

Board of Directors Meeting
School District 4J, Lane County
4J Education Center / Hybrid (in-person or via Zoom)
200 North Monroe Street
Eugene, Oregon 97402
Wednesday, July 9, 2025

NOTICE: The Special Board Meeting will be open to the public to attend in person, via live broadcast on KRVM 1280-AM and 98.7 FM, on the internet at <https://icecast.4j.lane.edu/board> and via Zoom Webinar at: <https://4j-lane-edu.zoom.us/j/96516386055?pwd=wjpcvmmABm8P5kFspA1Eg9RslX0dRb.1>
Meeting ID: 965 1638 6055

The board will not hear public testimony during the special board meeting.

6:00 PM

Special Board Meeting

- | | | |
|------|--|----|
| I. | Call the Special Board Meeting to Order, Roll Call | |
| II. | Administer Oath of Office to Newly Elected Board Members
Presenter: Dr. Miriam Mickelson, Superintendent | 2 |
| III. | Agenda Approval | |
| IV. | Consent Group — Items for Action | |
| | 1. Approve Board Meeting Minutes for:
June 4, 2025 - Regular Board Meeting
June 10, 2025 - Special Board Meeting | 7 |
| | 2. Approve Delegation of Purchasing and Signing Authority
Presenter: Matt Brown, Director of Finance | 19 |
| | 3. Approve Resolution 2025-26-02, Designation of Auditor, District Clerks,
Custodian of Funds, Budget Officer, Investment Depositories, Local
Public Contract Review Board
Presenter: Matt Brown, Director of Finance | 21 |
| | 4. Set Tuition Rates for the 2025-26 School Year
Presenter: Kat Lange, Assitant Superintendent for Student Support
Services and Well-Being | 24 |
| | 5. Approval of Private Alternative Education Options Contracts
Presenter: Katherine, Assistant Superintendent for Student Support
Services and Well-Being | 26 |
| V. | Items for Action | |
| | 1. Elect the Chair and Vice Chair and organize the Board of Directors for
the 2025-26 School Year
Presenter: Jenny Jonak, Chair | 28 |
| | 2. Approve designating a board member as contact person for media
inquiries regarding federal litigation.
Presenter: Jenny Jonak, Chair | 45 |
| VI. | Adjourn Special Board Meeting | |

INTERPRETERS FOR THE DEAF AND HARD OF HEARING:

To request interpreter services for this meeting, please call (541) 790-7850 or TDD (541) 790-7712 or the TDD Relay Number 1 (800) 735-2900



OATH OF OFFICE

Date of Meeting

July 9, 2024

Title

Administer Oath of Office for newly elected board members

Presenter

Dr. Miriam Mickelson, Superintendent

Background

The Eugene School Board consists of seven members who are elected to serve four-year terms. Board elections occur in May of each odd numbered year. The term of office for board members begins on July 1 immediately following the election. This year, positions 2, 3 and 6 were on the ballot.

4J board members are elected from the district at large, meaning any eligible person who lives within the district boundary may serve in any school board position. To be eligible, a person must be a registered voter in the school district, must have been a resident of the district for at least one year immediately preceding the election, and may not be an employee of the district or any charter school within the district.

On May 20, 2025 Eugene School District 4J voters cast their ballots and decided who would serve in three of the seven positions on the Eugene School Board.

Our Eugene School District 4J newly elected board members are:

Ericka Thessen, Position #2

Ericka is a physical therapist with a Bachelor of Science and a Master of Physical Therapy from the University of Evansville in Indiana. She previously served on the 4J budget committee from 2021 to 2023 and was appointed to the school board in October 2023. She was elected to a full four-year term in 2025.

Judy Newman, Position #3

Judy is a strategic advisor and former early childhood educator with more than 40 years of experience. She co-founded Early Childhood CARES, which has served over 45,000 young children with disabilities and their families. Judy holds degrees in Special Education, Ethnic Studies, and Administration from the University of Oregon and the University of California, Sonoma. She was first elected to the school board in 2017 and was reelected in 2021 and 2025.

Maya Rabasa, Position #6

Maya is a caregiver and longtime community volunteer with experience in education and the arts. She has worked as a preschool aide, high school teacher, undergraduate instructor and artist. Maya holds a master's degree in International Studies from the University of Oregon. She

previously served on the district's budget and equity committees. She was elected to the board in 2021 and reelected in 2025.

At the July 9, 2025 Special Board Meeting, Superintendent Mickelson will administer the Oath of Office to Ericka Thessen, Judy Newman and Maya Rabasa.



OATH OF OFFICE

I, **Ericka Thessen**, do solemnly swear or affirm that I will support the laws and Constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors for Eugene School District 4J, to the best of my ability for the term **July 1, 2025 through June 30, 2029**, in Position No. 2.

Dated this 9th day of July, 2025

Signed: _____
Ericka Thessen, Board Member

Attest: _____
Jenny Jonak, Board Chair



OATH OF OFFICE

I, **Judy Newman**, do solemnly swear or affirm that I will support the laws and Constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors for Eugene School District 4J, to the best of my ability for the term **July 1, 2025 through June 30, 2029**, in Position No. 3.

Dated this 9th day of July, 2025

Signed: _____
Judy Newman, Board Member

Attest: _____
Jenny Jonak, Board Chair



OATH OF OFFICE

I, **Maya Rabasa**, do solemnly swear or affirm that I will support the laws and Constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors for Eugene School District 4J, to the best of my ability for the term **July 1, 2025 through June 30, 2029**, in Position No. 6.

