

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF MARCH 5, 2015**

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 5, 2015. Board President Calvin Harwood called the meeting to order at 6:05 pm.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, Tina Tineo, Meagen Hedley.

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

Student Representative: Sophia Lassotovitch.

B. PUBLIC INPUT re CLOSED SESSION ITEMS: No public input regarding closed session items.

C. CLOSED SESSION AGENDA:

CS-1: CONFERENCE WITH LABOR NEGOTIATOR:

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: CSEA

CS-2: CONFERENCE WITH LABOR NEGOTIATOR:

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: LVTA

CS-3: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(No Additional Information Required)

CS-4: PUBLIC EMPLOYEE APPOINTMENT

Title: LHS Baseball Coach, LHS Softball Coach, LMS Soccer Coach, LHS Track Coach, .4 FTE Job Share Teacher

D. ANNOUNCEMENTS FROM CLOSED SESSION:

Board President Calvin Harwood announced that in Closed Session Item CS-1, Conference with Labor Negotiator, the Board approved the additional position of Preschool Teacher at Range 24 on the Salary Schedule. Additionally, in CS-1 the Board approved an MOU regarding an early retirement agreement.

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

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE: Letter from Cynthia Brown, Director of Fiscal Services, regarding the review of the 2014/15 First Interim Budget Report

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter shared that there was a meeting for members of the community to give input regarding the bond project. Unfortunately, there was a smaller crowd than we had hoped would attend, but the District is really trying to reach out and allow the public to give all their input. She shared that Mr. Alameida is very good at listening to people and incorporating their ideas into his. Mrs. Potter is proposing a special board meeting on March 12th to look at the bids and approve contracts for hiring a firm to do the surveying and geotechnical work. The bids are coming in on Monday and if approved before April the individuals would be able to come in during spring break to begin some necessary testing. Next, Mrs. Potter shared that she has met with Colin Gillespie, Jose Reyes, and Noah Sipila, who will be using the football/soccer field on Sundays to host local games as part of the Ukiah Men's Soccer League. Lastly, Mrs. Potter announced that the District got confirmation today that it has received a grant from the Mendocino Community Foundation to go towards the construction of the outdoor teaching area at the elementary school garden.

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 Tina Tineo, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented last month's Student of the Month, Timara Ray, for Laytonville High School. Next, Mr. Henry presented February's Student of the Month, Sophia Lassotovitch, for Laytonville High School.
- **Motion** to recognize Timara Ray and Sophia Lassotovitch as the Students of the Month by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 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, 2015. The annual budget adoption process includes the following:
 - June: Proposed budget for the succeeding school year adopted
 - September: Sept. 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 highlights at the Second Interim include:

- revenues are up \$21,928
- expenditures are down \$133,356
- we are currently maintaining an economic uncertainty/stabilization reserve of 10%
- we project a 10% economic uncertainty/stabilization reserve in 15/16 and 16/17
- LCFF
 - With the new LCFF funding the District will be getting an additional amount of funding each year to bridge the gap between current funding levels and the new LCFF target levels. The requirement to increase supplemental services to the targeted group exceeds the amount of our increased revenue. Therefore while the District's core program costs increase, there is no additional money to support these increases.
- **Motion** to adopt the Second Interim Budget Report by Meagen Hedley, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

L. DISCUSSION / ACTION:

L.1. LUSD-LVTA 2014-2017 Collective Bargaining Contract - Language Clarifications

- The contract language for individual certificated employees teaching long-term Independent Study needs some clarification regarding pay rate.
- **Motion** to approve the proposed language clarifications to the LUSD-LVTA 2014-2017 Collective Bargaining Contract by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

L.2. Review & Internet Distribution of 2013/14 LHS and LES School Accountability Report Cards (SARC)

- The Board reviewed the School Accountability Report Cards (SARC) for the District. The reports provide an overview of the schools including statistics regarding the number of students and staff, credentialing information, test results, facilities, budgets and much more. Ed Code requires that the Board review each school's SARC and approve its posting on the Internet. The principals will review their SARC highlights for the Board.
- **Motion** to approve the posting of the 2013/14 LHS and LES SARC's on the Internet by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.3. Approval of the Underwriter Contract

- With the assistance of Eastshore Consulting, the District circulated a Request for Proposals (RFP) to select an underwriting banking institution in anticipation of the sale of Measure Q General Obligation bonds. The District received responses to the RFP from three underwriting banks, Stifel Nicolaus & Company, GK Baum and Piper Jaffray & Company. In conjunction with Eastshore and bond counsel (Stradling), the proposals were evaluated on responsiveness, cost and ability to perform.
- Of the three proposals, Piper Jaffray & Company was the highest cost by a wide margin and performance evaluations cannot justify the fee differential. Proposed fees of the other respondents were very similar in terms of fee and total cost. It is estimated that the differential between the bids of Stifel and GK Baum would amount to only a few thousand dollars or less. As such, the performance of each was evaluated through examination of sample transactions presented in the RFP and information available on other transactions conducted by both underwriters.

