

**Lincoln Street School**  
**Governance Committee**

**Meeting Minutes**

**March 7, 2018**

**Board Members:**     **Karin Matray**     **TCDE Assistant Superintendent**  
                                 **Lorna Manuel**     **TCDE Curriculum Director**  
                                 **Linda Houchins**     **TCDE Committee Representative**  
                                 **Julie Kincheloe**     **Lincoln Street School Parent Representative**

The meeting of the Lincoln Street School Governance Committee was held on the above date. All members were present.

<b>Call to Order</b>	Meeting called to order at 3:36 pm by Karin Matray.
<b>Roll Call and Pledge Of Allegiance</b>	Pledge of Allegiance led by Karin Matray.
<b>Approval of Agenda</b>	Motion to approve Agenda by Lorna Manuel with a second by Julie Kincheloe. Motion carried unanimously.
<b>Consent Agenda</b>	Motion to approve the Consent Agenda by Lorna Manuel with a second by Julie Kincheloe. Motion carried unanimously.
<b>School Report</b>	5.1 The School Report presented by Christi Deveraux. Lincoln Street is currently at 92 students. Last month, 10 new students enrolled and 8 students disenrolled from the school. Through Month 6 the cumulative average of attendance was 75.37. 5.2 Christi Deveraux reviewed tasks accomplished and upcoming events.
<b>CBO Report</b>	6.1 Business report presented by Lourie Larcade. 2nd Interim just came to a close with everything in good order. Lourie also shared more expenditures need to be incurred.

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### New Business

7.1 Linda Houchins made a motion to replace Denise Cottingham with Lourie Larcade from the interfund transfers and to remove Tim Morehouse from Payment of Expenditures and add Wes Grossman. Lorna Manuel seconded. Motion carried unanimously.

7.2 Michelle Barnard presented the Active Shooter Policy. Policy was developed by the safety committee with input from Officer Coker, and information from Cal Office of Emergency. Christi Deveraux shared some of the recommendations from Officer Coker. Discussed the need to connect our policy with TCDE.

Motion to approve the Onsite Active Shooter Protocol and Evacuation Plan by Julie Kincheloe with a second by Linda Houchins. Motion carried unanimously.

7.3 Christi Deveraux presented the Field Trip and Excursions Policy.

Motion to approve by Linda Houchins with a second by Lorna Manuel. Motion carried unanimously.

7.4 Christi Deveraux presented the 2018-2019 school calendar.

Motion to approve the 2018-2019 School Calendar by Lorna Manuel with a second by Julie Kincheloe. Motion carried unanimously.

### Old Business

8.1 Christi Deveraux shared a sample Immunization Policy and Evergreen's current immunization policy. The Governance Board suggested that staff poll parents to get their input.

8.2 Christi Deveraux reviewed the LCAP goals.

### Discussion

TCDE approved Lincoln Street School's Charter. Working on questionnaire for a community representative for the board.

### Next Meeting Date

The next meeting will be held on Thursday, May 10 at 3:30.

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**Adjournment**

There being no further business, the meeting was adjourned at 4:38 pm.