

**MINUTES OF THE WORK SESSION & REGULAR MEETING
OF THE BOARD OF DIRECTORS
SCHOOL DISTRICT 4J, LANE COUNTY, OREGON**

March 6, 2019

The Board of Directors of School District No. 4J, Lane County, Eugene, Oregon, held a community forum at 5:30 p.m., an executive session at 6:30 p.m. and a regular meeting at 7:00 p.m. at the Education Center, 200 North Monroe Street, Eugene, Oregon. Notice of the meeting was mailed to the media and posted in the Education Center on March 1, 2019, and published in *The Register-Guard* on March 6, 2019.

ROLL CALL

BOARD MEMBERS:

Alicia Hays, Chair (called in)
Anne Marie Levis, Vice Chair
Eileen Nittler (called in)
Judy Newman
Evangelina Sundgrenz
Jim Torrey
Mary Walston

STAFF:

Dr. Gustavo Balderas, Superintendent of Schools
Charis McGaughy, Assistant Superintendent of Instruction
Kerry Delf, Chief of Staff
Brooke Wagner, Director of Elementary Education
Andy Dey, Director of Secondary Education
Cheryl Linder, Director of Student Services Department
Cydney Vandercar, Assistant Superintendent for Administrative Services
Christine Nesbit, In-House Counsel
Ryan Spain, Director of Facilities Management
Steve Menachemson, Director of Technology
Oscar Loureiro, Director of Research and Planning
Lisa Fjordbeck, Executive Assistant / Board Secretary

STUDENT REPRESENTATIVES:

Claire Shepard, Churchill High School (absent)
Jane Brinkley, IHS
Zoe Chilhorek, IHS (alternate)
Hannah Mitchell, North Eugene High School
Ainsley Abraham, Sheldon High School
Tiffany Huang, South Eugene High School

MEDIA: KRVM, Register Guard, KVAL.

OTHER: Tad Shannon, Eugene Education Association President.

I. COMMUNITY FORUM: LOCAL OPTION LEVY

II. EXECUTIVE SESSION

The board convened in executive session to consider records that are exempt by law from public inspection, pursuant to ORS 192.660 (2)(f).

All matters discussed during executive sessions are confidential and shall not be disclosed by any representative of the news media without authorization from the school board.

Executive sessions are not open to the public. Executive sessions involving deliberations with persons designated to carry on labor negotiations, or to consider expulsion of a student or matters pertaining to a student's confidential medical records, are not open to the news media.

III. REGULAR BOARD MEETING

IV. CALL TO ORDER ROLL, ROLL CALL, AND FLAG SALUTE

Vice Chair Levis called the meeting to order at 7:00 p.m.

Ms. Levis led those present in the pledge of allegiance.

V. AGENDA REVIEW

Dr. Balderas requested Item XIV, No. 4 Approve the 2019-2020 Academic Calendars be moved to a future meeting. There were no objections.

VI. INTRODUCTION OF GUESTS AND SUPERINTENDENT'S REPORT

Dr. Balderas said the recent winter weather was difficult for the district. The previous week, a total of 53 hours was spent plowing school parking lots and nearby areas. Classified staff worked 536 hours of double time.

Dr. Balderas discussed the state's budget for education. The following week, the co-chairs of the Ways and Means committee released their budget. Dr. Balderas said the budget was \$8.77 billion, which was lower than the Governor's proposed budget of \$8.97 billion. The district's state school fund would decline by \$5.17 million in the next biennium. The total funding for 4J would decline by \$2.54 million annually, equating to 23 teachers, four furlough days, or increasing class sizes by one. Dr. Balderas said the district would work with elected officials in lobbying for the \$8.97 billion proposed. Hopefully, it would become the minimum level of funding toward education.

Lastly, Dr. Balderas congratulated Churchill High School's boys' and girls' basketball teams for making state rankings. He thanked all involved in winter sports and extracurriculars for contributing to a strong season.

VII. RECEIVE REPORTS FROM HIGH SCHOOL REPRESENTATIVES

Ms. Abraham reported that Sheldon High School's Mr. and Ms. Irish Pageant was rescheduled to March 2019 due to February 2019 snow. Proceeds went to the Children's Miracle Network at the Riverbend Sacred Heart hospital. Ms. Abraham said spring sports was beginning. The Women's Advocacy Group at Sheldon made decorations and posters celebrating International Women's Day. Ms. Abraham mentioned that a few weeks back, band traveled to Salem and played in the March for Better Education. Sheldon Theater was working hard on its spring show, Spamalot.