- After a review of all these factors, it was determined that the proposal of Stifel Nicolaus & Company would provide the best prospect for underwriting of the sole series of General Obligation bonds issued under Measure Q. Stifel appears to have a better track record of achieving lower interest rates for comparable sales. Additionally, Stifel has a sales force and trading desk located in California, which will be more beneficial to the proposed sale of Measure Q GO bonds.
- The District's finance team suggests the selection of Stifel as the underwriter for Measure Q and staff agrees with this recommendation.
- **Motion** to approve the Underwriter Contract with Stifel Nicolaus & Co., Inc. by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 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. Career Tech Education

- Mr. Henry provided an overview of the District's CTE course offerings and reviewed ideas for future programs.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None.

O. COMMENTS FROM THE BOARD: Meagen Hedley thanked Bette for her efforts and shared that she loves having the students of the month at the meetings. Shannon Ford shared that she was happy to see a few new people at the Community Bond Meeting. Mrs. Potter congratulated Sophia Lassotovitch for being accepted to San Diego State University.

P. ADJOURNMENT:

Motion to adjourn the meeting by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 4-0 vote. The meeting was adjourned at 8:05 pm. The next regular meeting will be held on April 9, 2015.

Respectfully submitted,

Adopted as Final
April 9, 2015

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE SPECIAL MEETING OF MARCH 12, 2015**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a special meeting in the Board Room on March 12, 2015. Board President Calvin Harwood called the meeting to order at 4:03 pm.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, Cecelia Gillespie, and Meagen Hedley.

Administrators Present: Joan Potter.

Student Representative: None.

B. PATRIOTIC OBSERVANCE: Board President Calvin Harwood led the Pledge of Allegiance to the flag.

C. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

D. PUBLIC INPUT: None.

E. DISCUSSION / ACTION:

E.1. Approval of Contract for Surveyor Services

- The District sent out an RFP for Survey work for the elementary school project. It has received proposals from two firms, LACO Associates, Inc. and SHN.
- The Board reviewed a comparison of the two proposals.
- **Motion** to award the contract for Survey Services to LACO Associates, Inc. by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

E.2. Approval of Contract for Geotechnical Services

- The District sent out an RFP for Geotechnical work for the elementary school project. It has received proposals from two firms, LACO Associates, Inc. and SHN.
- The Board reviewed a comparison of the two proposals.
- **Motion** to award the contract for Geotechnical Services to LACO Associates, Inc by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

F. ADJOURNMENT:

Motion to adjourn the meeting by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 vote. The meeting was adjourned at 4:16 pm. The next regular meeting will be held on April 9, 2015.

Respectfully submitted,

Adopted as Final
April 9, 2015

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #9 2014/15

April 9, 2015

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>			
<u>Certificated Resignation</u>			
<u>Certificated Layoff</u>			
<u>Certificated Leave of Absence:</u>			
<u>Certificated Transfer</u>			
<u>Classified Appointment</u>			
<u>Classified/Confidential Appointment</u>			
<u>Classified/Confidential Resignation</u>			
<u>Classified Transfer</u>			
<u>Classified Resignation/Retirement</u>			
<u>Classified Layoff</u>			
<u>Coaching Positions</u>			

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #9 2014/15

April 9, 2015

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
03/12/2015	2047	U.S.P.S.	Postage	\$147.00

