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

August 17, 2011

The Board of Directors of School District No. 4J, Lane County, Eugene, Oregon, held a regular board meeting at 7:00 p.m. on August 17, 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 August 12, 2011, and published in *The Register-Guard* on August ?, 2011.

ROLL CALL

**BOARD MEMBERS:**
- Alicia Hays, Chair
- Jennifer Geller, Vice Chair
- Beth Gerot (by telephone after 7:14 p.m.)
- Ann Marie Levis
- Craig Smith
- Jim Torrey
- Mary Walston

**STAFF:**
- Dr. Sheldon Berman, Superintendent
- Barbara Bellamy, Chief of Staff and Communications director
- Caroline Passerotti, Associate Director of Finance
- Jon Lauch, Director of Facilities Management
- Sara Cramer, Director of Elementary Education
- Laurie Moses, Director of Secondary Education
- Larry Sullivan, Director of Educational Support Services
- K.C. Clark, Education Support Services
- Kim Ketterer, Instruction

**MEDIA:**
- KRVM, Register-Guard
REGULAR MEETING

CALL TO ORDER, ROLL CALL, AND FLAG SALUTE

Board Chair Alicia Hays called the regular meeting of the School District 4J Board of Directors to order.

AGENDA REVIEW

There were no changes to the agenda.

INTRODUCTION OF GUESTS AND SUPERINTENDENT’S REPORT

ACKNOWLEDGEMENTS AND RECOGNITIONS

Barbara Bellamy presented a certificate of recognition to 4J parent Sara Kimberly and thanked her for helping Spencer Butte Middle School advance its Green School efforts by writing a successful $37,000 grant application to Lane County.

Steve Conley was acknowledged as the teacher responsible for creating Spencer Butte’s green class.

ITEMS RAISED BY THE AUDIENCE

Carlos Barrerera, Friendly Area Neighborhood Association, spoke in support of bringing professional soccer to Civic Stadium and said the property could become an economic engine for the area.

COMMENTS BY EMPLOYEE GROUPS

Dayna Mitchell, Eugene Education Association President, introduced EEA Bargaining Chair Tom Di Liberto. He reported that EEA had proposed a settlement agreement the previous Monday and members would vote on it August 30. He recommended board approval of the tentative agreement.

At this point, Ms. Gerot joined the meeting via telephone.

ITEMS FOR INFORMATION

Receive an Update Regarding Responses to the Request for Letters of Interest for Short-Term Lease of the Civic Stadium Property (Staff: Jon Lauch)

On July 29, 2011, a request for Letters of Interest for a short-term (three years or less) lease of the Civic Stadium property was issued. The request was posted on the district’s website and potential interested parties were notified via email. Contacted parties included public agencies (including the Veterans Administration), local neighborhood organizations, proposers submitting responses to the RFP for acquisition of the Civic Stadium properties, and Mr. Rick Wright of Market of Choice. The Request for Letters of Interest was also advertised in the Register Guard July 29 through August 7, 2011.
Mr. Lauch reported that a single response was received from Market of Choice owner Rick Wright on behalf of a new organization called Civic Community Group, LLC (“the group”), whose long-term goal was to develop a recreation complex including a new YMCA with indoor tennis facilities, a multi-use synthetic turf athletic field, and to preserve the Civic Stadium grandstand. Short-term goals included protecting the stadium from further deterioration, refining development plans, and looking for potential users of the synthetic turf facility. The group sought to acquire an option to lease that would run for a twelve-month period. If the option was exercised during the first eleven months, the group would enter into a lease with the district that would be renewable for an additional two years. The intent was to generally comply with the district’s minimum requirements but several exceptions and nuances required further conversation. These included suggesting separate options and leases for the stadium and the northern lots at $250,000 and $50,000 annually, and asking for the ability to assign or sublease to a nonprofit agency. Mr. Lauch cautioned that this raised concerns about a potential assignee’s or sub lessee’s ability to complete the terms of the lease. Additional conversations were also needed around the request for the right to make repairs and improvements and how certain repairs could obligate the school district in the future.

The group had asked for board work sessions to be scheduled to discuss the use of the premises, but Mr. Lauch cautioned that staff had limited time and resources to devote to the issue. The letter of interest suggested that a work session discussion might involve an option to buy the property; however, the draft lease precluded preferential treatment of a lessee in future disposition of the property. Mr. Lauch concluded that the next step was to contact Mr. Wright to discuss the items he had outlined for the board.

