

Board of Directors Meeting
School District 4J, Lane County
200 North Monroe Street
Wednesday, October 7, 2009

TO: Board of Directors

**FROM: George Russell
Superintendent of Schools**

RE: Reports and Recommendations

6:00 p.m. BOARD WORK SESSION

Conduct a Work Session on the District's Land Use Disposition Process

The board will conduct a work session regarding surplus property. Staff will provide an overview of relevant Board Policies including the Land Use Decision Process. A history of property disposition since 2003 will be provided as well as an information review of current surplus properties.

The district's real estate consultants will also attend to answer questions from the board regarding property disposition. This work session is intended to provide background information prior to an October 21 work session focused on the Civic Stadium property.

7:00 p.m. REGULAR BOARD MEETING

VII. ITEMS FOR INFORMATION

1. Acknowledge an Award (Staff: Janis Swan)

Marna Knoer, Kennedy Middle School Math Teacher, will be recognized for being selected by the Oregon Math Leaders as the state of Oregon's candidate for the Presidential Awards for Excellence in Mathematics and Science Teaching. This award is the highest recognition that a kindergarten through 12th grade mathematics or science teacher may receive for outstanding teaching in the United States. Ms. Knoer is a scholar, mentor and leader in mathematics.

2. Receive an Update on the Summer Bridge Program (Staff: Laurie Moses and Brad New)

Laurie Moses, Director of Secondary Education, and Brad New, Secondary Education Administrator, will present an update on the district's Summer Bridge Program and will be available to answer questions from the board about the program.

3. **Receive an Enrollment Report** (Staff: Jim Conaghan and Eliza Drummond)

Research and Assessment Coordinator Jim Conaghan will be present at this meeting to provide you with up-to-date information on district enrollment and respond to your questions. Copies of the September 30 enrollment report and the figures that will be used to make enrollment projections for 2010-11 will be included in the red folder at this board meeting.

VIII. **CONSENT GROUP - ITEMS FOR ACTION**

1. **Approve Nutrition Services' Assessment of Compliance with ORS 336.423, Standards for Food and Beverages Sold in Schools** (Staff: Susan Fahey and Rick Sherman)

ORS 336.423, commonly referred to as House Bill 2650, specifies minimum standards for food and beverage items sold in schools. Standards include restrictions on type of items sold and fat, sugar and caloric content of those items. The standards apply to ala carte items sold in a school during the regular or extended school day when activities are primarily district sponsored. The standards do not apply to items sold at events for which adults are a significant part of the audience, and a different set of standards apply to the United States Department of Agriculture's National School Lunch and Breakfast Programs.

ORS 336.423 (8) requires that each year the school district board shall determine whether the school district is in compliance with the standards required by this statute and report the results of that determination to the Department of Education. Included in your packet is a memorandum from Sodexo stating that Nutrition Services is in compliance with the statute, that schools have been informed about the requirements, and that the Nutrition Services Management team will work with schools when issues are noted.

The superintendent recommends that Nutrition Services' assessment of compliance with ORS 336.423 be approved. After board approval, district staff will report the results to the Department of Education.

2. **Approve Grant Application: Building HVAC Controls** (Staff: Jon Lauch)

Staff from the Facilities Department submitted a grant application to the American Recovery and Reinvestment Act (ARRA) for \$411,125. The primary purpose of the project is to upgrade HVAC controls at two district sites - South Eugene High School and the Facilities Department. The current systems have become unreliable and the upgrades are expected to provide energy savings.

The superintendent recommends approval of the grant application. A copy of the grant description form is included in the packet.

3. **Approve Grant Application: Bus Engine Block Heater Controls** (Staff: Jon Lauch)

Staff from the Facilities Department submitted a grant application to the American Recovery and Reinvestment Act (ARRA) for \$45,000. The primary purpose of the

project is to upgrade the systems currently in place to operate the district's school buses engine block heaters most efficiently.

The superintendent recommends approval of the grant application. A copy of the grant description form is included in the packet.

4. **Approve Grant Application: Data Center Air Conditioning Upgrade** (Staff: Jon Lauch)

Staff from the Facilities Department submitted a grant application to the American Recovery and Reinvestment Act (ARRA) for \$17,615. The primary purpose of the project is to add ductwork and controls to the new air conditioning unit for the district's data center in the Computing and Information Systems Department. The upgrades will save wear and tear on the air conditioning equipment as well as provide savings on utility costs.

The superintendent recommends approval of the grant application. A copy of the grant description form is included in the packet.

5. **Approve Grant Application: Lighting Retrofit at Ten Buildings** (Staff: Jon Lauch)

Staff from the Facilities Department submitted a grant application to SEP and EWEB for a total of \$274,895. The primary purpose of the project is to retrofit lighting in ten district buildings – Churchill, North Eugene, South Eugene, Sheldon, Monroe, Roosevelt, Awbrey Park, River Road, Kelly and ATA. The project will reduce operating costs as a result of energy use reduction, reduced maintenance costs for tube and ballast replacements and provide enhanced use of space for students and community from the improved lighting technology.

