TO:       Board of Directors
FROM:    George Russell
         Superintendent of Schools
RE:       Reports and Recommendations

REGULAR BOARD MEETING

VII. ITEMS FOR INFORMATION

1. Awarding of 21st Century Community Learning Center Grant (Staff: Sharon Tabor)

Eugene School District 4J has just been awarded a new 21st Century Community Learning Center Grant. The grant will continue to support and enhance the Best After School Programs at five Eugene Schools. The schools are Howard, River Road/El Camino Del Rio, Chavez, ATA and Kelly Middle Schools. These programs offer academic assistance to students after school in the form of small group reading and math lessons and homework help. Grant partners include: The City of Eugene Department of Library, Recreation and Cultural Services who will provide arts, fitness and drama classes after school and Arts Umbrella who will conduct Strings and choral programs after school. The following organizations will partner to bring tutors to the after school programs: Oasis Tutors - will provide reading tutors to the elementary schools, PAAWS - will bring their Reading Assistance Dogs to listen to children read, the UO Work Study Programs - math and reading tutors, and our local high schools. Tutors from the high schools will receive community service for their tutoring in math at the middle level.

The grant also supports family involvement in the schools. Schools will partner with Title1 programs and the Lane County Commission on Children and Families and the 4J Family Resource Coordinators to bring the Best students’ parents into the school buildings for a variety of family activities and adult learning. McKenzie Fly Fishers and Department of Fish and Wildlife will provide fishing lessons to families. The grant award is for five years. The first three years is fully funded at $502,772 per year. Funding decreases the 4th year by 25% and the 5th year by 50% to encourage programs to find sustainability in their school districts and communities.

The school district currently has another 21st Century Community Learning Center Grant at Adams, Harris and Meadowlark Elementary Schools. This program is called the ACE – Afterschool Community Education Program. This grant provides writing assistance to students after school. The City of Eugene also partners with the ACE schools providing recreation and enrichment to students after school. This grant is for $440,324. In both the ACE and Best programs, students receive a meal after school and a bus ride home between 5:00 and 5:30.
Achievement data for both programs shows that students in the programs are making significant progress in reading and writing. All programs have high parent, teacher and student satisfaction based on parents, teacher and student surveys. Sharon Tabor will provide a brief overview of the grant and program at the meeting.

VIII. ITEMS FOR ACTION AT THIS MEETING

1. Approve Revisions to Policy IGBHA, Alternative Education Programs Related to HomeSource

On September 5, 2007, the board approved a revision to Alternative Education Programs policy IGBHA making an exception for home school students to attend HomeSource in compliance with interpretations of HB 2040. The policy change gave consent for a home school student to enroll in HomeSource and the Bethel School District, if required by Chapter 846 Oregon Law, without first evaluating the student to determine whether the student's education needs could be served within district schools and programs. The board requested that staff bring back the policy for further discussion if information or interpretations of HB 2040 were clarified or changed in the writing of statutes or guidelines by the Oregon Department of Education.

Two elements of HB 2040 have been clarified that have implications for Policy IGBHA and our current practice for releasing students to Bethel and HomeSource.

These clarifications are based on the Oregon Department of Education Memo # 011-2007-08 and ORS 336.668 to 336.675. The Oregon Administrative Rules have not yet been written and are expected to be completed in August 2008.

• Both Eugene 4J and Bethel 52 are qualified districts to contract with HomeSource, rather than just the Bethel School District. Our current practice is to release students to Bethel that attend HomeSource rather than contract directly with HomeSource. Eugene could choose to contract directly with HomeSource rather than release 4J students to Bethel to attend HomeSource. Staff does not believe that it would be cost effective to change this practice.

• While we are required by statute to place a child in HomeSource if they were enrolled prior to July 1, 2007, it is now clear that we are not required to place a student with HomeSource upon request from a parent if the student was not enrolled in HomeSource prior to July 1, 2007. Nor, are we required to do an assessment of a student to determine whether the student would benefit from our district programs and whether HomeSource would meet the child's educational needs and interests.

Our current practice is to release new students upon parent request to Bethel and HomeSource and not do an individual student assessment. The current policy seems to require that to continue the practice of referring students upon parent request without an assessment, we will need to revise Policy IGBHA.