Superintendent Berman added that a good deal of time had been spent on the matter. He understood the intent of the board was to give additional time to allow for a plan to emerge that would be both feasible and beneficial to the district and to the community. He had communicated to Mr. Wright and Mr. Perez that the Superintendent had no discretion beyond the lease option and that the board would review whatever other options emerged. He stressed the importance of defining what an options lease would include and said he would update the board as progress is made toward his final decision.

There were no further questions or comments from board members.

Receive a Report on Special Education Extended School Year Program (Staff: Larry Sullivan/ K.C. Clark)

Each summer the district provided extended school year (ESY) programs for an average of 350 kindergarten through post-graduate students with significant disabilities. ESY referred to special education and/or related services provided beyond the normal school year as specified by the student’s individualized education plan (IEP). The programs were designed to support academic, behavioral and social skills introduced during the school year.

K.C. Clark, Education Support Services Administrator, introduced members of the Awbrey Park staff lead team: Venus Reeve, Sheila Thomas, and Beth Hynes. They described the program, which this year had served 345 K-21 students who had a wide range of disabilities, and showed slides of the students and their activities.

Answering a question from Mr. Smith, Ms. Clark said that IDEA funds paid for a significant portion of the program costs.
Ms. Gerot and Ms. Hays asked that the board be informed about program schedules next summer so board members could visit.

**Receive a Report Regarding Principal Retreats** (Staff: Sara Cramer/Laurie Moses)

Sara Cramer, Director of Elementary Education, reported on the recent elementary principals retreat meeting and Laurie Moses, Director of Secondary Education, reported on recent retreat meetings for middle school and high school administrators. The retreat agendas and materials related to the retreat discussions were attached to the board packets: The Instructional Directors’ Workplan Framework for 2011-12, Types of Discourse Regarding Change in Schools, and Learning About Learning Network Problems of Practice.

Ms. Cramer acknowledged facilities staff for their work associated with school closures and moving.

Ms. Levis asked that the e-presentation that was to have been shown be e-mailed to board members and she requested copies of an article on deficit thinking that had been referenced.

**Receive a Report on the iPad/eCove Project to Support Classroom Observations and Feedback** (Staff: Sara Cramer/ Kim Ketterer)

During the 2011-12 school, a number of 4J principals and other administrators would use new tools and methods to observe classroom teaching and student engagement. The project took advantage of iPads and new classroom observation software. Sara Cramer and Kim Ketterer provided an overview of the project and the ways administrators would be collaborating to learn multiple strategies for teacher observation and to integrate instructional technology tools.

Referring to a book board members were reading in preparation for their Friday retreat, Mr. Torrey wondered about ways to obtain honest feedback from administrators without fear of reprisal for going against a predetermined course of action. He noted that real change came not as a result of punitive action but because it was the right thing to do. He hoped Ms. Cramer and Ms. Ketterer would report again later and tell the board what had not worked.

**ITEMS FOR ACTION AT THIS MEETING**

**Approve an Agreement with 4JA** (Staff: Christine Nesbitt)

In July 2011, the District and 4J Administrator Association entered into a tentative agreement for the 2011-12 work year as a result of the district economic constraints.

Ms. Nesbitt reviewed terms of the proposed Memorandum of Agreement as follows:

- Zero (0) Cost of Living Increase (COLA)
- Employees eligible for a step increase would receive a half-step (1/2) increase for the 2011-12 work year
- A permanent reduction of one-day of the work year for all members
- Five (5) furlough days (two non-instructional days and three instructional days) – this agreement can be re-opened and amended to reflect changes if necessary to match agreements with other labor groups
• Directors and other senior staff would be taking six (6) furlough days
• Decrease of $20,000 of the district’s contribution to the 4JA health insurance reserve.
• Monthly district insurance of $1,100
• A maximum of three (3) accumulated discretionary days could be converted to personal days
• Professional development funds due to members could be disbursed twice per year rather than once per year
• Sick leave bank to provide up to 70 leave days in the event an employee depletes their available sick leave

Ms. Nesbit noted that the agreement called for 50% ongoing reductions, so the district would realize the benefit of those ongoing reductions into the future.

