

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

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

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

Reconvene to Regular Session – The Board reconvened to Regular Session at 5:40 p.m.

Pledge of Allegiance – Bruce Higgins 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 with addition of the following Discussion and Action items;

L. Personnel Order #13 2016/2017; Hiring of Library/Textbook/Media Coordinator

M. Personnel Order #17 2016/2017; Resignation of Learning Center Intervention Aide

N. Personnel Order #18 2016/2017; Opening of Instructional Aide Position

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.

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

Announcements, Correspondence, & Reports

Williams Visit Inspection Report – Mike Brown reported on the county office facilities inspection and the results of their Williams visit. The Williams committee found our school site to have sufficient textbooks for all students and reported no deficiencies.

AVID / Technology Update – The first assessments have been completed. Assessments are given 3 times per year. The AVID trained teachers have been implementing the strategies and helping support and train the new teachers.

CAASPP Spring 2016 Test Results – Mike Brown reported on the CAASPP spring test results. Mike presented the comparison results between the District and County. He commented our scores have improved over the 2014/2015 to the 2015/2016 school year, but we still have room for growth.

Discussion & Action

Resolution #3 2016/2017; 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 2016/2017.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Resolution #4 2016/2017; GANN Limit

MOTION: Dawn McAuley motioned, seconded by Bruce Higgins to approve Resolution #4 2016/2017; GANN Limit.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

2015/2016 Unaudited Actual Financial Report – Lisa Cockerton reported the unaudited actual reports the updated revenues and expenditures that occurred in the 2015/2016 school year.

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve 2015/2016 Unaudited Actual Financial Report.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Board Policy Updates

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

- AR0450 Comprehensive Safety Plan*
- BP3513.3 Tobacco-Free Schools*
- AR3516.3 Earthquake Emergency Procedure System*
- BP 4112.2 Certification*
- AR4112.9 Employee Notifications*
- BP4113 Assignment*
- AR4115 Evaluation/Supervision*
- BP5131.62 Tobacco*
- AR6158 Independent Study*
- BP6174 Education for English Language Learners*
- BP6179 Supplemental Instruction*

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

New Board Policies – The Board held a first reading to consider approval of the following Board policies;

- BP3555 Nutrition Program Compliance*
- AR4222 Teacher Aides/ Paraprofessionals*

New Board Policies – The Board held a second reading to consider approval of the following Board policies;

- BP 3515.7 Firearms on School Grounds*

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to table the agenda item until a later date as more information becomes available.

District Organizational Chart Update – Updates to the organizational chart include adding Megan Grant as vice principal and updating the auditing firm.

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve the updates to the District organizational chart.

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 Stacia Fetzer to approve the emergency preparedness plan update.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #14 2016/2017; Resignation of Head of Maintenance Position (Hodges, K)

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve Personnel Order #14 2016/2017; Resignation of Head of Maintenance Position.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #15 2016/2017; Opening/Hiring of Head of Maintenance Position (Krohn)

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve Personnel Order #15 2016/2017; Opening/Hiring of Head of Maintenance Position.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #16 2016/2017; Opening of Full Time Custodian Position

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve Personnel Order #16 2016/2017; Opening of Full Time Custodian Position.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #13 2016/2017; Hiring of Library/Textbook/Media Coordinator (Hodges, T)

MOTION: Dawn McAuley motioned, seconded by Stacia Fetzer to approve Personnel Order #13 2016/2017; Hiring of Library/Textbook/Media Coordinator.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer
Bruce Higgins
Dawn McAuley

Personnel Order #17 2016/2017; Resignation of Learning Center Intervention Aide (Hodges, T)

MOTION: Bruce Higgins motioned, seconded by Stacia Fetzer to approve Personnel Order #17 2016/2017; Resignation of Learning Center Intervention Aide.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Personnel Order #18 2016/2017; Opening of Instructional Aide Position

MOTION: Bruce Higgins motioned, seconded by Dawn McAuley to approve Personnel Order #18 2016/2017; Opening of Instructional Aide Position.

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.

Ayes 3 Noes 0 Absent 0 Approved

Stacia Fetzer

Bruce Higgins

Dawn McAuley

Superintendent's Report

- Mike congratulated Lonnie Krohn and Tabbitha Hodges on their new job assignments.
- The library is being cleaned and prepared for the new library coordinator.
- New basketball and volleyball uniforms have arrived.
- The pump from the lake used to irrigate the field is not working properly. The pipe is cracked and will need to be fixed.
- The electrical panel for the fire alarm system has broken and will need to be replaced. The alerts to the fire department will continue to work properly in the case of an actual fire emergency.

Board Member's Comments

- Stacia Fetzer
- Dawn McAuley congratulated Lonnie Krohn and Tabbitha Hodges on their new job assignments. She thanked Ken Hodges for his years of service to the District. Dawn wished the volleyball team good luck in their season.
- Bruce Higgins congratulated Lonnie Krohn and Tabbitha Hodges on their new job assignments. He thanked Ken Hodges for his years of service to the District.

Adjournment – The meeting was adjourned at 6:45 p.m.

Mike Brown, Secretary of the Board

MB:lmc