Dated this 9th day of July, 2025

Signed: _____
Maya Rabasa, Board Member

Attest: _____
Jenny Jonak, Board Chair



ITEM FOR ACTION–CONSENT AGENDA

Date of Meeting

July 9, 2025

Title

Approve Board Meeting Minutes for:
June 4, 2025: Regular Board Meeting
June 10, 2025: Special Board Meeting

Background

The board minutes listed above are in draft form. Once approved, the minutes will be uploaded to BoardBook and available to the public.

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

Date: June 4, 2025

The Board of Directors (BOD) of School District No. 4J, Lane County, Oregon, held a regular 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 May 30, 2025.

ROLL CALL

BOARD MEMBERS PRESENT:

Jenny Jonak, Chair

Tom Di Liberto, Vice Chair

Maya Rabasa

Ericka Thessen

Judy Newman

Morgan Munro

Rick Hamilton

STAFF:

Carmen Xiomara Urbina, Chief of Staff

Matt Brown, Finance Director

Lisa Fjordbeck, Operations Coordinator for the Superintendent's Office

Brooke Wagner, Assistant Superintendent for Administrative Services

Larry Williams, Assistant Superintendent of Instruction and Access

Seth Pfaefflin, Director of Student Services

Erin Gaston, Curriculum Administrator

Della Thomas, SSD Administrator

Cynthia Calletano, Executive Assistant to the Chief of Staff

Debbie McKim, Executive Assistant to the Interim Superintendent and Board

STUDENT REPRESENTATIVES:

Autumn Thessen, Early College and Career Options (ECCO)

Lane Lowd, Eugene Online Academy (EOA)

Carmen Gonzalez Valle, Sheldon High School

Katheryn Hehman, International High School (IHS)

Cora Ludwig, South Eugene High School

Deeya Patel, South Eugene High School

EMPLOYEE GROUPS:

Lisa Jenkins-Easton, Oregon School Employees Association (OSEA) President

OTHER GUESTS:

Mary Vuksich-Shafer, Lane County Tax Assessor

MEDIA:

KRVM

Register Guard

I. CALL TO ORDER, ROLL CALL, AND LAND ACKNOWLEDGMENT

Chair Jonak called the regular meeting to order at 6:00 p.m. She said the names of the members present and read a land acknowledgement statement.

II. AGENDA APPROVAL

The agenda was approved as presented.

III. INTRODUCTION OF GUESTS AND SUPERINTENDENT’S REPORT

There was none.

IV. RECEIVE REPORTS FROM HIGH SCHOOL STUDENT REPRESENTATIVES

Lane Lowd, EOA, shared concerns about EOA student representation, specifically that a future representative will receive adequate support in their role. He urged the Board of Directors (BOD) to be more proactive with EOA student body and staff. He said online schools can thrive if given the proper resources.

Deeya Patel and Cora Ludwig highlighted their Homecoming dance, winter formal, and prom. They reported problems with food restrictions during other events, clubs, and affinity groups. They cited restrictive food policies and said students want to know why. Ms. Ludwig provided an example of a recent ice cream social during which they were not allowed to serve ice cream. They urged the district to reconsider the current policies.

Autumn Thessen, ECCO, said that student morale is still low but steadily increasing. ECCO has started an Individual School Improvement Plan based on student feedback. She reported students feeling unsupported by staff, the district, and the government. She thanked the BOD for their time.

Olivia Dodge and Sheridan Schilling, on behalf of Vice Chair Di Liberto provided a report. They reported low morale for Seniors and excitement among other students regarding the end of the school year. End of the year events include Senior Recognition Assembly, Cap and Gown Walk-through, Senior Sunset, and Senior Breakfast. There is a community-sponsored Graduation Party happening on Sunday, June 8 at 10:00 p.m.

Carmen Gonzalez Valle, Sheldon High School, reported that club participation has dropped given the end of the school year, but they are still holding festivities and planning for next year. She said the annual PRIDE Festival was held at North Eugene High School – it was a huge success. She reported on the accomplishments of choir and band, highlighting that varsity choir placed 17 out of 24 at Oregon districts. Ms. Gonzalez Valle added that Sheldon students visited the Oregon State Capitol.

Kathryn Hehman, IHS, reported that their closing assembly went well. They honored graduating IB candidates – a class of over 100 this year. IHS student government positions were elected, and the Tri Campus President is Ms. Hehman. She announced other Tri Campus positions. She thanked the BOD for their service and said she looks forward to serving as the HIS student representative next year.

V. ITEMS RAISED BY THE AUDIENCE

David Igl commented that he is providing information to members of the community with a demonstrated interest in education about what he claims to be an extensive amount of dystopian fiction being misrepresented as documented history. He cited an event at the University of Oregon (UO) in November 2017 and referenced the author Eckard V. Toy.

Janet Ayres brought attention to sex education curriculum. She requested an open house for parents to preview the scope and sequence of sex education curriculum. Regarding the parking lot at the Education Center, she said the district should consider charging fees for non-district users (specifically Willamette Family Inc.). She suggested the district install gates in the parking lot and more carefully monitor it on the weekends.

Erica Walla, 4J parent, raised concerns about communication and community engagement. She suggested that parent involvement is worthwhile and could be improved upon. She reported positive feedback regarding the new Board Highlights Feature included in the bi-monthly 4J E-news and suggested a newsletter, blog, and/or social media engagement. Ms. Walla added that she hopes the Community Engagement Committee will address the issue alongside the new Superintendent.

Roscoe Caron (online), former 4J teacher and Community Alliance for Public Education (CAPE) Representative, cited the book *The Feminine Mystique* by Betty Friedan. He suggested that the female experience illustrated in Friedan's book also applies to educators today. He said the current system tells teachers what to teach, when to teach, how to teach, when to assess, and how to assess. He stated that as with Friedan's description of patriarchy, the current system is backed by overwhelming consensus. He cited the governor's new education bill, which includes a regimen of state mandated testing, specifically standardized interim tests.

