TO: Board of Directors

FROM: George Russell
Superintendent of Schools

RE: Reports and Recommendations

REGULAR BOARD MEETING

VII. ITEMS FOR ACTION AT THIS 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 recommends 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 recommends 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 recommends 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>Contract Terms Since 1997</th>
<th>2008-09 Proposed Contract</th>
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</thead>
<tbody>
<tr>
<td><strong>Annual base payment</strong></td>
<td>$65,000</td>
</tr>
<tr>
<td><strong>Annual “incentive payment</strong></td>
<td>$10,000 payment for raising $500,000 or more in a fiscal year</td>
</tr>
<tr>
<td><strong>Maximum annual payment (base + incentive)</strong></td>
<td>$75,000</td>
</tr>
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</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 recommends approval of the contract between the Eugene Education Fund and School District 4J for 2008-09.

5. **Vote on a Region 6 Representative to the Oregon School Boards Association Board** (Staff: Barb Bellamy)

The Oregon School Boards Association (OSBA) board consists of 19 directors, each elected on a regional basis for a two or three calendar year term. The board also includes several non-voting ex-officio members. Those eligible to serve on the OSBA board must be an active member of their local school board, be a member of a local OSBA dues-paying board, and be nominated by a local board in the region. Board members elected in September 2008 from odd-numbered positions will serve regular two-year terms and those elected from even-numbered positions will serve three-year terms to establish a pattern of alternating terms.
One candidate has been nominated by local boards for the Region 6 board position: Beth Gerot, Eugene School District 4J. Board members elected from Region 6 in September 2008 will serve a three-year term from January 1, 2009 through December 31, 2011.

At this meeting, a voice vote will be conducted to elect the board’s candidate for the Region 6 board member. The candidate receiving a majority of votes, will then be designated as the board’s choice for the position. All school boards in Region 6 (Lane County) including the Lane ESD board will cast votes and forward their ballot to OSBA.

VIII. CONSENT GROUP – ITEMS FOR ACTION

1. **Approve Personnel Items** (Staff: Celia Feres-Johnson)

   The superintendent recommends approval of the personnel items included in the board packet. These cover employment, resignations, and other routine personnel matters. The board may adjourn to executive session for matters dealing with employment if it desires to do so. ORS 192.660 (2) (a).

IX. ITEMS FOR ACTION AT A FUTURE MEETING

1. **Adopt the Board’s Goals and Annual Agenda for 2008-09** (Staff: Barb Bellamy)

   School Board Policy BA requires that the board adopt an annual agenda to demonstrate how you will provide "leadership and direction for the district." Staff has prepared an initial draft of the proposed 2008-09 Annual Agenda, and Goals for 2009 – 2012 which you will receive at the board meeting. At the board retreat on September 26 and 27 you will discuss the annual agenda for 2008-09 and update the goals.

   Changes suggested at the retreat will be incorporated into the draft that will be presented for approval at the October 1 board meeting.

   The superintendent will recommend adoption of the 2008-09 Board Goals and Annual Agenda.

2. **Approve a Revision to the Student Rights and Responsibilities Handbook Regarding Education Records** (Staff: Barb Bellamy)

   The Oregon Department of Education has directed the district to revise our annual notice of rights of students and parents related to education records. The purpose of the revision is to include the criteria that the district uses to determine who constitutes a school official who has a legitimate educational interest to examine personally identifiable student records without the consent of the student or parent, and to include the criteria that the district uses to determine what constitutes a legitimate educational interest.

   Although the board does not approve the annual notice that is provided to parents each year with the school calendar and handbook, the board does approve the education records section of the Student Rights and Responsibilities Handbook which is published periodically and which is approved by the board under the provisions of Board Policy JFC, Standard for Student Conduct and Discipline. Policy JFC states: "School District 4J shall provide students a learning climate in which rights and responsibilities are
equally protected and emphasized, in accordance with ORS 339.240. The board has prepared reasonable written rules of student conduct and discipline that shall include, but not necessarily be limited to, the following topics\textsuperscript{*} which includes education records.

If approved by the board on October 1, the text will be revised in the Student Rights and Responsibilities Handbook posting on the district web site. A copy of the revised annual notice will also then be mailed to all 4J families with the annual school report cards in October or November.

A copy of the revised Education Records criteria and procedures will be e-mailed to the board on September 15 and provided in a red folder at the September 17 board meeting.

The superintendent will recommend approval of the revised Education Records statement, as proposed.

X. Comments and Committee Reports by Individual Board Members

XI. Adjourn

XII. EXECUTIVE SESSION: Under provisions of ORS 192.610 – 192.690, Open Meeting Laws, the Board of Directors will conduct an Executive Session for the following purpose:

To conduct the Annual Evaluation of the Superintendent to review and evaluate pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the executive officer pursuant to ORS 192.660 (2) (i).

At the conclusion of the executive session, the board may reconvene in open session to discuss the executive session item.

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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<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>Work Session - Teacher Mentoring &amp; Professional Development</td>
<td>5:30 pm</td>
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<tr>
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<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 am</td>
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<td>School Visit</td>
<td>11:45-1:15</td>
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<td>Lunch – Ed Center Auditorium</td>
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<tr>
<td>Wednesday, October 15</td>
<td>Regular Board Meeting</td>
<td>7 pm</td>
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<tr>
<td>Thursday, October 16</td>
<td>Eugene Education Fund Gala</td>
<td>6 pm</td>
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<td>LCC, Building 19</td>
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<tr>
<td>Wednesday, October 29</td>
<td>Work Session – Shaping 4J’s Future Update on Implementation</td>
<td>5:30-7:30 pm</td>
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Reports and Recommendations – September 17, 2008