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
April 9, 2015

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15732767	000197/	ADMINISTRATIVE SRV CORP				
		PO-019725	1. 68-0000-0-5600-001-0000-6000-0000		DENTAL	168.00
			2. 69-0000-0-5600-001-0000-6000-0000		VISION	84.00
			WARRANT TOTAL			\$252.00
15732768	005381/	ADVANCED SECURITY SYSTEMS				
		PO-019724	1. 01-0000-0-5800-001-0000-8300-0000		293452	73.50
			2. 01-0740-0-5800-001-0000-3600-0000		293452	73.50
			WARRANT TOTAL			\$147.00
15732769	005277/	AMAZON				
		PO-019875	1. 01-6300-0-4100-001-1110-1000-0000		091284971291	46.30
		PO-019877	1. 01-0000-0-4300-002-1110-1000-0000		034524282859	3.87
			1. 01-0000-0-4300-002-1110-1000-0000		195820939159	37.69
		PO-019974	2. 01-0000-0-4300-001-0000-8300-0000		220284209918	60.96
		PO-019988	1. 01-0000-0-4300-003-1110-1000-3000		148481709101	13.98
			1. 01-0000-0-4300-003-1110-1000-3000		201651768542	40.80
			WARRANT TOTAL			\$203.60
15732770	006131/	BLI LIGHTING SPECIALISTS				
		PV-150237	01-0000-0-4300-001-0000-8200-0000		00579487	37.00
			WARRANT TOTAL			\$37.00
15732771	000231/	BLUE SHIELD OF CALIFORNIA				
		PO-019726	1. 01-0000-0-9514-000-0000-0000-0000		F05082, OCBA, F05091	9,791.64
			WARRANT TOTAL			\$9,791.64
15732772	005991/	IRA CAUGHNOWN III				
		PV-150240	01-0740-0-5800-001-7110-3600-0000		MILEAGE REIMBURSE. 2/17-2/20	378.35
			WARRANT TOTAL			\$378.35
15732773	001804/	CDE				
		PO-019915	1. 13-5310-0-4700-001-0000-3700-0000		15 SF-16773	135.20

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL														\$135.20
15732774	000039/	CHEVRON BUSINESS CARD SERVICES												
		PO-019768	1.	01-0000-0-4361-001-0000-8110-0000								ACCT. 7898860577		176.89
			2.	01-0740-0-4361-001-0000-3600-0000								ACCT. 7898860577		952.58
		WARRANT TOTAL												\$1,129.47
15732775	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000								100212077		123.62
			1.	13-5310-0-4700-001-0000-3700-0000								100214796, 100216179		302.79
		WARRANT TOTAL												\$426.41
15732776	002074/	FISHER WIRELESS												
		PO-019991	2.	01-0000-0-4300-001-0000-8300-0000								6431		391.16
			1.	01-0000-0-5600-001-0000-8300-0000								223288		68.00
		WARRANT TOTAL												\$459.16
15732777	006086/	FOLLETT SCHOOL SOLUTIONS INC.												
		PO-019878	1.	01-6300-0-4100-001-1110-1000-0000								1778145A		30.83
		WARRANT TOTAL												\$30.83
15732778	000063/	GEIGER'S LONG VALLEY MARKET												
		PO-019932	1.	01-0000-0-4300-003-1110-1000-3000								0752-0757 ACCT. 1221		60.00
		PO-019933	1.	01-0000-0-4300-003-1110-1000-3000								0777: ACCT. 1221		153.97
		WARRANT TOTAL												\$213.97
15732779	003317/	KONNIE HAWKINS												
		PV-150235		01-0000-0-4300-002-1110-1000-2111								REIMBURSEMENT		200.00
		WARRANT TOTAL												\$200.00
15732780	004730/	STACEY KALLER-PATTON												
		PV-150236		01-0000-0-4300-002-1110-1000-0000								REIMBURSEMENT		10.98
		WARRANT TOTAL												\$10.98
15732781	005671/	JANE KELLEY												
		PV-150241		01-0079-0-5800-001-0000-3160-0000								CELDT TESTING 2/18/15		135.00
WARRANT TOTAL														\$135.00
15732782	005254/	LAYTONVILLE'S HEALTHY START												
		PV-150242		01-6012-0-5800-002-1110-4100-0000								6/20/14-2/20/15 ASES		16,349.10
		WARRANT TOTAL												\$16,349.10
15732783	000061/	LONG VALLEY LUMBER												
		PO-019614	1.	01-0635-0-4300-003-1110-1000-0000								85582: ACCVT. 1276		13.47
		WARRANT TOTAL												\$13.47
15732784	000124/	PACIFIC GAS & ELECTRIC												
		PO-019775	1.	01-0000-0-5510-001-0000-8200-0000								ACCT. 0991326276-3		9,403.51
		WARRANT TOTAL												\$9,403.51
15732785	001308/	JOAN POTTER												
		PV-150243		01-0000-0-4300-003-1110-4100-6000								REIMBURSEMENT		120.95
		WARRANT TOTAL												\$120.95
15732786	006130/	RIBBONS GALORE												
		PO-020008	1.	01-0000-0-4300-002-1110-1000-0000								102061		75.44
		WARRANT TOTAL												\$75.44
15732787	002696/	RITCHIES FOOD SERVICE												
		PO-019852	2.	13-5310-0-4300-001-0000-3700-0000								183364, 591757		279.84
			1.	13-5310-0-4700-001-0000-3700-0000								183364, 591757		169.25
		WARRANT TOTAL												\$449.09
15732788	000018/	SCHOOL SPECIALTY												
		PO-020005	1.	01-0000-0-4300-002-1110-1000-0000								208113893615		123.82
		WARRANT TOTAL												\$123.82
15732789	002862/	SONOMA CTY. OFFICE OF ED.												
		PO-020041	1.	01-0000-0-5200-001-0000-2100-0000								IN15-02030		10,000.00
		WARRANT TOTAL												\$10,000.00
15732790	002582/	SPORT & CYCLE												
		PO-020044	1.	01-1100-0-4300-003-1110-4200-0000								195070, 195104		820.07

