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

To conduct deliberations with persons designated by the governing body to carry on labor negotiations, pursuant to ORS 192.660 (1) (d)

(Dinner will be served)

REGULAR BOARD MEETING

TO: Board of Directors

FROM: George Russell
Superintendent of Schools

RE: Reports and Recommendations

VII. ITEMS FOR INFORMATION

1. Receive a Year-End Report on Student Activities for the Minority Student Achievement Network (Staff: Laurie Moses)

Students who have participated in MSAN activities throughout the year will be at the meeting to share their experiences and their thoughts for the future of the program.

VIII. ITEMS FOR ACTION AT THIS MEETING

1. Approve Revisions to Policy JB, Discrimination, Harassment, Intimidation, Bullying and Retaliation (Staff: Laurie Moses)

Board policy JB, Discrimination, Harassment, Intimidation, Bullying, and Retaliation, was last updated on April 30, 2003. This policy does not currently address the issue of hazing. The proposed revision defines hazing and adds it to the policy as a behavior that board policy prohibits.

Another copy of the proposed revisions to the policy and the current policy are included in your board packet.

The superintendent recommends approval of the policy revisions as outlined.

2. Approve Policy GBNAA/JFCFA Cyberbullying (Staff: Les Moore)

As students and staff use of electronic communication devices such as email, web sites, voice mail and text messaging increases, many school districts are adopting policies that address cyberbullying.
Staff has drafted a proposed board policy prohibiting cyberbullying, based on a sample policy provided by the Oregon School Boards Association and advice of our legal counsel. The Oregon legislature is considering legislation requiring all districts to develop a cyberbullying policy. The proposed policy is consistent with the requirements in HB 2637, which was passed by the House on May 2 and forwarded to the Senate Judiciary Committee.

The proposed policy is being brought forward for board consideration now, so that it can be included in the Student Rights and Responsibilities Handbook for 2007-08. Should the proposed legislation be modified, staff would review whether policy changes are needed.

The superintendent recommends adoption of the proposed policy.

3. **Conduct a Public Hearing on the 2007-2008 Approved Budget** (Staff: Susan Fahey)

Oregon law requires the board to adopt the budget for the ensuing year by June 30. On April 30, 2007, I presented the Proposed Budget to the Budget Committee. On May 7, 2007, the Budget Committee unanimously approved the Proposed Budget, with the following amendments to the General Fund:

- Increase Central Support Services by $50,000 for expenses related to the Harvard Executive Leadership Program for Educators and decrease Contingency by a like amount.
- Increase Direct Classroom Services by $72,000 for additional services from Lane Regional Arts Council and decrease Contingency by a like amount.

Overall, the Approved Budget totals $313.5 million, a decrease of $261,000 or .1% from the 2006–07 adopted budget. The small decrease is the net result of a lower capital and grants budgets and a higher General Fund budget.

**General Fund**

The General Fund operating budget has increased by $11.4 million—or by 8.6%. Of the increase, $7 million is due to the onload of services supported by the City of Eugene local option levy from 2003–04 through 2006–07. Fund revenues have increased by 4.4%, to $143.5 million. This $6 million increase from 2006–07 reflects higher State School Fund and local option revenues, as well as higher revenue from interest earnings. Reserves including contingency funds have increased $3.2 million above last year’s adopted budget.

Ongoing service additions include:

- More P.E. specialist time at the elementary and middle levels
- Additional sections of math at the secondary level
- Additional custodial/maintenance services for high schools, sports parks and district landscaping
- Support for small elementary schools with high special education enrollment.
In addition, a portion of district reserves has been used to provide one-year of funding for:

- Additional services and materials for secondary students not meeting math benchmarks
- Pilot programs to assist students’ transition from elementary to middle school and from middle school to high school
- Staff development for teachers
- Additional “academy school” funding to address higher student needs at certain schools
- Extension of funding for after-school programs and temporary support for human resources operations.

