

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

Minutes of the Regular Board Meeting  
Wednesday, June 13, 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** – No closed session

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

**Introduction of Guests** – Lisa Cockerton, Megan Grant, John Greenlee, Nina Besne

**Approval of Agenda** –

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

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**Public Hearing Session** – No comments.

**Announcements, Correspondence, & Reports**

**Architect Draft Schedule and Introductions** – John Greenlee and Nina Besne reported on the preliminary architect schedule. Nina reported there may be site challenges that could impact start and completion dates. She briefly covered programming, schematic design and design development.

**Education Outcomes For Foster Youth** – Megan Grant presented the foster youth report prepared by Laura Barnes. Our district maintained one foster youth in the 2017/2018 school year. Attendance percentage for the school year was 88%. On the STAR Reading test, his initial score was 1.3. By the end of the year he reached a level of 3.4, showing growth of 2 years and one month. The student received reading and math intervention during the school year. He scored standard not met in both ELA and math on the CAASPP test. He had four discipline referrals sent to the office. This student made excellent academic progress this year.

**Education Outcomes For English Learners** – Mike Brown reported we started the year with 19 ELL students. One student was reclassified as RFEP in the 2017/2018 school year. On the CAASPP, five of the students received standard not met in ELA and four scored standard nearly met. In mathematics, seven students scored standard not met and two reached standard nearly met. All EL students took the STAR Reading test multiple times this year. On the STAR Reading, EL students averaged almost five months of growth in the school year.

**Priority 1; Basics (Teachers, Instructional Materials, Facilities)** – Megan Grant reported

**Priority 2; Implementation of Academic Standards** – Megan Grant reported

Priority 3; Parent Engagement – Megan Grant reported

Priority 6; Local Climate Survey – Megan Grant will present the information for this report at a future meeting.

Graduation and End of School Year Report – Mike Brown reported on the end of year events. The end of the year went smoothly. Graduation was a special evening and a nice event for the community and students.

LCOE Williams Quarterly Review – Mike Brown reported on the Williams review by the Lake County Office of Education. The review states we met all the requirements of instructional materials, school facilities, School Accountability Report Card, teacher misassignments and uniform complaints.

Fourth Quarter and School Year Attendance Reports– Mike Brown reported the yearly average attendance was 93.14%. The fourth quarter average attendance was 93.47%. Our set goal for attendance is 94.00%. Incentives and programs will continue in the 2018/2019 school year to encourage attendance.

2017/2018 Student Absenteeism and Truancy Counts – Mike

**Discussion & Action**

2018/2019 Local Control Accountability Plan – Mike Brown reported

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the 2018/2019 local control accountability plan.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

2018/2019 School Year Budget – Lisa Cockerton reported on the 2018/2019 school year budget. She reported on the revenue sources of ADA, LCFF funding, categorical programs, and K-3 class size reduction. We must contribute 3% for routine restricted maintenance to ensure facilities are safe, clean and in good repair under the Williams Act. The board of trustees has established an 8% reserve for economic uncertainty. Lisa reported on planned “targeted” expenditures and general expenditures; including projected costs to STRS and PERS projected rate increases. She reported on the projected costs of supplies and equipment for adoption of social science and science curriculum. Lucerne Elementary will meet its financial obligations for the current year and subsequent two fiscal years, and we will declare a positive certification.

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the 2018/2019 school year budget.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Resolution #1 2018/2019; Education Protection Account Expenditure Plan

**MOTION:** Dawn McAuley motioned, seconded by Bruce Higgins to approve Resolution #1 2018/2019; Education Protection Account Expenditure Plan.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Agreement for Architectural Services –

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Professional Services Agreement –

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Consolidated Application 2018/2019

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the Consolidated Application 2018/2019.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Psychologist Services Agreement

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Counseling Services Agreement

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Bus Maintenance Agreement

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve the bus maintenance agreement between Upper Lake Unified School District and Lucerne Elementary School District.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Center for Hearing Health Service Agreement

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve the Center for Hearing Health service agreement.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Retainer Agreement for Legal Services

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the retainer agreement for legal services between School and College Legal Services and Lucerne Elementary School District.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Resolution #11 2017/2018; Authorization of Superintendent to Sign on Behalf of the Governing Board

**MOTION:** Dawn McAuley motioned, seconded by Stacia Fetzer to approve Resolution #11 2017/2018; Authorization of Superintendent to Sign on Behalf of the Governing Board.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Resolution #12 2017/2018; Authorization of Business Manager to Sign as Superintendent's Designee on Behalf of the Board

**MOTION:** Bruce Higgins motioned, seconded by Stacia Fetzer to approve Resolution #12 2017/2018; Authorization of Business Manager to Sign as Superintendent's Designee on Behalf of the Board.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Resolution #13 2017/2018; Authorization of LCOE to Make Budget Adjustments for Year-End Closing

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve Resolution #13 2017/2018; Authorization of LCOE to Make Budget Adjustments for Year-End Closing.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

July Board Meeting

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve the cancellation of the July 2018 Regular Board Meeting.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #8 2018/2019; Opening of Substitute Part-Time Classified Position

**MOTION:** Stacia Fetzer motioned, seconded by Bruce Higgins to approve Personnel Order #8 2018/2019; Opening of Substitute Part-Time Classified Position.

Ayes 3      Noes 0      Absent 0      Approved

Stacia Fetzer  
Bruce Higgins  
Dawn McAuley

Personnel Order #9 2018/2019; Opening/Hiring of Elementary School Counselor (Butler)

**MOTION:** Bruce Higgins motioned, seconded by Dawn McAuley to approve Personnel Order #9 2018/2019; Opening/Hiring of Elementary School Counselor (Butler).

Ayes 3        Noes 0        Absent 0        Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**Consent Agenda**

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

Ayes 3        Noes 0        Absent 0        Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

**Superintendent's Report**

- Summer school is currently in session. Electives in science, art, computers and P.E. are being offered to summer school students.
- Megan Grant is conducting a volleyball camp. She has approximately 8 girls attending.

**Board Member's Comments**

- Stacia Fetzer – Stacia thanked the guests for attending the board meeting. She thanked Lisa Cockerton and John Greenlee for their reports to the Board.
- Bruce Higgins – Bruce thanked the guests for attending the board meeting and for their reports.
- Dawn McAuley – Dawn thanked Lisa Cockerton and John Greenlee for their reports.

**Adjournment** – The meeting was adjourned at 6:40 p.m.

---

Mike Brown, Secretary of the Board

MB:lmc