

**GOVERNING BOARD  
OF THE  
LUCERNE ELEMENTARY SCHOOL DISTRICT**

Minutes of the Regular Board Meeting  
Wednesday, January 11, 2017  
5:30 p.m. Regular Session  
Room C-8

**Call to Order** – Dawn McAuley called the meeting to order at 5:30 p.m. Those present included Bruce Higgins, Dawn McAuley, Stacia Fetzer and Mike Brown. Quorum established.

**Closed Session** - No closed session

**Reconvene to Regular Session**

**Pledge of Allegiance** – Bruce Higgins led the Pledge of Allegiance.

**Introduction of Guests** – Lisa Cockerton, Megan Grant

**Approval of Agenda**

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve the regular agenda as presented.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

**Public Hearing Session** – Megan Grant thanked the Board for providing desserts at the staff Christmas party.

**Announcements, Correspondence, & Reports**

**2016 Winter Program** – Megan Grant reported the evening went well despite some minor lighting issues. The performances were nice and very well attended. The Booster Club held a 50/50 raffle during the performance. Megan commented all the classes did a great job.

**Williams Uniform Complaints Quarterly Report** – Mike Brown reported on the Williams quarterly complaints report for the 2<sup>nd</sup> quarter, October 1 through December 31, 2016. No complaints were received this quarter.

**First Attendance Reporting Period – P1 Report** – Lisa Cockerton reported on the first attendance reporting period for the 2016/2017 school year. P1 is an attendance report that covers the first four months of the school year. The P1 ADA is 247.21

**Parent and Student Stakeholder Input Surveys** – Megan Grant reported on the parent and student stakeholder input surveys. A student climate survey and parent input survey are given annually to gain stakeholder feedback for the LCAP. The surveys were given through Survey Monkey. Students in grades K-3 were given the survey by Leadership students using the iPads. Students in grades 4-8 took the survey on laptops or the computer lab. The responses by students were they felt positive about the school, school is a safe place, the staff is respectful towards students and that a high academic standard is expected.

Parent surveys were sent as a link on a text message at the winter program. We have received 25 surveys from parents. Decreasing class sizes and increasing aide time were responses by parents on how they felt we could better meet the needs of students. Some positive responses on existing programs were homework room, reading intervention and Lexia. Some suggestions by parents were to improve the parking lot and the playgrounds.

Technology Update – Mike Brown reported on the current use of technology. Wayne Martin has completed installing the new secure browser on the laptops and the computer lab for the 2016/2017 CAASPP testing year. Students in the 3<sup>rd</sup> – 8<sup>th</sup> grades will begin taking the interim practice assessments on Thursday.

AVID Update – Megan Grant reported on the AVID program. While students are taking the interim CAASPP assessments, teachers will use the time to complete their AVID assessments. Tracy Grove, our AVID program manager, was on campus for a review of the program and performing classroom walkthroughs. Tracy gave good feedback and suggestions for helping us in continuing to implement the AVID strategies.

**Discussion & Action**

Resolution #7 2016/2017; Regarding Accounting of Developer Fees for 2015/2016 Fiscal Year

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve Resolution #7 2016/2017; Regarding Accounting of Developer Fees for 2015/2016 Fiscal Year.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Certification of Corrective Action – Lisa Cockerton reported on the certification of corrective action and resolution of findings.

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve the certification of corrective action.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Foster Grandparent Program – Foster grandparents are volunteers from the local community that are assigned to a school and serve several hours per week reading with students. The contribution from the district will be \$35 a month.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the MOU between North Coast Opportunities Foster Grandparent Program and Lucerne Elementary School.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

New Board Policy Updates - The Board held a first reading to discuss and consider approval of the following board policies;

*BP3470 Debt Issuance and Management*

New Board Policy Updates - The Board held a second reading to discuss and consider approval of the following board policies;

*AR4117.7 Employment Status Reports*

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve the new board policy updates.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

**Consent Agenda**

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve the Consent Agenda.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

**Superintendent's Report**

- The girls' basketball season ended early due to a lack of players.
- Pat Iaccino will be retiring from the Upper Lake Unified School District at the end of the 2016/2017 school year.
- A new teaching position in the upper grades will be opened for the 2017/2018 school year due to large class sizes.
- Jenna Rogers held a training on student engagement in the classroom. Several teachers participated in the training.

**Board Member's Comments**

- Stacia Fetzer – Stacia thanked Megan Grant and Lisa Cockerton for their reports.
- Bruce Higgins – Bruce thanked Megan Grant and Lisa Cockerton for their reports. He thanked the staff for all their hard work.
- Dawn McAuley – Dawn wished the staff and students a happy new year.

**Adjournment** – The meeting was adjourned at 6:25 p.m.

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Mike Brown, Secretary of the Board