This budget was built assuming the $6.06 billion state K-12 education budget recommended by the governor in December. At that time, the combination of increased State School Fund revenue and increased local option revenue allowed the district to absorb the loss of City levy funding and make the modest service additions described above (detail attached). Since then, the state’s June Economic and Revenue Forecast has been published projecting continued strong revenue, and the education subcommittee of the legislature’s Joint Ways and Means Committee has approved a $6.245 billion budget for K-12 education, with $260 million of that amount dedicated to a School Improvement Fund. If that budget is finally adopted, as now seems quite likely, the district would receive approximately $2.8 million more per year. These funds must be spent for purposes specified by the legislature.

Anticipating additional state revenue, the Budget Committee recommended specific additions of licensed staff in $1 million, $2 million and $3 million packages. Those recommendations are attached. To allow for timely hiring, I am recommending the following strategy:

- Direct staff at your June 6 meeting to implement the $2 million add package recommended by the Budget Committee

- Approve an amendment to the annual budget at your June 20 meeting that increases General Fund revenue by $2,800,000 and appropriates a like amount in the General Fund Contingency account. Once the legislature has acted, staff can analyze the requirements of the law, take into account increased staff costs related to bargaining, and prepare a board resolution authorizing a transfer of $2,800,000 from Contingency to the appropriate budget categories for additional licensed staff.

I will also be recommending changes in three more areas:

1. Targeted Funding FTE

   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 schools can use 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. In past years, these funds have been budgeted as dollars only because staffing plans were not reconciled until after the budget was adopted. This year we are reconciling staffing plans in time to show
FTE funded through “targeted funding” in the adopted budget. The amount appropriated will not change, but the adopted budget will show an increase in FTE. The revised FTE figures will be included in the agenda packet for the June 20, 2007 meeting.

2. Increased Contingency

According to Oregon Local Budget Law, a jurisdiction cannot use reserve funds budgeted in its Unappropriated Ending Fund Balance (UEFB) during the fiscal year in which those funds are budgeted. It is likely, however, that the district will need access to a portion of the funds budgeted in the UEFB in the approved budget in order to implement employee agreements now under negotiation. For example, the current district offer to the Eugene Education Association includes use of reserves for additional teacher workdays in the next two years.

In order to allow the district to allocate funds to implement bargaining agreements I will be recommending that a portion of the Unappropriated Ending Fund Balance (UEFB) be moved to the General Fund contingency account. Staff is preparing estimates at this time and will bring a recommended amendment to the June 6 meeting.

3. State School Fund Reconciliation

The district has received revised 2005-06 and 2006-07 State School Fund estimates from the Oregon Department of Education and believes that funds that were budgeted to be received in 2007-08 will be received instead in the current fiscal year. This change would increase 2007-08 Beginning Working Capital and decrease State School Fund revenue. As a result, I will be recommending the following amendment:

- Increase general fund Beginning Working Capital by $860,000 and decrease State School Fund revenue by a like amount.

You are scheduled to conduct a public hearing at this meeting and take action to adopt the budget at the meeting of June 20, 2007.

The superintendent will recommend approval of a resolution adopting the 2007-08 budget, making appropriations, and imposing and categorizing taxes.

IX. CONSENT GROUP - ITEMS FOR ACTION

1. Approve Student Request for Individual Graduation Plan (Staff: Sam Tupou)

The Oregon Minimum Standards allow local school boards to approve alternative graduation plans for individual students. A memo from Sam Tupou, Curriculum Coordinator, describing a request for an individual graduation plan is included in your packet. If you would like to review the plan, Sam Tupou can make it available to you.

The superintendent recommends approval of the individualized graduation plan as requested.
2. **Award of Construction Contract for Reroofing and Seismic Upgrades to Coburg Elementary School and Facilities Management** (Staff: Jon Lauch)

Bids for the Facilities Management and Coburg Elementary Seismic & Reroofing project were opened May 22, 2007. The project consists of re-roofing a portion of Coburg Elementary School and the Facilities Management office complex, along with seismic upgrades to each facility where access is made available as a result of the roofing project. This will complete the Priority One seismic upgrades identified for these facilities. Bid Alternate 1 is for the replacement of the boiler chimney at Facilities with a seismically restrained code-compliant installation. Bid Alternate 2 is for the addition of natural lighting for some of the interior office spaces at Facilities.

Three local firms submitted bids for the Base Bid and alternates as follows:

- Morris P. Kiely: $721,745
- McKenzie Commercial: $660,140
- 2G Construction: $525,500

The construction budget for the project is $526,847 (plus contingencies). 2G Construction, the low bidder, has successfully performed a number of similar projects for the district.

