards for 2020-21

All changes and waivers to the Division 22 standards for the 2020-21 school year are set out in [OAR 581-022-0104: State Standards for the 2020-21 School Year](#).

The following rules were waived in their entirety:

- [581-022-2115 Assessment of Essential Skills](#)
- [581-022-2130 Kindergarten Assessment](#)
- [581-022-2325 Identification of Academically Talented and Intellectually Gifted Students](#)

Subsections of multiple rules have been waived and/or modified:

- personalized learning requirements for the diploma and modified diploma
- vision and hearing screening requirements
- weekly minimums for PE minutes
- instructional time



# New Additions to the Division 22 Standards for 2020-21

## New Rule for 2020-21 only:

- [581-022-0104\(5\) Ready Schools, Safe Learners Guidance](#)

## New Rules that went into effect beginning in the 2020-21 school year:

- [581-022-2267 Annual Report on Restraint and Seclusion](#)
- [581-022-2312 Every Student Belongs](#)
- [581-022-2510 Suicide Prevention Plan](#)





## Three Steps in the Division 22 Assurances Process

- School district superintendents report to their local School Board the district's compliance with all Division 22 Standards for the 2020-21 school year **by November 1, 2021.**
- School districts post the Community Report on Compliance with Public School Standards to their websites **by November 1, 2021.**
- School districts complete and submit the annual Division 22 Assurances Form to ODE **by November 15, 2021.**



## Insert School District Name Here

### Report on Compliance with Public School Standards

#### 2020-21 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of **Lebanon Community** School District's compliance with each of the requirements of Oregon's administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2020-21 school year. For each rule reported as out of compliance, **Lebanon Community** School District has provided an explanation of why the school district was out of compliance and the school district's proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2022-23 school year.

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-0104(5) Ready Schools, Safe Learners Guidance</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2000 Diploma Requirements</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2005 Veterans Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2010 Modified Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2015 Extended Diploma</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2020 Alternative Certificate</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2025 Credit Options</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2030 District Curriculum</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2045- Prevention Education in Drugs and Alcohol</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2050 Human Sexuality Education</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2055 Career Education</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2060 Comprehensive School Counseling</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

<b>Rule # and Title</b>	<b>Status</b>	<b>Explanation/Evidence</b>	<b>Corrective Action Plan &amp; Timeline</b>
<a href="#">581-022-2100 Administration of State Assessments</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2110 Exception of Students with Disabilities from State Assessments</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2115 Assessment of Essential Skills</a>	<b>Waived for 2020-21 school year</b>	Not applicable	Not applicable
<a href="#">581-022-2120 Essential Skill Assessments for English Language Learners</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2130 Kindergarten Assessment</a>	<b>Waived for 2020-21 and 2021-22 school years</b>	Not applicable	Not applicable
<a href="#">581-022-2205 Policies on Reporting of Child Abuse</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">81-022-2210 Anabolic Steroids and Performance Enhancing Substances</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2215 Safety of School Sports – Concussions</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2220 Health Services</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2223 Healthy and Safe Schools Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2225 Emergency Plans and Safety Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2230 Asbestos Management Plans</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2250 District Improvement Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2255 School and District Performance Report Criteria</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2260- Records and Reports</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2263 Physical Education Requirements</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2265 Report on PE Data</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2267 Annual Report on Restraint and Seclusion</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2270 Individual Student Assessment, Recordkeeping and Reporting</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2300 Standardization</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2305 District Assurances of Compliance with Public School Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2310 Equal Education Opportunities</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2312 Every Student Belongs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2315 Special Education for Children with Disabilities</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2320 Required Instructional Time</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2325 Identification of Academically Talented and Intellectually Gifted Students</a>	<b>Waived for 2020-21 school year</b>	Not applicable	Not applicable
<a href="#">581-022-2330 Rights of Parents of TAG Students</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2335 Daily Class Size</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2340 Media Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2345 Auxiliary Services</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2350 Independent Adoptions of Instructional Materials</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2355 Instructional Materials Adoption</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2370 Complaint Procedures</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2400 Personnel</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2405 Personnel Policies</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2410 Teacher and Administrator Evaluation and Support</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2415 Core Teaching Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2420 Educational Leadership - Administrator Standards</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2440 Teacher Training Related to Dyslexia</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable



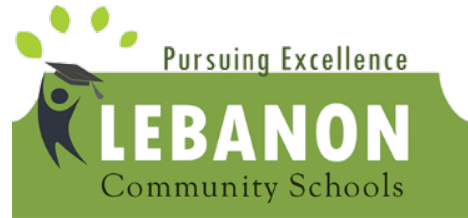
Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
<a href="#">581-022-2445 Universal Screenings for Risk Factors of Dyslexia</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2500 Programs and Services for TAG Students</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2505 Alternative Education Programs</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable
<a href="#">581-022-2510 Suicide Prevention Plan</a>	<b>In compliance</b>	The district has met all of the requirements for this rule.	Not applicable

# *Agenda Item 4*

*STAR Baseline Achievement Data*

# BOARD MEMORANDUM

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**To:** Board of Directors

**From:** Bo Yates, Superintendent

**Date:** October, 2021

**Meeting Date:** October 14, 2021

**Re: Curriculum, Instruction and Assessment (CIA)**

**Curriculum Adoption Year:**

1. K-5 ELA Curriculum Adoption Process
2. 9-12 ELA Curriculum Adoption Process
3. 6-8 Science Curriculum Adoption Process