VI. COMMENTS BY EMPLOYEE GROUPS

Lisa Jenkins-Easton, Oregon School Employees Association (OSEA) President,

addressed labor relations and the formal complaint system. While she does not feel that the labor relations as a whole have improved, she outlined some positives: attempts to address issues in Special Education (SPED), classified staff reporting being more aware of their rights, and a proposed safety article addressing bullying and harassment in the workplace. She highlighted an uptick in classified staff filing complaints, asserted that the formal complaint process is flawed, and urged accountability.

VII. CONSENT GROUP – ITEMS FOR ACTION

- 1. APPROVE DRAFT MEETING MINUTES FOR:
MAY 7, 2025 REGULAR BOARD MEETING
MAY 21, 2025 BOARD WORK SESSION**
There was no discussion.
- 2. APPROVE ADDING ADDITIONAL, SIXTH, YEAR TO NUTRITION
DEPARTMENT’S BAKERY PRODUCTS RFP 20-0202-1**
There was no discussion.
- 3. ADD ADDITIONAL, SIXTH, YEAR TO NUTRITION DEPARTMENT’S
PRODUCE PRODUCTS RFP 2021-0604-01**
There was no discussion.
- 4. RFP 25-354: APPROVE A CONTRACT FOR NUTRITION SERVICES WITH
US FOODS**
There was no discussion.
- 5. AUTHORIZE AGREEMENT TO EXCHANGE SURPLUS PROPERTY
(TINY HOME) FOR CTE PARTNERSHIP**
There was no discussion.
- 6. APPROVE THE 2026-2027 SCHOOL YEAR CALENDAR AND
ADJUSTMENTS TO THE 2025-2026 CALENDAR**
Ms. Rabasa recommended acknowledging Indigenous Peoples’ Day on Mondays, as opposed to Fridays, on school calendars.
- 7. APPROVAL FOR BOARD DIRECTORS WHO CHOOSE TO ATTEND, TO
PARTICIPATE IN ONE OR BOTH OF THE OREGON SCHOOL BOARD
ASSOCIATION (OSBA) CONFERENCES THAT TAKE PLACE IN THE
2025-2026 SCHOOL YEAR: AUGUST 08-10, 2025 OSBA SUMMER BOARD
CONFERENCE, SALEM AND NOVEMBER 06-08, 2025, OSBA ANNUAL**

CONVENTION, PORTLAND

There was no discussion.

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

VIII. ITEMS FOR INFORMATION

1. RECEIVE INFORMATION AND HOLD DISCUSSION REGARDING HOUSE BILL 3518, PROVIDE DIRECTION TO THE BOARD LEGISLATIVE COMMITTEE ABOUT NEXT STEPS

Ms. Newman provided background information regarding House Bill 3518, including relevant historical data related to the bill. She explained that the bill stabilizes and diversifies the County Assessment Function Funding Assistance Account (CAFFA), including a general fund investment of \$10 million – \$5 million a year for each year of the biennium. She said the purpose is to help counties get through a backlog of appraisals and keep up with the volume going forward. Lane County has the largest backlog of all counties. In addition, it adds charges to the recipients of the taxes at 0.3% of the total tax revenue they will receive. She referenced informational materials provided in the Board Book. Ms. Newman said the BOD's Legislative Committee and the Superintendent met with the Lane County Tax Assessor's Office multiple times to discuss HB 3518. They believe it fits their legislative priority of increasing funds. She introduced Lane County Tax Assessor Mary Vuksich-Shafer, who answered questions from the BOD.

Ms. Munro asked how the Tax Assessor's Office is funded other than proposed HB 3518.

Ms. Vuksich-Shafer responded that statewide assessment and taxation administrative tasks are funded by the County General Fund, CAFFA, and (to a much lesser extent) application fees.

Vice Chair Di Liberto asked Ms. Vuksich-Shafer about major criticisms regarding HB 3518.

Ms. Vuksich-Shafer responded that some feedback has indicated fear of overtaxing low-income residents. She said that once educated on the Oregon property tax system and history, people learn the system is not administered uniformly or fairly. She said their office takes financial considerations seriously and is judicious with how they administer services. She provided further context about how property taxes and new construction is calculated and added to the tax roll.

Chair Jonak shared concerns about high property taxes affecting housing affordability, and the potential impact on the willingness of taxpayers to support levies and bonds. She

also recommended an educational component ensuring that HB 3518 does not disincentivize people from taking out building permits.

Ms. Vuksich-Shafer assured Chair Jonak that their office provides outreach and education. She said they provide programs for special groups including veterans, seniors, low-income, and disabled residents.

In closing, Ms. Vuksich-Shafer mentioned that all five County Commissioners, City of Eugene, City of Springfield, and Springfield School District 19 are in support of HB 3518.

Ms. Munro asked for clarification about the form of support they are seeking.

Ms. Newman responded that the BOD would write a letter of support for HB 3518 to be provided at the next legislative hearing.

Chair Jonak asked if the Oregon School Board Association (OSBA) and the Coalition of School Administrators (COSA) support HB 3518.

Ms. Vuksich-Shafer responded that they are optimistic they will gain their support, and Ms. Newman added more information for context.

Ms. Vuksich-Shafer claimed that school district budgets will be unaffected in 2025-2026 and most districts will see a positive revenue return in 2026-2027.

Chair Jonak said she would be more inclined to support HB 3518 if OSBA and COSA supported the bill.

Ms. Munro expressed her general support for HB 3518.

Ms. Rabasa said that she is committed to not opposing House Bill 3518.

