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 the Chalkboard/OSBA Business Audit**  
   (Staff: Carl Hermanns)

   On October 21 and 22, 2008, the Chalkboard Project, in association with the Oregon Association of School Business Officials (OASBO) and the Oregon School Boards Association (OSBA), visited 4J to conduct a two-day comprehensive business and operations review. The purpose of the review was to objectively examine the school district’s operations to identify best practices and make recommendations for improvements. The Chalkboard review team, led by Angie Peterman, executive director of OASBO, consisted of current and former school business officials, members of the OSBA staff, and various business partners with direct experience in the areas of school business and operations. The 14-member review team conducted over 90 interviews with district administrators, directors, teachers, staff, school board members, parents and community members, and included visits to central administration offices, operational departments, and schools. Ms. Peterman will present an overview of the review findings to the board. The Executive Summary of the report is included in the board packet.

2. **Receive an Update on the Status of Implementation Strategies for Transfer Limits at Middle and High Schools and the School Boundary Review**  
   (Staff: Barb Bellamy and Tom Henry)

   At the board's November 19 meeting, staff reviewed and addressed some additional questions that were raised at the October 29th work session related to implementation strategies for the board approved transfer limits at middle and high schools. Questions were related to the impact on siblings of current transfer students and what a slower transition to the new policy would look like. Subsequently, additional questions were raised regarding students in the “pipeline” and allowing students to stay with their cohort group through high school. Staff will give a status report regarding implementation strategies and thoughts on communication with parents and students. Staff will also provide an update regarding the public input process for the school boundary review, which will conclude on January 6.
3. **Receive a Report on the OSAA Redistricting Process**  (Staff: Laurie Moses)

   The Classification and Districting Committee of the Oregon School Activities Association (OSAA) is receiving feedback on a draft proposal for a new 6 classification league alignment. This proposal aims to increase league sizes using the current classification cut-off points.

   Laurie Moses, Director of High School Services, will outline the OSAA draft proposal and its impact on the district’s high schools. The Classification and Districting Committee is requesting written testimony about the proposal prior to its meeting on January 12, 2009.

4. **Receive a Report on North Eugene High School Small Schools**  (Staff: Laurie Henry and Laurie Moses)

   The administrative team at North Eugene High School will give the board an update on its small schools design. Staff from each of the three small schools will be present to share information and answer questions.

5. **Receive a Report on Federal Funding for School Improvement Projects**  (Staff: Carl Hermanns)

   It is expected that shortly after taking office, President-elect Obama will sign an economic recovery bill that will include significant grant funding for school modernization and renovation. Although the details of the bill are not yet clear, a number of organizations, including the American Association of School Administrators (AASA), are predicting that the funding will be available for “shovel ready” construction and renovation projects that would be ready to begin within 60 to 90 days. In anticipation of this potential funding, district staff has prepared a list of projects that could qualify for funding, dependant upon the specifics of the funding bill. The project list will be included in your red folders.

**VIII. ITEMS FOR ACTION AT THIS MEETING**

1. **Adopt the 2008-09 and 2009-10 Superintendent’s Goal Statement and Establish the Criteria for the 2008-09 Annual Evaluation**

   The contract between the superintendent and the board states that the board will evaluate the superintendent at least once each year based on the goals and objectives agreed upon by the board and the superintendent, and the terms of their contract. ORS 192.660 (2) (i) requires and School Board Policy CBB states that the standard criteria and policy directives to be used in evaluating the superintendent shall have been adopted by the board in meetings open to the public no later than January each year.

