

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

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

Call to Order – Bruce Higgins called the meeting to order at 5:45 p.m. Those present included Bruce Higgins, Stacia Fetzer and Mike Brown. Dawn McAuley was absent.

Closed Session – No closed session

Reconvene to Regular Session

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

Introduction of Guests – Lisa Cockerton, Scott Burkett

Approval of Agenda –

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

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Public Hearing Session – No comments.

Announcements, Correspondence, & Reports

Program Implementation Handbook – Scott Burkett, CFW presented an overview of the “Program Implementation Handbook” for the Facilities Plan and Next Steps. A plan has been prepared for the District to review that integrates recommended facility improvements with financing and sequencing strategy to accommodate these needs. The next steps will be to update Board policy and procedures, establish a master budget and schedule and the procurement of architect and professional services. Scott reported the overview of the handbook, which included the set program scope and overview, program team roles and responsibilities, establishing the decision process, monitoring communications and program implementation and ensuring deliverables meet expectations. Scott reported the funding sources and the breakdown of costs for phase 1 and phase 2 of the master budget. He reported on the project phasing of the master schedule covering the next 90 days.

Fall Carnival – Mike Brown presented a report submitted by Dawn McAuley on the fall carnival. Mike reported the fall carnival had over 220 attendees. The fall carnival is a great community event and many compliments were received by attendees. A very special thank you is given to Mary Zethmayr for her work on the photo backdrop. The Booster Club will use and enjoy it for many years to come.

Attendance Report – Mike Brown gave a first quarter attendance report. The average attendance for the first quarter is very high at 95.07%. The current enrollment is 263. Megan Grant has been working with chronically absent students to help increase attendance.

Technology Update – Mike Brown reported that a new set of chromebooks were purchased to replace damaged, non-working or obsolete laptops for student use.

Discussion & Action

Science Camp – Ron Hale presented a request to the Board for approval of attendance at Science Camp. The district will fund the cost of science camp for the students.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve 6th grade science camp.

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Resolution #6 2017/2018; Board and District Goals

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to table the agenda item until the December 13, 2017 board meeting.

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Personnel Order #11 2017/2018; Resignation of Instructional Aide Position (O’Bryan)

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve personnel order #11 2017/2018; resignation of instructional aide position (O’Bryan)

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Personnel Order #12 2017/2018; Opening of Instructional Aide Position

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve personnel order #12 2017/2018; opening of instructional aide position.

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Thanksgiving Turkey Coin Drive for Fire Victims – The Board discussed and considered approval of a Thanksgiving turkey coin drive for fire victims of the Potter Valley and Redwood Valley fires.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve a Thanksgiving turkey coin drive for fire victims.

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Canned Food Drive for Sulfur Fire Victims – The Board discussed and considered approval of a Leadership canned food drive for Sulfur Fire victims.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve a canned food drive for Sulfur Fire victims.

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer Dawn McAuley

Bruce Higgins

Consent Agenda

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

Ayes 2 Noes 0 Absent 1 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Superintendent's Report

- Mike Brown thanked the Booster Club for hosting the fall carnival.
- Mike thanked Scott Burkett form CFW for his report.
- Mike thanked Megan Grant and Jen Wangberg for coaching girls' volleyball.
- Daniela Santana will coach the girls' B basketball team.

Board Member's Comments

- Stacia Fetzer – Stacia thanked the Booster Club for putting on the fall carnival which she enjoyed very much. Stacia wished Dawn well and hopes she gets well soon. She is very excited to see progress being made on the facilities plan.
- Bruce Higgins – Bruce thanked the guests for attending the board meeting. He wishes Dawn well and hopes she feels better soon.

Adjournment – The meeting was adjourned at 6:35 p.m.

Mike Brown, Secretary of the Board
MB:lmc