Ms. Newman briefly summarized BOD feedback:

1. OSBA/COSA neutral or supportive
2. Programs and options for low-income residents
3. Commitment to education and outreach

IX. ITEMS FOR ACTION

1. CONSIDER SELECTION OF A NAME FOR THE CHINESE IMMERSION SCHOOL

Ms. Thessen recommended selecting Hé Lín (Harmony Grove) as the permanent name for the Chinese Immersion School. She provided background information related to the school name selection process and received comments from individual Board members.

MOTION: Ms. Thessen moved to approve the name Hé Lín (Harmony Grove) for the Chinese Immersion School. Seconded by Vice Chair Di

Liberto. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

2. MERGER OF LOOKING GLASS LONGTERM CARE AND TREATMENT PROGRAMS

Student Services Administrator Della Thomas and Director of Student Services Seth Pfaefflin recommended the merger of Looking Glass Longterm Care and Treatment Programs. They provided relevant information, namely that according to Oregon statute, 4J is responsible for educating students temporarily attending Looking Glass day or residential treatment programs located within district boundaries.

MOTION: Ms. Munro moved to approve the merger of Looking Glass Longterm Care and Treatment Program. Seconded by Mr. Hamilton. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

3. APPROVE RESOLUTION 2025-26 MAKING APPROPRIATIONS FROM THE ACCEPTANCE OF GRANT FUNDS

Director of Finance Matt Brown recommended Approving Resolution 2025-26 Making Appropriations from the Acceptance of Grant Funds. He provided relevant background information related to the action item.

MOTION: Ms. Munro moved to approve Resolution 2025-26 Making Appropriations from the Acceptance of Grant Funds. Seconded by Ms. Newman. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

4. PROPOSED BOARD MEETING CALENDAR FOR THE 2025-26 SCHOOL YEAR

Chair Jonak recommended approving the Proposed Board Meeting Calendar for the 2025-26 School Year.

MOTION: Vice Chair Di Liberto moved to approve the Proposed Board Meeting Calendar for the 2025-26 School Year. Seconded by Ms. Rabasa. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

5. APPROVE THE PROCESS MODEL THAT WILL BE USED TO ELECT THE CHAIR AND VICE CHAIR AND ORGANIZE THE BOARD OF DIRECTORS FOR THE 2025-26 SCHOOL YEAR

Chair Jonak recommended approving the process model that will be used to elect the Chair and Vice Chair and organize the BOD for the 2025-26 school year. She invited Board members to express their interest in serving in a leadership position. She added that they will also have an opportunity to do so at their July meeting.

Ms. Thessen expressed her interest in either (Chair or Vice Chair) leadership position.

Ms. Munro expressed her interest in either (Chair or Vice Chair) leadership position and emphasized her deep hope of continuing the practice of Vice Chair being open to serving as Chair.

The BOD discussed the process model for the selection of leadership positions. There was the most support for a ballot vote model.

MOTION: Ms. Thessen moved to approve the ballot vote model for Board of Directors leadership elections. Seconded by Ms. Rabasa. **The motion passed, 6:1:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Munro, and Mr. Hamilton all voting in favor; Ms. Newman voting against.**

6. EXPLORE THE CONCEPT OF A SUPERINTENDENT TRANSITION COMMITTEE OR GROUP

Ms. Rabasa reported on the concept of a Superintendent Transition Committee. She said incoming superintendent Miriam Miralles Mickelson is in favor of forming the committee and is currently working with staff. No action is needed at this time.

7. APPROVE REVISIONS TO BOARD POLICY IIA – INSTRUCTIONAL MATERIALS SELECTION (SECOND READ)

Assistant Superintendent of Instruction and Access Larry Williams and MTSS Specialist Erin Gaston recommended approving revisions to Board Policy IIA – Instructional Materials Selection. They provided relevant background information related to the action item.

MOTION: Vice Chair Di Liberto moved to approve revisions to Board Policy IIA – Instructional Materials Selection. Seconded by Ms. Munro. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

8. SET STUDENT TRANSFER LIMITS AS PER POLICY JECB (SECOND READ)

Chief of Staff Carmen Xiomara Urbina recommended approval of setting student transfer limits as per policy JECB. She provided relevant background information related to the action item.

MOTION: Vice Chair Di Liberto moved to set student transfer limits as per policy JECB. Seconded by Ms. Newman. **The motion passed unanimously, 7:0:0; Chair Jonak, Vice Chair Di Liberto, Ms. Rabasa, Ms. Thessen, Ms. Newman, Ms. Munro, and Mr. Hamilton all voting in favor.**

X. ITEMS FOR ACTION AT A FUTURE MEETING

There were none.

XI. COMMENTS BY INDIVIDUAL BOARD MEMBERS

Ms. Newman thanked 4J students and organizers of the annual PRIDE Festival.

Ms. Thessen congratulated all graduating students, including those who obtained GEDs.

Vice Chair Di Liberto congratulated all graduating students.

Ms. Munro recognized the service of Student Representatives.

Ms. Rabasa echoed the sentiments and apologized to students who are not graduating this year. She reaffirmed her commitment to supporting all students.

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

There were none.

XIII. ADJOURNMENT

Chair Jonak adjourned the regular meeting at 8:34 p.m.

**MINUTES OF SPECIAL BOARD MEETING
SCHOOL DISTRICT 4J, LANE COUNTY, OREGON**

Date: June 10, 2025

The Board of Directors (BOD) of School District No. 4J, Lane County, Eugene, Oregon, held a virtual special board meeting at 5:30 p.m. via live-stream and broadcast on KRVM. Notice of the meeting was emailed to the media and posted on the 4J website on June 6, 2024.

