

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

Minutes of the Regular Board Meeting  
Wednesday, February 14, 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, Stacia Fetzer, Dawn McAuley and Mike Brown. Quorum established.

**Closed Session** – The Board adjourned to Closed Session at 5:31 p.m.

**Personnel**

A. **Certificated Personnel**

1. Superintendent/Principal Evaluation and Contract Extension

**Student Matters**

**Negotiations**

**Reconvene to Regular Session** – The Board reconvened to Regular Session at 5:32 p.m.

**Pledge of Allegiance** – Lisa Cockerton led the Pledge of Allegiance.

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

**Approval of Agenda** –

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the regular agenda with the addition of;

Item X. Certificated Signing Bonus

Ayes 3

Noes 0

Absent 0

Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**Action Items From Closed Session** – No Action Taken

**Public Hearing Session** – No Comments

**Announcements, Correspondence, & Reports**

**AVID Update** – Megan Grant reported she will be hosting an AVID family night on March 1<sup>st</sup>. “The Game of Life” will be the theme for family night. Families will participate in “The Game of Life” where they will play the game pieces in a full sized interactive game. Megan facilitates an AVID Hour every six weeks for teachers where they cover topics related to AVID.

**California School Dashboard** – Megan Grant reported the new dashboard data released in December 2017. She explained how the five by five grids and the performance levels are interpreted. Megan covered the categories of suspension rates, ELA and math test scores. She

presented the newest data for chronic absenteeism. Students are considered chronically absent when they miss 10% or more of the school year. We have implemented many incentives, parent involvement and accountability measures to combat chronic absenteeism. Megan commented we have made growth in some areas, but there is still room for improvement.

**Discussion & Action**

**New Board Policy Updates** – The Board held a second reading to discuss and consider approval of the following board policies;

*AR3311.2 Lease-Leaseback Contracts*

*AR3311.3 Design-Build Contracts*

*AR3311.4 Procurement of Technological Equipment*

*BP3513.4 Drug and Alcohol Free School*

*AR5113.11 Attendance Supervision*

*E(1)5125.2, E(2)5125.2, E(3)5125.2 Withholding Grades, Diplomas or Transcripts*

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve new board policy updates.

Ayes 3

Noes 0

Absent 0

Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**New Board Policy Updates** – The Board held a first reading to discuss and consider approval of the following board policies;

*AR3517 Facilities Inspection*

**Obsolete Board Policies** – The Board discussed and considered approval of deleting the following obsolete board policies;

*E3515.7 Firearms on School Grounds*

*BP3517 Facilities Inspection*

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve deleting the following obsolete board policies.

Ayes 3

Noes 0

Absent 0

Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**Board Policy Revisions** – The Board discussed and considered approval of revisions to the following Board policies;

*BP1325 Advertising and Promotion*

*BP3100 Budget*

*BP3515.7 Firearms on School Grounds*

*BP4119.21/4219.21/4319.21 Professional Standards*

*BP4200, AR4200 Classified Personnel*

*BP5144 Discipline*

*BP5144.1, AR5144.1 Suspension and Expulsion/Due Process*

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve board policy revisions.

Ayes 3

Noes 0

Absent 0

Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

2016/2017 School Accountability Report Card – The Board reviewed and considered approving the 2016/2017 School Accountability Report Card prepared by School Innovations & Achievement.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2016/2017 School Accountability Report Card.

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

2018/2019 School Calendar – The Board discussed and considered approval of the 2018/2019 school calendar. The 2018/2019 school calendar was approved by the School Site Council and LETA.

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve the 2018/2019 school calendar.

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

2017/2018 Eagles Academy Proposed Budget – The Board discussed and considered approval of the 2017/2018 Eagles Academy proposed budget. Eagles Academy started February 13<sup>th</sup> and will conclude on March 29<sup>th</sup>.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2017/2018 Eagles Academy proposed budget.

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

Athletic Referee Pay Rate Increase

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve an athletic referee pay rate increase to \$35.00 per game.

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

Elementary School Counselor Job Description and Salary Schedule

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the elementary school counselor job description and salary schedule.