The superintendent recommends award of the contract for the above project to 2G Construction for the base bid plus both alternates for the total of $525,500.

3. **Award of Construction Contract for the South Eugene High School Piping Replacement Project** (Staff: Jon Lauch)

Bids for the South Eugene High School Piping Replacement Project are scheduled to be opened on June 5, 2007. The project consists of replacement of all of the domestic water piping in the crawlspace of the school. A summary of the bid results will be placed in your red folder at the June 6 meeting.

The superintendent recommends award of the contract to the lowest responsible bidder, subject to no successful protests to the award from other bidders, and that the superintendent be authorized to negotiate the contract, under the provisions of ORS 279C.340, if needed due to budget constraints.

4. **Award Contracts for Alternative Education Providers** (Staff: Caroline Passerotti and Londa Rochholz)

The district contracts with a number of private alternative education providers to offer instruction to district resident students on a referral basis. These providers are registered with the Oregon Department of Education and must operate in accordance with statutory requirements. Oregon Revised Statutes require that districts pay providers 80% of operating costs per student or actual program costs, whichever is less.

Last August, the board approved contracts with alternative education providers serving regular education students who were not home schooled. Proposed contract amounts were based on the number of referrals made in previous years and were expected to be less than $150,000 each.
Board Policy DJCA requires a formal competitive process for personal service contracts of $150,000 or more. The policy allows for waivers of this requirement with written findings that the waiver is in the public’s best interest and that granting the waiver will result in substantial cost savings or other significant value to the district. The board has approved waivers based on the value of providing appropriate placements for students.

In April, a request for proposals was issued for providers serving ten (10) or more full-time equivalent students. The competitive process offered the district more structured information on the programs and advertising increased the chances for new opportunities.

On May 15, 2007, proposals were received from Wellsprings Friends School, Northwest Youth Corps, and Creative Minds Alternative School all of Eugene, Oregon, and currently providers of these services to the district. The proposals were evaluated on several criteria, including organization description and experience; target population and enrollment; educational program and support for learning; student performance measures and program improvement; governance, management and staffing; and, optionally, special education services. Price was not a consideration in this process as the rates are predetermined by the State of Oregon and 4J.

All three proposals met the district and state’s requirements for providing regular education alternative education services to district students. Because each program has unique characteristics and program offerings that meet the needs of 4J students who benefit from alternative educational opportunities, it is desirable to contract with all three providers. Contract amounts with these providers ranged from $84,500 to $220,000 in 2006-07. It is expected that contract amounts in 2007-08 will reflect similar referral patterns.

The superintendent recommends contracting with Wellsprings Friends School, Northwest Youth Corps, and Creative Minds Alternative School to provide alternative education options serving ten (10) or more students for the district for a period of one year with the option of up to four (4) additional annual renewals.

5. **Approval of the Purchase of School Buses**  (Staff: Caroline Passerotti)

On June 21, 2006, you approved a contract with Western Bus Sales for the purchase of seven (7) forty-two passenger school buses and three (3) eighty-four passenger school buses.

Based on an increase in athletic team transportation, staff has determined the need to purchase two (2) additional eighty-four passenger, rear-engine buses. The base contract price for these buses is $109,007 each. Approved options of rear air suspension, seating adjustment and luggage storage totaling an additional $6,890 were added. The purchase will total $224,904. This purchase can be made under the contract with Western Bus Sales, Inc., approved on June 21, 2006.

The superintendent recommends purchasing two (2) additional eighty-four passenger, rear-engine buses totaling $224,904.
6. **Approve Personnel Items** (Staff: Wally Bryant)

The superintendent recommends approval of the personnel items included in the 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 (1) (a)

X. **ITEMS FOR ACTION AT A FUTURE MEETING**

1. **Approve a Resolution Adopting the 2007-2008 Budget, Making Appropriations, Imposing and Categorizing Taxes** (Staff: Susan Fahey)


2. **Approve Supplemental Budget #2** (Staff: Susan Fahey)

According to Oregon Local Budget Law, the school district can amend its budget by 1) transferring spending authority within a specific fund or from the General Fund to another fund; or 2) increasing or decreasing spending authority by adoption of a supplemental budget.