ROLL CALL

BOARD MEMBERS PRESENT:

Chair Jonak
Vice Chair Di Liberto
Judy Newman
Ericka Thessen
Maya Rabasa
Morgan Munro
Rick Hamilton

STAFF:

Carmen Xiomara Urbina, Chief of Staff
Brooke Wagner, Assistant Superintendent for Administrative Services
Debbie McKim, Executive Assistant to the Superintendent/Board Secretary

OTHER GUESTS:

None

EMPLOYEE ASSOCIATIONS:

None

MEDIA:

KRVM

I. CALL SPECIAL BOARD MEETING TO ORDER, ROLL CALL

Chair Jonak called the special meeting to order at 5:31 p.m.

II. AGENDA APPROVAL

There were no changes to the agenda.

III. CONSENT GROUP – ITEMS FOR ACTION

1. APPROVE MEMORANDUM OF AGREEMENT WITH EEA (EUGENE EDUCATION ASSOCIATION) RELATING TO ARTICLE 5—ATHLETICS AND EXTRA DUTY COMPENSATION

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

IV. ITEMS FOR INFORMATION

None

V. ITEMS FOR ACTION

None

VI. ITEMS FOR ACTION AT A FUTURE MEETING

None

VII. ADJOURN

Chair Jonak adjourned the special board meeting at 5:32 p.m.

DRAFT



ITEM FOR ACTION — CONSENT AGENDA

Date of Meeting

July 9, 2024

Title

Approve Delegation of Purchasing & Signing Authority

Presenter

Matt Brown, Finance Director

Description

DELEGATION OF PURCHASING & SIGNING AUTHORITY:

This document is managed through Financial Services and is approved by the school board each fiscal year.

- All purchases & contracts \$250,000 or above must be approved by the School Board before starting.
- All contracts must be reviewed/signed by Financial Services initially.
 - Financial Services will send electronic signature requests to authorized signers for finalization.
- The Superintendent delegates purchasing authority to the Payroll Supervisor, Director and Associate Director of Financial Services for payments/certifications required by laws or regulations and payments required by contracts pre-approved pursuant to board policy outside of the approvals identified below.

TITLE	CLERK DESIGNATION	PURCHASE AUTHORITY	PURCHASE AUTHORITY WITH BOARD APPROVAL	SIGNING AUTHORITY
Superintendent	Clerk	50,001 - 250,000	250,001 or above	50,001 - 250,000
Chief Operations Officer	Deputy Clerk	50,001 - 250,000	250,001 or above	50,001 - 250,000
Director of Finance	Deputy Clerk	50,001 - 250,000	250,001 or above	50,001 - 250,000
Director of Facilities	Deputy Clerk	50,001 - 250,000	250,001 or above	50,001 - 250,000

Assistant Superintendent		50,001 - 250,000	250,001 or above	50,001 - 250,000
Chief of Staff		50,001 - 250,000	250,001 or above	50,001 - 250,000

TITLE	PURCHASE AUTHORITY	SIGNING AUTHORITY
Director of Technology	50,000	50,000
Director of Transportation	50,000	50,000
Director of Nutrition Services	50,000	50,000
Director of Human Resources	50,000	50,000
Director of Elementary Education	50,000	None
Director of Elementary Schools	50,000	None
Director of Middle Schools	50,000	None
Director of High Schools	50,000	None
Director of Student Services	50,000	None
Director of Student Support Programs	50,000	None
Capital Improvement Program Manager	10,000	10,000
Facilities and Maintenance Manager	10,000	10,000
Facilities Supervisor	10,000	10,000
Custodial Manager	10,000	10,000
KRVM Operations Manager	10,000	10,000
Nutrition Manager	10,000	None
Principals	10,000	None
Purchasing Analyst	0	5,000

Recommendation

The superintendent recommends the Board approve Delegation of Purchasing & Signing Authority



ITEM FOR ACTION — CONSENT AGENDA

Date of Meeting

July 9, 2024

Title

Approve Resolution 2025-26-02, Designation of Auditor, District Clerks, Custodian of Funds, Budget Officer, Investment Depositories, Local Public Contract Review Board

Presenter

Matt Brown, Finance Director

Description

During this organizational meeting, per Oregon School Board Association's (OSBA) July Checklist, school boards must conduct an organizational meeting no later than the next regular meeting following July 1 to begin each new fiscal year. In election years, that meeting must occur no later than the last day of July. In keeping with OSBA's recommended items, this resolution designates the following:

- Financial Auditor (ORS 328.465, 327.137, 297.405)
- District Clerks (ORS 332.515)
- Custodian of Funds who will sign checks (ORS 328.441, 328.445)
- Budget Officer, who shall prepare or supervise the preparation of the budget document under the direction of the executive officer. (ORS 294.331)
- Banking depository(ies) for school funds. (ORS 328.441, 294.805- 294.895)
- Local Public Contract Review Board and rules. (ORS 279A.060)

Recommendation

The Superintendent recommends approval of Resolution 202407031



**RESOLUTION 2025-26-02
DESIGNATION OF DISTRICT OFFICERS, CLERKS,
AGENDS, AND DEPOSITORIES OF FUNDS**

AUDITOR

BE IT RESOLVED, that Clear Trails CPAs, are hereby designated to serve as Auditors for the Eugene 4J School District for the fiscal year 2025/26.

DISTRICT CLERKS

WHEREAS, Miriam Mickelson, Superintendent of Eugene 4J School District, is designated by law as Clerk/Chief Administrative Officer of said District for the 2025/26 school year.

WHEREAS, it is advisable for additional staff members to be designated as Deputy Clerk.

BE IT RESOLVED, that the Chief Operations Officer, Director of Finance, and Director of Facilities positions shall also be appointed Deputy Clerks for the 2025/26 fiscal year.