Ms. Mitchell stated that evening was 8th grade preview night at North Eugene High School. It was the first time conducting the night in an assembly style. A bond measure meeting also occurred that week and spring sports began. In regard to the bond meeting, students were very excited the school was being rebuilt. Finally, because of school closing multiple days in February 2019, Ms. Mitchell said students hoped the second trimester would be extended to help students prepare for finals.

Ms. Huang reported that student government began planning for various projects/events that month. New was the creation of "Tinkle Times," a newsletter posted in bathroom stalls. Upcoming events included a dodgeball game, Friday concerts, and snacks on finals week. Prom was scheduled for April 2019. Also, in April 2019 was "Green Week." Ms. Huang said recent events included a Steps Toward Change assembly, which provided students the opportunity for students to address issues of equity and justice, Night of Jazz, and a Global Fusion tasting event. Incoming ninth grade welcome and forecasting info night also that evening. South Eugene High School expected 500 students and families to attend.

Ms. Brinkley, representative of IHS, reported that Brian Kuzma focused on making IHS curriculum more multilateral, especially during the sophomore year. She shared IHS expected a huge influx of about 60 Spanish immersion students the coming year. Administration would take overall expansionary measures to accommodate the growth. Ms. Brinkley stated that juniors and seniors were preparing for IB testing. The IHS celebration was slotted for May 2019.

Ms. Walston reported on behalf of Ms. Shepard. It was a busy time at Churchill High School as finals were approaching. Thespians were putting on "Into the Woods," and musical ensembles had upcoming concerts.

VIII. PUBLIC HEARING: ALTERNATE CONTRACTING METHODS - CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC)

Ms. Levis read the district and board policy on public hearings.

Curt Wilson lived in the Twin Oaks area. Mr. Wilson was a principal at Pivot Architecture, which was involved in the new Howard and River Road elementary schools. He spoke in favor of using a CM/GC selection model. Through the CM/GC process, the general contractor leading construction was selected prior to construction, during the design phase. It was a qualification-based selection process, in which fees and other criteria could be included. Mr. Wilson advocated for the process when there were complex issues that might benefit from the involvement of a general contractor during design. Some issues could include construction during occupancy, a challenging schedule, complicated systems, or a challenging bid market. Replacement school project often had challenging schedules. Mr. Wilson provided summary of a typical schedule. A project the size of Howard Elementary School took about 16 months or

longer. He noted that at the February 20, 2019 board meeting there was discussion about difficulty of finding contractors available for projects. Mr. Wilson reminded that, just with work on UO campus, there was about \$500 million in current construction. The amount of work going on in the Willamette Valley had never been seen prior, so getting contractors on board was critical; having a CM/CG who could recruit subcontractors during the bidding process was imperative. Mr. Wilson explained about 10% of costs went to the contractor while 80%-90% went toward subcontractors.

IX. ITEMS RAISED BY THE AUDIENCE

Ms. Levis read the district and board policy on providing public comment.

There were 20 people wanting to provide comment. The board decided to provide each person with two minutes, prior to moving on to business items. If there was time at the end of the meeting, more people were welcome to speak.

John Barry stated that to date, no family had been turned away from the old Coburg Elementary School or the Community Charter School (CCS). The purpose of CCS was first and foremost to provide a local school option for the residents of Coburg. Mr. Barry thought it was also HB3313's intention, as well as the intent of relevant language in CCS's most recent contract. Even if the board wasn't convinced by law, public testimony and data, Mr. Barry thought they had an option to make the 50% limitation indexed to Coburg's growth rate. It required planning to maintain a 150-year old vision; it was best not to wait for classrooms to be overpopulated before acting.

Paul Thompson spoke to, and reinforced, the language and intention of HB 3313, as well as the CCS charter contract. Following passage of HB3313, Oregon law stated, "A public charter school may give priority for admission to students who reside within the attendance boundaries that were in effect at the time a district closed a non-charter public school." He noted the language granted rights directly to the charter school itself, and did not include any limit or cap. The law then went on to define the role of the authorizing school district board, stating district board approval was required in admittance criteria. Mr. Thompson provided a letter from Senator Beyer letter, explaining the legislative intent.

Andrea McGarvey spoke at the last meeting regarding Coburg's growth. She hoped board members had a chance to look at the data. Since then, Ms. McGarvey had heard references that growth was not an issue yet, and uncertainty on why CCS needed a larger cap the next year. She noted it was true, CCS hadn't turned away any student yet -- but parents weren't there because it was an immediate need. The growth would be there soon, and CCS wanted to act proactively. Ms. McGarvey hoped that whatever was decided the board could look at parents and feel okay in their decision, especially if Coburg community kids couldn't attend their neighborhood school.