   I propose that the criteria to be used in my annual evaluation consist of our agreed upon goals, the contract between the superintendent and the board, the position description contained in School Board Policy CBA, and a Self-Evaluation Feedback form. A copy of my proposed two-year goal statements, which are based upon your annual agenda, is included in the board packet.
2. **Approve Superintendent’s Recommendation on Proposal for Spanish Dual Immersion at River Road/Camino del Rio and Technology Immersion at Howard Elementary Schools** (Staff: Yvonne Curtis)

At the June 4, 2008 board meeting, the board directed staff to work with appropriate stakeholders to develop a proposal by December 2008 to establish a neighborhood cluster that includes Howard Elementary School to support a Spanish dual-immersion school at River Road/Camino del Rio. The proposal would be for an expansion and modification of the neighborhood school consistent with the “academy school” direction to redesign the school with a particular focus, and could include a proposal for transportation within the neighborhood cluster. The proposal was to include strategies to manage enrollment between the two schools and ensure that both schools have sufficient resources to offer strong programs and to address a diversity of student needs.

A district facilitator engaged staff members from both Howard and River Road schools in designing this proposal between May and November. A leadership team that included the two principals and teachers from both schools wrote the proposal and obtained consensus from the staff at each school. Additionally, the proposal was shared with the Superintendent’s Staff and the North Region K-12 administration team. On November 18, the two principals shared their proposal with the Elementary Principals’ team.

At the board meeting on November 19, the principals from River Road/Camino del Rio and Howard presented their proposal to the board. The goals of the two schools working together in collaboration are to:

- Provide two strong immersion programs in the North Region;
- Continue the tradition of choice for all families; and
- Establish two blue-ribbon schools right next to each other in the North Region, allowing for more collaboration and partnership opportunities.

The specific goals related to the two-school partnership are to:

a. Stabilize the population at both sites and in the North Region;
b. Begin an effective dual immersion program for native Spanish-speaking students at River Road/Camino del Rio; and
c. Expand the cutting-edge technology immersion program at Howard Elementary School.

As part of the proposal, the following criteria were defined for each of the schools:

- **River Road/Camino del Rio Spanish Dual Immersion**
  a. Program will include an equal number of native and non-native English Speakers (goal);
  b. Language majority and minority students will be grouped together; and
  c. Core academic instruction will be provided to students in both languages – English and Spanish.
• **Howard Technology Immersion**
  a. Close the digital divide for students and families in poverty;
  b. Continue to be a national leader in integrating technology as an instructional tool through project based learning; and
  c. Foster continued professional development that allows for creativity and design in classroom instruction.

The proposal envisions two catchment zones for the two schools that are .7 mile apart and would include transportation to either school within the partnered catchments. Because Howard starts schools at 7:55 a.m. and River Road/Camino del Rio starts at 8:15 a.m., it’s projected that there would be sufficient time to enable two transportation drops. The projected first year additional costs for transportation are minimal. There may be no increase in the first year or one additional bus may be needed at a cost of $13,000. However, additional transportation costs could be incurred in the future as most students attending Howard and River Road/Camino del Rio are bussed. Additionally, both River Road/Camino del Rio and Howard currently receive 'academy school' funds of about $30,000 for the 2008-09 school year, which I am recommending be continued for at least the start-up year, and if possible, through the entire 5-year transition process. (See caveat to this recommendation below).

The implementation would begin with kindergarten and first graders in the 2009-10 school year, with students within the two schools’ boundaries able to choose either language immersion at River Road/Camino del Rio or technology immersion at Howard. To help ensure a viable language immersion program at River Road/Camino del Rio, native Spanish speaking students would be given priority to attend a River Road/Camino del Rio classroom at K and 1. River Road/Camino del Rio expects to start with three kindergartens and one or two first grades. Other grade levels would convert one grade at a time over the ensuing school years. Entry into both schools would be managed through a modified neighborhood hybrid enrollment process.

The process for application and admittance to River Road and Howard follows: Students who want to attend River Road and live in the River Road boundary will be admitted. Those in the Howard boundary who want to attend River Road will need to apply as Spanish speakers or English speakers through the lottery and will have priority, according to the enrollment guidelines that would enable River Road to have classes comprised of 50% Spanish speakers and 50% English speakers. Students outside of the River Road/Howard boundary areas will need to apply through the lottery and will be admitted to fill the enrollment guidelines as stated above. Students who want to attend Howard and live in the Howard boundary will be admitted. Those in the River Road boundary who want to attend Howard will need to apply through the lottery and will have priority. Students outside of the Howard/River Road boundary areas who want to attend Howard will need to apply through the lottery.