CUSTODIAN OF FUNDS

BE IT RESOLVED, the Eugene 4J School District designates Superintendent Miriam Mickelson as authorized signer on checks.

BUDGET OFFICER

BE IT RESOLVED, that Matt Brown is hereby designated to serve as Budget Officer of the Eugene 4J School District for the fiscal year 2025/26.

INVESTMENT DEPOSITORIES

WHEREAS, Eugene 4J School District has statutory authority for investment of funds,

BE IT RESOLVED, that the following depositories are hereby approved as official depositories of Eugene 4J School District during the 2025/26 fiscal year:

Institution

Umpqua Bank

Piper Jaffray

Oregon State Local Government Investment Pool

Zions Bank

Government Portfolio Advisors

Wells Fargo

Commerce Bank

JP Morgan

DESIGNATION OF LOCAL PUBLIC CONTRACT REVIEW BOARD

Be it resolved that the governing body of Eugene 4J School District, the Board of Directors, be designated as the Local Public Contract Review Board for 2025/26.

SIGNING OF AGREEMENTS

BE IT RESOLVED, that the Clerk, Deputy Clerks, Assistant Superintendent, and Chief of Staff be authorized to sign contracts, conveyances or other documents on behalf of the District, within the requirements of law and District policies up to \$250,000.

BE IT RESOLVED, that positions of Directors of Technology, Transportation, Nutrition Services, and Human Resources be authorized to sign contracts, conveyances or other documents on behalf of the District, within the requirements of law and District policies up to \$50,000.

BE IT RESOLVED, that positions of Capital Improvement Program Manager, Facilities and Maintenance Manager, Facilities Supervisor, Custodial Manager, and KRVM Operations Manager be authorized to sign contracts, conveyances or other documents on behalf of the District, within the requirements of law and District policies up to \$10,000.

BE IT RESOLVED, that the position of Purchasing Analyst Clerks be authorized to sign contracts, conveyances or other documents on behalf of the District, within the requirements of law and District policies up to \$5,000.

Adopted by the Board of Directors on this 3rd day of July, 2024.

Board Chair

Date

Miriam Mickelson, Superintendent

Date



ITEM FOR ACTION – CONSENT AGENDA

Date of Meeting

July 9, 2025

Title

Set Tuition Rates for the 2025-26 School Year

Presenter

Kat Lange, Assistant Superintendent for Student Support Services and Well-Being

Background

Each year a few non-resident students pay tuition to attend our schools, and other districts contract with us to provide services to their students with special needs. This tuition is charged when the non-resident student does not fall within the parameters under which the District receives state reimbursement through the State School Fund. The Board sets tuition rates for students in kindergarten, elementary school, middle school, high school and special education. We propose the following rates for 2024-25:

Rates for General Education Students

Grades K-12 \$12,967 or \$1,441 per month (nine months)

General education tuition rates are analyzed in conjunction with the state per child calculation. These rates represent an average increase of approximately 12.12% over 2024-25 rates for all grades. This increase is higher than average owing to the anticipated increase in the funds available to the State School Fund.

Rates for Students with Special Needs

Elementary, Middle and High School Sped Class
\$19,772 plus the cost of related services

Elementary, Middle and High School Life Skills & Comprehensive Programs
\$32,012 plus the cost of related services

Special education tuition rates are calculated using 2025-26 projected caseloads, staffing allocations, average salaries, and the December special education census. These rates represent an increase of 24.8% from the 2024-25 learning center rate and a 22.2% increase for the life skills and comprehensive learning center rate.

Options and Alternatives

The Board may approve the proposed tuition rates, amend the rates, or decline to approve one or more of these rates. Without Board approved tuition rates, the District would be challenged to negotiate fair, consistent contracts with other districts when providing services to special needs students. The lack of general education rates would also impact the process of accepting non-resident students, most notably international students coming to study here.

Budget/Resource Implications

Pre-approved out-of-district students are allowed to transfer without tuition charges. During the

2025-26 school year, the District anticipates revenue for general education tuition for up to 6 international students and revenue for up to 15 special needs non-resident students as capacity is available.

Recommendation

The superintendent recommends approval of the tuition rates as proposed.



ITEM FOR ACTION – CONSENT AGENDA

Date of Meeting

July 9, 2025

Title

Approval of Private Alternative Education Options Contracts

Presenter

Katherine Lange, Assistant Superintendent for Student Support Services and Well-Being

Background

Annually, the board is required to review and approve private alternative education providers. Oregon Department of Education (ODE) Oregon Law defines Alternative Education as a school or separate class group designed to best serve students' educational needs and interests and assist students in achieving the academic standards of the school district and the state (ORS 336.615). All private alternative education schools and programs must be registered with the Oregon Department of Education (ODE) before a school district may contract with or distribute public funds to the program. Students are placed in programs that best meet their educational needs. These contracts are exempt from competitive procurement because the district contracts with all ODE authorized providers in our region.

Recommended for private alternative education services are contracts with Wellsprings Friends School and programs through Looking Glass Community Services, including Center Point School, Looking Glass Academy, New Roads School, and Riverfront School and Career Center.

In approving alternative education programs, the board is required to evaluate each program before awarding a contract. Lane County school districts have agreed to share evaluations of alternative education programs to reduce redundancy and increase efficiency. Each program recommended was evaluated and approved in 2019-20, however, evaluations for 2020-21 were waived by ODE due to the COVID-19 pandemic. Due to logistical issues such as distance learning, hybrid instruction, visitor restrictions and other COVID-19 mitigations strategies, only two evaluations were completed in 2020-21. Although not formally evaluated, the district's experience of services provided prior to this year have been compliant with expectations and requirements.