John Scholl was a resident of Eugene and a member of the CCS school board. Mr. Scholl explained the district and CCS reached an agreement in 2011 to open the charter school as a means to keep kids in the community. CCS was unique. While it was a charter, it was also a neighborhood school. Coburg residents formed 42% of the student population and based on applications received to date for the upcoming lottery, that number was expected to increase to 47%. With only a few additional applications, CCS could easily exceed 50%. Mr. Scholl claimed that limiting priority enrollment 50% would actually make it harder to increase diversity and meet unique needs of underserved families. Additionally, the lack of bussing and public transportation

for students outside of Coburg decreased diversity as only families with the means to take and pick up their child from school could attend. Mr. Scholl thought the cap was restrictive and limiting.

Shara Mondragon spoke on behalf of CCS. Ms. Mondragon provided more information on special education (SPED) within the school. The SPED program at CCS was a 4J program. If a student with a disability applied to CCS, they were required to enroll them. After enrollment, 4J decided whether the placement at Coburg was correct. Staff understood SPED numbers were low, but they also celebrated the statistic. Prior to a student ever being identified, staff ensured students were supported through a multi-tiered program. Within the tiers, teachers offered targeted interventions and supports. Staff met every six weeks to discuss IEPs and make adjustments as needed. Ms. Mondragon stated CCS's self-funded program was very successful and many students were never referred to SPED.

Lisa Jager addressed concerns about CCS demographics. Ms. Jager said it was true that the recorded number of students eligible for free and reduced lunch was low. She did not think the data was a true reflection of the eligible population because CCS strove to maintain student dignity and privacy and did not require families to fill out the federal lunch form. The CCS lunch program was self-funded, and students grew vegetables in school gardens. It was a priority for CCS to provide fresh, nutritious, and appetizing meals without regard to what families could pay. Ms. Jager explained several families didn't qualify for free and reduced lunch based on the federal cut off, but still faced financial challenges. CCS provided meal relief with no questions asked. Ms. Jager concluded CCS also expressed desire to provide preference for underserved families, especially those within the old Coburg Elementary School boundaries.

Deb Stowell had worked in nutrition services as a food service coordinator for 14 years. Ms. Stowell said Sodexo was only as strong as managers provided. There were consistent transitions in management; sometimes the district received a great team and other times it did not. Ms. Stowell explained that currently, Sodexo did not communicate well, and did not provide leadership, guidance, or support in the kitchen. She stated nutrition services did the best with what staff was given. Ms. Stowell said staff would like to have a management team that shared staff's passion. Of the three options the board would discuss that evening, she thought self-operating was the best choice moving forward.

Carrie Frazier represented Kid Food Matters. Ms. Frazier explained the organization understood school nutrition was a complex issue but thought moving to self-operating would be in the students' best interest. She also thought healthy meals paired with education could profoundly impact issues related to public health, academic performance, and overall community wellbeing. Unfortunately, profit, not health, was the priority of food service management companies. Recent studies included that students with increased fruit and vegetable intake were less likely to fail standardized literacy assessments. Additionally, students had more focus in class, less absenteeism, and improved mental health. Ms. Frazier concluded that what was fed to kids mattered and hoped the board would make a plan to improve food.

Erin Pasternack moved to Eugene and chose to because of its beautiful environment and community. However, she was shocked by the meals served in schools as they were industrially made and highly processed. Ms. Pasternack said there was increasing evidence that the gut microbiome was damaged by processed food, affecting serotonin and other hormones. When the gut is damaged, the result was a rise in emotional, mental, and behavioral issues.

Rowan Madar attended Camas Ridge Elementary School where he ate lunch every day. Mr. Madar stated the lunches were of poor quality; they tasted bad, were highly processed, and didn't make students feel good. For example, on Friday there were cheeseburgers with meat that tasted like chalk, and cheese with the texture of plastic. Canned, slimy green beans were also served. Mr. Madar noticed students didn't eat because they didn't like the food. When students were hungry, they couldn't concentrate or do their best work.

Jim Wilcox echoed Mr. Madar. Mr. Wilcox approached the board in 2004 regarding pop machines in schools. He was told cost was a factor and the district would lose money, but the board took a stand against the machines in the end. Mr. Wilcox hoped the board would take a stand again. He supported self-operation because it allowed the district an opportunity to provide healthy meals for kids -- he was worried about the meals fed to students, and noted it was part of a larger, cultural aspect across the nation. It took a lot of fortitude to take a chance and try something new, like a self-operating program.