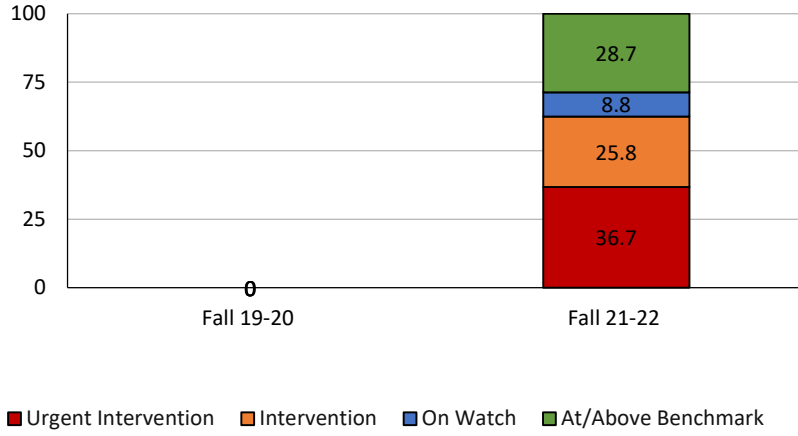
**Instruction:**

1. PLC meetings, early-release Wednesdays

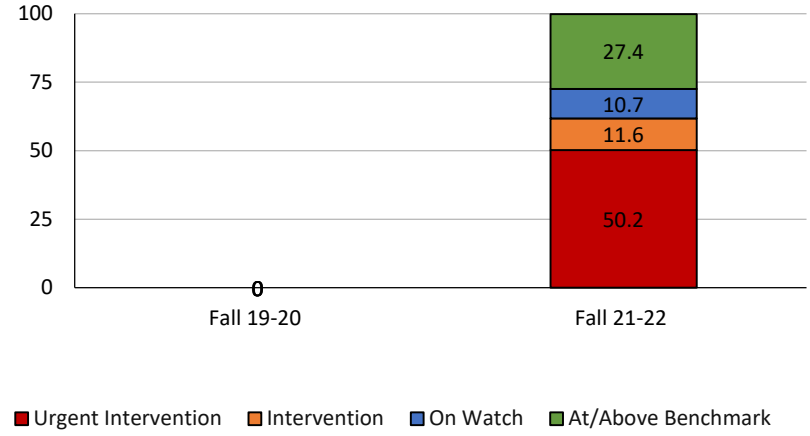
**Assessment:**

1. STAR Assessment: Fall screener data report, math and reading, grades 2-9

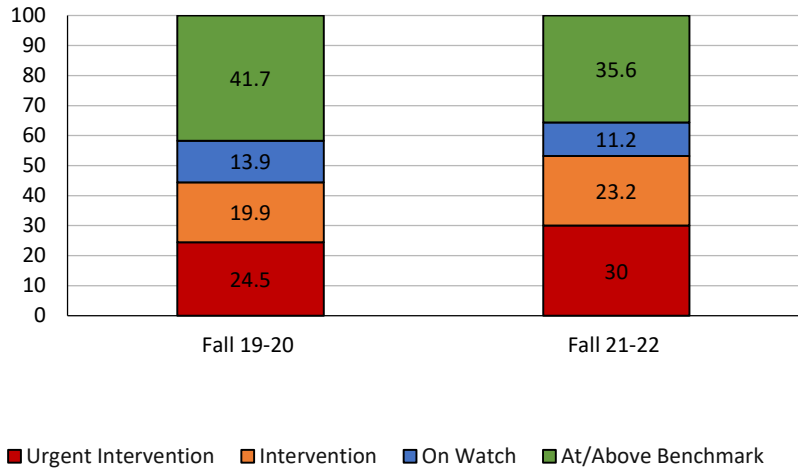
2nd Grade Math



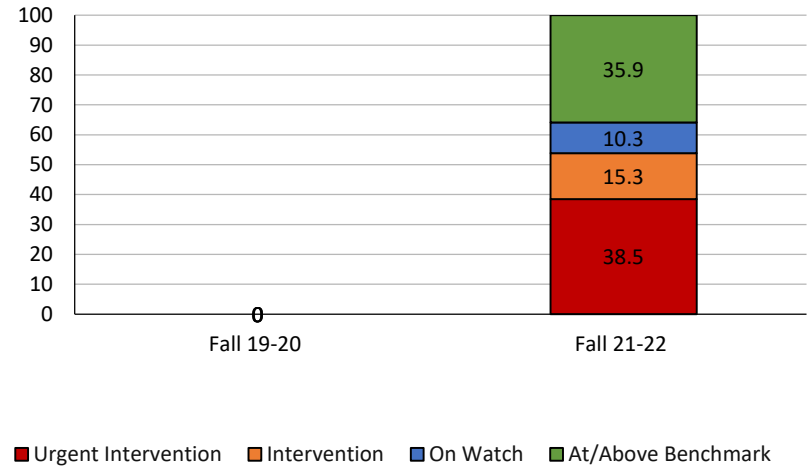
2nd Grade Reading



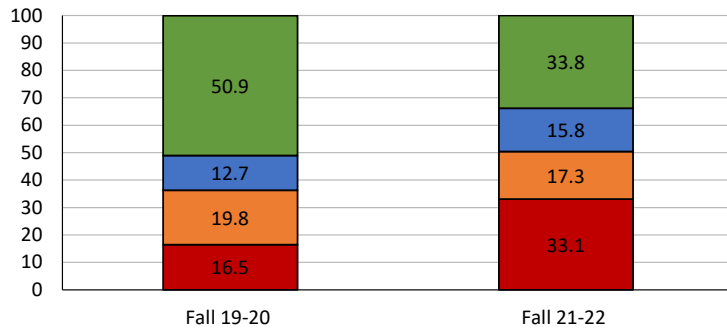
3rd Grade Math



3rd Grade Reading

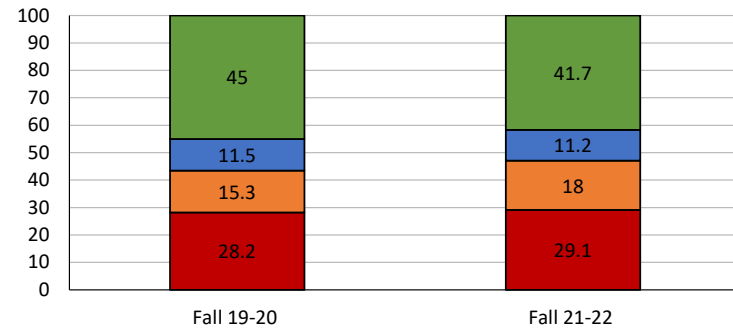


4th Grade Math



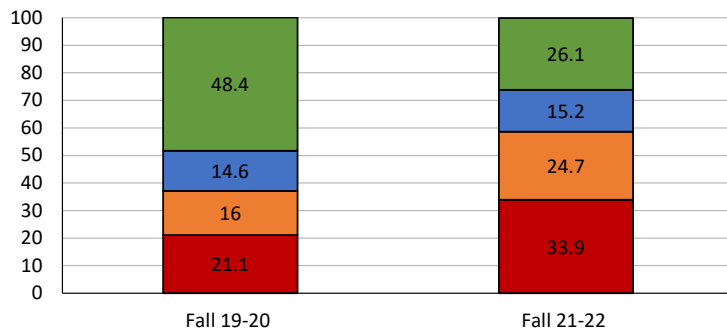
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4th Grade Reading