Options and Alternatives

The District has an established assessment and referral process to place students appropriately into alternative education programs when space is available. Should the board not approve these awards, options for these students would be severely restricted. It is considered to be cost prohibitive for the District to create specialized programs for such small groups of students.

Budget/Resource Implications:

Center Point School: Payment is the cost of \$390.33 per pupil, per day.

Looking Glass Community Riverfront School and Career Center: Payment is the actual per pupil cost of the provider's program or an amount equal to 80% of the District's estimated current year average per pupil net operating expenditure as defined in OAR 581-023-0041, whichever is

less, under ORS 336.635. Eighty percent of the net operating expenditure for 2025-2026 is estimated to be \$10,374 per ADM (80% of \$12,967), the District's estimated net operating expenditure).

For special education students approved for weighted ADM (ADMw), providers are paid at the district's estimated current year average per pupil net operating expenditure. One hundred twenty percent of the net operating expenditure for 2023-2024 is estimated to be \$15,560 (120% of \$12,967, the District's estimated net operating expenditure).

Looking Glass New Roads: Payment is the actual per pupil cost of the provider's program or an amount equal to 85% of the District's estimated current year average per pupil net operating expenditure as defined in OAR 581-023-0041, whichever is less, under ORS 336.635. Eighty-five percent of the net operating expenditure for 2023-2024 is estimated to be \$11,022 per ADM (80% of \$12,967, the District's estimated net operating expenditure).

For special education students approved for weighted ADM (ADMw), providers are paid at the district's estimated current year average per pupil net operating expenditure. One hundred twenty percent of the net operating expenditure for 2023-2024 is estimated to be \$15,560 (120% of \$12,967, the District's estimated net operating expenditure).

Looking Glass Academy (Formerly Looking Glass Pathways and Parole Revocation Diversion, River Road Regional Crisis Center and Stepping Stone Programs): Payment is the total sum of \$696,617 (Eugene 4J is reimbursed by ODE for Looking Glass Academy costs)

Looking Glass Community Services: Payment is the total sum of \$36,785 for the term of the agreement. This is the preliminary Title I-D funding amount but may change slightly with the final ODE allocation.

Board and Superintendent Goals

Private alternative education programs meet the District's goal to increase achievement for all students and close the achievement gap. Contracting for specialized services efficiently expends district resources, which responds to the board goal of providing prudent stewardship of district resources to best support student success, educational equity and choice.

Recommendation

The superintendent recommends awarding contracts for private alternative education services to the following programs: Wellsprings Friends School and programs through Looking Glass Community Services, including Center Point School, Looking Glass Academy, New Roads School, and Riverfront School and Career Center.



ITEM FOR ACTION

Date:

July 9, 2025

Title:

Elect the Chair and Vice Chair and organize the Board of Directors for the 2025-26 School Year

Presenter:

Jenny Jonak, Board Chair

Background:

The Board is required by Policies [BD/BDA – Board Meetings](#) and [BCB – Officers of the Board](#), and as provided in [ORS 332.040](#), to hold an annual organizational meeting, no later than the next regular meeting following July 1, to elect board officers for the coming year.

In Board election years (odd numbered years), the first meeting will be held no earlier than July 1 and no later than July 31.

Process:

At their June 4, 2025 meeting, the Board reviewed the attached memo entitled “Models for Electing Board Officers – Summary of Options and Considerations.” This memo summarized the models proposed by the Board and outlined how the Board might approach officer elections.

The Board has selected **Ballot Vote Model**. Board members submit their votes using ballots that list all candidates. The Board Secretary tallies the results. Both the ballots and the votes must be publicly disclosed and cannot be kept confidential.

At this meeting, the Board will take the following action:

a. **Elect Board Officers**

- (1) Chair: The Board of Directors should elect the chair for the fiscal year ending June 30, 2026.
- (2) Vice-Chair: The Board of Directors should then elect the vice chair for the fiscal year ending June 30, 2026.

b. **Authorize the Chair and Vice Chair to Sign for the District During the 2025-26 Fiscal Year**

Duties of the Board Chair:

The Board Chair will work with the superintendent (clerk) to establish the agenda for regular Board meetings, preside at meetings, represent the Board and the district at official functions, and shall appoint all committees, unless otherwise ordered by the Board.

The Chair (and the clerk) shall execute in the name of the Board and on its behalf all legal documents authorized by the Board including, but not limited to, signing the minutes, conveyances, releases, reports, contracts and statements, except as provided by the Board or by law.

The Chair has the same responsibility to participate in discussing issues and voting on motions as other members of the Board. No member shall serve as Chair for more than four years in succession.

Duties of the Vice Chair: The Vice Chair shall perform the duties of the Chair whenever the Chair is absent or unable to perform the duties of their office.

The Vice Chair shall perform other functions as designated by the Board or the Chair.

Recommendation:

The superintendent recommends the Board approve Resolution 2025-26-03 authorizing the board officers to sign for the district during the 2025-26 fiscal year. A copy of the resolution is included in the board packet.



MEMORANDUM

To: Eugene School District 4J Board of Directors
From: Carmen Xiomara Urbina, Chief of Staff
Date: June 4, 2025
Subject: Models for Electing Board Officers – Summary of Options and Considerations Introduction

For Board Consideration:

As we approach the annual reorganization of the Board, there has been thoughtful discussion about how to best structure the process of electing Board officers. The selection of leadership is an important opportunity to reflect our shared values of transparency, equity, shared responsibility, and inclusive governance.

At our last meeting, several models were proposed for how the Board might approach officer elections moving forward. Each option presents its own strengths and offers different ways to ensure that leadership roles are filled in a manner that supports collaboration and continuity. The purpose of this memo is to summarize those models, highlight the benefits of each approach, and offer considerations for your continued discussion and decision-making.

