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

**Date: August 7, 2024**

The Board of Directors (BOD) of School District No. 4J, Lane County, Oregon, held a regular board meeting at 6:00 p.m. in-person at the Education Center, 200 North Monroe Street in Eugene, Oregon, via live-stream and broadcast on KRVM. Notice of the meeting was emailed to the media and posted on the 4J website on August 2, 2024.

**ROLL CALL**

**BOARD MEMBERS PRESENT:**
Jenny Jonak, Chair
Tom Di Liberto, Vice Chair (online)
Maya Rabasa
Ericka Thessen
Judy Newman
Morgan Munro
Rick Hamilton

**STAFF:**
Colt Gill, Interim Superintendent
Carmen Xiomara Urbina, Chief of Staff
Matt Brown, Director of Finance
Lisa Fjordbeck, Operations Coordinator
Arthur Hart, Director of Transportation
Courtney Leonard, Secondary Curriculum and MTSS
Sarah Ruggiero-Kirby, Secondary Science Teacher on Special Assignment (TOSA)
Jill Cuadros, Director of Nutrition Services
Leslie Fisher, Oregon School Board Association (OSBA) Policy Specialist (online)
Brooke Wagner, Director of Human Services
Sherry Moore, Executive Assistant to the Chief of Staff
Debbie McKim, Executive Assistant to the Interim Superintendent and Board

**EMPLOYEE GROUPS:**
Sabrina Gordon, Eugene Education Association (EEA)

**OTHER:**
None.

**MEDIA:**
KRVM

## I. REGULAR BOARD MEETING

## II. CALL TO ORDER, ROLL CALL, FLAG SALUTE, LAND ACKNOWLEDGEMENT

Chair Jenny Jonak called the regular board meeting to order at 6:01 p.m. She said the names of the board members who were present. Interim Superintendent Colt Gill led the flag salute and Chair Jonak read the land acknowledgement statement.

## III. AGENDA APPROVAL

Chair Jonak added a superintendent search committee to Items for Action at a Future Meeting. The agenda was approved as amended.

## IV. INTRODUCTION OF GUESTS AND SUPERINTENDENT'S REPORT

Interim Superintendent Gill praised Eugene School District 4J educators and students engaging in the district's summer programs.

## V. ITEMS RAISED BY THE AUDIENCE

There was no public comment.

## VI. COMMENTS BY EMPLOYEE GROUPS

Sabrina Gordon, Eugene Education Association (EEA) listened to a recording of the summer 4J Board of Directors retreat held on August 1, 2024, and responded with comments regarding the discussion of meeting with employee groups throughout the 2024-25 school year. She emphasized that the relationship between the Board of Directors (BOD) and EEA is critical. The decisions the BOD makes depend on them having a clear understanding of the realities in classrooms. She said part of her job as EEA's elected leader is to relay those to the board. In addition to wanting to have regular communication with the board, EEA also strives to set up opportunities for the board to hear from multiple voices. She referenced listening sessions and the legislative breakfast. Ms. Gordon read EEA's mission statement: "The EEA empowers professional educators and advocates for strong, vibrant, and equitable public schools that create hope and opportunity for students, their families, and our community." She added that EEA is the avenue for 4J educators to collectively advocate for students, and students are at the heart of what they do. Ms. Gordon addressed the topic of BOD conversations with association leadership potentially crossing into bargaining territory. She said the laws around that are clear and that EEA would never knowingly or intentionally cross those lines. She said when EEA talks with the BOD about issues over coffee, they know they cannot negotiate, but they want to help the board understand issues impacting students and educators. She thanked the BOD.

## VII. CONSENT GROUP – ITEMS FOR ACTION

### 1. APPROVE MINUTES FOR JULY 3, 2024 ORGANIZATIONAL MEETING

**2. APPROVE CONTRACT FOR NUTRITION AND WAREHOUSE SERVICES**

**3. APPROVE CONTRACT FOR NUTRITION SERVICES WITH WALTER E. NELSON CO., RFP 24-402**

**4. APPROVE THE PURCHASE OF SCHOOL BUSSES**

**5. APPROVE RESOLUTION 2024-0807 AUTHORIZING SALE OF FILBERT AVENUE (TAX LOT 17-04-23-44-04000) PROPERTY**

**MOTION:** Ms. Rabasa moved to approve the consent agenda. Ms. Newman seconded. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Newman, Ms. Thessen, Ms. Rabasa, Ms. Munro, and Mr. Hamilton all voting in favor.**

## VIII. ITEMS FOR INFORMATION

**1. RECEIVE INFORMATION FROM OREGON SCHOOL BOARDS ASSOCIATION (OSBA) REGARDING THE STEPS THAT GO INTO A SAMPLE POLICY**

Interim Superintendent Gill, on behalf of the board policy workgroup, said they are prepared to present policies to the BOD for their consideration and ultimate adoption. He explained that the Oregon School Board Association (OSBA) supports the district by reviewing policy and recent legislation.