Stephen Wooten was a parent of two kids in 4J and a professor in the UO Department of International Studies. Mr. Wooten was director of the Food Studies program, a cutting-edge innovation that served undergrad and graduate students. The program focused on the importance of food in society, involving environmental, social, economic issues. Mr. Wooten appreciated the board's efforts in moving the discussion forward. He was grateful, and happy to see food rising in terms of attention given to it. Transitioning to a self-operating system struck Mr. Wooten as a very smart thing to do, based on research. It would also be better for kids' bodies and minds. He acknowledged there were challenges but saw a unique educational opportunity to teach kids through food and the importance of it, therefore creating food citizens.

Joey Carlson was a 4J parent. He brought forward two issues. First, under the current Sodexo contract, schools couldn't use kitchens for community engagement events as they were leased by Sodexo. Mr. Carlson pointed out that transitioning to a self-operating model would provide access to the space. Finally, Mr. Carlson explained \$1.94 per meal was reimbursed to Sodexo; the district served a total of 1.8 million meals. Using the co-op model, Bend La Pine School District was paying \$1.30 per meal which equated to \$1.17 million in savings.

Martina Shabram was a community health educator for Planned Parenthood but spoke that evening as a Eugene resident. As an educator, she often came into 4J classrooms to aid teachers in meeting the Oregon statute criteria, which was very clear in that abstinence should be taught as an option for reproductive health, but not at the exclusion of other material. Recently, a number of 4J students and parents approached her with concerns about the presence of a local emergency pregnancy clinic, Dove Medical, in health classes at Roosevelt Middle School, South Eugene High School, and Churchill High School. Dove Medical offered an abstinence only curriculum called, "Stop and Think." Students told her the curriculum encouraged them to "make the right choice," but only offered information about the choice to abstain. There was ample evidence that abstinence only curriculum actually increased rates of unintended teen pregnancies and Sexually Transmitted Infections (STI). Moreover, Dove Medical was a faith-based organization, which was stated clearly on their donor facing webpage. Ms. Shabram was a person of faith, but as an educator she questioned whether bringing religion into a science class was appropriate. Ms. Shabram asked the district to consider whether Dove Medical was the right choice for 4J schools, and to commit to ensuring health classes didn't include speakers whose opinions were based only on religion.

Angela McDonald was a parent in 4J and knew there were students coming from a variety of backgrounds which was why schools tried to level playing fields and provide students with tools

to succeed. Ms. McDonald thought most schools were doing great in that area, but food and nutrition services needed improvement. Those students relying on school meals were receiving inadequate nutrition, setting them up to receive an inadequate education. Ms. McDonald thought it was great schools served meals, however, the district needed to look at the quality of food. In order to do so, the district needed to take back control of the program. Those families who could send a nutritious meal to school with their student already had a leg up compared to those students whose families could not afford to do so. Ms. McDonald noted studies repeatedly showed the importance of balanced nutrition and health; students receiving inadequate nutrition were far more likely to miss school days, thus reducing their education. Ms. McDonald added that increased sugar intake was shown to increase behavioral problems. She knew schools couldn't change nutrition in the home, but the district could control what was eaten at school.

Plaedo Wellman was a local parent and also highly supported transitioning to a self-operating system. One of his children attended the Village School while the other went to Churchill High School, which was on the Sodexo model. Mr. Wellman thought it was profound to see the difference between lunch programs. He thought the district should consider using healthy, locally sourced ingredients, as it would be beneficial to student health and the local economy. Mr. Wellman thanked the board for all they did for the district.

Ari Gold reiterated previous comments. Mr. Gold thought once an improved, in-house program was in place, the district could connect with local farms and find opportunities for student education. Mr. Gold thought the district could collect data now, and after implementation to show improvements. Lastly, Mr. Gold pointed out many things within the district were socio - economically unfair, to no one's fault, but providing healthy school lunches was one solution the district could provide to ensure all students were fed.

Frank Bender was a community member and a UO professor. He commended the board for taking on the difficult topic of school nutrition, as there were difficult choices to be made. Mr. Bender shared how the board's choice could impact student learning. He explained that close to 40% of students consumed over 50% of their calories in school. The district had a substantial commitment to students in terms of what was eaten and how it impacted learning. Over time, poor nutrition impacted vocabulary and reading skills, increased fatigue, resistance to infections, decreased attention spans, and increased the likelihood of ADD and ADHD. Mr. Bender knew improved meals would cost more, but it was an investment into people.