The superintendent recommends approval of the grant application. A copy of the grant description form is included in the packet.

6. **Approve Grant Application: KRVM AM Radio Digital Grant** (Staff: Barb Bellamy)

Staff from KRVM submitted a grant application to the Corporation for Public Broadcasting (CPB) for a total of \$90,631. The purpose of the project is to transition from the use of analog to digital technology for the provision of public broadcasting services. The CPB grant is of significant value and provides improvement of district facilities with minimum investment.

The superintendent recommends approval of the grant application. A copy of the grant description form is included in the packet.

IX. ITEMS FOR ACTION AT THIS MEETING

1. **Appoint Budget Committee Members and Set the Date for the First Budget Committee Meeting** (Staff: Susan Fahey)

On June 30, 2009, the terms of District 4J Budget Committee members Wendy Laing and Tom Lininger expired. Additionally, Committee member Mary Walston was appointed to the 4J School Board effective September 30, 2009, and will serve on the

Budget Committee as a School Board member. At your October 7 meeting, you are scheduled to fill two three-year terms that run through June 30, 2012, and one partial term that expires on June 30, 2011.

These openings were published in the Register-Guard and on the 4J web site. Former applicants to the board and budget committee as well as members of 4J citizen committees were also notified. Applications were available online as well as from the district office. The application deadline was October 1, 2009, at 5:00 p.m. A list of candidates for the three positions and copies of each of their applications are provided in the board packet.

Candidates have been invited to attend the October 7 meeting to make brief presentations explaining their interest in, and qualifications for, serving on the budget committee. You will select the budget committee members by open ballot at the meeting.

The superintendent recommends appointment of three electors to fill the vacancies on the budget committee: Two full-term (July 1, 2009 – June 30, 2012) and one partial-term (July 1, 2009 – June 30, 2011) positions. The superintendent further recommends setting the date for the first budget committee meeting as Monday, November 16.

2. Adopt the Revised Board's and Superintendent's Working Agreements (Staff: Barb Bellamy)

The board annually reviews and affirms or revises a set of group agreements that outline how the board, superintendent, and executive leadership team will work together. Based on your discussion at the August 7 board retreat, staff have proposed revisions to the working agreements to reflect that discussion. In addition, in coming weeks, the board plans to develop a set of guidelines regarding use of social media by board members for constituent communications.

A copy of the proposed Working Agreements is included in this packet. The superintendent recommends adoption of the Board's and Superintendent's Working Agreements as revised.

X. ITEMS FOR ACTION AT A FUTURE MEETING

1. Adopt the 2009-10 and 2010-11 Superintendent's Goal Statement and Establish the Criteria for the 2009-10 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 draft copy of my proposed two-year goal statements, which are based upon your annual

agenda and board goals are included in the board packet. They will be subject to revision based upon suggested modification by the board, and further review by the superintendent's staff.

2. Approve Revisions to Board Policy LBE, Public Charter Schools (Staff: Caroline Passerotti)

Since the last update to board policy on charter schools in 2005, several minor changes have been made to charter school law and the Oregon School Boards Association (OSBA) has published guidance on policy language. Staff recommends revising Board Policy LBE to clarify the state laws that apply to charter schools and require that charter schools maintain sound financial management systems. The latter requirement is already substantially addressed in current contracts with district-sponsored charter schools. Additional recommended revisions include more closely aligning policy with statutory language and OSBA's sample policy, shortening the time frame for the district's charter renewal process, and correcting minor technical and formatting errors.

Changes to the law such as those placing additional requirements on virtual charter schools are not included. The Online Learning Task Force established by the 2009 Legislature is scheduled to report their findings in December 2009. There may be additional revisions in charter school law as it relates to on-line instruction in response.

Because two district-sponsored charter schools are expected to enter into the charter renewal process at the end of October, it is desirable to update board policy at this time. A copy of the proposed policy revision is included in your board packet.

XI. Comments and Committee Reports by Individual Board Members

XII. Adjourn

CALENDAR FOR BOARD MEMBERS

Wednesday, October 7	Work Session Regular Board Meeting	6 pm 7 pm
Thursday, October 15	OSBA Fall Regional Meeting at Lane ESD	6 pm
Thursday, October 15	EEF Gala at LCC, Building 19	5:30-8 pm
Wednesday, October 21	Work Session Regular Board Meeting	5:30 pm 7 pm
Tuesday, October 27	Principal for a Day Lunch Ed Center Auditorium	11:30 am–1 pm
Wednesday, November 4	Regular Board Meeting	7 pm
November 12 – 15	OSBA Annual Convention in Portland	
Wednesday, November 18	Regular Board Meeting	7 pm
Wednesday, December 2	Regular Board Meeting	7 pm