

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

Minutes of the Regular Board Meeting
Wednesday, September 13, 2017
5:30 p.m. Regular Session
Room C-8

Call to Order – Dawn McAuley called the meeting to order at 5:40 p.m. Those present included Bruce Higgins, Stacia Fetzer, Dawn McAuley and Mike Brown.

Closed Session – No closed session.

Reconvene to Regular Session

Pledge of Allegiance – Angela Austin led the Pledge of Allegiance.

Introduction of Guests – Lisa Cockerton, Megan Grant

Approval of Agenda

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

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Public Hearing Session – No comments.

Public Hearing Session on the Sufficiency or Insufficiency of Instructional Materials - No comments.

Announcements, Correspondence, & Reports

AVID Update – Megan Grant reported the initial assessment has been completed. She commented the upper grades are doing a great job on organizational skills and will need to work more on improving their note taking skills. We will be hosting an AVID family night on November 9, 2017. An AVID hour is planned for September 19, 2017.

LCOE Report Regarding the Local Control and Accountability Plan – Mike Brown reported on a letter received from the Lake County Office of Education approving our Local Control and Accountability Plan.

Discussion & Action

Resolution #3 2017/2018; Regarding the Sufficiency or Insufficiency of Instructional Materials – Mike Brown reported that there are sufficient textbooks and instructional materials for all students.

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve Resolution #3 2017/2018.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Resolution #4 2017/2018; GANN Limit

MOTION: Stacia Fetzer motioned, seconded by Dawn McAuley to approve Resolution #4 2017/2018; GANN Limit.

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

2016/2017 Unaudited Actual Financial Report – Lisa Cockerton reported the unaudited actual financial report shows the updated revenues and expenditures that occurred in the 2016/2017 school year.

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve 2016/2017 Unaudited Actual Financial Report.

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

Current Expense Formula (Form CEA)

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the current expense formula (form CEA).

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

Obsolete Board Policies

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve deletion of the following Board policies;

BP3552/AR3552 Regular Lunch Program
BP4301 Sexual Harassment (incorporated into BP4119.11)

Board Policy Revisions

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve revisions to the following Board policies;

BP1312.3/AR1312.3 Uniform Complaint Procedures
BP1340 Access to District Records
BP2121 Superintendent/Principal's Contract
E(14)2300 Job Description: Categorical Aide
BP3551/AR3551 Food Service Operations/Cafeteria Fund
AR3580 District Records
BP4312.1 Contracts
AR5145.3 Nondiscrimination/Harassment
BP6145 Extracurricular and Cocurricular Activities
BB9012 Board Member Electronic Communications

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

Emergency Preparedness Plan Update – Updates to the emergency preparedness plan included changes to the buddy list, school information, flow chart, organizational chart and school map.

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve the emergency preparedness plan update.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Schools of Hope Lake County Tutoring Program MOU

MOTION: Stacia Fetzer motioned, seconded by Bruce Higgins to approve the memorandum of understanding between Lucerne Elementary School District and United Way of the Wine Country.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #9 2017/2018; Hiring of Instructional Aide Position

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve Personnel Order #9 2017/2018; Hiring of Anu Ylonen, instructional aide position.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #10 2017/2018; Hiring of Instructional Aide Position

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve Personnel Order #10 2017/2018; Hiring of Wanda O’Bryan, instructional aide position.

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

- Mike thanked Lisa Cockerton and Megan Grant for helping to write the LCAP.
- We have enough girls for and A and B volleyball team. Jen Wangberg and Megan Grant will be coaching girls’ volleyball.
- Gabe Beck is coaching golf and has 16 boys participating.
- Mike and Megan conducted AVID walkthroughs.

Board Member’s Comments

- Stacia Fetzer – Stacia thanked the guests for attending the board meeting. She thanked Lisa for her reports.
- Dawn McAuley – Dawn thanked the guests for attending the board meeting. She thanked Lisa for her reports.

➤ Bruce Higgins – Bruce thanked Lisa and Megan for their reports.

Adjournment – The meeting was adjourned at 6:15 p.m.

Mike Brown, Secretary of the Board

MB:lmc