Based on the above clarifications, we identified three options for the future:

1. Continue the current process of referring homeschool students to HomeSource upon a parent's request and without doing an individual student assessment. This
would require a revision to policy IGBHA to exempt homeschool students from the policy requirements.

2. Decide to discontinue the practice of referring new homeschool students (those not enrolled prior to July 1, 2007) to HomeSource. Existing policy language would be maintained (however staff are recommending a revision to clarify the policy).

3. Consider requests for new homeschool students to attend HomeSource, but assess whether the student would benefit from district programs and whether HomeSource would meet the child’s educational needs and interests, as we do with students who might be referred to any other alternative education program. Existing policy language would be maintained but an assessment process would need to be developed.

DISCUSSION

Registered home-schooled children are not 4J students within the intent of Policy IGBHA because it is not their intention to enroll in the district. The policy requires that if alternative education is being considered by either parents or the district, the district must first determine that it is unable to meet the student’s educational needs within its schools or programs. To make that determination, the district would have to assess each home-schooled child after he or she was enrolled or showed intent to enroll in the district as a student. The district does not believe it should nor is it interested in expanding the policy to include the release of home-schooled students, nor is there interest in assessing home-schooled children to determine if HomeSource is an appropriate placement. Staff believes the policy should clearly state that the release or referral of home-schooled students to alternative education programs is not intended by board policy IGBHA. Students who are currently attending should be allowed to continue pursuant to Oregon statute and the grandfathering of those who enrolled prior to May 1, 2008 pursuant to previous board action.

Recommendation:

The superintendent recommends that the last sentence of board policy IGBHA, Alternative Education Programs be revised to read:

This policy is not intended to allow for the referral or release of registered homeschooled students to an alternative education program, with the exception of students who were enrolled in an alternative education program pursuant to ORS 336.688-336.675, prior to May 1, 2008.

A copy of the revised board policy IGBHA is included in your board packet.

2. Approve Revisions to the Student Rights and Responsibilities Handbook  (Staff: Barb Bellamy)

The 4J Student Rights and Responsibilities Handbook is being updated to align with recent changes in state and federal law and district policies and procedures. The handbook was last revised in 2005. The 2008 revised handbook will be distributed to all students next fall.
Sections of the handbook being revised (from the 2005 revision) are:

- Nondiscrimination and Harassment (page 6, 2005 Revision), to align with current School Board Policy (section JB).
- The addition of a section regarding Cyberbullying (School Board Policy, section JFCFA/GBNAA).
- Student Records (page 9, 2005 Revision), to align with current School Board Policy (section JO).
- Use of Tobacco (page 10, 2005 Revision), to align with current School Board Policy (section JFCG).
- Serious Misconduct, subsection 10, Use or Possession of Any Controlled Substances, Including Alcoholic Beverages and Drug Paraphernalia (page 11, 2005 Revision), to align with School Board Policy (section JFCH/JFCI).
- Disciplinary Procedures, subsection 4, Suspension or Expulsion of Students with Disabilities (page 12, 2005 Revision), to align with current School Board Policy (section JGDA/JGEA), and to reflect current Federal Law.

The revised handbook will be printed in English and in Spanish and distributed to all students next fall. The handbook will be also be posted on the district's Web site.

Oregon Revised Statute 339.240 and school board policy require the school to have a statement of student rights and responsibilities. The district has published and distributed the Student Rights and Responsibilities Handbook for many years to comply with this requirement. All schools must comply with the rules in the handbook. Each school has its own set of student expectations and statement of specific consequences, but they must be in compliance with the district Student Rights and Responsibilities Handbook.

The superintendent recommends approval of the revised Student Rights and Responsibilities Handbook. A copy of the draft Student Rights and Responsibilities Handbook 2008 Revision is included in your board packet.

3. **Approve a Resolution Supporting the Repeal of the Double Majority Requirement**  
(Staff: Barb Bellamy)

The 2007 Oregon Legislature has referred to the November 4, 2008 General Election ballot a constitutional amendment that would modify the double-majority requirement for property tax measures. If approved by Oregon voters, the amendment would allow property tax measures placed on any May or November election ballot to pass if approved by a simple majority of voters. Currently, these measures require a "double majority" to pass—that is, more than 50% of registered voters must cast a ballot, and, a majority of these voters must vote "yes". The only exception is that property tax measures referred to November elections in even-numbered years (a General Election) may pass with a simple majority "yes" vote.