WARRANT#	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT

WARRANT TOTAL														\$820.07
15732791	001651/	LORRE STANGE												
		PV-150244									01-0000-0-4300-002-0000-2700-0000		REIMBURSEMENT	78.43
											01-0000-0-4300-002-1110-1000-0000		REIMBURSEMENT	118.51
											WARRANT TOTAL			\$196.94
15732792	003434/	SYSCO FD SCVS OF SAN FRANCISCO												
		PO-019815	1.	13-5310-0-4700-001-0000-3700-0000								501190222, 502160258		3,938.54
											WARRANT TOTAL			\$3,938.54
15732793	005993/	TEACHER CREATED RESOURCES												
		PO-020003	1.	01-0000-0-4300-002-1110-1000-2111								5814351		58.97
			1.	01-0000-0-4300-002-1110-1000-2111								5814351		7.99
											WARRANT TOTAL			\$66.96
15732794	004444/	THOMSON REUTERS-WEST												
		PO-020042	1.	01-0000-0-4300-001-0000-7200-0000								831284853		63.50
			2.	01-0000-0-4300-002-0000-2700-0000								831284853		63.50
											WARRANT TOTAL			\$127.00
15732795	000043/	VERIZON CALIFORNIA												
		PO-020024	1.	01-0000-0-5903-001-0000-7200-0000								707-984-6929, 6904		45.40
											WARRANT TOTAL			\$45.40
15732796	006063/	VERIZON WIRELESS												
		PO-019754	1.	01-7405-0-5800-001-1110-1000-0000								9740070030		76.02
											WARRANT TOTAL			\$76.02
15732797	004686/	WILLIAM V MACGILL & CO.												
		PO-020007	1.	01-0811-0-4300-002-0000-3140-0000								1N0509674		174.39
											WARRANT TOTAL			\$174.39
15732798	005748/	WILLITS MOBILE LOCK & KEY												
		PO-019883	2.	01-0000-0-4300-001-0000-8300-0000								2044		7.55
			1.	01-0000-0-5600-001-0000-8300-0000								2044		30.00
											WARRANT TOTAL			\$37.55
15732799	003863/	XEROX CORPORATION												
		PO-019778	2.	01-0000-0-5600-003-1110-1000-0000								078199888		295.76
											WARRANT TOTAL			\$295.76
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS:		33	TOTAL AMOUNT OF WARRANTS:		\$55,864.62*						
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS:		33	TOTAL AMOUNT OF WARRANTS:		\$55,864.62*						