You are scheduled to conduct a public hearing and adopt a supplemental budget at your June 20, 2007 meeting. Transactions are proposed to achieve the following:

- Recognize revenue not anticipated at the time the budget was developed and establish spending authority for related expenditures; and
- Transfer spending authority among appropriations in the same fund.
- Transfer spending authority from one fund to another.

An overview of the transactions is presented below and a list of specific transactions is attached. All transactions relate to the General Fund.

**Recognize New Revenue**

The following proposed transactions recognize new revenue and appropriate a like amount:

a. Advertising Revenue - $7,500

This transaction recognizes additional revenue from the sale of advertising space in the school calendar and increases the Communication Department’s appropriation by the same amount.

b. Student Information System and Data Warehouse Revenue--$252,612

This transaction recognizes revenue from other school districts that participate in District 4J’s student information system consortium and data warehouse consortium (the district hosts the systems for these districts) and increases the Computing and Information Services Department appropriation by a like amount.
Transfer Appropriations from Contingency

The 2006-07 Contingency Budget is currently $5,220,798. The amount reflects reductions made in the first supplemental budget. It is higher than the board’s target of 2% of operating expenses because it includes $3,000,000 in State School Fund monies identified after the Proposed 2006-07 Budget was presented and reserved to help cover operating shortfalls anticipated as a result of the expiration of the City levy for youth services.

The requests for transfers total $595,820, as follows:

a. Edgewood and Evergreen Merger and Cal Young Move--$85,600

   Costs related to the merger of Edgewood and Evergreen elementary schools and the move of Cal Young Middle School to a new building.

b. Special Education Litigation Costs— $95,031

   Attorney fees and related expenses related to special education litigation, including due process hearings.

c. General Litigation Costs--$20,000

   Litigation costs exceeding budget authority, including approximately $13,000 in expenses related to OSAA litigation.

d. Election Costs--$6,000

   School board election costs exceeding budget authority.

e. Shaping Eugene’s Future Strategic Planning Costs--$102,640

   Projected 2006-07 expenditures for the first and second phases of the district’s strategic planning effort. This total represents release time and other expenses for the week-long focus group sessions held last fall and for consultant time, including $30,000 to the University of Oregon for conducting the “Think Tank” meetings and planning for the public input phase of the project.

f. Reappropriation of 2005-06 Academy Funds--$129,738

   In 2005-06, the district designated five elementary schools as “academy schools” and provided two years of funding on strategies to increase student achievement and close the achievement gap. The schools had balances at the end of 2005-06 that were transferred to them in 2006-07 from the superintendent’s “Access and Options” account. Due to an oversight, the funds were not reappropriated to the superintendent’s account in the first supplemental budget. This transaction corrects that oversight.
g. Equity Funds--$36,811

District policy directs that 10% of contributions in excess of $10,000 made to schools to purchase staff be reserved as “equity funds.” These funds may be spent at the superintendent’s discretion on projects that improve equity. The transaction appropriates three years worth of equity contributions.

h. Emergency Notification System Set Up Charge--$5,000

The district has just purchased an emergency notification system with funds from the Fleet and Equipment Fund. This source cannot be used for the system set up charge, so the request provides General Fund appropriation for this cost.

i. Increased Transfer to the Nutrition Services Fund--$115,000

The 2006-07 budget includes a $170,000 transfer from the General Fund to the Nutrition Services Fund to support operations. When the 2006-07 compensation agreement with food service employees was finalized, staff identified an additional cost of $35,000. Current projections indicate the need for additional transfer of $80,000 to meet program expenses. Part of the shortfall is due to the changes directed by the district’s new Wellness Policy, in particular the ban on soda. Nutrition Services is currently analyzing this and other factors contributing to the projected shortfall and will present that information at your June 20 meeting.

If these requests are approved, the balance in the contingency account at year-end would be $4,624,778.

Recommendation

The superintendent will recommend approval of the supplemental budget as presented, or as modified as a result of board discussion. A resolution adopting the supplemental budget will be included in your June 20 packet. Action requested is adoption of the resolution.