The double majority requirement was passed in 1996 as part of Measure 47, a property tax limitation initiative sponsored by Bill Sizemore and Oregon Taxpayers United. Since that time, 140 local property tax measures, including school district measures outside of
Eugene, have received a majority of “yes” votes in an election, but failed to pass because more than 50% of registered voters did not vote in the election.

The Oregon School Boards Association has adopted a resolution supporting the repeal of the double majority requirement. A sample resolution, developed by OSBA for consideration by local school boards, is included in the board packet.

4. **Approve Memorandum of Agreement with the Eugene Education Association**  
(Staff: Ted Heid)

Appendix F of the District/Eugene Education Association (EEA) 2007-2010 collective bargaining agreement is the parties’ agreement to form a joint committee to recommend a plan for teachers to contribute personal leave to a relief fund. The Joint Contract Administration Committee (JCAC) has approved the joint committee’s recommendation and EEA representatives are processing approval of the proposed memorandum of agreement (MOA) and guidelines for a Personal Leave Relief Fund (PLRF). The PLRF is intended to provide up to an additional 15 days of paid leave for teachers whose family member is experiencing a catastrophic circumstance that needs the teacher’s attention and the teacher has exhausted all available paid leave. The paid days for PLRF are voluntarily contributed by teachers during an annual contribution opportunity. A teacher has an annual maximum use of 15 days and a career maximum of 30 days. The annual maximum for all teacher PLRF days is 75. The guidelines included in your board packet provide more operational details. District and EEA representatives will jointly manage the PLRF, including the decision on what is a catastrophic circumstance. The superintendent recommends approval of the PLRF.

5. **Approve Zone Change Request for the Kinney Loop Property**  
(Staff: Jon Lauch)

The annexation of the Kinney Loop property into the City of Eugene is scheduled on the City Council’s consent agenda for July 14, 2008. Approval of the annexation is anticipated.

Once the property is annexed, the zoning will be changed from the current Agricultural – Urbanizable Lands (AG/UL) designation to Agricultural (AG) (i.e. the UL portion is removed). A school is not an allowed use under the AG zoning designation; therefore, the zoning must be changed in order for future development of a school to be considered for the property.

There are a couple of logical options for re-zoning – Low Density Residential (R-1) or Public Lands (PL). The Metropolitan Area General Plan and the Willakenzie Area Refinement Plan both indicate R-1 as the appropriate zoning designation for the property. However, a school is considered to be a “conditional use” with a residential zone thereby requiring a condition use permit process for development of a school site. On the other hand, while a school is an allowed use under the PL zoning designation, a zone change to PL would require a protracted process for plan amendment to both the Metro Plan and the Willakenzie Area Refinement Plan. Staff has consulted with the district’s land use consultant used during the surplus property disposal process and he has advised that the zone change to R-1 would be the favorable (less arduous) approach.

The superintendent recommends approval for a zone change request for the Kinney Loop property, once the property is annexed, from Agricultural (AG) to Low Density Residential (R-1).
6. **Approve a Resolution Adopting the 2008-2009 Budget, Making Appropriations, Imposing and Categorizing Taxes** (Staff: Susan Fahey)

Oregon law requires the board to adopt the budget for the ensuing year by June 30. On April 28, 2008 the superintendent presented his Proposed Budget to the Budget Committee. On May 12, 2008 the Budget Committee unanimously approved the proposed budget, with the following amendments to the general fund:

- **Educational Support Services High Cost Disability Grant**
  Increase Direct Classroom Services by $261,000 for High Cost Disability Grant funds anticipated to be received in excess of the December forecast amount.

- **Minority Student Achievement Network (MSAN) High School Team Leader**
  Increase Classroom Support Services by $90,000, .25 licensed FTE at each high school, to support the district’s MSAN program.

- **Executive Administration Reorganization**
  Increase Central Support Services by $74,658, 1.0 FTE support staff, to assist the Chief Operating Officer.

- **Internet Filter**
  Increase Building Support Services by $48,180 for internet filter license costs.

The above amendments result in a decrease of the budgeted unappropriated ending fund balance by $473,838.