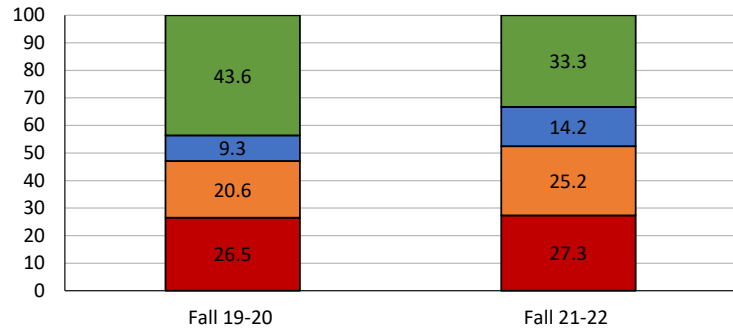
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5th Grade Math



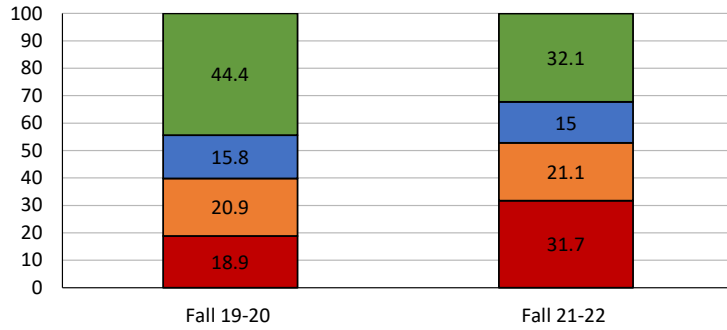
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5th Grade Reading



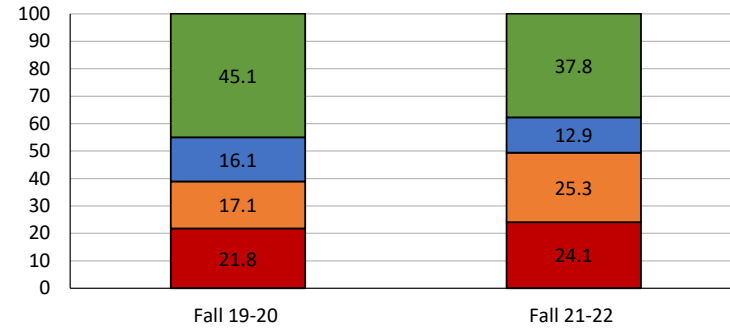
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6th Grade Math



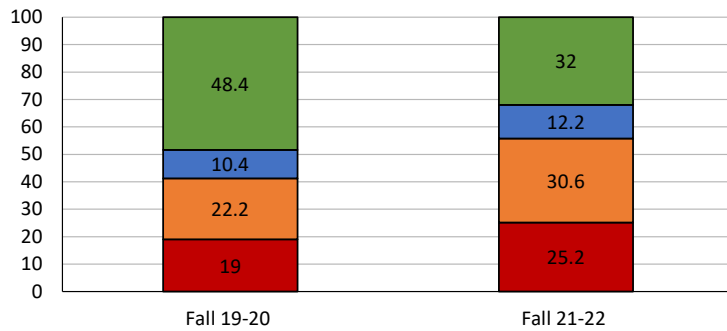
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6th Grade Reading



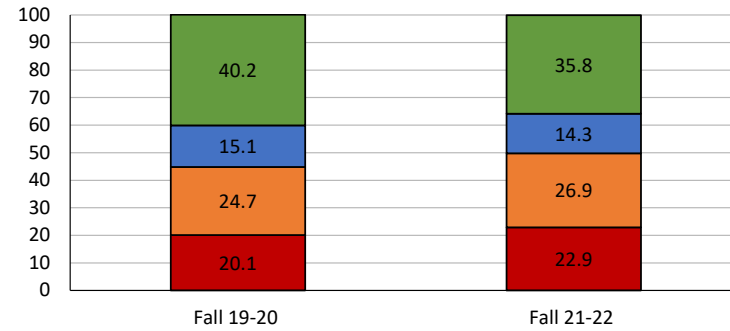
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7th Grade Math



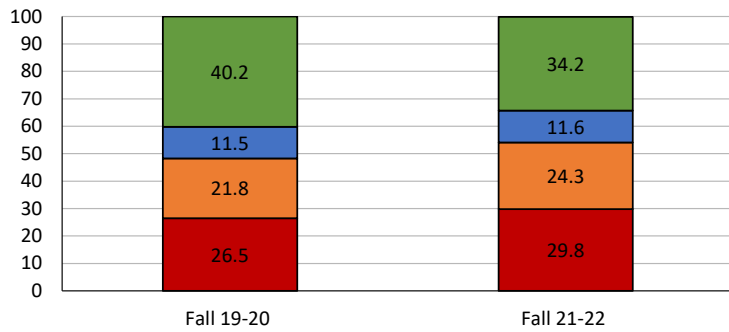
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7th Grade Reading



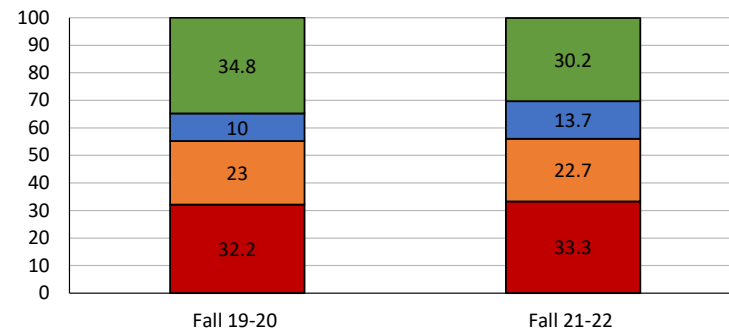
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8th Grade Math