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/05/2015

03/04/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0060 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15733312	006134/	BEARPORT PUBLISHING											
		PO-019872	2.	01-0000-0-4300-002-1110-1000-0000							144774		32.26
			1.	01-0000-0-4300-002-1110-1000-2111							144774		200.00
				WARRANT TOTAL									\$232.26
15733313	006076/	EMIDIO CANTALUPO											
		PV-150248		01-0000-0-4300-003-1110-1000-0000								REIMBURSEMENT	88.24
				WARRANT TOTAL									\$88.24
15733314	005991/	IRA CAUGHNOR III											
		PV-150247		01-0740-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	432.40
				WARRANT TOTAL									\$432.40
15733315	001793/	CLOVER STORNETTA FARMS INC.											
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000							100218951, 100220239		338.00
				WARRANT TOTAL									\$338.00
15733316	003893/	DEVCO HEATING AND AIR											
		PO-020062	1.	14-0620-0-5600-001-0000-8110-0000							37887, 37948, 37975, 38004		1,440.24
				WARRANT TOTAL									\$1,440.24
15733317	006132/	ERIC ARMIN INC.											
		PO-020001	1.	01-0000-0-4300-002-1110-1000-2111							INV0707918		41.65
			1.	01-0000-0-4300-002-1110-1000-2111							INV0707918		7.00
				WARRANT TOTAL									\$48.65
15733318	002486/	EVAN-MOOR											
		PO-020002	1.	01-0000-0-4300-002-1110-1000-2111							INV058428		75.22
				WARRANT TOTAL									\$75.22
15733319	005362/	FERRELLGAS											
		PO-019809	1.	01-0000-0-5520-001-0000-8200-0000							1086556995, 96		865.02
			2.	01-9010-0-5520-001-0000-8200-5375							1086556997		54.87
				WARRANT TOTAL									\$919.89
15733320	002074/	FISHER WIRELESS											
		PO-020045	1.	01-0000-0-5600-001-0000-8300-0000							223287		68.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL						\$68.00
15733321	005408/	TIM HENRY				
		PV-150250	01-4035-0-5200-001-1110-1000-0000		MILEAGE REIMBURSEMENT	204.70
			WARRANT TOTAL			\$204.70
15733322	006133/	EDWARD KEELAN				
		PV-150249	01-6300-0-4300-003-1110-1000-0000		REIMBURSEMENT	16.15
			WARRANT TOTAL			\$16.15
15733323	000191/	LAYTONVILLE UNIFIED REVOLVING				
		RC-150007	01-0000-0-5904-001-0000-7200-0000		STAMPS	73.50
			13-5310-0-5904-001-0000-3700-0000		STAMPS	73.50
			WARRANT TOTAL			\$147.00
15733324	005713/	LD PRODUCTS/4INKJETS.COM				
		PO-019929	1. 01-0635-0-4300-003-1110-1000-0000		SIP-002798923	107.61
			WARRANT TOTAL			\$107.61
15733325	003136/	MATHESON TRI-GAS INC				
		PO-019728	1. 01-0740-0-5600-001-0000-3600-0000		10856915	36.57
			WARRANT TOTAL			\$36.57
15733326	002129/	MENDES SUPPLY COMPANY				
		PO-020026	1. 01-0000-0-4300-001-0000-8200-0000		M075701-00	57.99
			WARRANT TOTAL			\$57.99
15733327	000124/	PACIFIC GAS & ELECTRIC				
		PO-019792	1. 01-9010-0-5510-001-0000-8200-5375		ACCT. 7979025834-1	152.30
			WARRANT TOTAL			\$152.30
15733328	006127/	PIVOT LEARNING PARTNERS				
		PO-019975	3. 01-3010-0-5800-001-0000-2100-0000		LAYT1114	3,000.00
			4. 01-4035-0-5800-001-0000-2100-0000		LAYT1114	1,000.00
			2. 01-7405-0-5800-001-0000-2100-0000		LAYT1114	4,000.00
		PO-199751	1. 01-0079-0-5800-001-0000-2100-0000		LAYT1114	9,460.00
			WARRANT TOTAL			\$17,460.00
15733329	002696/	RITCHIES FOOD SERVICE				
		PO-019852	2. 13-5310-0-4300-001-0000-3700-0000		591783	71.61
			1. 13-5310-0-4700-001-0000-3700-0000		591783	30.35
			WARRANT TOTAL			\$101.96
15733330	003078/	SOLID WASTE OF WILLITS				
		PO-019752	1. 01-0000-0-5540-001-0000-8200-0000		L35980: ACCT. 411087;275: 5145	944.06
			WARRANT TOTAL			\$944.06
15733331	003539/	SONOMA COUNTY OFFICE OF ED.				
		PO-019947	1. 01-0000-0-5200-001-0000-7200-0000		IN15-02372	25.00
			WARRANT TOTAL			\$25.00
15733332	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-019815	1. 13-5310-0-4700-001-0000-3700-0000		502230322	1,713.94
			WARRANT TOTAL			\$1,713.94
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	21	TOTAL AMOUNT OF WARRANTS:	\$24,610.18*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	21	TOTAL AMOUNT OF WARRANTS:	\$24,610.18*

APY250 H.02.09

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0061 JBMENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/12/2015

