

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

Minutes of the Regular Board Meeting
Wednesday, December 11, 2019
5:30 p.m. Regular Session
Room C-8

Call to Order – Dawn McAuley called the meeting to order at 5:29 p.m. Those present included Bruce Higgins, Dawn McAuley, Stacia Fetzer and Mike Brown.

Closed Session - The Board adjourned to Closed Session at 5:30 p.m.

Reconvene to Regular Session - The Board reconvened to Regular Session at 5:45p.m.

Pledge of Allegiance – Mike Brown led the Pledge of Allegiance.

Introduction of Guests – Lisa Cockerton, Megan Grant

Approval of Agenda

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve the agenda as presented.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Discussion & Action

Annual Organizational Meeting - The Board conducted its Annual Organizational Meeting.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to elect *Dawn McAuley* as Board President.

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to elect *Stacia Fetzer* as Board Clerk.

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to designate the Superintendent, *Mike Brown*, as Secretary to the Board.

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to designate *Lisa Cockerton, and alternate, Mike Brown*, as Board representatives to SIGNAL I (workers compensation consortium).

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to designate *Mike Brown, and alternate, Megan Grant*, as Board representatives to SIGNAL II (property & liability consortium).

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to designate *Mike Brown*, as Board representative to SELPA (Special Education Local Plan)

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to appoint *Kristen Muenzer*, staff member, as Representative to Special Education Community Advisory Council Committee for the Lake County SELPA from January 1, 2020 through December 31, 2020.

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to appoint *Melissa Simons*, parent, as Representative to Special Education Community Advisory Council for the Lake County SELPA.

Ayes 3 Noes 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to establish Board meeting dates on the second Wednesday of each month (except as specifically noted in date changes below by *) as the regular meeting date of the Board, at Lucerne Elementary School District Board Room C-8, 3351 Country Club Drive, at 5:30 p.m.

The scheduled calendar is as follows:

*January 15, 2020	*June 3, 2020 (special)	October 14, 2020
February 20, 2020	June 10, 2020	*November 12, 2020
March 11, 2020	July 8, 2020	December 9, 2020
*April 15, 2020	August 12, 2020	
May 13, 2020	September 9, 2020	

Ayes 3 Noes 0 Absent 0 Approved
Stacia Fetzer
Bruce Higgins
Dawn McAuley

Action Items From Closed Session

Student Matters

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins, in closed session the Board took action to approve a resolution agreement. The parties resolved OAH Case 2019101105. The substance of the agreement is that in exchange for a waiver of claims from Student dating back two years to present, Konocti USD and Lucerne ESD will split the cost of several independent assessments for the student; 160 hours of related special education tutoring and services; and reasonable students' attorney's fees.

Ayes 3 Noes 0 Absent 0 Approved
Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Matters

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer, in closed session the Board took action to approve Personnel Order #11 2019/2020; Dismissal/Release of Probationary Classified Employee #330 effective December 11, 2019.

Ayes 3 Noes 0 Absent 0 Approved
Stacia Fetzer
Bruce Higgins
Dawn McAuley

Public Hearing Session – No comments.

Announcements, Correspondence, & Reports

California School Dashboard – Megan Grant reported the dashboard results among subgroups of students on chronic absenteeism, suspension rate and data from the Math and English Language Arts CAASPP tests. Megan was pleased to report our scores on the CAASPP math and English language arts increased this year. She reported our chronic absenteeism rate among students decreased and we had a slight increase in our suspension rate.

AVID Update – Megan Grant reported the AVID escape rooms family night was well attended. Megan commented that so many people came out, she had to turn some away. She is planning to hold another event. Megan reported she is in the planning stages of hosting and AVID showcase at our school. She would invite staff from local schools and believes it will be scheduled around March 2020.

Discussion & Action

2019/2020 First Interim Budget Transfers – The 2019/2020 first interim budget transfers reflect revisions from September 2019 through October 31, 2019.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2019/2020 first interim budget transfers.

Ayes 3 Noes 0 Absent 0 Approved
Stacia Fetzer
Bruce Higgins
Dawn McAuley

2019/2020 First Interim Budget Revision Report – Lisa Cockerton presented the first interim budget report. She reported the changes to the first interim budget were revenues received for preschool special education students with IEP’s and adjusted revenues due to the increased ADA.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2019/2020 first interim budget revision report.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

2018/2019 Annual Financial Audit Report – The audit report was not completed by the auditors in time for the board meeting.