Annika Jacobsen was a 4th grade student who wanted to discuss how gross the food served was. It was very processed. She had only bought it a couple times, but she thought food was as important as math, science, reading, and art. Ms. Jacobsen would like to eat something better, at school, something similar to Village School menus. She didn't think it was fair.

Jennifer Doe used the name "Jennifer Doe" as she felt she represented so many people that were unheard. Ms. Doe started with a quote. Although Ms. Doe didn't represent 4J anymore, she had worked there for over ten years and in other districts as well. She was upset because she had watched a decline slowly happen across schools, and not only in nutrition. As a professional educator, she urged the board to quit knowingly and intentionally poisoning children. Anxiety was an epidemic; she had never heard of such an intense time in history.

Ms. Doe spoke again after Agenda Item XV. She thanked the board for making a bold, decisive and positive change. She heard reasonable expectations.

X. COMMENTS BY EMPLOYEE GROUPS

Tad Shannon, president of EEA, requested an extension for the term due to the February 2019 snowstorm, as both students and staff needed the extra four days. He pointed out AP and IB testing was approaching and students needed every day for preparation. Additionally, Oregon schools were already at a disadvantage due to the late start of school.

Mr. Shannon seconded Dr. Balderas' concerns regarding the co-chair budget to be released March 7, 2019. The budget was about \$2 billion shy from what the Governor proposed and would mean a \$2.5 million hit to 4J. Across the state, the budget would have huge ramifications for teacher layoffs. Mr. Shannon didn't understand why at a time of economic health, the State was still cutting funds, just like other years. He was concerned about where cuts would end, and stated EEA thought it was time to lobby. Mr. Shannon invited the board to EEA's March 16, 2019 legislative breakfast at 9:00 a.m. in the EEA offices.

XI. COMMENTS BOARD MEMBERS

Ms. Walston thanked facilities staff for their work during the snow storm. Recently, she attended the EEA dinner, as well as the LCOG annual appreciation dinner which featured a 4J graduate as the key note speaker. Finally, in terms of the discussion around nutrition, she was concerned about students missing four days of school due to the snow storm and missing meals they may depend on. Ms. Walston hoped the district and board could discuss options in the future, as part of the district's resiliency work.

Mr. Torrey and Ms. Newman attended the Airport Rotary scholarship event which raised funds for 4J. He also attended the EEF dinner and was struck by the decision to focus on early literacy the upcoming year. Mr. Torrey hoped the district could find ways to support EEF's mission.

Chair Hays spent the previous week responding to emails, most of which fell into three categories: food and moving to a self-operating system; CCS and its importance to the Coburg community; and making up snow days. She commented that a lot of good information came through via emails, sparking her thoughts. Chair Hays thanked community members.

Ms. Newman attended the Arch of Lane County Annual Awards Ceremony, honoring folks who worked with individuals with disabilities. Two people from 4J were recognized including Toby Rickard and Charla Kirkelle. Ms. Newman was proud to live in a community where people valued and contributed to education.

Ms. Sundgrenz attended the EEF dinner. She mentioned reading skills, and how the skills were an important part of life, and crucial for kids to learn between kinder and 3rd grade. Unfortunately, students often didn't have the ability to attend early education. It was a privilege to be able to. Ms. Sundgrenz thanked staff for their work during the snow days, to ensure staff and students were safe. Finally, she said the board started holding community forums to discuss the spring 2019 levy.

Ms. Levis thanked folks for coming to the levy event that evening and for those who came to speak during public comment, as well as those who sent emails. She thanked food service

employees as well as bond voters, because there was a critical \$2 million-line item within the bond to explore options for food services. The community provided that possibility to dream big.

XII. CONSENT GROUP - ITEMS FOR ACTION

MOTION: Ms. Walston, seconded by Mr. Torrey moved approval of the Consent Group.

VOTE: The motion passed unanimously, 7:0.

XIII. ITEMS FOR INFORMATION

Ms. Delf provided an update on the upcoming local option levy. The funding mechanism provided the district with \$17 million and had been in place since 2000. Unlike bond measures, levies paid for staff salaries and operations.

Ms. Delf stated the levy had been referred to the May 2019 election ballot by the board. The ballot title, "Five-Year Renewal of Current Local Option Tax for General Operations," had been filed with the Lane County Election Office. Next, after the required period of time, the district would file the notice of measure election.