- **Talented and Gifted Program Staff**
  Increase Direct Classroom services and reduce Classroom Support Services by .75 licensed FTE for Talented and Gifted Program staff incorrectly budgeted in the proposed budget. There is no financial impact associated with this revision.

In addition, the following amendment to the Federal, State, and Local Programs Fund was approved by the budget committee.

- **Track Construction**
  Increase local revenues and the Facilities Acquisition and Construction appropriation by $70,000 for the NIKE grant which will support the track installation at the Jefferson site.

Including the above amendments, the approved budget totals $319.7 million, an increase of $3.4 million or 1.1% from the 2007–08 adopted budget. The small increase is the net result of higher general fund and insurance reserve budgets and a lower capital budget.

**General Fund**
The approved general fund operating budget of $155.6 million (excluding contingency and unappropriated ending fund balance) has increased by $12.0 million—or by 8.4%. Almost half of the increase is due to the 2007-08 adopted budget placing $5.8 million in contingency for School Improvement Fund grant expenditures as a result of late legislative action and to implement employee compensation agreements. Including the $5.8 million as part of the 2007-08 operating budget is more comparable and results in a modest increase of 4.2%. Fund revenues have increased 3.4% to $150.3 million. This $4.9 million increase from 2007–08 reflects higher property tax and State School Fund revenues, offset by lower
interest earnings. Reserves including contingency funds have decreased $1.9 million (excluding the $5.8 million for operations as noted above) from last year’s adopted budget as the district draws down excess reserves for strategies to close the achievement gap.

Ongoing service additions include:

- More P.E. specialist time at the elementary and middle levels
- Secondary level special education services
- Additional English Language Learner (ELL) licensed staffing
- Support for increased science graduation requirements
- Support for the district’s Minority Student Achievement Network program
- Reorganization of the human resource and executive administration functions

In addition, a portion of district reserves has been used to provide one-year of funding for:

- Additional “academy school” funding to address higher student needs at certain schools
- Continuation of funding for after-school programs at targeted schools
- Additional services and materials for secondary students not meeting math benchmarks
- Second-year funding for pilot programs to assist students’ transition from middle school to high school, expand summer school and support instructional technology
- Staff development for teachers
- Support for the student information system special education module implementation
- Other program support including reading assessment, instructional technology, and ELL/Special education evaluation team
- Funding for to implement Shaping 4J’s Future recommendations

Each year schools receive a staffing allocation and a “discretionary budget” for materials and services. Part of that discretionary budget is a “targeted funding allocation” that can be used for either staff or materials and services. In 2003–04 when literacy dollars were first allocated, the targeted funding amount increased substantially. It now totals $2.7 million, much of which is used to fund teachers and instructional assistants. Prior to 2007-08 these funds were budgeted as dollars only because staffing plans were not reconciled until after the budget was adopted. Beginning with the 2007-08 budget, staff reconciled the plans in time to include FTE funded through “targeted funding” in the adopted budget. For the adopted budget, we propose to increase licensed FTE by 11.15 and classified FTE by 22.96 to more accurately reflect staffing funded through “targeted funding”. Final staffing may differ from these numbers, but as noted at the last meeting the amount appropriated will not change.

You are scheduled to take action to adopt the budget at this meeting. The superintendent recommends approval of a resolution adopting the 2008-09 budget, making appropriations, and imposing and categorizing taxes. A copy of the resolution is included in your board packet.

7. **Approve a Resolution Authorizing the Issuance and Private Negotiated Sale of General Obligation Refunding Bonds to Advance Refund All or a Portion of the District’s Outstanding General Obligation Bonds, Series 1999 and Series 2002**

(Staff: Caroline Passerotti)

Oregon Revised Statutes permit school districts to issue bonds to advance refund outstanding bonds to reduce the costs of debt service. The advance refunding process
is governed by the State Department of the Treasury, which requires present value savings of at least 3% from the refunding.

In March 2003, the district advance refunded $17.6 million in outstanding general obligation bonds from callable maturities of the Series 1994 and 2000 bonds. This transaction achieved total savings over the remaining life of the bonds of $661,000. Net present value savings were 3.75%, compared to the 3% minimum required by the State Treasurer. In February 2002, the district advance refunded $21 million in outstanding bonds, with total savings for taxpayers of over $1 million, or 3.9%.

