MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
SCHOOL DISTRICT 4J, LANE COUNTY, OREGON

July 13, 2011

The Board of Directors of School District No. 4J, Lane County, Eugene, Oregon, held an Executive Session at 12:30 p.m. and a regular board meeting at 1:00 p.m. on July 13, 2011, at the Education Center, 200 North Monroe Street, Eugene, Oregon. Notice of the meeting was mailed to the media and posted in the Education Center on July 8, 2011, and published in The Register-Guard on July 12, 2011.

ROLL CALL

BOARD MEMBERS:
Craig Smith, Chair
Alicia Hays, Vice Chair
Jennifer Geller
Beth Gerot
Ann Marie Levis
Jim Torrey
Mary Walston

STAFF:
Dr. Sheldon Berman, Superintendent of Schools
Barbara Bellamy, Chief of Staff and Communications director
Susan Fahey, Chief Financial Officer
Celia Feres-Johnson, Director of Human Resources
Jon Lauch, Director of Facilities Management
Sara Cramer, Director of Elementary Education

OTHERS:

MEDIA:
KRVM, KEZI, KMTR, Register-Guard
EXECUTIVE MEETING

Under provisions of ORS 192.610 – 192.690, Open Meeting Laws, the Board of Directors conducted an Executive Session for the following purpose:

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

REGULAR MEETING

CALL TO ORDER, ROLL CALL, AND FLAG SALUTE

Board Chair Craig Smith called the regular meeting of the School District 4J Board of Directors to order. He led everyone present in the Pledge of Allegiance.

AGENDA REVIEW

Mr. Smith requested that discussion of a section of the minutes of June 15, 2011 be added to Agenda Item VII “Items for Action at This Meeting.”

INTRODUCTION OF GUESTS AND SUPERINTENDENT’S REPORT

Superintendent Berman said that he was happy to be in Eugene. He reported that he had participated in numerous interesting and informative conversations since his arrival and that there were many issues to be addressed in the months ahead.

COMMENTS BY STUDENT REPRESENTATIVES

No student representatives were present.

ITEMS RAISED BY THE AUDIENCE

No members of the public requested to speak.

COMMENTS BY EMPLOYEE GROUPS

Theresa Shelby, OSEA President, introduced herself.

ITEMS FOR ACTION AT THIS MEETING

Discussion of June 15 Minutes

Mr. Smith observed that during the June 15 item on Civic Stadium (page 5 in the minutes), Superintendent Russell had identified options for the board to consider. The board discussed holding a work session and instructing staff how to proceed in the interim, but the minutes were somewhat vague and he hoped the board could clarify its intent.

Board members agreed that they intended to hold a work session after the summer break but the date was not yet certain. They further agreed that staff should look at short-term lease options prior to the
work session. There was consensus that the superintendent had the authority to enter into a short-term lease and that the board would expect to receive an informational report at its next meeting on what had transpired.

Superintendent Berman indicated that he would explore the possibility of a short-term lease and return to the board with a report on action taken.

**Administer the Oaths of Office**

Dr. Berman considered it a privilege to administer the oaths of office and he congratulated the board members elected in May.

Superintendent Berman administered the oaths of office to the four re-elected board members for four year terms, July 1, 2011 – June 30, 2015: Alicia Hays, Position 1; Craig Smith, Position 4; Jim Torrey, Position 5; and Mary Walston, Position 7.

**Elect Board Officers**

Mr. Smith recapitulated a conversation the board had at its retreat by saying that there was some concern about a four-year leadership commitment under the current practice of serving a two-year term as vice-chair followed by a two-year term as chair. Two suggestions had been made: one that both officers serve for one year and the other that the chair serve for one year and members would rotate as vice chair.

Ms. Walston said she had raised this issue at the retreat because she believed everyone should share leadership responsibilities and the accompanying time commitment. She supported each officer serving for a one-year term with the expectation that the vice chair would succeed as chair.

Mr. Smith concurred. Ms. Gerot noted that the present practice was not a written policy. She liked the idea of everyone rotating into a leadership position and she noted that regardless of the expectation of succession, members would still elect the chair each year.

After serving two years as vice-chair, Ms. Hays said she agreed with the proposal for single-year terms. She observed that every current board member was capable of stepping into a leadership role. She thanked Mr. Smith for the generous contribution of his time.

Ms. Walston suggested that the board give careful consideration to how members were assigned to committees. She said that she served on committees with other board members and questioned whether some committees needed more than one board member.

**MOTION:** Ms. Walston, seconded by Ms. Levis, nominated Alicia Hays to serve as 4J School Board Chair for the fiscal year ending June 30, 2012.

**VOTE:** Ms. Hays was unanimously elected chair, 7:0.

**MOTION:** Ms. Gerot, seconded by Mr. Torrey, nominated Jennifer Geller to serve as 4J School Board Vice Chair for the fiscal year ending June 30, 2012.

**VOTE:** Ms. Geller was unanimously elected vice chair, 7:0.

**Authorize the Chair and Vice Chair to Sign for the District During the 2011-12 Fiscal Year**

The names of the newly elected board officers were added to a resolution authorizing the board officers to sign for the district during the 2011-12 fiscal year. A copy of the resolution was included in the board packet.
The superintendent recommended approval of the resolution.

