

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

Minutes of the Regular Board Meeting  
Wednesday, March 9, 2016  
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. Quorum established.

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

**Reconvene to Regular Session** – The Board reconvened to Regular Session at 5:55 p.m.

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

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

**Approval of Agenda** –

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the agenda as presented.

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**

**LCAP Parent Survey Results** – Megan Grant reported on the LCAP requirement of stakeholder input. Seventy-three completed surveys were collected. Some of the suggested programs that parents would like to see implemented were expanded electives, conflict resolution, and summer camp. The survey covered both projected programs and implemented programs.

**Technology Update** – Mike Brown reported an iPad was vandalized and one iPad is missing and presumed to be stolen.

**AVID Update** – Megan Grant attended an AVID conference in Seattle. Megan enjoyed the conference and felt it was very informative. We are currently in year 0 implementation which is a training year. Megan appreciates the training and support AVID provides during the program. She is looking forward to implementing the AVID program.

School Accountability Report Card Review – Mike Brown reported on the SARC review by the Lake County Office of Education. An annual SARC is necessary to meet the Williams requirement. LCOE reviewed the SARC for compliance and found it met all the requirements.

LCOE 1<sup>st</sup> Interim Budget Approval Letter – Lisa Cockerton reported that the Lake County Office of Education approved the 1<sup>st</sup> interim budget and concurs with the positive certification.

**Discussion & Action**

2015/2016 Second Interim Budget Transfers – Lisa Cockerton presented the board with the Second Interim Budget Transfers report which reflects the manual revisions to the budget from November 1, 2015 through January 31, 2016.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the 2015/2016 Second Interim Budget Transfers.

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

2015/2016 Second Interim Budget Revision Report – Lisa Cockerton presented to the board for approval the 2015/2016 Second Interim Budget Revision Report. Lisa Cockerton reported on the second interim budget transactions from November 1, 2015 to January 31, 2016. Major changes to the budget include AVID expenditures, STRS on-behalf (~\$50,000) for revenue and expense,, and multi year revenue projections due to January Governor’s 2016/17 budget. The 2<sup>nd</sup> interim budget identifies a positive ending balance in the current year and two subsequent years and will declare a positive certification.

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve the 2015/2016 Second Interim Budget Revision Report.

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

Superintendent/Principal Evaluation and Contract Extension

**MOTION:** Bruce Higgins congratulated Mr. Brown on a positive evaluation and motioned, seconded by Dawn McAuley to extend his current 3-year contract to June 30, 2019.

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

Proposal for Auditing Services by Christy white Associates

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve the proposal for auditing services by Christy White Associates.

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

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

*AR4112.23 Special Education Staff*

*BP5111.1 District Residency*

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve the new Board policy updates.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Change of Date for the April School Board Meeting

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve changing the date of the Wednesday, April 13, 2016 board meeting to Tuesday, April 12, 2016.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #17 2015/2016; Resignation of Certificated Teacher Position

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve personnel order #17 2015/2016; Resignation of Kailey Gutierrez, Certificated Teacher Position.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #2 2016/2017; Opening of Certificated Teacher Position

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve personnel order #2 2016/2017; Opening of Certificated Teacher Position.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #3 2016/2017; Reclassification of Certificated Employee

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve personnel order #3 2016/2017; reclassification of Megan Grant, certificated employee.

Ayes 3                      Noes 0                      Absent 0                      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #4 2016/2017; Opening of Certificated Teacher Position

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve personnel order #4 2016/2017; opening of certificated teacher position.

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

Receipt of Initial LETA Bargaining Proposal

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve the receipt of initial LETA bargaining proposal of changes to salary, the salary schedule and health benefits and set a public hearing on April 12, 2016.

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

Receipt of Initial District Bargaining Proposal

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve the receipt of initial District bargaining proposal of salary, the salary schedule, and health benefits, and set a public hearing at the April 12, 2016 board meeting.

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

Appointment of a District Negotiator and Direction to Commence Negotiations with LETA

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to appoint Dawn McAuley as district negotiator and to commence negotiations with LETA.

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

Certificated Intern Salary Schedule

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the certificated intern salary schedule.

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

Consent Agenda

**MOTION:** Bruce Higgins 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**

- The softball season has started and there are several volunteers helping this season.
- 15 families attended the AVID college night. Representatives from Mendocino College, Marymount University, and Upper Lake High School presented college information to parents.
- Mike congratulated Megan on her new job position.
- Mike thanked the Board for a positive evaluation

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

- Bruce Higgins – Bruce congratulated Megan Grant on her new job position. He thanked Lisa Cockerton for the budget report. He congratulated Mike Brown on a positive evaluation. Bruce commented how appreciative he is of Mike Brown's service to the District and the Board.
- Stacia Fetzer – Stacia congratulated Megan Grant on her new job assignment. She downloaded the Lexia app currently being used for our students, and found it enjoyable and fun to use.
- Dawn McAuley – Dawn congratulated Megan Grant on her new position and is excited for her to start the new job position. She appreciates the job Megan Grant performed as a classroom teacher and the many opportunities and programs she initiated for students and parents. She thanked Mike Brown for another year serving as Superintendent and congratulated him on a positive evaluation. Dawn enjoyed watching the students getting involved in Read Across America Week activities.

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

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Mike Brown, Secretary of the Board

MB:lmc