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

REGULAR BOARD MEETING

VII. ITEMS FOR INFORMATION

1. **Receive a Report on Adams Survey Results** (Staff: Barb Bellamy and Yvonne Curtis)

   Adams Elementary School will be exploring possible changes in the school’s program design, with the intent of increasing enrollment by attracting more students that reside within the Adams attendance boundary. To inform the planning effort, the district conducted a mail survey of all 4J elementary school parents residing within the Adams boundary and made an effort to also survey parents of younger, pre-school aged children as well. In keeping with the board’s Shaping 4J’s Future direction provided on March 19, 2008, the survey explored interest in a Chinese Immersion program among possible future program options.

   At this meeting, staff will provide an overview of the survey findings and the program planning process that will unfold at Adams this fall.

   A copy of the Adams survey executive summary, survey questionnaire, and the narrative responses to open-ended survey questions are included in this packet.

2. **Receive a Preliminary Report on Oregon State Assessment Results** (Staff: Tom Henry and Yvonne Curtis)

   State test scores for the 2007-08 school year have recently been released. Yvonne Curtis will report on our district results and talk about the different types of student achievement reports we receive from the state each year. She will also highlight areas where we are making progress, identify areas for improvement, and discuss some of the district initiatives to improve achievement for all students.

3. **Receive a Report on Eugene Education Fund Activities**

   Eugene Education Fund (EEF) Director David Meredith will report on the fiscal year that ended June 30, showing $778,355 in revenue for 2007-08, and then give an update on plans for the 2008 annual campaign, which will kick off on September 10. EEF is a non-profit corporation that serves as a foundation for the district. EEF conducts fundraising activities that help fund school programs and activities and administers the distribution of donations to schools.
VIII. CONSENT GROUP – ITEMS FOR ACTION

1. Approve Board Meeting Minutes

The superintendent recommends approval of the minutes from the August 6, 2008 regular board meeting.

IX. ITEMS FOR ACTION AT A FUTURE MEETING

1. Approve Revisions to Board Policy IGBH, Alternative Schools (Staff: Barb Bellamy)

On June 4, 2008 the board directed staff to review Board Policy IGBH Alternative Schools and propose revisions that reflect board direction over the past four years during Access & Options, Alternative School Reviews and Shaping 4J’s Future. As proposed, the revised policy addresses the following:

• Deletes a reference to the District Curriculum Council, which no longer exists.

• Adds a definition of an “alternative program”. The policy defines an alternative school as “any complete educational program that represents a distinctive strategy within the district….“ and goes on to define complete educational program as “a school that has an organizational structure, a teaching staff, a budget, and a specific curriculum each of which is separate from other schools.”

Some of our current secondary school alternatives, such as language immersion schools at the middle level and International High School, are not complete educational programs but rather are alternative programs within the school. Students in these alternative programs attend a block of classes with a specific curriculum focus, such as language immersion, then take the remainder of their classes along with other students in their middle or high school.

• Addresses co-location of two schools in the same building. The revised policy would allow the co-location to two alternative schools, but would not allow co-location of a neighborhood school and an alternative school.

• Deletes language prohibiting the location of a student’s residence from being a factor in evaluating applications for enrollment. This revision is consistent with recent revisions to Board Policy JECC School Choice which states:

“The Board may establish attendance area priorities for students who reside in an attendance area”

The Arts and Technology Academy (ATA) at Jefferson gives enrollment priority to elementary students who reside within ATA’s middle school attendance boundary. International High School programs at Churchill, Sheldon, South Eugene also give enrollment priority to students who reside within each school’s respective attendance boundary.

A copy of the proposed revised Board Policy IGBH Alternative Schools is included in the board packet. The superintendent will recommend approval of the policy as revised.
2. **Approve Revisions to Board Policy JECC, School Choice**  (Staff: Barb Bellamy)

After drafting proposed revisions to policy IGBH Alternative Schools, staff reviewed policy JECC School Choice to ensure that the two policies would clearly align. Some minor changes are recommended to the School Choice policy to clarify and align the wording.

A copy of the proposed revised Board Policy JECC School Choice is included in the board packet. The superintendent will recommend approval of the policy as revised.

3. **Approve Middle School Alternative Program Review Process**  (Staff: Carl Hermanns)

The district currently has five middle school alternative programs. Three of the programs are language immersion programs that provide the opportunity for students in the elementary language immersion schools to continue their intensive language studies in middle school. The French immersion program is offered at Roosevelt Middle School; the Japanese immersion program is offered at Kelly Middle School; and the Spanish immersion program is offered at Monroe Middle School. The fourth middle school alternative program, Family School, is also an extension of an elementary alternative school and is offered at Spence Butte. The fifth program, da Vinci, is a stand-alone middle school alternative program offered at Kelly Middle School.