3. Set the Tuition Rates for the 2007-2008 School Year (Staff: Susan Fahey & Larry Sullivan)

Each year a number of students who are not residents of the district pay tuition to attend our schools, or especially in the case of special education students, other school districts contract with us to provide 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 $25 increase for kindergarten and a $50/month increase for grades 1-12.

Special Education rates represent an average increase at elementary, middle and high schools of 2.89% for Learning Centers and 5.77% for Regional Learning Centers. Increases reflect a continuing rise in the severity of student disability and the intensity of services required to meet their needs. Factors include a lower student to teacher ratio, an increase in the need for specially designated instruction and related services, and increases in personnel costs.
Rates for Regular Students

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Monthly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>$5,130 or $570 per month</td>
</tr>
<tr>
<td>Grades 1-5</td>
<td>$6,975 or $775 per month</td>
</tr>
<tr>
<td>Grades 6-8</td>
<td>$6,525 or $725 per month</td>
</tr>
<tr>
<td>Grades 9-12</td>
<td>$5,895 or $655 per month</td>
</tr>
</tbody>
</table>

Rates for Special Education Students

<table>
<thead>
<tr>
<th>Learning Center</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary Learning Center</td>
<td>$8,869 plus the cost of related services</td>
</tr>
<tr>
<td>Elementary Regional Learning Center</td>
<td>$14,945 plus the cost of related services</td>
</tr>
<tr>
<td>Middle School Learning Center</td>
<td>$9,700 plus the cost of related services</td>
</tr>
<tr>
<td>Middle School Regional LC</td>
<td>$14,058 plus the cost of related services</td>
</tr>
<tr>
<td>High School Learning Center</td>
<td>$10,010 plus the cost of related services</td>
</tr>
<tr>
<td>High School Regional Learning Center</td>
<td>$12,952 plus the cost of related services</td>
</tr>
</tbody>
</table>

The superintendent will recommend approval of the tuition rates as proposed.

4. **Set School Breakfast and Lunch Prices for the 2007-08 School Year** (Staff: Susan Fahey & Chad Williams)

Staff is proposing the following price increases for breakfast and lunch:

**Paid Breakfast—Elementary Schools**
An increase of $0.10 from the current price of $1.00 to $1.10. Reduced price breakfast would remain at $0.30. Secondary breakfast will remain at $1.25.

**Paid Lunch—Elementary Level**
An increase of $0.05 from the current price of $1.95 to $2.00. Reduced price elementary lunch would remain at $0.40. Elementary school paid lunch prices were last increased in the 2006-07 school year.

**Paid Lunch—Secondary Level**
An increase of $0.05, at the middle school level, from the current price of $2.25 to $2.30. An increase of $.10 at the high school level, from the current price of $2.25 to $2.35. Reduced price secondary lunch would remain at $0.40. Secondary school paid lunch prices were last increased in the 2004-05 school year.

We have obtained current prices for 45 districts in Oregon. Regarding breakfast prices, 7% of elementary schools charge over $1.10. Regarding lunch prices, the proposed paid elementary price would put the district in the top 20% of districts surveyed. Other districts with elementary lunch at or above $2.00 include: Beaverton, Lake Oswego, McMinnville, 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 thus rely more on revenue from “paid” students. 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:
The increases will help offset increases in program costs. In addition, for your information, the a la carte price for milk will remain at $0.50.

Staff does not believe that the new prices will have a negative effect on participation. The superintendent recommends approval of the proposed price increases for breakfast at the elementary level and for lunch at all levels.


It is time to renew our membership in both the National School Boards Association (NSBA) and the Oregon School Boards Association (OSBA) for the 2007 – 2008 school year.

A copy of the March 12, 2007 invoice for the annual dues for NSBA is included in the packet. Your district’s National Affiliate fees include subscriptions to *School Board News* at the rate of $28 per subscription, and to *American School Board Journal* at the discounted rate of $30 per subscription, for the superintendent and each board member. OSBA membership is a requirement of being a NSBA affiliate member.

Also enclosed is a copy of the May 11, 2007 memo from OSBA and the annual dues statement. The annual membership fee is based on the number of students in the district and will be $10,823.

The superintendent will recommend payment of dues to the National School Boards Association for $7,750 and the Oregon School Boards Association for $10,823 for the 2007-2008 school year.