Interim Superintendent Gill introduced a PowerPoint presentation, "Behind the Scenes of Policy Update."

OSBA Policy Specialist Leslie Fisher joined virtually and introduced herself.

Ms. Fisher explained that the OSBA policy team works closely with the legislative team identifying upcoming bills. In some cases, they advocate for changes during the legislative process. The policy team also works with education-related agencies and stakeholders, and they watch agency rule making (public hearings, etc.) closely. They spend time watching the session bills to understand what is developing in the legislature. She provided an example of a bill under revision (Senate Bill 1515) pulled from the Oregon State Legislature website located at *www.oregonlegislature.gov/bills_laws/Pages/ORS.aspx*.

Ms. Fisher explained that work the Oregon State Board of Education completes appears in Oregon Administrative Rules (OAR) and the largest impact of rules affecting schools is found in chapter 581. After a legislative session ends, OSBA and the Coalition of Oregon School Administrators (COSA) jointly publish a legislative report, located at *http://osba.org/legislative-services/legislative-session-resources/*.

Ms. Fisher said when determining how changes affect policy, the team carefully review the rulemaking authority's available information and begin making connections between law and available model policy. They identify and evaluate current content of policy by linking to its source. She described not just reviewing language for revisions but also reviewing the content for relevancy and effectiveness. During the drafting phase, an equity lens is applied, often by reviewing available equity impact statements.

For relaying updated policy information, Ms. Fisher mentioned two Eugene SD policy subscriptions, Policy Plus and online policy hosting, located at *https://policy.osba.org/eugene/index.asp*. She said OSBA applies the recommended edits to 4J's existing manual where applicable.

Interim Superintendent Gill spoke to the 4J policy update process, which is facilitated by the superintendent in conjunction with the superintendent's board policy workgroup. He provided a description of the scope of the board policy workgroup. He added that there are standalone administrative regulations that the board policy workgroup aligns with current policy. The policy recommendations get brought to the BOD and administrative rules get brought to the 4J executive team. Updated policies and administrative rules are published on the 4J website located at *https://4j.lane.edu/30747_2*.

Interim Superintendent Gill spoke to the process for developing policy, describing steps such as seeking sample policy, vetting by content specialists, engaging the district's equity committee, legal counsel, and policy workgroup for adequate review before being presented before the BOD for consideration.

He explained how policies are prioritized, emphasizing that it is especially important when the district has a backlog of policies, which it currently does. The first priorities are policies that are already in process (for example policies with alterations which need updating). Secondly are required policies via a legal decision (ORSs/OARs). Next are superintendent initiated policies. He added that the BOD may assign and prioritize a policy review in consultation with the superintendent.

Interim Superintendent Gill provided information about the 4J Educational Equity Advisory Committee, including a definition outlined in section 4 of OAR 581-022-2307. He said a specific function that the equity advisory committee provides is receiving community input for potential policy impacts.

Interim Superintendent Gill responded to questions from the BOD.

## IX. ITEMS FOR ACTION

There were no items for action.

## X. ITEMS FOR ACTION AT A FUTURE MEETING

## 1. INITIATE PROCESS FOR K-12 SCIENCE CURRICULUM ADOPTION

Courtney Leonard and Sarah Ruggiero-Kirby introduced the topic of new science curriculum adoption.

Ms. Leonard said the current curricula (a variety across the district) were adopted almost ten years ago and are no longer adequately addressing the needs of students.

They described new curriculum that could help make science education more inclusive, rigorous, authentic, empowering, innovative, and joyful.

Ms. Ruggiero-Kirby emphasized the importance of achieving alignment kindergarten through grade 12 (i.e. vertical articulation) and adopting curriculum that is Next Generation Science Standards (NGSS) aligned. She added that the vision of the science framework is "to create a science program where race, zip code, income, gender, and other demographic categories do not predict educational opportunities and career outcomes."

They described a four-step adoption process and timeline: reviewing/launching in August 2024, piloting October 2024 through February 2025, adopting in Spring 2025, and implementing during the 2025-26 school year, pending board approval.

Chair Jonak asked if there is any difference in the proposed curriculum versus current curriculum in terms of the number of labs.

Ms. Ruggiero-Kirby responded yes; the hope is there is more student-led learning with the new curriculum.

Ms. Newman stated that K-12 adoption is ambitious; she asked if they have different groups from each age level and if they are looking for something that will align across the ages.

Ms. Leonard said they are proposing one science teacher from each middle school to represent a six eight strand and relying on teachers to bring back information to their teams and administrators. As for the high schools, they are proposing having someone from each of the subject areas—physics, chemistry, biology, etc. They are not expecting to have as large a group K-5.

Ms. Munro stated that it seems currently there are a couple of curriculum providers; she asked if there is an interest in having fewer?