**Superintendent's Recommendation:**

The superintendent recommends approval of the proposal for the clustered pairing of River Road/Camino del Rio as a two-way Spanish Immersion School and Howard Elementary as a Technology Immersion School serving the combined attendance areas of both schools.
Caveat: I make this recommendation with the knowledge that the current economic situation in Oregon and the nation portends of potentially serious budget reductions for 4J over the next couple of years or more. Thus, while continuation of academy school funding could assist the schools in meeting their goals given existing circumstances, I am concerned that potential budget reductions applied to schools for 2009-10 may adversely affect their implementation efforts. And, without knowing the full scope of our financial exposure, I am unwilling at this point to propose that these two schools would be insulated from any potential cuts applied to elementary schools. Thus, proceeding to implementation should be undertaken with the understanding that potential budget reductions could impact all 4J schools and programs, including those at River Road/Camino del Rio and Howard.

IX. CONSENT GROUP – ITEMS FOR ACTION

1. Approve Ratification of CIP Contract Awards (Staff: Jon Lauch)

On September 18, 2002, the Board of Directors affirmed the 1993 district policy for delegating Contract Award authority for Bond Funded CIP contracts of $500,000 or less to the superintendent, or designee, subject to subsequent ratification by the board. The designee is Jon Lauch, Director of Facilities and Transportation. Contracts in excess of $500,000 will continue to require board approval. The purpose of the board item is to summarize all CIP contract award activity requiring a formal bid or formal competitive selection and for the board to ratify those awards that have been made by authorized staff since the last ratification.

The summary sheet in the board packet identifies all contracts that have been awarded as of the status date indicated in accordance with delegated authority. The summary also identifies who awarded the project and will indicate board ratification data of said award as applicable.

The CIP management staff will continue to provide the board with Contract Award Status updates for ratification, pursuant to School Board Policy DI (Capital Improvement Contracts Financed by Bond Levy Funds-previously Policy 6610.5)

The superintendent recommends ratification of awards for CIP GO Bond funded projects as indicated on the summary sheet which is included in your board packet.

2. Approve Board Meeting Minutes

The superintendent recommends approval of the minutes from the October 15, 2008 and November 5, 2008 regular board meetings and the October 29, 2008 board work session. Copies of the minutes were included in the board packet for the cancelled December 17 meeting.

3. 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).
X. ITEMS FOR ACTION AT A FUTURE MEETING

1. Approve Priorities for 2009 Legislative Session (Staff: Barb Bellamy)

Prior to each legislative session, the board has adopted a "legislative position paper" to communicate priorities to the legislature and the community.

For the 2009 session, board members Beth Gerot and Craig Smith are working with staff to develop a short list of priorities that we intend to communicate to Lane County legislators as the board's top priorities for the upcoming session. The three proposed priorities are: school funding, graduation requirements and virtual education. A draft copy of the board’s 2009 legislative priorities is included in the board packet.

XI. Comments and Committee Reports by Individual Board Members

XII. Adjourn

CALENDAR FOR BOARD MEMBERS

Wednesday, January 7  Regular Board Meeting  7 pm
Wednesday, January 14  Regular Board Meeting  7 pm
Monday, January 26  Budget Committee Meeting  7 pm
Wednesday, February 4  Board Work Session  5:30 pm
                    Regular Board Meeting  7 pm
Wednesday, February 18  Board Work Session  5:30 pm
                    Regular Board Meeting  7 pm
Wednesday, March 4  Regular Board Meeting  7 pm
Friday, March 13  Spring Board Retreat  Noon – 5 pm
Saturday, March 14  Spring Board Retreat  8 am - Noon
Wednesday, March 18  Regular Board Meeting  7 pm