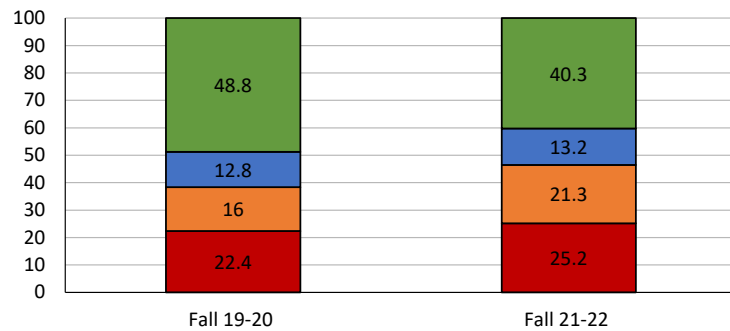
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8th Grade Reading



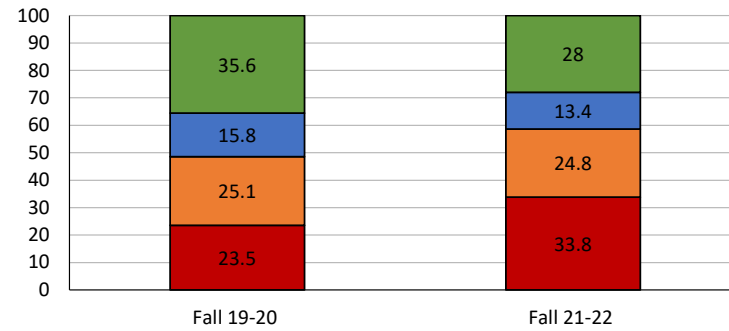
■ Urgent Intervention ■ Intervention ■ On Watch ■ At/Above Benchmark

9th Grade Math



■ Urgent Intervention ■ Intervention ■ On Watch ■ At/Above Benchmark

9th Grade Reading



■ Urgent Intervention ■ Intervention ■ On Watch ■ At/Above Benchmark

School Grade Demographics  
**All Schools Eight Grades All Demographics**

District

**Lebanon Community School District 9**

Grade ▲	Star Reading Enterprise
	% Tested
	Fall
Grade 2	87%
Grade 3	94%
Grade 4	99%
Grade 5	95%
Grade 6	96%
Grade 7	97%
Grade 8	94%
Grade 9	87%
<b>Summary</b>	<b>94%</b>



District

### Lebanon Community School District 9 - Continued

Grade ▲	Star Math Enterprise
	% Tested
	Fall
Grade 2	97%
Grade 3	96%
Grade 4	99%
Grade 5	96%
Grade 6	98%
Grade 7	97%
Grade 8	94%
Grade 9	86%
<b>Summary</b>	<b>95%</b>

# *Agenda Item 5*

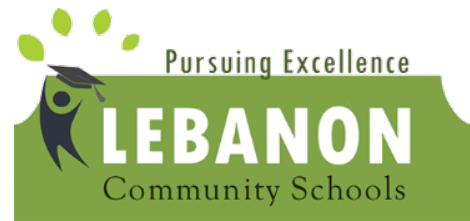
*Bond Presentation*



# *Agenda Item 7*

*Amendment to the Local Evaluation Process for 2021-22*

# BOARD MEMORANDUM



**To:** Board of Directors

**From:** Kim Grousbeck, Director of Human Resources

**Date:** October 12, 2021

**Meeting Date:** October 14, 2021

**Re:** ORS 342.850(2)(a) – Amendment to the local evaluation process for 2021-22

As school districts resume in-person instruction during the global COVID-19 pandemic this school year, it is necessary to provide flexibility as educators navigate the implementation of many health and safety protocols, focus on student well-being and mental health, and ensure they are creating a welcoming and affirming learning environment for each and every student, all while attending to teaching and learning. It is also true that educators at all levels are assisting students, families and one another through frequent interruptions to learning to address COVID-19 close contacts, quarantines, and services for students inside and outside the classroom. Due to these additional challenges and the time all staff are spending to maintain school operations, school districts have requested the option to amend evaluation cycles for the 2021-22 school year.

In response, the [Oregon Framework for Teacher and Administrator Evaluation and Support Systems](#) has been amended for the 2021-22 school year only. School districts may follow a revised cycle for evaluations by completing these steps:

1. Complete consultation with school board, educators, including the local bargaining association
2. Complete and submit attestation form.

**Oregon statute (ORS [342.850\(2\)\(a\)](#)) requires the district school board to develop an evaluation process in consultation with school administrators and teachers. If teachers are represented, the board shall consult with teachers belonging to and appointed by the local bargaining organization.**

For districts opting for local flexibility, the revised cycle for the 2021-22 school year would be:

- Evaluation of probationary teachers
- Evaluation of probationary administrators

Beginning in the 2022-23 school year, all districts should resume the standard evaluation cycle ensuring that all educators receive a summative evaluation by the end of the 2023-24 school year.

# *Agenda Item 8*

*Consent Agenda*

*September 9, 2021 Minutes*



Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

## **MEETING MINUTES**

<p><b><u>BOARD MEMBERS PRESENT:</u></b>  Mike Martin, Chair  Richard Borden, Vice Chair  Tammy Schilling, Member, via phone  Todd Gestrin, Member, via Zoom  Tom Oliver, Member, via phone</p>	<p><b><u>EXECUTIVE STAFF PRESENT:</u></b>  Bo Yates, Superintendent  Jennifer Meckley, Assistant Superintendent  William Lewis, Business Director</p>
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The meeting minutes were recorded by Executive Secretary Ruth Hopkins.

### **1. WELCOME AND CALL TO ORDER**

Mike Martin called the meeting to order at 6:13 PM and led the Pledge of Allegiance.

### **2. PUBLIC COMMENTS**

Community member Aspen Rogers requested the opportunity to address the Board regarding the mask mandate and to speak against the requirement.