03/11/15 PAGE 1

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15733977	005991/	IRA CAUGHNOR III												
		PV-150260			01-0740-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT 3/2-3/6	486.45
					WARRANT TOTAL									\$486.45
15733978	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019812	1.		13-5310-0-4700-001-0000-3700-0000								100223139	146.27
					WARRANT TOTAL									\$146.27
15733979	005686/	FORT BRAGG ELECTRIC INC.												
		PO-020067	1.		14-0620-0-5600-001-0000-8110-0000								275144	462.00
					WARRANT TOTAL									\$462.00
15733980	002503/	DENNIS HOGAN												
		PV-150261			01-0000-0-4300-003-1110-1000-0000								REIMBURSEMENT	37.00
					WARRANT TOTAL									\$37.00
15733981	000258/	LAYTONVILLE DISPOSAL CO												
		PO-020068	1.		01-0000-0-5530-001-0000-8200-0000								4 PUMPINGS	2,800.00
					WARRANT TOTAL									\$2,800.00
15733982	000220/	LAYTONVILLE WATER DISTRICT												
		PO-019791	1.		01-0000-0-5530-001-0000-8200-0000								LES, LMS, LHS-OLD, AG & NEW	1,660.37
					WARRANT TOTAL									\$1,660.37
15733983	000061/	LONG VALLEY LUMBER												
		PO-019614	1.		01-0635-0-4300-003-1110-1000-0000								ACCT. 1276	34.48
		PO-019920	1.		01-0000-0-4300-001-1110-1000-0000								ACCT. 1274	319.55
		PO-019925	1.		01-0000-0-4300-003-1110-1000-0000								ACCT. 1276	13.47
		PO-020022	1.		01-0000-0-4300-001-0000-8110-0000								ACCT. 1273	518.28
					WARRANT TOTAL									\$885.78
15733984	002433/	MENDOCINO CO. CLERK-RECORDER												
		PO-020063	1.		40-0000-0-5800-001-0000-8500-0000								2014/15-28	2,368.81
					WARRANT TOTAL									\$2,368.81
15733985	006135/	PROJECTOR LAMP SOURCE												
		PO-019931	1.		01-0000-0-4300-003-1110-1000-0000								1202466	148.88

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	DEPOSIT TYPE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT

WARRANT TOTAL											\$148.88
15733986	002696/	RITCHIES FOOD SERVICE									
		PO-019852	2.	13-5310-0-4300-001-0000-3700-0000					281757, 281786		149.72
			1.	13-5310-0-4700-001-0000-3700-0000					281757, 281786		172.60
		WARRANT TOTAL									\$322.32
15733987	003078/	SOLID WASTE OF WILLITS									
		PO-019752	1.	01-0000-0-5540-001-0000-8200-0000					L36175: ACCT. 411087		81.25
			2.	01-9010-0-5540-001-0000-8200-5375					214: ACCT. 9921-6		181.88
		WARRANT TOTAL									\$263.13
15733988	005340/	SPRINT									
		PO-019789	1.	01-0000-0-5903-001-0000-7200-0000					CUST. #924289408		154.59
			2.	01-9010-0-5903-001-0000-2100-5375					CUST. #924289408		33.19
		WARRANT TOTAL									\$187.78
15733989	001651/	LORRE STANGE									
		PV-150251		01-0000-0-4300-002-1110-1000-0000					REIMBURSEMENT		31.00
				01-0000-0-4300-002-1110-1000-2662					REIMBURSEMENT		15.00
		WARRANT TOTAL									\$46.00
15733990	003863/	XEROX CORPORATION									
		PO-019778	4.	01-0000-0-5600-001-0000-7200-0000					078498779		129.75
			3.	01-0000-0-5600-010-3200-1000-0000					078498776		39.35
		WARRANT TOTAL									\$169.10
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		14	TOTAL AMOUNT OF WARRANTS:		\$9,983.89*			
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		14	TOTAL AMOUNT OF WARRANTS:		\$9,983.89*			

