

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

Minutes of the Regular Board Meeting
Wednesday, December 12, 2018
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.

Oath of Office – Bruce Higgins and Dawn McAuley were administered the oath of office by Mike Brown.

Closed Session - No closed session

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

Introduction of Guests – Lisa Cockerton, Megan Grant, Cassidy McAuley, Matthew McAuley

Approval of Agenda

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve the agenda with the addition of Announcement, Correspondence & Reports item;

D. CDE Approval of a Request for Five Emergency Closure Days

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 Stacia Fetzer 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 Stacia Fetzer 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, 2019 through December 31, 2019.

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 16, 2019	*June 5, 2019 (special)	October 9, 2019
February 13, 2019	June 12, 2019	November 13, 2019
March 13, 2019	July 10, 2019	December 11, 2019
April 10, 2019	August 14, 2019	
May 8, 2019	September 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 layout has changed this year to make it more user friendly for the public. She commented the color indicators remain the same. Megan reported the dashboard results among subgroups of students on chronic absenteeism, suspension rate and data from the Math and English Language Arts CAASPP tests.

AVID Update – Megan Grant reported teachers and students continue working towards meeting goals.

P1 Attendance Report and Response to the Lake County Civil Grand Jury Recommendation #R3 – Lisa Cockerton reported on the first attendance reporting period for the 2018/2019 school year. P1 is an attendance report that covers the first four months of the school year. The P1 ADA is 263. Lisa reported the Grand Jury investigated chronic absenteeism in Lake County. The Grand Jury recommendations are to report how chronic absenteeism impacts school funding and post the report on our school website.

CDE Approval of a Request for Five Emergency Closure Days – The California Department of Education approved a request for five emergency days on August 15-17 and 20-21, 2018.

Discussion & Action

2018/2019 First Interim Budget Transfers – The 2018/2019 first interim budget transfers reflect revisions from September 2018 through October 31, 2018.

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve the 2018/2019 first interim budget transfers.

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

2018/2019 First Interim Budget Revision Report – Lisa Cockerton presented the first interim budget report. She reported significant changes in revenues from the original budget adoption that included an addition of an MTSS grant and a reduction in the anticipated mandated costs. Significant changes in expenditures include one non-public school placement, two SH students to Kelseyville, one Creativity School placement and the associated special education transportation costs. Lisa reported on the projected impact of STRS and PERS increases over the next 3 years. Challenges include unstable enrollment with high transiency, unfunded STRS/PERS increases at the state level and meeting minimum wage requirements. Lisa reported the first interim budget identifies a positive ending balance in the current year and two subsequent years and has a positive certification.

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2018/2019 first interim budget revision report.

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

2017/2018 Annual Financial Audit Report – Lisa Cockerton presented the audit findings to the Board. A finding in the audit was found in regard to teacher salaries. A waiver has been filed with the Lake County Office of Education and the auditors will make note of that.

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve the 2017/2018 annual financial audit report.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Resolution #11 2018/2019; Regarding Accounting of Development Fees

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve Resolution #11 2018/2019; regarding accounting of development fees.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Out of County Leadership Field Trip

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve an out of county Leadership field trip to the Ukiah Players Theatre.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Request for Allowance of Attendance Because of Emergency Conditions

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

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 volunteering to be our parent representative to the SELPA community advisory committee.
- Daniella Cazares is coaching the girls "B" basketball team.
- Gabe Beck will be coaching boys' basketball. We had a 20 boys tryout for the basketball team.
- Winter program will be held Thursday evening, December 20th at 5:30 p.m., and at 10:00 a.m., for the dress rehearsal.
- Arithmetickles family night is tonight, December 12 at 6:00pm.

- The staff Christmas party will be held on December 18th from 4:00-6:00pm at O'Meara Brothers Brewing Company.

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 volunteering to be our parent representative to the SELPA community advisory committee. She thanked Daniella Cazares for coaching girls basketball.
- 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