

Board of Directors Meeting
School District 4J, Lane County
200 N. Monroe Street
Wednesday, August 17, 2011, 7:00 p.m.

7:00 p.m. **REGULAR BOARD MEETING**

TO: **Board of Directors**

FROM: **Sheldon Berman
Superintendent of Schools**

RE: **Reports and Recommendations**

III. INTRODUCTION OF GUESTS AND SUPERINTENDENT'S REPORT

VI. ITEMS FOR INFORMATION

1. Receive an Update Regarding Responses to the Request for Letters of Interest for Short-Term Lease of the Civic Stadium Property (Staff: Jon Lauch)

On July 29, 2011, a request for Letters of Interest for a short-term (three years or less) lease of the Civic Stadium property was issued. The request was posted on the district's website and potential interested parties were notified via email. Contacted parties include public agencies (including the Veterans Administration), local neighborhood organizations, proposers submitting responses to the RFP for acquisition of the Civic Stadium properties, and Mr. Rick Wright of Market of Choice. The Request for Letters of Interest was also advertised in the Register Guard July 29 through August 7, 2011.

Staff will provide a report at the meeting summarizing the responses to the Request for Letters of Interest.

2. Receive a Report on Special Education Extended School Year Program (Staff: Larry Sullivan/ K.C. Clark)

Each summer the district provides extended school year (ESY) programs for an average of 350 kindergarten through post-graduate students with significant disabilities. ESY refers to special education and/or related services provided beyond the normal school year as specified by the student's individualized education plan (IEP). The programs are designed to support academic, behavioral and social skills introduced during the school year.

3. Receive a Report Regarding Principal Retreats (Staff: Sara Cramer/Laurie Moses)

Sara Cramer, Director of Elementary Education, will report on the recent elementary principals retreat meeting held this past, and Laurie Moses, Director of Secondary Education, will report on recent retreat meetings for middle school and high school administrators.

Attached are the retreat agenda and materials related to the retreat discussions: The Instructional Directors' Workplan Framework for 2011-12, Types of Discourse Regarding Change in Schools, and Learning About Learning Network Problems of Practice.

4. Receive a Report on the iPad/eCove Project to Support Classroom Observations and Feedback (Staff: Sara Cramer/ Kim Ketterer)

This year, a number of 4J principals and other administrators will be using new tools and methods to observe classroom teaching and student engagement. The project takes advantage of iPads and new classroom observation software. Sara Cramer and Kim Ketterer will provide an overview of the project and the ways administrators will be collaborating to learn multiple strategies for teacher observation and to integrate instructional technology tools.

VII. ITEMS FOR ACTION AT THIS MEETING

1. Approve an Agreement with 4JA (Staff: Celia Feres-Johnson)

Action Proposed:

Approve the proposed Memorandum of Agreement between the District and 4J Administrator Association concerning the 2011-12 work year.

Background:

In July 2011, the District and 4J Administrator Association entered into a tentative agreement for the 2011-12 work year as a result of the district economic constraints.

Discussion:

Under the terms of the proposed Memorandum of Agreement there will be:

- Zero (0) Cost of Living Increase (COLA)
- Employees eligible for a step increase will receive a half-step (1/2) increase for the 2011-12 work year
- A permanent reduction of one-day of the work year for all members
- Five (5) furlough days (two (2) non-instructional days and three (3) instructional days) – this agreement can be re-opened and amended to reflect changes if necessary to match agreements with other labor groups
- Directors and other senior staff will be taking six (6) furlough days
- Decrease of \$20,000 of the district's contribution to the 4JA health insurance reserve.
- Monthly district insurance of \$1,100
- A maximum of three (3) accumulated discretionary days can be converted to personal days
- Professional development funds due to members can be disbursed twice per year rather than once per year
- Sick leave bank provides up to 70 leave days in the event an employee depletes their available sick leave

Recommendation:

The Superintendent recommends approval of the proposed Memorandum of Agreement between the district and 4J Administrator Association.

2. Set the School Lunch and Breakfast Prices for the 2011-12 School Year (Staff: Caroline Passerotti/Rick Sherman/Susan Fahey)

Action Proposed:

Set school lunch and breakfast prices for the 2011-12 school year.

Background:

In June the board set paid breakfast prices for the 2011-12 school year. The prices were set anticipating an approximate \$320,000 transfer from the general fund to support nutrition services operations. The prices set were as follows and the only change from 2010-11 was a \$.15 increase in paid high school lunches. For your information, adult meal prices are \$3.50.

Paid Breakfast

Elementary	\$1.20
Middle	\$1.35
High	\$1.55

Paid Lunch

Elementary	\$2.25
Middle	\$2.50
High	\$2.75

At your last board meeting, nutrition services management was asked to propose further price increases in an effort to eliminate the subsidy from the general fund. While price increases will reduce the transfer needed, additional cost reduction and other revenue strategies will be required in order to eliminate it. At your meeting, staff will present additional recommendations which will supplement approved price increases.

