

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

Minutes of the Regular Board Meeting
Wednesday, December 9, 2015
5:30 p.m. Regular Session
Room C-8

Call to Order – Bruce Higgins 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 – Dawn McAuley and Stacia Fetzer were administered the oath of office by Mike Brown.

Closed Session - The Board adjourned to Closed Session at 5:35 p.m.

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

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

Introduction of Guests – Lisa Cockerton, Ron Hale, Megan Grant

Approval of Agenda

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve the regular agenda with the addition of discussion and action item;

Item L. Agreement to Provide Proposition 39 Energy Manager, Training and Reporting Services

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

Ayes 3 Noes 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

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

Ayes 3 Noes 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

MOTION: Bruce Higgins 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 Bruce Higgins 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, Lisa Cockerton*, 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 Bruce Higgins to appoint *Doreen Walstad*, staff member, as Representative to Special Education Community Advisory Council Committee for the Lake County SELPA from January 1, 2016 through December 31, 2016.

Ayes 3 Noes 0 Approved
Stacia Fetzer
Bruce Higgins
Dawn McAuley

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to appoint *Marcy Sertich*, 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 13, 2016	June 8, 2016	October 12, 2016
February 10, 2016	June 15, 2016 (special)	November 9, 2016

	March 9, 2016		July 13, 2016		December 14, 2016
	April 13, 2016		August 10, 2016		
	May 11, 2016		September 14, 2016		
Ayes 3	Noes 0	Absent 0	Approved		

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Action Items From Closed Session

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer
In the case of SEH #1 2015/2016, the Board finds that the student did in fact meet the requirements of the rehabilitation plan and does not constitute a danger to the students or staff at Lucerne Elementary School, therefore the student may be admitted as a regular student on January 4, 2016.

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

Public Hearing Session – Lisa Cockerton commented the annual financial audit report will be presented to the Board at the regular January Board meeting.

Announcements, Correspondence, & Reports

Technology Update – The CAASPP interim assessments were taken by the students. We are having difficulty getting interim test results from the State. We are hoping to gain access to interim test results soon.

AVID Update – The Northern California AVID representative, Cheryl Peters, made a recent visit to our school. She observed the classrooms and checked student notebooks, and organization binders. Cheryl commented we are on track for implementation. An assessment will be given to students after the winter break.

Williams Annual Report – Mike Brown reported on the results of the Williams’ annual report. The report finds the school to have sufficient textbooks, satisfactory facilities, no teacher misassignments, and no quarterly complaints for the 2014/2015 school year.

Discussion & Action

Resolution #7 2015/2016; Honoring Rhett Gray

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve Resolution #7 2015/2016; Honoring Rhett Gray

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

2015/2016 First Interim Budget Transfers – The 2015/2016 first interim budget transfers reflect revisions from September 2015 through October 31, 2015.

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve the 2015/2016 first interim budget transfers.

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

2015/2016 First Interim Budget Revision Report – Lisa Cockerton presented the first interim budget report. She reported on the significant changes in revenues and expenditures from the original budget adoption. Significant changes in revenues were loss of ADA and GAP funding, addition of educator effectiveness grant, reduction of anticipated mandated costs, and reduction in local revenue projection. Significant changes to expenditures include an addition of 1 FTE to class size reduction, the purchase of two 10 passenger vans, and an increase in supplemental instructional materials and technology. The district will meet its financial obligations for the current year and subsequent two fiscal years.

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve the 2015/2016 first interim budget revision report

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

Retainer Continuation Agreement for Legal Services

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve the retainer continuation agreement for legal services.

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

Contract for Professional State Aid Services – The Board reviewed and considered a contract between LESD and Caldwell Flores Winters Inc.

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve contract for professional state aid services.

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

Permission to View R Rated Movies “Glory” and “42”

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve permission to view R rated movies “Glory” and “42”, with signed parent permission slips.

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

Science Camp – Science Camp is scheduled for May 9-11 and is located in Fort Bragg. According to our LCAP plan, the district will cover most of the expenses for science camp. Students are asked to pay \$50 towards their portion of attendance to science camp. Twenty students are currently eligible to attend science camp.

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve attendance at science camp.

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

E (45)2300 Paraeducator/Tutor Job Description and Index

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve E(45)2300 paraeducator/tutor job description and index.

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

Personnel Order #15 2015/2016; Opening of Paraeducator/Tutor Job Position

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve personnel order #15 2015/2016; opening of paraeducator/tutor job description.

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

New Board Policy Updates

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

AR6141 Curriculum Development and Evaluation

BP6162.6 Use of Copyrighted Materials

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

Resolution #8 2015/2016; Declaration of Need for Fully Qualified Educators

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve resolution #8 2015/2016; declaration of need for fully qualified educators.

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

Agreement to Provide Proposition 39 Energy Manager, Training and Reporting Services

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve the agreement to provide proposition 39 energy manager, training and reporting services.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Consent Agenda

MOTION: Dawn McAuley 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

- Staff Christmas party is at Beth Cramer's house on Sunday, December 13th, from 4-6 p.m.
- Winter program will be held Thursday, December 17th at 5:30 p.m.
- Two school vans have been ordered and will be used for field trips, athletic events, and off campus trips.
- The first Board meeting of the Upper Lake Unified School District is scheduled for December 16th.
- 2015/2016 is the planning year for PBIS (positive behavior intervention support) implementation. We are currently rewriting the discipline forms to align with the PBIS requirements and creating school wide rules and expectations. The next step will be to create lessons on rules and structure for the students. The PBIS program will continue over the next three years.

Board Member's Comments

- Stacia Fetzer – Stacia thanked everyone for their warm welcome to the school board.
- Bruce Higgins – Bruce welcomed Stacia to the school board. He thanked Ron Hale for planning science camp for the students. Bruce wishes Lucerne staff a Merry Christmas.
- Dawn McAuley – Dawn welcomed Stacia to the school board. She is excited about the PBIS program being implemented at our school. Dawn thanked Lisa for her report. She wished good luck to our basketball teams for the season. Dawn hopes everyone has a Merry Christmas.

Adjournment – The meeting was adjourned at 7:00 p.m.

Mike Brown, Secretary of the Board
MB:lmc