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to table the 2018/2019 annual financial audit report until the January 15, 2020 board meeting.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Resolution #10 2019/2020; Regarding Accounting of Development Fees

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve Resolution #10 2019/2020; regarding accounting of development fees.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

New Construction and Modernization Project Phase II Design Services Proposal

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve new construction and modernization project phase II design services proposal from IBI Group Architecture Planning.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Ninyo & Moore Proposal for Soil Characterization

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve the Ninyo & Moore proposal for soil characterization.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Clark and Sullivan Construction Contract

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the Clark and Sullivan construction contract.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #9 2019/2020; Change in Hours Per Day Special Education Instructional Aide – Increased enrollment has created a need for extra support in the resource program. The position is being increased from 3.5 hours to 6 hours a day to further support the special education program.

MOTION: Stacia Fetzer motioned, seconded by Dawn McAuley to approve personnel order #9 2019/2020; change in hours per day special education instructional aide.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #10 2019/2020; Long-Term Substitute - Jordan Austin will be fulfilling a long-term substitute position in the 4th grade while Mrs. Todd is out on maternity leave.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve personnel order #10 2019/2020; long-term substitute.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #12 2019/2020; Opening of Instructional Aide Position

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve personnel order #12 2019/2020; opening of instructional aide position.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Obsolete Board Policies

MOTION: Stacia Fetzer motioned, seconded by Dawn McAuley to approve deletion of the following obsolete board policies;

AR4117.6 Decision Not to Rehire (regulation incorporated into BP4116 Probationary/Permanent Status

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

New Board Policy Updates

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve the following new board policy updates;

BP0520 Intervention for Underperforming Schools

BP0520.1 Comprehensive and Targeted Support and Improvement

BP5131.8 Mobile Communication Devices

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Board Policy Revisions

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve the following board policy revisions;

BP0460; AR0640 Local Control and Accountability Plan

BP1431 Waivers

BP3515; AR3515 Campus Security

BP4116; AR4116 Probationary/Permanent Status

BP4119.22; BP4219.22; BP4319.22 Dress and Grooming

BP4216 Probationary/Permanent Status

BP4218; AR4218 Dismissal/Suspension/Disciplinary Action

BP5131 Conduct

AR5131.8 Mobile Communication Devices

BP5132 Dress and Grooming

AR5141.26 Tuberculosis Testing

BP5142; AR5142 Safety

BP7140; AR7140 Architectural and Engineering Services

BB9323 Meeting Conduct

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Consent Agenda

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

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Superintendent’s Report

- Mike thanked Melissa Simons for being our parent representative to the SELPA community advisory committee.
- Mike thanked Megan Grant for her efforts in helping to reduce student chronic absenteeism.
- Mike is proud of the improvements made in most categories of the California School Dashboard. He thanked Megan Grant for all her efforts working with staff, families, students and the Dashboard.
- Winter program will be held Thursday evening, December 19th at 5:30p.m., and at 10:00 a.m., for the dress rehearsal.
- The staff Christmas party will be held on December 15th from 4:00-7:00p.m., at the Austin’s home.
- Mike wished the staff and Board a Happy Holiday and Happy New Year.

Board Member’s Comments

- Stacia Fetzer – Stacia wishes the board and staff a Merry Christmas and Happy New Year.
- Dawn McAuley – Dawn wished the staff, teachers and board a Merry Christmas. She thanked Melissa Simons for being our parent representative to the SELPA community advisory committee. Dawn thanked Lisa Cockerton for her reports on the budget. She thanked Jordan Austin for taking the long term substitute position while Mrs. Todd is on maternity leave. Dawn thanked Sysco Foods for the turkey shoot donation. She thanked Megan Grant for her effort in helping to get students to school, reducing our chronic absenteeism rate.

- Bruce Higgins – Bruce thanked the staff for a great year and to have a Merry Christmas and Happy New Year.

Adjournment – The meeting was adjourned at 6:30 p.m.

Mike Brown, Secretary of the Board
MB:lmc