

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

Minutes of the Regular Board Meeting  
Wednesday, January 15, 2020  
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

**Pledge of Allegiance** – Stacia Fetzer led the Pledge of Allegiance.

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

**Approval of Agenda**

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

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

**Public Hearing Session** – No comments

**Announcements, Correspondence, & Reports**

**Summary Overview of \$2.92 Million Bond Sale (Series2019A) by CFW** – John Greenlee from CFW presented a bond issuance summary to the board. He reported in December 2019 the District sold the first series of bonds in the amount of \$2,920,000 for facilities improvements. There is approximately \$1.1 million remaining in the Measure “A” authorization. He reported a summary of the bond issuance timeline and summary of the bond sale costs, terms and repayment ratio. John reported the breakdown of cost of issuance (COI) expenses totaling \$222,763.

**2019 Winter Program** – Mike Brown reported the performances were nice and very well attended. The Booster Club Held a raffle for attendees.

**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, 2019. No complaints were received this quarter

**2018/2019 Physical Education Testing Results** – Mike Brown reported the results of the 5<sup>th</sup> and 7<sup>th</sup> grade physical education testing.

**AVID Update** – Megan Grant reported we received our AVID certification. The AVID showcase is scheduled for March 9, 2020.

**Discussion & Action**

2018/2019 Annual Financial Audit Report – Lisa Cockerton reported an overview to the Board for consideration of approval of the 2018/2019 annual financial audit report. She reported the audit revealed one finding regarding CEA classroom expense in teacher salaries.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2018/2019 annual financial audit report.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Certification of Corrective Action – Lisa Cockerton reported the certification of corrective action is an acknowledgment of the audit findings and a plan of action to correct it. The audit revealed one finding regarding CEA classroom expense in teacher salaries. A waiver has been filed.

**MOTION:** Stacia Fetzer 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

Request for Allowance of Attendance Due to Emergency Conditions

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve the request for allowance of attendance due to emergency conditions.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

2018/2019 School Accountability Report Card

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2018/2019 school accountability report card.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Resolution #11 2019/2020; Establishing a Citizens’ Bond Oversight Committee and Approving Form of Bylaws – The bond oversight committee will consist of 7 community members and meet at least once per year. They will serve a four year term and give an annual report to the public and the board of how the bond money is being spent.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve Resolution #11 2019/2020; establishing a citizens’ bond oversight committee and approving form of bylaws.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Out of County Leadership Field Trip – The leadership class will attend an out of county field trip to Mendocino College in Ukiah to see a ‘Midsummer Night’s Dream’.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve an out of county field trip.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Out of County Field Trip – Mrs. Jacobson’s class will take an out of county field trip to the Coyote Valley Satellite Facility in Ukiah. Mrs. Jacobson will be raising steelhead in her classroom to reinforce learning of the field trip.

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve an out of county field trip.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #12 2019/2020; Hiring of 3.5 Instructional Aide Position (Sperber)

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve personnel order #12 2019/2020; hiring of 3.5 instructional aide position (Sperber).

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #13 2019/2020; Change in Playground/Noon Duty Aide Hours Per Day (Sperber)

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve personnel order #13 2019/2020; change in playground/noon duty aide hours per day (Sperber).

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

### **Consent Agenda**

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve the Consent Agenda.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

### **Superintendent’s Report**

- Boys’ basketball has enough boys to have both an A and B team.
- Mike thanked John Greenlee for his presentation and report.
- Mike thanked Calwater for their generous donation.
- We will be attending two job fairs looking to fill a teacher opening.
- Demolition and construction will be starting as early as spring break.
- A new LCAP template is available and we are ready to begin writing.

**Board Member's Comments**

- Stacia Fetzer – Stacia thanked the guests for attending the meeting and wished everyone a Happy New Year.
- Bruce Higgins – Bruce thanked the guests for attending and John Greenlee for his presentation..
- Dawn McAuley – Dawn thanked John Greenlee for his presentation. She congratulated Lucerne Elementary and Megan on receiving AVID certification. Dawn wished everyone a Happy New year.

**Adjournment** – The meeting was adjourned at 6:34p.m.

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Mike Brown, Secretary of the Board