### **3. ATHLETICS AND ACTIVITIES**

Kraig Hoene, athletic director and assistant principal at Lebanon High School, share an update on LHS athletics and activities for the Board. He shared that there were 250 kids out for athletics right now and the kids were happy to be out and participating. The fall parent night showed a great turnout from parents.

The sports season this year will need to be fluid with transportation and scheduling. There are some struggles with bus drivers, state mandates, etc. Districts across the state are experiencing the same struggles.

He mentioned it was not if we have positive COVID tests, it is when. They will follow the procedures and err on the side of caution to keep kids and families safe, and will continue to work to keep kids safe and active.

The question was asked as to whether or not the fields were open to be used by the public. It was answered that they were open, but they need to be scheduled through the LHS or the DO. Youth sports are currently using district facilities, but will be following COVID procedures.



Superintendent Yates added that freshman orientation at the high school had a great turnout this year. It was nice to have kids back in the building again and excited to be there.

#### **4. COVID-19 UPDATE**

Superintendent Yates shared the COVID-19 update. He indicated that currently we have the mandatory mask mandate. He and Chair Martin contacted State Superintendent Colt Gill regarding having more local control if we could guarantee the minimum number of days for education.

The biggest concern is currently the shortage of bus drivers. Any time we have a shortage of drivers, we have to adjust all of our routes, getting kids where they need to be with few drivers and more routes. The start/stop times have been adjusted at schools to help with that and keep the schools open and functioning.

#### **5. ENROLLMENT UPDATE**

Assistant Superintendent Meckley reviewed the enrollment update as of 9/9/21. The district is currently at 3855 students, which is up 600 students from last year and 300 from 2018-19, so one of the highest enrollments in the last few years overall. There are some classes that need to be adjusted at the high school, due to the large freshman class. They are also looking at adding another language arts, science, and math teacher. The district is also looking to add a kindergarten teacher at Pioneer as well. At Lacombe, the enrollment is currently at 255, which may be an all-time high for that school, and they are looking to add another teacher there at the lower grades to help with the expanding enrollment.

Superintendent Yates added we are looking at expanding Seven Oak to be able to accommodate all of Grade 6, and then we will look at expanding to add preschool classes to the elementary schools.

The updated enrollment totals that were shared are attached to these minutes.

#### **6. SUPERINTENDENT EVALUATION DATES**

Superintendent Yates shared what the dates are for pulling data for the next year, which is October 14<sup>th</sup> for fall data, January 13<sup>th</sup> for winter data and June 19<sup>th</sup> for spring data. At the high school they will be looking at grades and on-track data, looking at how students are doing credit-wise and will review that with the Board. The elementary and middle grades will be looking at STAR data. All of that should give the Board an idea of how we are doing as a whole in the district.

Chair Martin indicated that the Board will use the OSBA template that covers the nine standards of the actual evaluation. They will also add a 360, asking Vice Chair Richard Borden and Member Tammy Schilling to help with that.

Superintendent Yates is aggregable to doing a 360, but is not sure how that will work with COVID, but he is happy to have it added for him as a part of his evaluation.

(Whereupon, there was a discussion around what will be included in the 360 and the development of it.)

Member Todd Gestrin added that a 360 will give the Board an opportunity to see if there was a different perception out in the district than what is actually happening.

## **7. CONSENT AGENDA**

- A. August 12, 2021 Meeting Minutes
- B. Hiring
- C. Policies – First Reading

Upon motion made by Vice Chair Richard Borden, duly seconded by Member Tom Oliver, the Board voted unanimously to approve the consent agenda as a whole, thereby approving the August 12, 2021 minutes; the hiring of Catherine Avilez, Jacob Butler, Cameon Gustafson, David McNeil, Anna Moore, Alisha Whitman, Andrew Worley; the temporary hiring of Tony-Lynn Benoit, Brady Blatchley, Michael Canon, Bridgit Dhuyvetter, Marianna Fosselman, Nanette Holmes, Jesse Pratt; and the approval of a leave of absence for Grasiela Sandoval and LaDonna Snook, as presented; and approving moving Policy BDDH from first reading to second reading.

## **8. DEPARTMENT REPORTS**

- A. Operations

Superintendent Yates shared that the district is trying to hire enough bus drivers, custodians and food service workers to keep our team together and intact. He added that the district has additional ESSER funds for student support and he would like to set aside a small part of that to do staff stipends to help with recruiting employees and awarding continuity of employment. The Board was in agreement with that and gave approval to move forward on this.

There were different amounts discussed to give to employees at the end of December and the end of the school year.

The question was asked about the impact to the budget if the district did this. William Lewis answered that it was \$800,000 if the district gave \$500 in December and \$500 in June. He said that it was approved by the ODE to use ESSER funds for that. Anything over the \$500 would require a different funding source, such as the general fund, and that would impact the ending fund balance.

Member Tom Oliver was agreeable to using ESSER funds to the maximum extent possible. Before dipping into the ending fund balance, he would like to see what the impact will be to the budget.

(Whereupon, there was a discussion with different scenarios of money and options for distributing it.)

The consensus was that the Board approve using the ESSER funds for this and moving forward with using it for recruitment and retention of employees.

- B. Human Resources

There was nothing to report for human resources.

- C. Finance

William Lewis reviewed the financial report for the Board. There was \$7,538 from excise taxes in the last school year that went into the general fund.

For the LHS Kees Street construction project, the quotes for the grading were over \$250,000, so the district will need to go out for an RFP for that part of the project. He will come back to the Board in November with a request for approval for the RFP.

The construction class is also starting a house in conjunction with the street project.

The SRGP Seismic Project update is close to completion. He encouraged the Board members to stop by the high school and look at the work that has been done in the old gym.

For the Seven Oak expansion project, they will be looking at it through the lens of whether or not the useful life is 50 years or more, an example being concrete floors versus wood floors. This expansion is funded by ESSER II funds, and may include some ESSER III funds.

## **9. COMMUNICATION**

### **A. Board**

Chair Mike Martin shared that he has walked around the newly resurfaced track at the high school and said it was beautiful and he felt that it was a great facility.

### **B. Superintendent**

Superintendent Yates shared that they are still working on the pool refurbishment and trying to get solid numbers on the work that needed to be done and trying to have a good partnership with the Aquatic Board throughout the project. He will be meeting with the Aquatic Board to discuss funding, and if it goes over budget, who would be covering the extra costs.