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/19/2015

03/18/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0064 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15734568	005277/	AMAZON												
		PO-019930	1.	01-0000-0-4300-003-1110-1000-0000									238695728822	53.00
		PO-020006	1.	01-6500-0-4300-002-5770-1120-0000									161950493477	35.51
		PO-020016	1.	01-0000-0-4300-002-0000-2700-0000									290408394597	54.01
		PO-020025	1.	01-0000-0-4300-001-0000-8300-0000									200374559098	13.88
			1.	01-0000-0-4300-001-0000-8300-0000									200374559098	27.44
		PO-020043	1.	01-6300-0-4300-003-1110-1000-0000									VARIOUS	118.06
		PO-020046	1.	01-0000-0-4300-002-1110-1000-2111									290408394597	201.39
		PO-020047	1.	01-0000-0-4300-002-1110-1000-0000									290408394597	74.98
		PO-020066	1.	01-0000-0-4300-001-0000-8200-0000									290408394597	21.90
				WARRANT TOTAL										\$600.17
15734569	005045/	JENET BOOKOUT												
		PV-150266		01-0000-0-5200-001-0000-7200-0000									MILEAGE REIMBURSEMENT	56.35
				WARRANT TOTAL										\$56.35
15734570	003755/	BUSINESS CARD												
		PV-150265		01-0000-0-4300-003-1110-4100-6000									ACCT. 4339-XXX-1997	73.64
				01-0000-0-4400-001-0000-8200-0000									ACCT. 4339-XXX-1997	1,513.74
				01-0000-0-5800-003-1110-4100-6000									ACCT. 4339-XXX-1997	4,729.00
				WARRANT TOTAL										\$6,316.38
15734571	005991/	IRA CAUGHRON III												
		PV-150267		01-0740-0-5800-001-7110-3600-0000									MILEAGE REIMBURSEMENT 3/9-3/13	432.40
				WARRANT TOTAL										\$432.40
15734572	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000									100224442, 7257, 8623	483.82
				WARRANT TOTAL										\$483.82
15734573	004792/	DEPT. OF JUSTICE												
		PO-019798	1.	01-0000-0-5814-001-0000-7400-0000									086279	32.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL														\$32.00
15734574	005074/	EUREKA OXYGEN												
		PO-020071	1.	01-0000-0-4300-001-0000-8200-0000									U121217	36.15
WARRANT TOTAL														\$36.15
15734575	005362/	FERRELLGAS												
		PO-019809	1.	01-0000-0-5520-001-0000-8200-0000									1086673564, 5787, RNT5865852	984.53
WARRANT TOTAL														\$984.53
15734576	006136/	FROG PUBLICATIONS												
		PO-020017	1.	01-0000-0-4300-002-1110-1000-2111									21415-3207	184.45
			1.	01-0000-0-4300-002-1110-1000-2111									21415-3207	27.00
WARRANT TOTAL														\$211.45
15734577	000063/	GEIGER'S LONG VALLEY MARKET												
		PO-019788	1.	13-5310-0-4700-001-0000-3700-0000									7136: ACCT. ACCT. 1221	8.50
			1.	13-5310-0-4700-001-0000-3700-0000									ACCT. 2004	227.89
		PO-019876	1.	01-6500-0-4300-001-5770-1120-0000									ACCT. 1205	28.79
		PO-019903	1.	01-0079-0-4300-002-1110-1000-0000									5795: ACCT. 1221	13.77
WARRANT TOTAL														\$278.95
15734578	004772/	GOPHER												
		PO-020015	1.	01-0000-0-4300-002-1110-1000-0000									8928139	188.49
WARRANT TOTAL														\$188.49
15734579	006003/	MALILA GORDON												
		PV-150275		01-0000-0-5200-001-0000-7200-0000									MILEAGE REIMBURSEMENT	34.50
WARRANT TOTAL														\$34.50
15734580	006137/	ALYSSA GRAMS												
		PV-150268		01-0000-0-4300-001-1110-1000-0000									REIMBURSEMENT	79.50
WARRANT TOTAL														\$79.50
15734581	005090/	KATHERINE HARPER												
		PV-150269		01-0000-0-4300-003-1110-1000-0000									REIMBURSEMENT	25.90