Board Policy IGBH: Alternative Schools directs the district to regularly review alternative schools/programs “in order to ensure that alternative schools/programs continue to meet board and district goals, and perform consistent with board policy and expectations.” In accordance with that policy, the district’s middle school alternative school programs will be reviewed beginning in the fall of the 2008-09 school year. Staff will apprise the board of the proposed review procedures and timelines. A copy of the Middle School Alternative Program Review Process is included in the board packet.

The superintendent will recommend approval of the review process.

4. **Approve the Contract Between the Eugene Education Fund and School District 4J**  (Staff: Barb Bellamy)

In February of 1994, the board and the Eugene Education Fund entered into a contract specifying how the district and EEF would work together and how donations given through EEF would be distributed. The board approved an addendum to the contract in 1997 that provided for an annual payment of $65,000-$75,000 to EEF for fundraising services including technical assistance to schools, coordination of fundraising, and administering the distribution of donations in keeping with donor wishes.

Since 1997, the contract has been renewed each year with no increase in the annual payment amount. Over that 11-year period, cash contributions generated by and through EEF have increased from approximately $350,000 to more than $780,000 annually.

Recognizing that EEF’s expenses to support fundraising activities have also increased over that time, the district and EEF are proposing new contract terms that would increase the district’s annual payment to EEF for fundraising services. As proposed, the base annual payment will increase and the incentive for reaching higher donation
levels will be on a sliding scale. This incentive structure recognizes that EEF’S expenses increase in relationship to an increase in donors and contributions.

The changes in the financial terms of the contract are shown in the chart below; all other contract provisions are essentially the same.

<table>
<thead>
<tr>
<th></th>
<th>Contract Terms Since 1997</th>
<th>2008-09 Proposed Contract</th>
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</thead>
<tbody>
<tr>
<td>Annual base payment</td>
<td>$65,000</td>
<td>$85,000</td>
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<tr>
<td>Annual “incentive payment”</td>
<td>$10,000 payment for raising $500,000 or more in a fiscal year</td>
<td>$2,500 payment for raising up to $750,000 $2,500 for each $50,000 increment above $750,000</td>
</tr>
<tr>
<td>Maximum annual payment (base+incentive)</td>
<td>$75,000</td>
<td>$100,000</td>
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</tbody>
</table>

Since 1994, EEF has raised more than $5.6 million in donations for school district programs plus an additional $1.4 million in development funds that go to support fundraising efforts. Over $1 million been given to schools in equity grants, which help schools maintain educational programs. Direct donations to schools have been increasing each year. During the last campaign cycle alone, January through December 2007, the EEF raised $781,462.

A copy of the proposed contract for 2008-09 is included in the board packet. EEF Director David Meredith will also be at your meeting to answer questions.

The superintendent will recommend approval of the contract between the Eugene Education Fund and School District 4J for 2008-09.

5. **Conduct the Annual Evaluation of the Superintendent (Executive Session)**

On December 19, 2007, you adopted my goals, job description, and criteria for my annual evaluation. The evaluation will be conducted in executive session on September 17, 2008, after the end of the regular board meeting. At the conclusion of the executive session, the board may reconvene in open session to discuss the executive session item.

I presented a progress report at the April 16, 2008 board meeting and provided the annual report summarizing my goal attainment for the 2007-08 school year at the August 20 board meeting. A copy of my self-evaluation will be provided for the September 17 board meeting.
X. Comments and Committee Reports by Individual Board Members

XI. Adjourn

CALENDAR FOR BOARD MEMBERS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
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<tbody>
<tr>
<td>Wednesday, September 17</td>
<td>Student Representative Orientation</td>
<td>6 pm</td>
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<tr>
<td></td>
<td>Regular Board Meeting</td>
<td>7 pm</td>
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<tr>
<td>Friday, September 26</td>
<td>2008-09 Annual Board Retreat</td>
<td>1-5 pm</td>
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<tr>
<td>Saturday, September 27</td>
<td>2008-09 Annual Board Retreat</td>
<td>8 am-noon</td>
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<tr>
<td>Wednesday, October 1</td>
<td>Regular Board Meeting</td>
<td>7 pm</td>
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<tr>
<td>Tuesday, October 7</td>
<td>Principal for a Day event</td>
<td>8-11:45 a.m.</td>
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<td>School visit</td>
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<td>Lunch – Ed Center Auditorium</td>
<td>11:45-1:15</td>
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<tr>
<td>Wednesday, October 15</td>
<td>Regular Board Meeting</td>
<td>7 pm</td>
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(Note: We are trying to schedule board work sessions during October, in addition to the schedule above.)