Ms. Ruggiero-Kirby responded affirmatively, she explained that they are moving out of textbook centered curriculum, which was why there were multiple curriculum providers.

## 2. CONSIDER 2024-25 BOARD MEETING CALENDAR REVISION

Interim Superintendent Gill engaged the BOD in a discussion about a potential 2024-25 board meeting calendar revision. He noted that the previously adopted calendar did not

recognize Rosh Hashanah beginning on October 2, 2024, and suggested moving that BOD meeting to October 9, 2024. He also noted a board scheduling conflict on November 8, 2024, potentially impacting community chats.

There was a brief discussion among board members. Final changes to the calendar will be approved at a later date.

**3. CONSIDER FOR ADOPTION POLICY CB – SUPERINTENDENT**

Interim Superintendent Gill introduced the topic of policy CB. He explained that the policy is new, based on legislative changes, and the district was informed via OSBA. The policy: 1) Names the superintendent as the board's administrative agent for operating the schools under the policy the board sets (the superintendent may delegate responsibilities to staff but is ultimately responsible). 2) Names that the board cannot direct the superintendent to take action that is not in alignment with state and federal laws and regulations.

**4. CONSIDER FOR APPROVAL REVISIONS TO BOARD POLICY CBG—EVALUATION OF THE SUPERINTENDENT**

Interim Superintendent Gill introduced approval revisions to board policy CBG—evaluation of the superintendent. He explained that the changes are rather minor, there are some language changes for clarity, and it provides an option for the board to intervene earlier if a superintendent's actions do not match the board's and hopes objectives for the district.

**5. APPROVE PROPOSED POLICY BCFA–EDUCATIONAL EQUITY ADVISORY COMMITTEE**

Interim Superintendent Gill introduced proposed policy BCFA—Educational Equity Advisory Committee. He explained that the policy relates to Senate Bill 732, requiring school districts to form equity advisory committees, also known as district advisory committees.

He followed up on a couple of questions previously posed by the BOD.

Interim Superintendent Gill provided a description of the purpose and function of the equity advisory committee. The committee advises the board and superintendent about educational equity impacts of policy decisions, informs them when a situation arises in a district or school that negatively impacts underrepresented students, and advises the board on how to best handle such situations.

Ms. Rabasa asked if there are committee member term limits.

Interim Superintendent Gill responded that term limits have not been established yet.

Ms. Rabasa posed a question about the definition "from the district" in the context of committee member qualifications.

Interim Superintendent Gill responded that his assumption is that they are a "patron of 4J." He said he would follow up with more information.

Chair Jonak brought up the representation requirement in the selection process. She asked for more clarification on how one goes about doing that. She is concerned about tokenizing and said it could be challenging in practice. She added that she is curious if, given a disagreement or dissonance, ODE, OSBA, or COSA would weigh in.

**6. SUPERINTENDENT SEARCH COMMITTEE**

Chair Jonak introduced the topic of a superintendent search committee for the district's upcoming search for a permanent superintendent. The topic will be discussed further at the BODs meeting on Wednesday, August 21, 2024.

## XI. COMMENTS AND COMMITTEE REPORTS BY INDIVIDUAL BOARD MEMBERS

Ms. Newman mentioned the Eugene Education Foundation (EEF) is in the process of searching for a new Executive Director. She recognized the positive work of former Executive Director Nancy Buffum.

Ms. Rabasa thanked staff and educators who worked throughout the summer. She gave kudos to Interim Superintendent Gill and Chief of Staff Carmen Xiomara Urbina.

Chair Jonak provided a board report including board member's assignments, some tentative, as follows:

Ms. Rabasa will serve on the following committees: legislative, community engagement, budget, classroom displays work group, and as Lane Council of Governments liaison.

Ms. Newman will serve on the following committees: superintendent search, legislative, student voice, budget, and the policy work group.

Ms. Thessen will serve on the following committees: bond oversight, community engagement, budget, classroom display work group, and charter school work group.

Ms. Munro will serve on the following committees: superintendent search, audit and finance bond oversight, budget, classroom display work group, and policy work group.

Mr. Hamilton will serve on the following committees: legislative, community engagement, student voice, budget, policy workgroup and as EEF liaison.

Vice Chair Di Liberto will serve on the following committees: superintendent search, bond oversight, student voice, and Lane ESD budget.

Chair Jonak will serve on the following committees: budget, audit and finance, and Lane ESD budget.

Chair Jonak thanked board members for their willingness to serve in additional roles.

## XII. SUGGESTIONS BY THE BOARD FOR CONSIDERATION OF ITEMS AT A FUTURE MEETING

There were none.

## XIII. ADJORN

Chair Jonak adjourned the regular board meeting at 8:06 p.m.

Colt Gill
District Clerk

Jenny Jonak
Board Chair

*(Recorded by LCOG)*
*Approved on 09/04/2024*