The Superintendent recommended approval of the proposed agreement.

**MOTION:** Mr. Smith moved, seconded by Ms. Levis, to approve the proposed Memorandum of Agreement between the district and the 4J Administrator Association for the 2011-12 work year.

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

### Set the School Lunch and Breakfast Prices for the 2011-12 School Year (Staff: Caroline Passerotti/Rick Sherman/Susan Fahey)

In June the board set paid breakfast prices for the 2011-12 school year. The prices were set anticipating an approximate $320,000 transfer from the general fund to support nutrition services operations. The only change from 2010-11 was a $.15 increase in paid high school lunches. Adult meal prices were $3.50.

Ms. Passerotti reported that at the previous board meeting, nutrition services management was asked to propose further price increases in an effort to eliminate the subsidy from the general fund. While price increases would reduce the transfer needed, additional cost reduction and other revenue strategies would be required in order to eliminate it. To supplement approved price increases, staff presented one recommendation for breakfast increases and three options for the board to consider for lunch price increases.

<table>
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<th>Breakfast</th>
<th>June Approved Price 2011-12</th>
<th>Proposed Price 2011-12</th>
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<tr>
<td>Elementary</td>
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<tr>
<td>Middle</td>
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<tr>
<td>High</td>
<td>$1.55</td>
<td>$1.75</td>
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*Paid breakfasts represented 15% of breakfasts served. These changes would generate approximately $4,000 in revenues for the 2011-12 school year.*

### Lunch

*Paid lunches represented approximately 35% of lunches served.*

**Option one:** Increase lunch prices $.10 across the board resulting in a $.25 increase at high
School.

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<th>Proposed Price 2011-12</th>
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<tr>
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<tr>
<td>Middle</td>
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<td>$2.60</td>
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<tr>
<td>High</td>
<td>$2.75</td>
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This increase would generate approximately $20,000 in revenues for the 2011-12 school year and was not expected to have a material impact on participation.

Option two: Increase lunch prices $.25 at all levels resulting in a $.40 increase at high schools.

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<tr>
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<th>June Approved Price 2011-12</th>
<th>Proposed Price 2011-12</th>
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<tbody>
<tr>
<td>Elementary</td>
<td>$2.25</td>
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<tr>
<td>Middle</td>
<td>$2.50</td>
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<tr>
<td>High</td>
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<td>$0.25</td>
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This increase would generate approximately $36,000 in net revenues for the 2011-12 school year. This price increase was estimated to result in a 5% participation decrease.

Option three: Increase lunch prices to cover the operating deficit without changing staffing or menu options.

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<th>Amended Price 2011-12</th>
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<tr>
<td>Middle</td>
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<tr>
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This increase would generate approximately $215,000 in revenues for the 2011-12 school year and was estimated to reduce paid lunch participation by 25%. Neither the district nor Sodexo management had experience with the impact that this large of a price increase would have on student participation so the actual reduction could be much greater. Due to the sensitive relationship between meal prices and participation, district and Sodexo management believe that there would no pricing structure that alone would completely eliminate the general fund subsidy.

The rationale for the price increase was to reduce the transfer from the general fund to the nutrition services fund. Budget implications were provided in the background information.

Additional strategies to address the remaining deficit by lowering food costs included reducing the number of menu cycles and choices, reducing items made from scratch, using locally grown or processed foods, and reducing labor hours by not filling positions.

Meal price comparisons by district were included in the board folders. Ms. Passerotti said that the proposed increases were in line with others in the state (she noted that Bethel’s numbers were not available at that time). She added that based on experience & empirical evidence, it could be assumed that increased prices would be accompanied by a decrease in participation.

Mr. Berman challenged that assumption, saying that in his previous position, the district raised prices and increased participation as well. He said that he and Ms. Passerotti were discussing creative ways to increase participation.
The Superintendent recommended approval of the breakfast price increases and Option 2 for the lunch price increases. He preferred Option 2 because he believed it would have less impact on staffing and had more long-term implications that would avoid having to ask for another increase soon.

**MOTION:** Ms. Geller moved, seconded by Ms. Levis, to approve the breakfast price increase as presented and to increase lunch prices as outlined in Option 2.

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

Mr. Torrey requested a future report on changes in sports participation subsequent to fee increases that were being implemented this fall.