Over the past year, the district’s financial advisor, Seattle-Northwest Securities Corporation, located in Portland, and district staff have monitored market conditions for an opportunity to refund outstanding bonds and reduce debt service obligations for taxpayers. Recent interest rate movement suggests that it may be possible to reach the required savings of at least 3% in the next month or two by refunding all or a portion of the Series 1999 and Series 2002 bonds subject to optional redemption. Bonds totaling $8.7 million were issued in June 1999 to finance safety and security improvements and critical building needs; $70 million in bonds were issued in November 2002 to expand and improve district facilities, including the construction of two new elementary schools.

The bonds subject to redemption total $47,355,000. If all potential bonds are refunded and savings of 3.5% are achieved, district taxpayers would realize approximately $1.7 million in net present value savings. Refunding these issues also permits district staff to consider restructuring debt service to smooth tax rates for possible future bonds.

Board approval of the proposed resolution anticipates these opportunities and authorizes staff to pursue the refunding of callable maturities of the 1999 and 2002 general obligation bonds when a beneficial level of savings is reached. A copy of the resolution is included in your packet.

The superintendent recommends that the board approve a resolution authorizing the issuance and private negotiated sale of general obligation refunding bonds to advance refund all or a portion of the district’s outstanding general obligation bonds, Series 1999 and Series 2002; designating an authorized representative, financial advisor and bond counsel; authorizing appointment of a paying agent, bond registrar, escrow agent, verification agent and underwriter; authorizing execution of a bond purchase agreement and escrow agreement; and authorizing the submission of an advance refunding plan to the State Treasurer.

IX. CONSENT GROUP – ITEMS FOR ACTION

1. **Set the Tuition Rates for the 2008-2009 School Year** (Staff: Larry Sullivan and Phillip Scrima)

Each year a number of non-resident students pay tuition to attend our schools and other districts contract with us to provide regular and special educational services. The board sets tuition rates for students in kindergarten, elementary school, middle school, high school, and special education. We receive no reimbursement for these students from the state. We are proposing a $30/month increase for kindergarten, a $50/month increase for grades 1-5, a $55/month increase for grades 6-8, and $65/month increase for grades 9-12. Special education rates represent an average increase of 8.45% for Regional Learning Centers (elementary, middle and high school) and 5.84% for Learning Centers, reflecting projected increases in staff and service costs.
Rates for Regular Students
Kindergarten $5,400 or $600 per month (nine months)
Grades 1-5 $7,425 or $825 per month (nine months)
Grades 6-8 $7,020 or $780 per month (nine months)
Grades 9-12 $6,480 or $720 per month (nine months)

Rates for Special Education Students
Elementary Learning Center $ 9,446 plus the cost of related services
Elementary Regional LC $14,651 plus the cost of related services
Middle School LC $10,333 plus the cost of related services
Middle School Regional LC $14,489 plus the cost of related services
High School LC $ 9,600 plus the cost of related services
High School Regional LC $13,811 plus the cost of related services

The superintendent recommends approval of the tuition rates as proposed.

2. Set School Breakfast and Lunch Prices for the 2008-2009 School Year (Staff: Susan Fahey and Chad Williams)

Nutrition Services has continued their efforts to implement healthier meals which includes a focus on whole grain products and fresh and local produce. Changes have also been made to the a la carte program as required by the district’s wellness policy and House Bill 2650. The new choices offer healthier items for students to choose from and have led to improved customer satisfaction. These improvements combined with rising food and compensation costs have resulted in higher program expenses which have exceeded the increase in revenues. To help offset program cost increases, staff is proposing the following price increases for breakfast and lunch:

Paid Breakfast

<table>
<thead>
<tr>
<th>Level</th>
<th>Proposed Price 2008-09</th>
<th>2007-08 Price</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>$1.15</td>
<td>$1.10</td>
<td>$0.05</td>
</tr>
<tr>
<td>Middle</td>
<td>$1.30</td>
<td>$1.25</td>
<td>$0.05</td>
</tr>
<tr>
<td>High</td>
<td>$1.50</td>
<td>$1.25</td>
<td>$0.25</td>
</tr>
</tbody>
</table>

Reduced price breakfast would remain at $0.30.