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

Comprehensive School Safety Plan - The Board reviewed for approval any revisions to the Comprehensive School Safety Plan. Revisions made to the comprehensive school safety plan

include changes to board membership, board policies, suspensions and discipline rates. The comprehensive school safety plan was reviewed by the School Site Council on February 1, 2018.  
**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the comprehensive school safety plan.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Parent Involvement Policy – The Board reviewed for approval any revisions to the parent involvement policy. School Site Council reviewed the parent involvement policy on February 1, 2018.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the parent involvement policy.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

School Wellness Policy Evaluation – The Board discussed and considered approval of the school wellness policy evaluation. The evaluation is completed and presented to the Board annually.

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the school wellness policy evaluation.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

School Wellness Policy – The Board reviewed for approval any revisions to the school wellness policy. School Site Council reviewed the school wellness policy on February 1, 2018.

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve the school wellness policy.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Title IV, Part A, Student Support and Academic Enrichment (SSAE) Expenditure Plan – No action taken.

Single Plan For Student Achievement And LEA Plan – The School Site Council reviewed the plan on February 1, 2018. Revisions to the plan include budget revisions, CAASPP testing results and changes in program activities.

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve the Single Plan for Student Achievement and LEA Plan with the removal of Title IV funding.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Consolidated Application Winter Release – The Board discussed and considered approval of the consolidated application winter release. The consolidated application completed bi-annually, reports the expenditures of federal funding.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the consolidated application winter release with the removal of Title IV funding.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Out of County Field Trip to Ukiah – The Board discussed and considered approval of an out of county field trip with Mrs. Jacobson, Mrs. Winckler and Mrs. Sears’ classes to the Coyote Valley Fish Hatchery on February 22<sup>nd</sup>.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the out of county field trip to the Coyote Valley Fish Hatchery.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Request to View the PG-13 Movie “Lincoln”

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve a request to view the PG-13 movie, “Lincoln” in Mr. Beck’s 8<sup>th</sup> grade classroom.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #13 2017/2018; Resignation of Certificated Resource Teacher Position (Muenzer)

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve Personnel Order #13 2017/2018; Resignation of Certificated Resource Teacher Position (Muenzer).

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #14 2017/2018; Hiring of Long Term Substitute Position (Austin)

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve Personnel Order #14 2017/2018; Hiring of Long Term Substitute Position (Austin).

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #15 2017/2018; Hiring of Long Term Substitute Position (Glenn)

**MOTION:** Stacia Fetzer motioned, seconded by Dawn McAuley to approve Personnel Order #15 2017/2018; Hiring of Long Term Substitute Position (Glenn).

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

Personnel Order #16 2017/2018; Hiring of Long Term Substitute Position (Flores)

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve Personnel Order #16 2017/2018; Hiring of Long Term Substitute Position (Flores).

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

Personnel Order #1 2018/2019; Opening of Certificated Resource Teacher Position

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve Personnel Order #1 2018/2019; Opening of Certificated Resource Teacher Position.

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

Certificated Signing Bonus – The Board discussed and considered approval of a certificated signing bonus. LETA approved a \$1500.00 new hire bonus to fully qualified teachers signing an offer of employment for the 2018/2019 school year.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve a certificated signing bonus.

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

**Consent Agenda**

**MOTION:** Dawn McAuley 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 started and track will be starting soon.
- Softball season has started. Mrs. Todd and Mrs. Hopkins will be coaching the softball team.
- SES Eagles' Academy began February 13, 2018 and ends on March 30, 2018.
- The school play was well attended and Mike thanked all the staff, students and volunteers who helped with the production.
- Mike thanked the Booster Club for hosting the Father/Daughter dance.
- Mike and Megan will be attending job fairs hosted by Sonoma State and Chico State for the recruitment of new potential teachers.

### **Board Member's Comments**

- Stacia Fetzer – Happy Valentine's Day.
- Bruce Higgins – Happy Valentine's Day.
- Dawn McAuley – Dawn commented the school play was amazing. She enjoyed it very much and thanked Laura Barnes, Stella Winckler, and Gayle Prestigiacomo for the time and dedication they put forth to help the students put on the production. Dawn wished everyone a Happy Valentine's Day.

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

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Mike Brown, Secretary of the Board

MB:lmc