Staff has prepared one recommendation for breakfast increases and three options for the board to consider for lunch price increases.

Breakfast

Level	June Approved Price 2011-12	Proposed Price 2011-12	Increase
Elementary	\$1.20	\$1.25	\$0.05
Middle	\$1.35	\$1.50	\$0.15
High	\$1.55	\$1.75	\$0.20

Paid breakfasts represent 15% of breakfasts served. These changes would generate approximately \$4,000 in revenues for the 2011-12 school year.

Lunch

Paid lunches represent approximately 35% of lunches served.

Option one: Increase lunch prices \$.10 across the board resulting in a \$.25 increase at high school

Level	June Approved Price 2011-12	Proposed Price 2011-12	Increase
Elementary	\$2.25	\$2.35	\$0.10
Middle	\$2.50	\$2.60	\$0.10
High	\$2.75	\$2.85	\$0.10

This increase would generate approximately \$20,000 in revenues for the 2011-12 school year and is not expected to have a material impact on participation.

Option two: Increase lunch prices \$.25 at all levels resulting in a \$.40 increase at high schools.

Level	June Approved Price 2011-12	Proposed Price 2011-12	Increase
Elementary	\$2.25	\$2.50	\$0.25
Middle	\$2.50	\$2.75	\$0.25
High	\$2.75	\$3.00	\$0.25

This increase would generate approximately \$36,000 in net revenues for the 2011-12 school year. This price increase is estimated to result in a 5% participation decrease.

Option three: Increase lunch prices to cover the operating deficit without changing staffing or menu options.

Level	June Approved Price 2011-12	Amended Price 2011-12	Increase
Elementary	\$2.25	\$3.25	\$1.00
Middle	\$2.50	\$3.50	\$1.00
High	\$2.75	\$3.75	\$1.00

This increase would generate approximately \$215,000 in revenues for the 2011-12 school year and is estimated to reduce paid lunch participation by 25%. Neither district nor Sodexo management have experience with the impact that this large of a price increase would have on student participation so the actual reduction could be much greater. Due to the sensitive relationship between meal prices and participation, district and Sodexo management believe that there would no pricing structure that alone would completely eliminate the general fund subsidy.

Discussion:

- Rationale:** The rationale for the price increase is to reduce the transfer from the general fund to the nutrition services fund.
- Options and Alternatives:** The board may approve one of the proposed pricing structures or amend them. The increase in meal prices alone will not eliminate the general fund transfer. Additional cost reduction strategies and revenue sources will be required to bridge the remaining budget deficit gap. This information will be provided to the board at the meeting.
- Budget/Resource Implications:** Budget implications are provided in the background information.
- Board/Superintendent Goals:** Setting school lunch and breakfast prices are related to the board goal to provide prudent stewardship of district resources to best support student success, educational equity and choice.

Recommendation:

The Superintendent recommends approval of the breakfast price increases, and depending on board discussion at the meeting regarding additional cost reduction/revenue raising strategies will either recommend Option one or two for lunch price increases.

VIII. CONSENT GROUP–ITEMS FOR ACTION

- 1. Approve Additional Deputy Clerk for Fiscal Year 2011-12 (Staff: Sheldon Berman)**

2. **Approve the Establishment of Eugene Education Options School for Grades 6-12** (Staff: Laurie Moses)

Action requested:

Approve the establishment of Eugene Education Options as a new school serving students in grades 6 through grade 12.

Background:

On June 16, 2010, the Board approved the consolidation of North Eugene Alternative High School, Churchill Alternative High School and Opportunity Center High School at the end of the 2010-11 school year into a new school called Eugene Education Options. The new school will begin serving students in grades 6-12 in 2011-12. Because the district is expanding the grade levels that will be served to include grades 6-12, board action is needed before requesting an Institution identification number for Oregon Department of Education.

3. **Approve a Request to Oregon Department of Education to Discontinue School Institution Identification Numbers for Four School Programs** (Staff: Laurie Moses)

Action requested:

Approve a request to Oregon Department of Education to end the use of institution identification numbers the following institution identification numbers:

#4398 – International High School (North Eugene High Campus)

#2725 – International High School (Churchill High Campus)

#2726 – International High School (South Eugene High Campus)

#2727 – International High School (Sheldon High School Campus)

#2738 – Spanish Bilingual School (Monroe Middle School Campus)

Background:

Oregon Department of Education has requested that the district officially end several unused institution identification numbers that were established for some of our school programs but that are not used. Board approval is required for ODE to end these institution identification numbers.

IX. COMMENTS AND COMMITTEE REPORTS BY INDIVIDUAL BOARD MEMBERS

X. ADJOURN

Calendar for Board Members

Friday, August 19	Board Retreat At Serbu Center, 2727 MLK Blvd.	8:30 am – 4:00 pm
Wednesday, August 31	Special Board Meeting	5:30 pm
Wednesday, September 7	Board Meeting	7:00 pm
Wednesday, September 21	Orientation for High School Student Representatives	6:00 pm
Wednesday, September 21	Board Meeting	7:00 pm