Paid Lunch

<table>
<thead>
<tr>
<th>Level</th>
<th>Proposed Price 2008-09</th>
<th>2007-08 Price</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>$2.10</td>
<td>$2.00</td>
<td>$0.10</td>
</tr>
<tr>
<td>Middle</td>
<td>$2.40</td>
<td>$2.30</td>
<td>$0.10</td>
</tr>
<tr>
<td>High</td>
<td>$2.50</td>
<td>$2.35</td>
<td>$0.15</td>
</tr>
</tbody>
</table>

Reduced price lunch would remain at $0.40, and the a la carte price for milk will remain at $0.50.
Even with the increase, the proposed paid lunch revenue is below that received for students qualifying for free or reduced price meals, as the chart below shows:

**Elementary Lunch Revenue by Level of Subsidy**

<table>
<thead>
<tr>
<th>Level</th>
<th>2008-09 Federal Subsidy (projected)</th>
<th>Meal Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free</td>
<td>$2.52</td>
<td>$0</td>
<td>$2.52</td>
</tr>
<tr>
<td>Reduced</td>
<td>$2.11</td>
<td>$0.40</td>
<td>$2.51</td>
</tr>
<tr>
<td>Paid</td>
<td>$0.23</td>
<td>$2.10 (proposed)</td>
<td>$2.33</td>
</tr>
</tbody>
</table>

We have obtained current or proposed lunch prices for 33 Oregon school districts. The paid elementary price that staff is proposing would put the district in the top 35% of districts surveyed. Other districts with an elementary lunch price at or above $2.10 include: Ashland, Beaverton, McMinnville, North Clackamas, Oregon City, Redmond, Newburg, Tillamook, Tigard-Tualatin, and West Linn. Most of these school districts, like Eugene, have a relatively low percentage of students qualifying for free or reduced meals and rely more on revenue from “paid” students.

Staff does not believe that the new prices will have a negative effect on participation. The superintendent recommends approval of the proposed price increases.

3. **Approve Expenditures for April and May 2008**  (Staff: John Ewing)

   Summaries of the district’s expenditures for April and May 2008, totaling $19,921,753.24 in April and $17,068,934.76 in May, are included in the board packet.

   The superintendent recommends approval of the April and May 2008 expenditures.

4. **Make Appropriations Resulting from the Acceptance of Grant Funds**  (Staff: Phillip Scrima)

   The district has received the following grant funds in addition to funds anticipated at the time the 2007-08 budget was adopted. The district may expend grant funds received for a specific purpose upon enactment of a resolution by the board.

   - Coburg Community: $67,293
   - Eugene Education Fund: $80,000
   - Foreign Language Programs: $190,456
   - Handicapped: IDEA: $52,590
   - KRVM Radio: $60,000
   - Miscellaneous (grants less than $25,000): $159,930
   - Supplemental LRP Services: $115,000
   - Wallace: $270,000

   The superintendent recommends adoption of Resolution No. 5, which is included in your board packet.
5. **Approve Annual Ratification of a Class of Contracts Under a Certain Dollar Amount, Including Purchase Orders, Contract Amendments and Change Orders**

   (Staff: Phillip Scrima)

   Board Policy DI, Financial Management Policies and Board Policy DJCA, Personal Services Contracts provide for Delegated Authority for Purchases Under $150,000, which authorize and fully empower the superintendent and designees to award and execute all contracts, except for contracts for public improvements (including but not limited to purchase orders), and contract amendments, and change orders for all contracts under $150,000, pursuant to all applicable public procurement rules and board policy, subject to annual ratification of the contracts, in general terms, by action of the board.

   Board Policy DI, Financial Management Policies and Board Policy DJCA, Personal Services Contracts also authorize and fully empower the superintendent and designees to award and execute all contracts for public improvements (including but not limited to purchase orders), and contract amendments, and change orders for all contracts under $100,000, pursuant to all applicable public procurement rules and board policy, subject to annual ratification of the contracts, in general terms, by action of the board.

   Based on this authority, the superintendent recommends that the board adopt a resolution ratifying all district procurements under $150,000 per item procured, under Board Policies DI and DJCA, Delegated Authority for Purchases Under $150,000,” for the fiscal year 2007-08 are hereby ratified. A copy of the resolution is included in your board packet.

