



**PORT TOWNSEND**  
**School District**  
 LEARNING THROUGH A SENSE OF PLACE

**Superintendent**  
 Sandra Gessner-Crabtree.

**Board of Directors**  
 Jennifer James-Wilson  
 Nathanael O'Hara  
 Doug Ross  
 Jeff Taylor  
 Connie Welch

# MEMORANDUM

DATE: October 15, 2020  
 TO: PT Schools Board of Directors and Sandra Gessner-Crabtree, Superintendent  
 FROM: Justin Gray, Director of Maintenance and Facilities  
 SUBJECT: Annual Report

**2019-2020 PROJECTS**

- Port Townsend High School Main and Annex building elevators were completed.
- Port Townsend High School Main and Annex building roof restoration was completed.
- Salish Coast Elementary installation of a fall restraint system was completed.
- District wide implementation of safety measures due to Covid-19 for safe return to onsite learning.

**MAINTENANCE AND FACILITIES FUNDING**

School Year	Budget	Maintenance/ Grounds Staff		Custodial Staff		Supplies and Contracts
2019-2020	\$1,024,824	\$336,008	4.87 FTE	\$478,529	6.73 FTE	\$177,028