**6. Adopt the Board Calendar for the 2007 – 2008 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 2007-2008 school year is included in the packet.

Please note that there are some changes in November, December and January from the normal first and third Wednesday dates. Board leadership and the superintendent reviewed the proposed calendar and because of holidays and the winter break schedule, made the recommended modifications.

The superintendent will recommend approval of the proposed 2007-2008 calendar of the regular board meetings.

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**Elementary Lunch Revenue by Level of Subsidy**

<table>
<thead>
<tr>
<th></th>
<th>2007-08 Federal Subsidy (est.)</th>
<th>Meal Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free</td>
<td>$2.45</td>
<td>$0</td>
<td>$2.45</td>
</tr>
<tr>
<td>Reduced</td>
<td>$2.05</td>
<td>$0.40</td>
<td>$2.45</td>
</tr>
<tr>
<td>Paid (Proposed)</td>
<td>$0.23</td>
<td>$2.00 (proposed)</td>
<td>$2.23</td>
</tr>
</tbody>
</table>
7. **Conduct Routine Business:**

a. **Appoint Clerk and Deputy Clerks for Fiscal Year 2007 - 2008**

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 will recommend appointment of George Russell as District Clerk and Barbara Bellamy, Susan Fahey and Tom Henry as Deputy Clerks for the 2007-08 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 2007 – 2008**

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 will recommend that George Russell be appointed as Executive Officer and Susan Fahey be appointed as Budget Officer for the 2007 – 2008 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 will recommend adoption of the resolution, included in your packet, authorizing the district to utilize interfund borrowing during the 2007-08 school year.

d. **Designate School Depositories for Fiscal Year 2007 – 2008**

It is necessary for the Board of Directors to designate depositories for the 2007-08 fiscal year. A copy of the resolution designating depositories for School District 4J, effective July 1, 2007 through June 30, 2008 is included in your board packet.

The superintendent will recommend adoption of the resolution designating depositories for School District 4J, effective July 1, 2007 through June 30, 2008.

e. **Appoint Legal Counsel and Auditor for Fiscal Year 2007 – 2008**

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 will recommend that Luvaas, Cobb, Richards and Fraser, P.C. be retained as legal counsel for the 2007-08 fiscal year. The superintendent will further recommend that Grove, Mueller & Swank, P.C. be appointed to conduct the 2006-07 annual audit, as required by Oregon statute.
8. **Approve the Elementary/Middle School English As A Second Language Adoption for the 2007 – 2013 Contract Period** (Staff: Yvonne Curtis)

Following the Oregon Department of Education (ODE) "State Instructional Materials Adoption Schedule," the 2006-2007 school year is identified for adopting English as Second Language instructional materials. In August 2006, ODE invited ELL teachers to evaluate programs submitted to the state to determine which programs met the state criteria for core English language development instructional materials. In October, ODE forwarded four programs for consideration at the elementary and middle school level and three at the high school level. We are choosing to adopt new curriculum only at the elementary and middle school level. At the high school level we are already using a state approved curriculum that the ELL staff feels is effective (Shining Star, c. 2004 published by Pearson Longman).

Our process for reviewing and selecting programs included several steps:

An adoption team composed of the ELL coordinator and ELL staff reviewed all ESL instructional materials on the state adoption list. The adoption team selected two programs from each level (elementary and middle) for further consideration by the entire 4J ELL staff.

In February 2007, the elementary ELL staff heard presentations from the publishers of Avenues (Hampton-Brown) and Treasure Chest (Macmillan/McGraw-Hill). The secondary staff heard presentations from the publishers of High Point (Hampton-Brown) and Visions Series (Thompson Learning).

Both staff met to further review the two curricula using ODE’s selection criteria and a 4J-developed rubric.

In February 2007, the ELL staff decided to recommend the following ELL instructional materials for approval by the 4J School Board:

**Elementary Level Curriculum: Avenues (c. 2004) published by Hampton-Brown**

**Middle School Curriculum: *High Point, Encore Series (c 2007) Hampton-Brown***

*High Point, encore series (c 2007), is an updated version of the High Point series currently on the state adopted list. It is essentially the same program with an expanded grammar section and improved instructions and graphics. This revised version requires that we request an independent adoption.