**MOTION:** Mr. Torrey, seconded by Ms. Walston, moved to approve the resolution authorizing the chair and vice chair to sign for the district during the 2011-12 fiscal year.

**VOTE:** The motion carried unanimously, 7:0.

**CONSENT GROUP – ITEMS FOR ACTION**

**Approve Board Meeting Minutes**

The superintendent recommended approval of the board meeting minutes of the regular board meeting held February 16, 2011, the regular meeting held on March 9, 2011, the regular meeting held March 16, 2011, the work session and special meeting held March 30, 2011, the regular meeting held April 6, 2011, the work session and regular meeting held April 20, 2011, the regular meeting held May 4, 2011, the regular meeting held May 18, 2011, the regular meeting held June 1, 2011, the regular meeting held June 15, 2011, and the special meeting held June 22, 2011.

**Appoint Legal Counsel and Auditor for Fiscal Year 2011-12** (Staff: Mary Nickelson-Hill)

General legal services were being provided for the district by the law firm of Luvaas Cobb. Financial auditing services were being provided by the accounting firm of Grove, Mueller & Swank, P.C. The district continued to be satisfied with the services it received.

Not appointing Luvaas Cobb as legal counsel or Grove, Mueller & Swank, P.C. as auditor at this time would require the district to adhere to Board Policy DJCA, Personal Services Contracts which at a minimum required written findings for contracts over $25,000 but under $75,000. Personal services contracts between $75,000 and $150,000 must be procured by an informal competitive process in which the district solicited proposals or at least considered three firms, provided there were three firms deemed capable of performing the work.

Declining to appoint legal counsel and auditor would require resources to research and obtain quotes for these services. The proposal supported the Board Goal to provide prudent stewardship of district resources.

The superintendent recommended that Luvaas Cobb be retained as legal counsel for the 2011-12 fiscal year. The superintendent further recommended that Grove, Mueller & Swank, P.C. be appointed to conduct the 2010-11 annual audit, during the 2011-12 fiscal year, as required by Oregon statute.

**Approve the Revised 2011-12 School Year Instructional Calendars** (Staff: Celia Feres-Johnson)

The Board adopted the 2011-2012 calendars on April 6, 2011. Since that day the State In-service day had been scheduled for October 14, 2011 instead of October 7, 2011. As a result of the State In-service Day change, the Progress Report/Early Release Day previously scheduled for Thursday, October 6, 2011 had been moved to Friday, October 7, 2011. This change applied only to the Middle School Semester and High School calendars.

Copies of the revised calendar reflecting these changes were included in the board packets.

The superintendent recommended the board approve the revised 2011-12 School Year Instructional Calendars.
Mr. Torrey asked about the board’s ability to revise the calendar if the number of furlough days changed as a result of ongoing negotiations. Ms. Feres-Johnson responded that the calendar before the board revised dates previously approved and that any future changes would be reviewed by the board.

Ms. Levis emphasized that furlough days posed a problem for working parents and it might be better to roll any additional days to the end of the year to provide consistency for parents.

**MOTION:** Mr. Torrey, seconded by Ms. Gerot, moved to approve the consent group items.

**VOTE:** The motion was approved unanimously, 7:0.

**COMMENTS AND COMMITTEE REPORTS BY INDIVIDUAL BOARD MEMBERS**

Ms. Levis had no committee reports but said she was happy to be back and no longer eating hospital food.

Ms. Gerot expressed her appreciation for those who helped with the farewell event for Superintendent Russell.

Ms. Hays said she hoped to meet with each board member individually as she stepped into her new role as Board Chair. Noting that it had been a year filled with challenges, Ms. Hays complimented Mr. Smith on providing good leadership during difficult times. Those present expressed their appreciation for Mr. Smith’s work with a round of applause.

Ms. Walston had no committee reports. She welcomed Superintendent Berman and thanked Board Chair Smith.

Ms. Geller referred to a presentation from Carmen Urbina which she had forwarded to board members and said she would provide more information about the district’s equity work.

Mr. Torrey thanked Mr. Smith and Ms. Hays for their service in a leadership capacity.

Mr. Torrey reported that he had been contacted by a parent considering removing his child from the district due to the increase in class sizes. There was some question as to whether the district was truly prioritizing all its services. Mr. Torrey wondered if there was a resource or master list that listed all of 4J’s special programs and their costs. Superintendent Berman said he was unaware of such a list and Ms. Fahey indicated that it did not exist.

Mr. Torrey said he needed help answering the parent’s question. Mr. Smith cautioned the board that because of the budget cuts, it needed to be careful not to ask too much of staff this year. Ms. Gerot added that many programs were site-based and the information about their cost would be difficult to determine from general budget figures.

Ms. Geller thought it would be useful for the board to have a “bird’s eye view” of the larger categories of expenditures.

Mr. Smith welcomed Superintendent Berman and said he looked forward to working with him during the next four years.

**ADJOURN**

Mr. Smith adjourned the meeting of the School District 4J School Board at 1:24 p.m.
(Recorded by Mary Feldman)

Attachments to Official Minutes:
1. Revised Calendars for 2011-12 school year
2. Oaths of Office for Jim Torrey, Mary Walston, Alicia Hays and Craig Smith
3. Resolution to Authorize the Chair and Vice Chair to sign for the district during the 2011-12 fiscal year.