## **10. AUDIENCE COMMENTS**

No members of the audience requested an opportunity to address the Board.

## **11. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:20 PM.

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Mike Martin, Board Chair

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Bo Yates, Superintendent

# *Agenda Item 8*

*Consent Agenda  
Policies – Second Reading*

# Lebanon Community Schools

Code: **BDDH**  
Adopted: 06/16/09  
Readopted: 02/04/10  
Revised: 03/08/18  
Orig. Code: BDDH

## Public Participation in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members to attend Board meetings to become acquainted with the program and operation of the schools. Members of the public also are encouraged to share their ideas and opinions with the Board when appropriate. The public meeting law is a public attendance law, not a public participation law. The right of the public to attend does not include the right to participate by giving testimony or comment.

The Lebanon Community School Board recognizes community members as vital to the success of the school system. Therefore, the Board extends to community members the right to make comments at the designated place on the agenda. Comments should follow the guidelines as described in the policy.

Board members should refrain from responding to audience comments, as these topics are not agenda items.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids<sup>1</sup> and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used.

### Audience

During an open session of a Board meeting, members of the public are specifically invited to present concerns during the designated portion of the agenda. At the discretion of the chair, further public participation may be allowed.

### Request for an Item on the Agenda

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<sup>1</sup>Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

A member of the public may request the superintendent place an item of concern on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least five working days prior to the scheduled meeting.

### **Procedures for Public Participation in Meetings**

The Board will establish procedures for public participation in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public Board meeting.

1. Comments should be made in an orderly manner and civil tone.
2. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chair.
3. A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.
4. Any person who is invited by the Board chair to speak to the Board during a meeting should state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. Statements by members of the public should be brief and concise. The Board chair may use discretion to establish a time limit on discussion or oral presentation by visitors.
6. Questions asked by the public, when possible, will be answered by the Board chair or referred to the superintendent for reply. Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.
7. At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by addressing the Board during an appropriate time on the agenda.

The Board chair should be alert to see that all visitors have been acknowledged and thanked for their presence and for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.

### **Petitions**

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

## Comments Regarding Staff Members

Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning an individual District staff member. The Board chair will direct the visitor to the procedures in Board Policy KL - Complaints for consideration by the Board of a legitimate complaint involving a staff member. [The association contract governing the employee's rights will be followed.]

END OF POLICY

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### Legal Reference(s):

[ORS 165.535](#)  
[ORS 165.540](#)  
[ORS 192.610 - 192.690](#)  
[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.

*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).

*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

### Cross Reference(s):

BDDC - Board Meeting Agenda

# *Agenda Item 9*

*Financial Reports*





## 2021-22 General Fund Expenditure Report

Description	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget	10-07-21 YTD	10-07-21 Encumb	10-07-21 Balance
Certified salaries	12,295,790	12,665,056	12,540,564	12,871,079	1,102,553	11,473,947	294,579
Classified salaries	5,554,869	6,227,931	6,008,791	6,250,523	792,190	4,752,398	705,935
Administrative salaries	1,782,092	1,873,807	1,863,955	2,059,820	521,126	1,550,503	(11,809)
Managerial - classified	249,120	154,577	289,051	299,689	76,016	228,050	(4,377)
Retirement stipends	19,904	91,904	133,413	120,000	10,000	110,000	0
Confidential salaries	159,789	162,808	284,898	343,800	92,994	278,982	(28,176)
Certified subs	43,660	2,000	0	14,294	0	0	14,294
Classified subs	43,138	1,500	23,975	0	0	0	0
Temp certified	162,287	82,264	45,425	0	3,669	41,283	(44,952)
Temp classified	23,111	8,000	21,658	481	4,985	0	(4,504)
Student helpers salaries	4,413	21,000	16,654	5,748	5,292	0	456
Overtime	50,768	0	91,513	57,127	12,285	2,544	42,298
Compensation time	77,738	52,300	44,207	71,883	17,337	0	54,546
Extra duty	350,933	279,579	128,295	230,761	37,908	3,000	189,853
Classified extra hrs	200,393	208,000	0	0	0	0	0
Vacation Payoff	14,017	29,817	24,292	28,240	14,261	0	13,979
Mentor teacher pay	0	0	0	0	0	0	0
Personal Leave Payout	0	0	0	0	0	0	0
Department Head Extra Duty	788	6,000	30,000	0	0	0	0
Taxable Meal Reimbursement	2,073	0	809	2,000	0	0	2,000
Cell Phone Stipend	0	0	1,080	1,080	270	810	0
Travel Stipend	0	0	11,400	0	6,725	20,175	(26,900)
Club Advisor	34,950	29,650	120,904	169,964	27,905	120,308	21,751
<b>Total Salaries</b>	<b>21,069,833</b>	<b>21,896,193</b>	<b>21,680,883</b>	<b>22,526,487</b>	<b>2,725,516</b>	<b>18,582,000</b>	<b>1,218,971</b>
PERS	5,753,639	7,398,130	7,286,664	6,797,646	795,489	5,235,750	766,407
Social Security	1,544,838	1,655,388	1,642,024	1,627,475	200,731	1,352,192	74,552
Worker's Comp	210,272	293,025	275,747	189,328	18,421	95,544	75,363
Employee Ins - Admin	239,427	215,642	275,263	283,669	64,957	213,034	5,678
Employee Ins - Certified	2,829,522	2,449,421	2,756,998	2,840,563	241,137	2,554,926	44,500
Employee Ins - Classified	2,408,513	2,327,520	2,596,579	2,598,694	292,222	2,014,450	292,022
Employee Ins - Other	36,487	33,429	65,298	92,498	18,215	54,627	19,656
Employee Ins - Retired	120,255	83,600	52,700	120,000	3,873	0	116,127
TSA	24,336	25,200	45,600	45,600	11,400	34,200	0
<b>Total Benefits</b>	<b>13,157,764</b>	<b>14,481,355</b>	<b>15,086,873</b>	<b>14,597,973</b>	<b>1,646,445</b>	<b>11,554,723</b>	<b>1,396,805</b>