**CONSENT GROUP – ITEMS FOR ACTION**

**Approve Additional Deputy Clerk for Fiscal Year 2011-12** (Staff: Sheldon Berman)

Ms. Bellamy noted that Caroline Passerotti’s name had inadvertently been omitted from the agenda material and she would be the additional deputy clerk.

**Approve the Establishment of Eugene Education Options School for Grades 6-12** (Staff: Laurie Moses)

On June 16, 2010, the Board approved the consolidation of North Eugene Alternative High School, Churchill Alternative High School and Opportunity Center High School at the end of the 2010-11 school year into a new school called Eugene Education Options. The new school will begin serving students in grades 6-12 in 2011-12. Because the district was expanding the grade levels that would be served to include grades 6-12, board action was needed before requesting an Institution identification number from the Oregon Department of Education.

**Approve a Request to Oregon Department of Education to Discontinue School Institution Identification Numbers for Four School Programs** (Staff: Laurie Moses)

Oregon Department of Education had requested that the district officially end several unused institution identification numbers that were established for some of district school programs but that were not used. Board approval was required for ODE to end these institution identification numbers:

- #4398 – International High School (North Eugene High Campus)
- #2725 – International High School (Churchill High Campus)
- #2726 – International High School (South Eugene High Campus)
- #2727 – International High School (Sheldon High School Campus)
- #2738 – Spanish Bilingual School (Monroe Middle School Campus)

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

**ACTION:** The motion carried unanimously, 7:0.
COMMENTS AND COMMITTEE REPORTS BY Individual BOARD MEMBERS

Ms. Gerot reported that the district’s ExEL(Executive Leadership program for Educators) work was being discussed by members of the Quality Education Commission. Describing a dinner the officers of the Oregon School Board Association had with the State Board of Education members the previous evening, she said it was positive connection to maintain. She announced that Ben Cannon had been appointed to replace Nancy Golden as the governor’s education adviser.

Ms. Geller told the board that the Equity Committee had put its work on the equity plan on hold and that the Instructional Directors Work Plan Framework draft that had been part of the principals’ retreat was the starting place for the next phase of the equity conversation.

Ms. Geller had attended a Stand for Children educator’s conference for teachers the previous Saturday. She described a listening session where teachers had wanted to discuss closing the achievement gap, assessments, collaboration, college readiness and other subjects important to the board. She said that teachers’ perspectives on these topics were valuable and she thought it was important for those perspectives to be heard in the board’s policy considerations.

Ms. Walston appreciated the report about the evaluation project and looked forward to the board’s participation. She reported that she had discussed the governor’s education plan over lunch with Representative Nathanson earlier in the day. She thanked Brad New for meeting with her the previous week to help her better understand the graduation rates data.

Ms. Walston noted Susan Fahey’s retirement from her district position.

Mr. Torrey had met with members of the Cressy Foundation that morning to discuss how to best use the funds earmarked for literacy. He reported that 20 percent of the available $55,000 would go to an elementary school in each of the three local school districts (Bethel, Eugene, and Springfield that offered the best plan for reaching out to improve literacy.).

Mr. Torrey encouraged board members to sit in on the district’s labor negotiations next year. He had observed the recent meetings, was impressed with the professionalism of both parties, and said that each side worked for what it thought was best for the group it represented.

Ms. Hays shared a book she had received from Carmen Urbina that was the result of courageous conversations with fourth grade students and showed how educational equity played out in the classroom and on the playground.

Ms. Hays reminded board members that Friday’s retreat would begin at 8:30 a.m. with breakfast available at 8:00. Committee assignments would be discussed near the end of the day. She suggested that the board review the current committees and be prepared to discuss whether a board representative was necessary and if so, whether one or two representatives was most appropriate. She asked each member to determine his or her top three choices for committee assignment.

Mr. Berman said that the article sent out by Ms. Bellamy and referred to earlier was authored by respected education consultant Dr. Michael Fullen, and explored collaboration strategies. He recommended it for board reading.
ADJOURN

Ms. Hays adjourned the meeting of the School District 4J School Board at 8:57 p.m.

______________________________________  __________________________
Dr. Sheldon Berman               Alicia Hays
District Clerk                  Board Chair

(Recorded by Mary Feldman)

Attachments to Official Minutes:
1. Resolution to Authorize Caroline Passerotti as Deputy Clerk.