Ms. Delf said there would be a Lane County Voters Pamphlet distributed to community members on all filed measures. Community forums about the levy, the bond, and new school designs would be held at different locations around the district to provide equal access for input.

Ms. Walston asked when a measure number would be assigned. Ms. Delf responded there were two steps. The ballot title was filed first, then the district would file the notice of measure with the official number, which would likely occur between March 12 and March 21, 2019.

XIV. ITEMS FOR ACTION

1. Approve Resolution 2019-09 Authorizing Coburg Community Charter School to Give Priority Enrollment to Students Residing in Previously Established Attendance Boundary

Ms. McGaughy and Ms. Nesbit presented the item to the board. Ms. McGaughy explained it was the third meeting in which the board considered Resolution 2019-09.

Mr. Torrey asked if there was anything precluding CCS to use the existing 50% preference for students in the old school boundary, should the board not approve the recommendation. If that happened, Ms. Nesbit said CCS wouldn't have any priority enrollment; there would be a full, equitable lottery without geographic priority. Dr. Balderas stated the board could make an adjustment and work with CCS to ensure the 50% lottery continued. His recommendation was to table the item to a future meeting, so the board could have a work session.

Chair Hays and Mr. Torrey had been under the impression CCS would maintain the 50% priority for the year, whether the board made a decision that evening or not. She appreciated the clarity from Dr. Balderas.

Ms. Levis didn't feel all her questions were answered. She wanted to work with CCS, but she wanted another work session to discuss possibilities.

Mr. Torrey noted that during the last meeting, the board discussed giving priority for students on free and reduced lunch, in SPED, or of color. Ms. Nesbit explained that the law Mr. Torrey

referenced would sunset in 10 months. She also had serious reservations about prioritizing those groups, due to federal law.

Ms. Newman agreed with Ms. Levis in that she wanted a deeper understanding of the data presented and of HB3313. Ms. Levis really felt like a work session was needed but didn't want to do anything that precluded CCS from continuing as normal during the 2018-19 school year.

Mr. Torrey wondered if the board should remove the amendment discussed during the last meeting. Mr. Torrey requested, with Ms. Walston's concurrence, that the amendment was removed from the February 20, 2019 motion. Ms. Walston agreed and removed her second.

MOTION: Chair Hays moved, seconded by Mr. Torrey, to table the discussion until June 5, 2019 and to schedule a work session prior to that date.

VOTE: The motion passed unanimously, 7:0.

2. Approve Alternate Contracting Methods: Construction Manager/General Contractor (CM/GC)

Mr. Spain and Ms. Knapel asked for approval on the findings of facts to begin recruitment for a construction manager/general contractor (CM/GC).

Ms. Levis appreciated last meeting's presentation and thought it was very informative. Ms. Newman clarified if the item passed, the district would still bid for subcontractors. She was told yes.

MOTION: Ms. Walston moved, seconded by Ms. Newman, to approve the Alternate Contracting Method

VOTE: The motion passed unanimously, 7:0.

3. Review Nutrition Services

Ms. Langan, Ms. Vandercar and Ms. Cuadros presented a PowerPoint entitled, "*Nutrition Services Self Operation Plan.*"

Ms. Langan explained the board was considering three options for nutrition services: renew the current contract with Sodexo, release an RFP for a new provider, or move to a self-operating system. The board wanted more detail regarding self-operation, so the presentation would address questions from the February 20, 2019 meeting.

Ms. Langan shared information on each slide.

Nutrition Services Self-Operation Goals:

- Take control of program to align with strategic initiatives
- Improve menu options and ingredients
- Increase local procurement
- Expand production and scratch cooking where feasible
- Develop and implement nutritional literacy programs in coordination with instructional teams
- Reduce or eliminate general fund support

Ms. Langan reminded the board change would be incremental. Infrastructure would be developed, which would inform feasibility for future changes.

Ms. Langan said there were certain requirements for self-operation:

- Program structure and staffing (a primary concern)
- Menu software
- Initial menu development
- Food procurement plan
- Equipment and small wares procurement
- Ongoing implementation

Program structure and staffing requirements:

- Sodexo provided three manager positions to oversee all food service operations
- 4J expanded oversight of food services
- Last year, implemented 4J administrator to provide direct management of about 100 line staff (classified and substitute positions in kitchens and office)
- That year, added program management assistant to provide additional site-based support to kitchen teams; Sodexo had only one position fully assigned to kitchen site support
- The transition would replace three Sodexo managers with three 4J staff
- Staff was discussing the funding of a collaborative nurse/dietician.