All resources necessary for ELL staff to implement these programs with fidelity will be purchased with ELL general funds. In addition, the publishers have agreed to provide on-going professional development beginning in the fall of 2007.

The following is included in the board packet: 1) list of state approved materials, 2) Criteria for Adoption of ELL Instructional Materials.

The superintendent will recommend adoption of the Elementary/Middle School English as a Second Language materials for the 2007-2013 contract period.
9. **Approve the High School English/Language Arts Adoption for the 2007-2013 Contract Period** (Staff: Yvonne Curtis)

Following the Oregon Department of Education (ODE) State Instructional Materials Adoption Schedule, the 2006-2007 school year is identified for adopting English/Language Arts (ELA) instructional materials. In October, ODE forwarded five programs for schools to consider for adoption.

Our district process for reviewing and selecting programs included the following steps:

1. The 4J Instructional Leadership Team (ILT) came to consensus on a process and guidelines for reviewing, selecting, and implementing ELA instructional materials at the high school level.

2. The ELA High School Level Adoption Committee began with 3-4 teachers from each high school, one of which was a special education or ELL teacher, and 2-3 teachers from Eugene International High School and from the district’s alternative education programs respectively. This committee met to learn about the guidelines and to develop a research-based ELA instructional materials evaluation rubric appropriate for high school level materials. The rubric evaluated the materials against both Oregon State Assessment Standards at the CIM level and college readiness standards as outlined in *Standards for Success*.

3. The Adoption Committee invited additional teachers from the high school level to join with the committee to use the rubric for evaluating and ranking the five programs recommended by the state.

4. The Adoption Committee met to review their evaluation and the results of their ranking and to make a recommendation.

On April 24, 2007, the High School Level Adoption Committee decided to recommend the following comprehensive ELA instructional materials for approval by the 4J School Board:

**Glencoe/McGraw-Hill**
- *Glencoe Literature: Reading with Purpose, Courses 4-5*
- *American Literature* (c. 2007)
- *British Literature* (c. 2007)

**Holt, Rinehart and Winston, a division of Harcourt, Inc.**
- *Elements of Literature* (c. 2007)
- *Elements of Literature: World Literature* (c. 2007)

**McDougal Littell**
- *The Language of Literature* (c. 2007)
- *The Language of Literature: British Literature* (c. 2003)
- *The Language of Literature: World Literature* (c. 2006)
- *Language Network* (c. 2006)
Adoption Committee members are now guiding the selection process among language arts teachers. In the fall, they will make recommendations about what professional development experiences would best support the language arts teachers in using the programs and materials they have selected.

The superintendent will recommend adoption of the High School English/Language Arts Materials for the 2007 – 2013 contract period.

10. **Approve a Resolution Supporting Changes to the No Child Left Behind Act**  
(Staff: Barb Bellamy)

The National School Boards Association (NSBA) is encouraging local school boards to adopt a resolution supporting the No Child Left Behind Improvements Act of 2007, H.R. 648. The proposed federal legislation contains a number of changes to improve implementation to the No Child Left Behind Act. The proposed reforms would provide more flexibility for states and school districts in implementing student assessments, measuring annual yearly progress (AYP), and applying sanctions.

The No Child Left Behind (NCLB) Act was enacted in January 2002 as a means of holding states, school districts and schools more accountable for improving the academic performance of each student regardless of economic status, race, ethnicity, proficiency in English or disability. The law requires states to:

- Establish rigorous academic standards
- Conduct annual assessments at specific grade levels with at least 95% participation rate
- Implement a comprehensive accountability system that includes extensive data collection and public reporting on student and school performance
- Direct formal sanctions against Title I schools and their school districts for failing to meet proficiency targets in reading and math
- Establish new qualification requirements for teachers and paraprofessionals beyond the standards previously established by many states

A draft resolution and summary of H.R. 648 is included in the packet.

The superintendent will recommend that the board adopt the resolution.

11. **Approve Revisions to Board Policy IKFA Title Diploma**  
(Staff: Sam Tupou)

The current Board Policy IKFA: Diploma was last updated and revised on 9/24/03. This current board policy does not include changes to Oregon’s new graduation requirements that resulted from the passing of House Bill 3129 in 2005 and signed into law in 2006. The new proposed policy brings the 4J Standard Diploma and Alternative Diploma into compliance with the states’ new graduation requirements (see Policy IKF—Graduation Requirements) and adds new language for the Modified Diploma.