## 2021-22 General Fund Expenditure Report

Description	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget	10-07-21 YTD	10-07-21 Encumb	10-07-21 Balance
Instructional Services	125,368	103,800	76,375	66,000	5,900	250	59,851
Instr Prog Improve Service	33,042	53,000	67,750	87,750	6,400	0	81,350
Other Instr-Prof-Tech SVCS	11,205	20,000	10,000	11,500	2,645	58,960	(50,105)
Repairs & Maintenance	206,884	190,300	227,612	258,500	57,046	13,370	188,084
Radio Service	12,455	11,100	11,100	15,000	0	0	15,000
Rentals	121,067	129,400	88,286	86,300	22,713	38,800	24,787
Electricity	453,206	502,620	465,700	451,500	62,978	297,384	91,138
Fuel	181,534	223,135	217,800	208,100	8,593	108,492	91,016
Water & Sewer	138,029	153,520	142,500	146,700	34,249	0	112,451
Garbage	112,864	102,400	87,000	106,500	17,659	0	88,841
Other Property Services	3,500	20,000	0	0	0	0	0
Reimb. Student Transportation	4,658	10,200	29,900	34,500	21,176	0	13,324
Reimb. Student Transportation	(79,915)						
Travel	163,937	158,263	150,513	153,011	3,695	131	149,185
Travel - Student - Out of Dist.	1,140	5,300	4,500	3,500	0	0	3,500
Meals/Transportation	153	200	350	350	0	0	350
Staff Tuition	92,746	47,000	2,000	72,000	5,324	0	66,676
Telephone	44,987	73,165	65,100	52,300	14,148	30,956	7,196
Postage	24,224	26,074	28,900	32,117	2,975	19,611	9,531
Advertising	2,761	4,300	2,650	3,500	5,796	0	(2,296)
Printing & Binding	13,712	29,400	30,950	31,700	2,628	29,712	(640)
Charter School Payments	2,159,564	2,195,000	2,300,000	2,400,000	812,367	1,787,633	(200,000)
Tuitions Payments to Other Dist.	0	0	0	0	0	0	0
Tuition Pay Private School	0	5,000	0	0	0	0	0
Other Tuition	240,090	92,500	90,000	115,000	0	0	115,000
Audit Services	29,150	30,000	39,000	36,000	0	0	36,000
Legal Services	33,971	35,000	35,000	35,000	1,392	0	33,608
Negotiation Services	0	10,000	5,000	1,000	0	0	1,000
Data Processing SVCS	65,278	89,600	65,000	57,500	11,512	0	45,988
Election Services	4,632	5,000	5,000	18,000	0	0	18,000
Other Non_instr Pro/Tech	447,701	363,700	351,450	402,650	54,828	6,200	341,622
Physical Exams - Drivers	4,072	4,400	5,750	5,500	1,736	2,750	1,014
Drug Tests Drivers	1,670	3,000	2,250	3,000	0	2,000	1,000
Child Care Services	0	15,000	0	0	0	0	0
Sub calling service	14,113	15,000	12,000	7,500	0	0	7,500
Criminal History checks	3,394	3,200	3,500	3,500	0	0	3,500
Fingerprinting	626	1,000	2,500	1,000	147	0	853
<b>Total P. Services</b>	<b>5,396,276</b>	<b>5,349,577</b>	<b>5,299,827</b>	<b>5,686,551</b>	<b>1,157,171</b>	<b>2,396,248</b>	<b>2,133,132</b>

## 2021-22 General Fund Expenditure Report

Description	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget	10-07-21 YTD	10-07-21 Encumb	10-07-21 Balance
Gas Oil & Lubricants	185,324	190,500	189,100	192,000	11,104	145,266	35,630
Supplies & Materials	457,850	648,024	651,837	698,023	141,436	28,392	528,195
Vehicle repair parts	27,649	52,800	50,500	50,500	6,542	32,357	11,601
Transportation operations	30,665	15,000	25,000	25,000	6,650	11,229	7,121
Textbooks	68,642	28,033	9,933	5,433	3,361	5,460	(3,388)
Library Books	5,914	15,694	8,200	11,700	207	0	11,493
Periodicals	6,511	6,000	10,800	12,100	10	9,038	3,052
Equipment under 5K	160,140	178,842	146,100	125,550	11,229	17,514	96,807
Computer software	184,472	264,360	257,398	323,918	189,465	87,761	46,692
Computer hardware	142,441	170,593	181,265	162,359	48,448	0	113,911
<b>Total Supplies &amp; Materials</b>	<b>1,269,608</b>	<b>1,569,846</b>	<b>1,530,133</b>	<b>1,606,583</b>	<b>418,452</b>	<b>337,017</b>	<b>851,114</b>
Buildings Acquisition		0	0	25,000	0	0	25,000
Equipment	33,623	54,500	25,000	45,000	0	12,137	32,863
New Equipment over 5K	35,353	0	45,000	10,000	22,726	0	(12,726)
Replace of Equip over 5K		0	20,000	20,000	0	0	20,000
Depreciable Technology	7,579	0	0	0	0	0	0
Bus Replacement	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>	<b>76,554</b>	<b>54,500</b>	<b>90,000</b>	<b>100,000</b>	<b>22,726</b>	<b>12,137</b>	<b>65,138</b>
Regular Interest	0	500	0	0	0	0	0
Dues & Fees	105,393	175,180	159,726	148,076	56,412	197	91,467
Insurance & Judgments	245,279	265,588	306,221	350,000	358,560	188	(8,748)
Settlements		0	0	0	0	0	0
Taxes & Licenses	0	200	700	700	0	0	700
<b>Total Other Objects</b>	<b>350,672</b>	<b>441,468</b>	<b>469,147</b>	<b>501,776</b>	<b>415,072</b>	<b>385</b>	<b>86,319</b>

