

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF MARCH 2, 2017**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on March 2, 2017. Board President Calvin Harwood called the meeting to order at 6:08 p.m.

ROLL CALL:

Trustees Present: Calvin Harwood, Shelagh Deveney, Meagen Hedley.

Administrators Present: Joan Potter, Lorre Stange, and Tim Henry.

Student Representative: Zane Elizondo

B. PUBLIC INPUT re CLOSED SESSION ITEMS:

C. CLOSED SESSION AGENDA:

- | | | |
|------|---|------|
| CS-1 | PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
<i>(No Additional Information Required)</i> | CS-1 |
| CS-2 | PUBLIC EMPLOYEE APPOINTMENT
Title: <i>(Special Ed Instructional Assistant, Intervention Specialist, College & Career Readiness Vocational Technician, Instructional Assistant, LHS Softball, LHS Baseball)</i> | CS-2 |
| CS-3 | CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
<i>Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9</i> | CS-3 |
| CS-4 | CONFERENCE WITH LABOR NEGOTIATOR:
Name of Agency Negotiator: Superintendent
Name of Organization Representing Employees: CSEA | CS-4 |
| CS-5 | CONFERENCE WITH LABOR NEGOTIATOR:
Name of Agency Negotiator: Superintendent
Name of Organization Representing Employees: LVTA | CS-5 |

D. ANNOUNCEMENTS FROM CLOSED SESSION: No action was taken in Closed Session

E. PATRIOTIC OBSERVANCE: Calvin Harwood led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 3-0 vote.

G. CORRESPONDENCE: Letter from MCOE regarding review of 2016/17 First Interim Budget

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter began by thanking the coaches and community members that volunteer and do so much for our students. The majority of her report was included in Information Item M.2. regarding the new Data Dashboard.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA	CSEA

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 3-0 vote.

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Student of the Month, Dylan Hillard and asked him to introduce his family
- **Motion** to recognize Dylan Hillard as the Student of the Month by Shelagh Deveney, Seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

K.2. Second Interim Budget Report and Adoption

- The second interim budget report provides the Board with an overview of changes to the financial status of the district through January 31, 2017. The annual budget adoption process includes the following:
 - June: Proposed budget for the succeeding school year adopted
 - September update: Within 45 days of the State's budget adoption
 - December: The 1st Interim represents the budget through Oct. 31 & compares the adopted budget with subsequent revenues and expenditures
 - March: The 2nd Interim includes new revenues and expenditures through Jan. 31
- Budget details at the Second Interim include:
 - revenues are up \$52,888.
 - expenditures are up \$47,330
 - we are currently maintaining an economic uncertainty/stabilization reserve of 10%
 - we project a 10% economic uncertainty/stabilization reserve in 17/18 and 18/19.
- **Motion** to adopt the Second Interim Budget Report by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 3-0 vote.

L. DISCUSSION / ACTION:

L.1. Friends of the Library

- The Friends of the Library provided an update of progress toward creating a library facility in Laytonville. The following topics were discussed:
 - Getting a portable unit for the library headquarters
 - Sales are averaging \$50 a week
 - Library association would cover insurance & other potential costs for managing portable
 - Dimensions of the portable in question
 - Septic/ADA restrooms/Mound system for Old HS site
 - Advised by the Board to put together a more in-depth proposal and bring it back to the board.

L.2. BP and AR 6020 for Title I Parent Involvement Policy, Annual Review

- Our Board Policy and Administrative Regulations 6020 require that Title I schools have parent involvement policies and procedures that participating parents and school staff agree to abide by. The principals shared input from each of their School Site Councils.
 - The principals reviewed BP and AR 6020 with their Site Councils and found no changes are necessary at this time.

L.3. Out of State Field Trip

- The LHS Native American Club is planning a field trip to Albuquerque, New Mexico from April 27-30. The purpose of the trip is to attend the Gathering of Nations Pow Wow, the Museum of Natural History and the Petroglyph National Monument. The trip will be chaperoned by Jose Reyes and Christie Nelson, the Title V11 coordinators. The club and the advisors have arranged their own reservations and hotel accommodations. The purpose of the trip is to expand the students' knowledge of the Native American culture. Their itinerary is attached. Field Trips that take place out of state require board approval.
- **Motion** to approve the Native American Club field trip to Albuquerque, New Mexico taking place from April 27th-30th by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 3-0 vote.

L.4. Approval of Contract with Auditor

- We must approve a contract with an auditor for the next year. State legislation limits an auditor's services to a district to six consecutive years. We have been with Christy White Associates for six years. State law requires us to select an auditor or the County must appoint one.
- Christy White Associates have been competent auditors for the past six years and since there are multiple auditors in the same firm we can continue using their services.
- **Motion** to approve the Superintendent to contract with Christy White Associates for auditing services for 2016/17-2018/19 by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 3-0 vote.

M. INFORMATION ITEMS:

M.1. Employee Recognition Award

- The Governing Board recognizes two employees each year for their contributions to the improvement and effectiveness of the District's educational program. One award is presented in January and one is presented in May. The Governing Board recognizes employees who:
 - by exemplary service over an extended period of time have contributed to the improvement or effectiveness of the district educational program.
 - perform special acts or services in the public interest.
 - by superior accomplishments, make exceptional contributions to the effectiveness, efficiency, economy or improvements of district operations.
 - propose ideas or procedures which eliminate or reduce district expenditures or improve the efficiency of district operations.
- Nominations are due at the end of March and the Board will select the award recipient in April for recognition in May. Recipients are presented a certificate and a special gift.

M.2. Data Dashboard

- During our February board meeting Mrs. Potter provided an overview of the state's new accountability system. Data Dashboards have been made available to all schools and school districts. Mrs. Potter reviewed the information with the Board as it pertains to Laytonville.

M.3. Facilities Update

- Don Alameida provided us with an update on the Elementary project.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None

O. COMMENTS FROM THE BOARD: Meagen is excited about the prospect of having a more permanent library in Laytonville. Calvin said "Congratulations" to the High School Boys' Basketball team and Joanie wished "Good Luck" to Mock Trial .

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 3-0 vote. The meeting was adjourned at 8:08 p.m. The next regular meeting will be held on April 6, 2017.

Respectfully submitted,

Adopted as Final
April 6, 2017

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board