Ms. Langan shared the current management model, and the proposed management model which would be more streamlined.

One part of the process was developing a menu and conducting nutritional analysis. Ms. Langan said a menu software was needed, and an initial menu needed to be created. The USDA had an approved list of menu software. The software cost was \$17,000 the first year, and \$10,000 annually after.

Ms. Langan said the first district menu would be ready for summer school. Staff would use the prior year menu to determine food inventory by April 30, 2019. The 2020-21 school year would have an initial plan on current menus, so to use current inventory. Then, incremental changes would be made to menu options as infrastructure was developed (i.e. school gardens, etc.).

Ms. Langan described how the district would procure food. It would join the Applegate Purchasing Group, which had 22 co-op partners including Bend, Bethel, Springfield. The cost was \$150 annually. She provided a timeline for procurement moving forward:

- March 13 – notify group of request to add items to the bid
- March 19 – projections are open to members
- April 13 – projections are closed to members
- April 30 – open bid to the vendors
- May 25 – close bid to vendors
- June 12 – award bid.

Ms. Langan said the district would also need to procure small wares, determine office space changes, assess viability of current agreements, assume payment of offsite storage, determine signage in schools, convene feedback groups, communicate with stakeholders and more.

Ms. Langan shared continued 4J tasks:

- Inventory ordering and shipment to schools (Warehouse)
- Payroll and staff expense processing
- Substitute and staffing assignment
- Communication with school leadership
- Coordinating staff training
- Student Free/Reduced eligibility and notices
- Program setup on ODE CNP site, including all reimbursement claims
- Supporting kitchen teams with MealTime software (student meal accounts)

Ms. Langan said the district's budgetary goal was to use the Sodexo budget (a total of \$2,737,449), and to break even, investing in the district's own program. Currently, Sodexo was paid \$1.94 per meal equivalent. Moving to a co-op model would hopefully lower costs, making a meal price between \$1.19 to \$1.30, based off of other co-op members.

Ms. Langan said there were startup costs, including:

- Initial small wares
- Setup menu technology
- Consulting costs
- School signage
- New staff onboarding (April–June)

The total estimated transition cost was \$500,000.

Ms. Langan said the district's general path was as follows:

- First: Build infrastructure and get a full view of the program
- Next:
 - Set growth goals within budget
 - Evaluate equipment for upgrades and replacement
 - Consider use of production or central kitchen methods.

Dr. Balderas acknowledged the board received many emails regarding nutrition services over the past couple weeks. He wanted to ensure expectations were managed if the board chose to go toward self-operating. The district would be extremely transparent in terms of what could and could not be done the first year.

Ms. Levis thanked staff for their work, and seconded Dr. Balderas' comment. To her, nutrition was a fundamental issue of social justice. She was very passionate that the district could do better for kids and take steps toward change by moving to a self-operating program.

MOTION: Ms. Levis moved, seconded by Ms. Nittler, Provide the nutritional services program structure, with district staff and under a self-operating model.

VOTE: The motion passed unanimously, 7:0.

Ms. Sundgrenz stated children were the number one priority. Good food and nutrition protected the health of children. For low income students, school meals may be the only two they got. Ms. Sundgrenz wanted to ensure kids received the best possible, so they had better learning and

memory capabilities, improved concentration, and better behavior. Those academic outcomes were part of having healthier foods.

Ms. Walston did not think kids had enough time for lunch. Often, they rushed to go play. She also mentioned that snacks provided in elementary school were right before lunchtime; although she wanted snacks provided for kids, she thought they may interfere with lunch. She thought perhaps a different time of the day would be better. Ms. Walston also hoped some nutritional education would be provided for students.

Ms. Walston clarified whether the district would still purchase USDA commodities in a self-operating program. Ms. Langan said yes, the district would still purchase USDA commodities. Ms. Walston thought self-operation was the first step in a longer process to serve healthier food; the district wouldn't have all scratch meals immediately.

Ms. Newman was excited, because school nutrition was near and dear to her heart. It was a great opportunity that reflected community values. Ms. Newman wondered about software purchasing. Ms. Langan said the district had many choices. Staff would confer with Bethel and Bend district, as using a similar software across the co-op would make purchasing easier.

Ms. Cuadros, is the Food Services Program Assistant. Ms. Langan asked for the position, because there were over 100 staff in 4J kitchens, and the district needed more presence. Ms. Cuadros monitored the contract and implementation by Sodexo. Ms. Cuadros believed firmly that the district could successfully implement a self-operating program.