6. **Approve Resolution No. 6 Making Appropriations Resulting from Transfers**

   (Staff: Caroline Passerotti)

   Due to the changing needs of the district since the adoption of the 2007-08 budget, it is necessary to make the following transfers of funds:

   **General Fund**
   - Increase the Supporting Services appropriation by $1,250,000 and the Enterprise and Community Services appropriation by $50,000, and decrease the Instruction appropriation by $1,300,000. The purpose of this transaction is to align spending authority with projected expenditures.
   - Increase the Transfers appropriation by $140,000 and decrease the Contingency appropriation by the same amount. The purpose of this transaction is 1) to implement the transfer of $50,000 from the General Fund to the Insurance Reserve Fund for administrators, as agreed in the Statement of Understanding between the district and 4JA; and 2) to increase the transfer to the Nutrition Services Fund by $90,000 to support the cost of operations.
   - Increase the Transfers appropriation by $2,101,498 and decrease the following appropriations: $496,921 from Instruction, $1,603,613 from Supporting Services, and $964 from Enterprise and Community Services. The purpose of this transaction is to establish authority to transfer potential budget savings to the Fleet and Equipment Fund for reserves to purchase textbooks and equipment.
   - Increase the Instruction appropriation by $12,210 and the Supporting Services appropriation by $11,537 and decrease the Contingency appropriation by $23,747 for costs related to school closure and relocation.

   **Fleet and Equipment Fund**
Increase the Instruction appropriation by $1,000,000 and decrease the Supporting Services appropriation by $1,000,000. The purpose of this transaction is to transfer spending authority to support projected expenditures.

**Nutrition Services Fund**
Increase the Enterprise and Community Services appropriation by $90,000 to establish spending authority sufficient to cover projected expenditures.

**Insurance Reserve Fund**
Increase the Transfers appropriation by $1,300,000 and decrease the Supporting Services appropriation by the same amount to align spending authority with projected transfers, as agreed in employee compensation contracts. Increase the Unappropriated Balance by $50,000 to increase administrator insurance reserves, as required in the Statement of Understanding with the administrators association.

The superintendent recommends adoption of Resolution No. 6 making appropriations resulting from transfers. A copy of Resolution No. 6 is included in your board packet.

7. **Adopt the Board Calendar for the 2008-2009 School Year**

The Board of Directors traditionally meet on the first and third Wednesday of the month, with the agenda and materials related to the agenda items being provided to the board on the Friday preceding the Wednesday meeting. Special board meetings and board work sessions may also be scheduled during the year; board members typically set aside every Wednesday evening for that purpose.

A copy of the proposed calendar of the regular board meetings for the 2008-2009 school year is included in the packet. The superintendent has reviewed the proposed calendar and noted that it does not interfere with major holidays and the winter break schedule.

The superintendent recommends approval of the proposed 2008-2009 calendar of the regular board meetings.

8. **Conduct Routine Business:**

   a. **Appoint Clerk and Deputy Clerks for Fiscal Year 2008-2009**

Statutes require the Board of Directors to designate persons to serve as custodians of school funds and to officially sign contracts and other legal documents on behalf of the district.

The superintendent recommends appointment of George Russell as District Clerk and Barbara Bellamy, Susan Fahey, Tom Henry and Carl Hermanns as Deputy Clerks for the 2008-09 fiscal year. A resolution authorizing them to sign legal documents on behalf of the school district is included in your packet.
b. **Appoint Executive Officer and Budget Officer for Fiscal Year 2008–2009**

The state budget law requires the Board of Directors to appoint an Executive Officer and a Budget Officer for the school district each fiscal year.

The superintendent recommends that George Russell be appointed as Executive Officer and Susan Fahey be appointed as Budget Officer for the 2008–2009 fiscal year.

c. **Adopt Resolution Authorizing Interfund Borrowing**

From time to time, receipts for specific budgeted fund categories are not received as expected; for example, grant funds may not arrive on time or food services receipts may be delayed. Oregon law allows loans to be made from one fund to another, so long as loans are repaid no later than the end of the ensuing year.