## 2021-22 General Fund Expenditure Report

Description	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget	10-07-21 YTD	10-07-21 Encumb	10-07-21 Balance
Transfer - Vocational House Fund	40,000	0	70,000	250,000	0	0	250,000
Transfer - Technology	100,000	0	80,000	100,000	0	0	100,000
Transfer - Classroom Furniture	50,000	0	10,000	35,000	0	0	35,000
Transfer - Textbook Adoption	400,000	400,000	200,000	350,000	0	0	350,000
Transfer - Capital Improvement	400,000		200,000	300,000	0	0	300,000
Transfer - Track and Turf Fund	85,000	10,000	0	0	0	0	0
Transfer - Athletic Fund	446,000	450,000	475,000	475,000	0	0	475,000
Transfer - Bus Replacement	300,000	150,000	225,000	225,000	0	0	225,000
Transfer - Unemploy Ins	25,000	25,000	250,000	0	0	0	0
PERS Reserve	525,000	0	450,000	300,000	0	0	300,000
Transfer - Food Service	100,000	100,000	120,000	224,446	0	0	224,446
Transfer - Music/Band Replaceme	0	0	20,000	20,000	0	0	20,000
Transfer - Debt Service	150,000	50,000	0	0	0	0	0
Transfer - Academic Achievement	0	0	0	0	0	0	0
<b>Total Transfers</b>	<b>2,621,000</b>	<b>1,185,000</b>	<b>2,100,000</b>	<b>2,279,446</b>	0	0	2,279,446
Reserve/Contingency	0	1,750,000	2,000,000	3,000,000	0	0	3,000,000
<b>Grand Total</b>	<b>43,941,707</b>	<b>46,727,940</b>	<b>48,256,864</b>	<b>50,298,816</b>	<b>6,385,381</b>	<b>32,882,510</b>	<b>11,030,924</b>

## 2021-22 General Fund Revenue Report

		18/19 Actual	19/20 Actual	20-21 Budget	21-22 Budget	10-07.-21 YTD	10-07.-21 Balance
SSF Formula							
1111,	Taxes	10,179,205	10,509,179	10,938,094	11,873,719	33,211	11,840,508
4801,4899	Federal Forest Fees	179,478	157,804	130,000	125,000	-	125,000
3103	Common School	437,082	196,120	400,000	444,819	<b>211,309</b>	233,510
2101	County School		209,250	200,000	195,000	<b>24,447</b>	170,553
3104	State Timber	167,048	23,587	100,000	100,000	<b>67,704</b>	32,296
3101/3199	School Support Fund	29,101,930	30,942,140	31,791,963	31,702,011	10,565,625	21,136,386
	Adjustments to SSF Payments						-
	Adj for Prior Year payments	(755,646)		-	-	-	-
	Adj for HC Disability Grant	439,748	-	-	-	-	-
	<b>Total SSF Formula</b>	<b>39,748,844</b>	<b>42,038,081</b>	<b>43,560,057</b>	<b>44,440,549</b>	<b>10,902,296</b>	<b>33,538,253</b>
1510	Interest on Investments	385,564	320,317	250,000	150,000	<b>19,507</b>	130,493
4200	Third Party billing	72,372	-	-	-	-	-
2210	TMR	180,556	212,376	210,000	210,000	-	210,000
4300	JROTC reimbursement	35,236	77,982	65,000	65,000	<b>9,106</b>	55,894
	Other						-
1741	Outdoor School		-	-	-	-	-
1910	Rental Fees	3,926	1,582	7,500	5,000	-	5,000
1980	Fees Charged to Grants	-	14,915	50,000	108,266	33,551	74,715
1312, 1960, 1990,							
5300	Miscellaneous	370,469	304,781	250,000	255,000	46,893	208,107
1760	Club Fundraising		-	-	-	-	-
1411, 1993	Transportation Fees		4,538	-	-	-	-
1994	E-Rate reimbursement	-	-	80,000	-	-	-
5200	Interfund Transfer - Athletics	8,029	850,000	-	-	-	-
5400	Beginning Fund Balance	5,263,314	2,126,603	3,784,307	5,065,000		5,065,000
	<b>Total</b>	<b>46,068,310</b>	<b>45,951,175</b>	<b>48,256,864</b>	<b>50,298,816</b>	<b>11,011,353</b>	<b>39,287,463</b>

	<b>18/19</b>	<b>19/20</b>	<b>20-21</b>	<b>21-22</b>	<b>10-07-21</b>	<b>10-07-21</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>YTD &amp; Enc</b>	<b>Balance</b>
<b>General Fund - Revenue</b>						
SSF Formula	39,748,844	42,038,081	43,560,057	44,440,549	10,902,296	32,657,761
SSF Adjustment	-	-	-	-	-	-
State Fiscal Stabilization Fund	-	-	-	-	-	-
Federal Ed Jobs	-	-	-	-	-	-
School Year SubAccount	-	-	-	-	-	-
Loan Receipts	-	-	-	-	-	-
Interest	385,564	320,317	250,000	150,000	19,507	230,493
Third Party Billing	72,372	-	-	-	-	-
TMR	180,556	212,376	210,000	210,000	-	210,000
JROTC	35,236	77,982	65,000	65,000	9,106	55,894
Other	374,395	325,816	387,500	368,266	80,444	307,056
Interfund Transfer	8,029	850,000	-	-	-	-
BFB	5,263,314	2,126,603	3,784,307	5,065,000	5,700,000	(1,915,693)
<b>Total</b>	<b>46,068,310</b>	<b>45,951,175</b>	<b>48,256,864</b>	<b>50,298,816</b>	<b>16,711,353</b>	<b>31,545,511</b>
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<b>General Fund - Expenses</b>						
Salaries	21,069,833	21,896,193	21,680,883	22,526,487	21,307,516	1,218,971
Benefits	13,157,764	14,481,355	15,086,873	14,597,973	13,201,168	1,396,805
P. Services	5,396,276	5,349,577	5,299,827	5,686,551	3,553,419	2,133,132
Supplies	1,269,608	1,569,846	1,530,133	1,606,583	755,469	851,114
Capital Outlay	76,554	54,500	90,000	100,000	34,863	65,138
Other Objects	350,672	441,468	469,147	501,776	415,457	86,319
Transfers	2,621,000	1,185,000	2,100,000	2,279,446	-	2,279,446
Contingency	-	1,750,000	2,000,000	3,000,000	-	3,000,000
<b>Total</b>	<b>43,941,707</b>	<b>46,727,940</b>	<b>48,256,864</b>	<b>50,298,816</b>	<b>39,267,891</b>	<b>11,030,924</b>
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