There will be opportunity for Board Directors to express interest in leadership positions at this meeting, on June 4, 2025.

Summary of Proposed Officer Election Models

1. Rotation Model

Description: Officer roles rotate among Board members on a set schedule. Members may opt out of serving.

Benefits:

- Encourages shared leadership and equitable access to officer roles.
- Reduces politicization and fosters leadership development across the Board.
- Simple and predictable process that builds collective capacity over time.

Considerations:

- Timing may not always align with individual readiness or board needs.
- Opt-outs may affect continuity and require flexibility in implementation.
- Board members opting out may feel pressure, awkwardness or an invasion of privacy in having to justify the opt-out.

- Support structures (e.g., mentoring) may enhance success for those stepping into new roles.

2. Randomized Draw Model

Description: Officer roles are selected by drawing names from a pool of willing Board members (with the ability to opt out).

Benefits:

- Impartial, equitable, and efficient process.
- Minimizes political pressure or competition.
- Creates a level playing field and promotes broader participation.

Considerations:

- Outcomes may not always align with leadership skillsets or board context.
- Additional support or guidance may be helpful for new officers.
- Clear communication can help build understanding and trust in the process.

3. Ballot Vote Model

Description: Board members submit their votes using ballots that list all candidates. The Board Secretary tallies the results. Both the ballots and the votes must be publicly disclosed and cannot be kept confidential.

Benefits:

- Allows thoughtful decision-making by each member.
- Familiar and transparent process used in other selection contexts.
- Encourages expression of support for interested leaders without group pressure.

Considerations:

- Requires clear criteria and communication to support informed voting.
- May necessitate multiple rounds in the case of close results.
- Reinforcing appreciation for all candidates helps maintain unity.

4. Formal Motion & Roll Call Vote Model

Description: Board members nominate candidates and vote via roll call or show of hands until a majority is reached.

Benefits:

- Transparent and democratic process aligned with traditional public governance norms.
- Supports discussion and open acknowledgment of each candidate's strengths.
- Fosters collective decision-making in real time.

Considerations:

- Public voting may introduce pressure; clear norms help uphold a respectful tone.
- Process may take longer with multiple nominations.

- Skilled facilitation can help ensure inclusivity and focus during the vote.

5. Board Directors are provided with the opportunity to express their interest in serving on leadership positions in advance.

Description: Board members voice their own interest in serving in leadership positions, in advance of the meeting that a vote will be held on. For the upcoming 2025-26 school year, the meeting prior to the July Board Organizational meeting is at the Regular Board Meeting on June 4, 2025. There will be opportunity at this meeting for individual Board Directors to voice their interest in Board Leadership positions.

Benefits:

- Transparent and provides opportunity to come forward and express interest in leadership positions.
- Supports discussion and open acknowledgment of each candidate's strengths.
- Board Directors do not need to rely on another Director nominating them, but can use their own voice to express their interest in Board Leadership.

Considerations:

- The method of voting will need to be determined by the Board of Directors, likely either option #3 or #4, above.

Closing

Each of these models provides a different pathway for approaching Board leadership, and all reflect valid and thoughtful approaches to governance. As you consider the right structure for our Board, we invite continued conversation to determine which method best aligns with your values, needs, and vision for leadership.

Please let me know if you need further information.

With appreciation,
Carmen Xiomara Urbina
Chief of Staff



RESOLUTION 2025-26-03
AUTHORIZING CHAIR AND VICE CHAIR TO SIGN
AS LEGALLY ELECTED AND QUALIFIED OFFICERS

WHEREAS, _____ is the legally elected and qualified Chair of the Board of Directors of School District No. 4J, Lane County, Oregon, and

WHEREAS, _____ is the legally elected and qualified Vice Chair to serve in the event of the absence or inability to serve as Chair, now, therefore,

BE IT RESOLVED, that _____ is hereby authorized to sign as Chair, and in the event of the absence or inability to serve, the said _____ as Vice Chair is authorized to sign on the behalf of the District until such time as this authority is rescinded by action of the Board of Directors of the District or until their successors are duly elected and qualified.

DATED this 9th day of July, 2025

Clerk

Board Chair

JavaScript isn't enabled in your browser, so this file can't be opened. Enable and reload.

Final Vote Tally - Board Chair and Vice Chair Votes - July 9, 2025
Final Vote Tally - Board Chair and Vice Chair Votes - July 9, 2025
.xlsx

Share



File
Edit
View
Insert
Format
Data
Tools
Help

\$
%

123

Arial

>

Vice Chair



Convert to table

Main sheet

Round 1 - Chair

Round 2 - Chair

Round 3 - Chair

Round 4 - Chair



Round 1 - Vice Chair

Round 2 - Vice Chair

Round 3 - Vice Chair

Round 4 - Vice Chair

[Turn on screen reader support](#)

To enable screen reader support, press +Option+Z To learn about keyboard shortcuts, press slash

Print settings
Total: 1 page
Next
Cancel

Print
Current sheet
Paper size
Letter (8.5" x 11")

Page orientation

Landscape
Portrait
Scale
Fit to width
Margins
Normal
Set custom page breaks
Formatting
Headers & footers





ITEM FOR ACTION

Date:

July 9, 2025

Title:

Approve designating a board member as the contact person for media inquiries regarding federal litigation.

Presenter:

Jenny Jonak, Board Chair

Background:

To help the Eugene School District 4J Board of Directors function as effectively as possible in service to their community, the board has established agreements/norms that provide guidelines, shared understandings, and expectations of how they will work with each other, district staff and the community.

The board recognizes the role of the chair to speak for and about the board to the press and public groups.

The board may consider identifying a board member to act as the contact person, on behalf of the board, regarding media inquiries related to federal litigation.