Ms. Sundgrenz asked if there were options to reduce/eliminate the harmful seven ingredients. Dr. Balderas said ODE stated it was difficult to purchase products without some of those ingredients. The district would work toward that aspiration, but the district needed to figure out its baseline first and where it wanted to go. Then, it could work with community organizations.

4. Approve Revision of the 2018-19 School Calendar

Ms. Nesbit explained administration proposed converting a professional development and planning day to an instruction day, as well as converting a secondary level only grading day to an instruction day. The proposal also added three days to the end of the academic year. In making the change, the district would make up all four days lost to weather for a total of 190 days. There were other options to make up days if the board disliked the proposal.

Chair Hays asked if the district noted on its calendars that some of the professional development days were classified as possible make up days for snow. Ms. Nesbit said no, the district did not state any days as make up days, and it was a lesson learned for future calendars. Chair Hays asked what other option there was, besides making March 14 and March 15, 2019 as school days. Ms. Nesbit said alternatively, the district could add four weather days to the end of the year, meaning the last day for students was June 19, 2019 and the last day for teachers was June 20. Dr. Balderas noted many families had already made plans based on the current academic calendar.

Ms. Newman made sure that March 14 and March 15, 2019 were already classified as work days for teachers - the board would simply be making them instructional days. Ms. Nesbit said yes, and March 22, 2019 would become the grading day.

Dr. Balderas recommended pushing the trimester out by another week to ensure students received enough instruction.

MOTION: Ms. Walston moved, seconded by Ms. Sundgrenz, to approve the Superintendent recommendation for an extended school year.

VOTE: The motion passed unanimously, 6:0. Ms. Nittler abstained, as she left prior to the vote.

XV. ITEMS FOR ACTION AT A FUTURE MEETING

1. Approve Enrolling Out of District Students in 2019-20 (Inter-district Transfers)

Ms. Delf previously discussed the school choice system and the option for out of district transfers. She reminded the board there had been changes by the state legislature that year. While 4J had a long-standing tradition of open school transfers, open enrollment had a sunset date and was no longer available. The district was still able to do inter-district transfers meaning the district could continue enrolling out of district students, however, the home district had to provide consent. In the new system, a student would not need to reapply annually. Additionally, district could cap inter-district transfers. The district recommendation was to cap the inter-district enrollment to 400 incoming students and up to 400 outgoing students.

Ms. Delf stated priority enrollment would be given to those living within 4J.

At a future meeting, the board could decide to approve the recommendation, change the cap, or deny the recommendation.

Mr. Torrey asked how the change compared to what was in place prior to open enrollment. Ms. Delf said systems changed. Several years ago, before open enrollment, the district used to have an ongoing agreement with neighboring districts to allow transfers at a ratio of 1:1. Additionally, students were only allowed to move with consent of both districts.

2. Approve the Managed Print Services Contract with Pacific Office Automation

Mr. Menachemson explained the board would be asked to commit to an agreement that would save the district a considerable amount of money. The contract was with Pacific Office Automation and would provide free unlimited toner for all laser printers in the district, unlimited tech support, and preventative maintenance. The district would only pay for cost per page. Mr. Menachemson estimated the district would save around \$35,000 to \$47,000 a year. \$120,000 The contract provided cost effective toner and alleviated pressure on the technology department.

Ms. Walston asked about sustainability practices across the district. She wondered if there were any policies in place like requiring double sided copies, etc. Mr. Menachemson said the copier contract was separate but was also under review as it would expire in June 2019. He added default settings were to black and white, double sided, etc. Also, having hand held devices for each student would lessen the need for paper.

Mr. Torrey asked if the district used the company before. Mr. Menachemson yes, the district's copy contract was with Pacific Office Automation. The company was local to Eugene. Mr. Torrey wondered if the district would take on any risk, if the district didn't release an RFP. Mr. Menachemson said no, districts were able to use a co-op model.

XVI. SUGGESTIONS BY THE BOARD FOR CONSIDERATION OF ITEMS AT A FUTURE MEETINGS

1. Next Several Meeting Dates:
 - a. March 20, 2019

Ms. Newman wanted to understand Dove Medical's role in 4J schools. Dr. Balderas would provide an update in a Friday memo. Chair Hays was also concerned.

XVII. ADJOURN

Ms. Levis adjourned the meeting at 9:48 p.m.

Dr. Gustavo Balderas
District Clerk

Alicia Hays
Board Chair