The superintendent recommends adoption of the resolution, included in your packet, authorizing the district to utilize interfund borrowing during the 2008-09 school year.

d. **Designate School Depositories for Fiscal Year 2008–2009**

It is necessary for the Board of Directors to designate depositories for the 2008-09 fiscal year. A copy of the resolution designating depositories for School District 4J, effective July 1, 2008 through June 30, 2009 is included in your board packet.

The superintendent recommends adoption of the resolution designating depositories for School District 4J, effective July 1, 2008 through June 30, 2009.

e. **Appoint Legal Counsel and Auditor for Fiscal Year 2008–2009**

General legal services are being provided for the district by the law firm Luvaas, Cobb, Richards and Fraser, P.C. and the firm of Grove, Mueller & Swank, P.C. is providing auditing services. We continue to be satisfied with the services we receive from both firms.

The superintendent recommends that Luvaas, Cobb, Richards and Fraser, P.C. be retained as legal counsel for the 2008-09 fiscal year. The superintendent further recommends that Grove, Mueller & Swank, P.C. be appointed to conduct the 2007-08 annual audit, as required by Oregon statute.

9. **Approve Student Requests for Individual Graduation Plans** (Staff: Brad New)

The Oregon Minimum Standards allow local school boards to approve alternative graduation plans for individual students. A memo from Brad New, High School Services Administrator, describing requests for individual graduation plans is included in your board packet. If you would like to review the plans, Brad New can make them available to you.

The superintendent recommends approval of the individualized graduation plans, as requested.
X. ITEMS FOR ACTION AT A FUTURE MEETING

1. Organize the Board of Directors for the 2008 – 2009 School Year

   As the first order of business at the August 6, 2008 board meeting, you will need to take the following action:

   a. Elect Board Officers

   (1) **Chair:** The Board of Directors, as its first order of business on August 6, 2008 should elect the chair for the fiscal year ending June 30, 2009.

   (2) **Vice-Chair:** The Board of Directors should then elect the vice chair for the fiscal year ending June 30, 2009.

   b. Authorize the Chair and Vice Chair to Sign for the District During the 2008-2009 Fiscal Year

   The names of the newly elected board officers will be added to a resolution at the August 6 meeting.

   The superintendent will recommend approval of the resolution authorizing the board officers to sign for the district during the 2008-2009 fiscal year. A copy of the resolution is included in your packet.

XI. Comments and Committee Reports by Individual Board Members

XII. Adjourn

**CALENDAR FOR BOARD MEMBERS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, June 13</td>
<td>Churchill Graduation at Hult Center</td>
<td>7 pm</td>
</tr>
<tr>
<td></td>
<td>Craig Smith, Jim Torrey and George Russell</td>
<td></td>
</tr>
<tr>
<td>Saturday, June 14</td>
<td>North Eugene Graduation</td>
<td>3 pm</td>
</tr>
<tr>
<td></td>
<td>in Swede Johnson Stadium</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Beth Gerot and George Russell</td>
<td></td>
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<tr>
<td>Saturday, June 14</td>
<td>Churchill Alternative Graduation</td>
<td>7 pm</td>
</tr>
<tr>
<td></td>
<td>in Churchill Auditorium</td>
<td></td>
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<tr>
<td></td>
<td>Yvette Webber-Davis and Tom Henry</td>
<td></td>
</tr>
<tr>
<td>Saturday, June 14</td>
<td>South Eugene Graduation at Hult Center</td>
<td>7 pm</td>
</tr>
<tr>
<td></td>
<td>Alicia Hays and Laurie Moses</td>
<td></td>
</tr>
<tr>
<td>Tuesday, June 17</td>
<td>Opportunity Center Graduation</td>
<td>7:30 pm</td>
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<tr>
<td></td>
<td>in South Eugene Auditorium</td>
<td></td>
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<tr>
<td></td>
<td>Charles Martinez, Jim Torrey and Tom Henry</td>
<td></td>
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<tr>
<td>Wednesday, June 18</td>
<td>Board Meeting</td>
<td>7 pm</td>
</tr>
<tr>
<td>Friday, September 26</td>
<td>2008-09 Annual Board Retreat</td>
<td>1-5 pm</td>
</tr>
<tr>
<td>Saturday, September 27</td>
<td>2008-09 Annual Board Retreat</td>
<td>8 am-noon</td>
</tr>
</tbody>
</table>

Reports and Recommendations – June 18, 2008 14