The proposed Modified Diploma policy is based on samples of board policies from several Oregon school districts as well as documents from the Oregon Department of Education. The Instructional Policy Committee (IPC), High School Principals and Instructional Leadership Team (ILT) have reviewed the proposed policy, and recommend moving the proposal forward to the Superintendent’s Staff and to the School Board.
Sam Tupou, Curriculum Coordinator, and KC Clark, HS ESS Administrator will be attending the board meeting to respond to any questions you might have. A copy of the proposed policy is included in your packet.

The superintendent will recommend approval of the revisions to board policy IKFA as outlined.

XI. **Work Session**

1. **Conduct a Work Session on the Strategic Planning Process** (Staff: Barb Bellamy)

The district is conducting a strategic planning process, called Shaping 4Js Future, to determine how and where the district will provide instructional programs to best serve our students, in light of declining enrollment and changing student demographics and needs. Shaping 4Js Future will set direction for how the district delivers services to students, including school size and grade configuration, the location of alternative school programs, and the next bond measure to improve facilities.

**Background:**

During Phase I of the strategic planning process, the district compiled data on our enrollment trends and student demographics and conducted focus groups, comprised primarily of district staff, on eight specific topics that impact how and where students are best served in the future: special education, Title 1, English language learners, pre-kindergarten and full-day kindergarten, high school size, elementary and middle school size, technology and grade configuration. Each focus group reviewed literature on best practices and the district's current service delivery model, and then developed three or more options for service delivery in the future, based on different funding levels. These findings were summarized in the Trends and Issues Report in January 2007 and reviewed by the Board on February 26, 2007.

During Phase II, a Think Tank of community leaders has been working to review and package options for further consideration, based on the trends, issues and options developed in Phase I. The University of Oregon Public Policy Institute is coordinating this phase of the planning process.

**Purpose of this work session:**

The purpose of tonight’s work session is for the Think Tank to check in with the Board on their work to date, so that the Board can preview the Think Tank’s preliminary recommendations, ask questions and/or provide additional guidance as the Think Tank completes work in June and July. Rich Margerum from the UO public policy team will report on Think Tank’s work to date and some Think Tank representatives will attend to assist in answering questions.
Next steps:

The Think Tank’s final product will be presented at the Board’s August 1 meeting. At that time, the Board will meet in a work session with the Think Tank members to review and discuss the options and recommendations that have been forwarded. Later in August, the Board will decide which options to carry forward for a broader public involvement process in fall 2007 and provide direction on the scope of public involvement activities.

A memo describing the Think Tank’s preliminary recommendations and the strategic planning process timeline is included in your packet.

XII. Comments and Committee Reports by Individual Board Members

XIII. Adjourn

CALENDAR FOR BOARD MEMBERS

JUNE

Monday, June 4
I.H.S. Graduation
7 p.m.
Tom Herrmann, Eric Forrest &
Charles Martinez as well as George
Russell & Laurie Moses

Wednesday, June 6
Executive Session
6 p.m.
Board Meeting
7 p.m.
Work Session following regular meeting

Thursday, June 7
Sheldon High School Graduation
7 p.m.
Eric Forrest, Alicia Hays &
George Russell

North Eugene Alternative Graduation
7 p.m.
Beth Gerot & Laurie Moses

Friday, June 8
Churchill High School Graduation
7 p.m.
Beth Gerot and George Russell

Saturday, June 9
North Eugene High School Graduation
7 p.m.
Craig Smith & George Russell

South Eugene High School Graduation
7 p.m.
Tom Herrmann & Laurie Moses

Churchill Alternative Graduation
7 p.m.
Yvette Webber-Davis & Tom Henry

Tuesday, June 12
Opportunity Center Graduation
7:30 p.m.
Craig Smith, Charles Martinez and
Tom Henry
Wednesday, June 20  Board Meeting  7 p.m.

**JULY**

No board meetings in July

**AUGUST**

Wednesday, August 1  Board Meeting  7 p.m.

Wednesday, August 15  Board Meeting  7 p.m.