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	DEPOSIT TYPE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL										\$25.90
15734582	002503/	DENNIS HOGAN								
		PV-150270	1.	01-0000-0-4300-003-1110-1000-0000					REIMBURSEMENT	123.00
WARRANT TOTAL										\$123.00
15734583	005749/	KELLEY AUTOMOTIVE								
		PO-019849	1.	01-0740-0-5800-001-0000-3600-0000					BUSES 1-5	300.00
WARRANT TOTAL										\$300.00
15734584	004358/	BETTE LOFLIN								
		PV-150271	01-0000-0-5200-001-0000-7200-0000						REIMBURSEMENT	56.35
WARRANT TOTAL										\$56.35
15734585	002129/	MENDES SUPPLY COMPANY								
		PO-020065	1.	01-0000-0-4300-001-0000-8200-0000					M076184-00	2,874.34
			1.	01-0000-0-4300-001-0000-8200-0000					M076184-01	292.39
WARRANT TOTAL										\$3,166.73
15734586	004464/	MENDOCINO COMMUNITY NETWORK								
		PV-150272	01-0000-0-5901-001-1110-1000-0000						ACCT. 3336	1.00
WARRANT TOTAL										\$1.00
15734587	000111/	MENDOCINO CTY YOUTH PROJECT								
		PO-019881	1.	01-0079-0-5800-001-0000-3110-0000					FY 1415 LUSD-107	1,031.60
WARRANT TOTAL										\$1,031.60
15734588	003171/	NASCO MODESTO								
		PO-020012	1.	01-0000-0-4300-002-1110-1000-2111					30040	30.33
			1.	01-0000-0-4300-002-1110-1000-2111					30487	71.41
WARRANT TOTAL										\$101.74
15734589	003782/	PCMALLGOV								
		PO-019934	1.	01-0000-0-4300-001-0000-2430-0000					S90174170101	167.08
WARRANT TOTAL										\$167.08
15734590	005600/	PERKOWSKI SCREENPRINT								
		PO-020064	1.	01-0000-0-4300-003-1110-4100-6000					12841	528.84
WARRANT TOTAL										\$528.84
15734591	001308/	JOAN POTTER								
		PV-150273	01-0000-0-5200-001-0000-7100-0000						REIMBURSEMENT	182.14
WARRANT TOTAL										\$182.14
15734592	005513/	REDWOOD EMPIRE OFFICIALS								
		PO-020072	1.	01-1100-0-5800-004-1110-4200-0000					946	2,179.00
WARRANT TOTAL										\$2,179.00
15734593	005068/	STAPLES CONTRACT & COMMERCIAL								
		PO-020069	1.	01-0000-0-4300-001-1110-1000-0000					7001692352, 53, 54, 55, 56	322.75
WARRANT TOTAL										\$322.75
15734594	006068/	JAMIE STUTH								
		PV-150274	01-6500-0-5200-001-7110-1191-0000						REIMBURSEMENT	56.12
WARRANT TOTAL										\$56.12
15734595	003434/	SYSCO FD SCVS OF SAN FRANCISCO								
		PO-019815	1.	13-5310-0-4700-001-0000-3700-0000					503090320, 503160283	4,746.83
WARRANT TOTAL										\$4,746.83
15734596	001370/	WEATHERTOP NURSERY								
		PO-019793	1.	01-0000-0-4300-003-1110-1000-0000					ACCT. 40	26.91
WARRANT TOTAL										\$26.91
15734597	003863/	XEROX CORPORATION								
		PO-019778	2.	01-0000-0-5600-003-1110-1000-0000					078636498	65.34
WARRANT TOTAL										\$65.34
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS: 30					TOTAL AMOUNT OF WARRANTS:		\$22,816.02*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS: 30					TOTAL AMOUNT OF WARRANTS:		\$22,816.02*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/26/2015

03/25/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0066 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15735465	003694/	CAROLYN CARPENTER											
		PV-150281		01-0000-0-4300-003-1110-1000-3663								REIMBURSEMENT	232.75
												WARRANT TOTAL	\$232.75
15735466	005991/	IRA CAUGHORN III											
		PV-150280		01-0740-0-5800-001-7110-3600-0000								MILEAGE REIMBURSE 3/16-3/18	216.20
												WARRANT TOTAL	\$216.20
15735467	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-019768	1.	01-0000-0-4361-001-0000-8110-0000								ACCT. 7898860577	172.84
			2.	01-0740-0-4361-001-0000-3600-0000								ACCT. 7898860577	856.97
												WARRANT TOTAL	\$1,029.81
15735468	001793/	CLOVER STORNETTA FARMS INC.											
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000								100231446	191.22
												WARRANT TOTAL	\$191.22
15735469	006086/	FOLLETT SCHOOL SOLUTIONS INC.											
		PO-020049	1.	01-6300-0-4100-001-1110-1000-0000								1784910A	194.68
												WARRANT TOTAL	\$194.68
15735470	004358/	BETTE LOFLIN											
		PV-150282		01-0000-0-5200-001-0000-7200-0000								REIMBURSEMENT	28.18
												WARRANT TOTAL	\$28.18
15735471	005891/	LONG VALLEY AUTO SUPPLY											
		PO-019751	2.	01-0740-0-4364-001-0000-3600-0000								83476	30.97
												WARRANT TOTAL	\$30.97
15735472	005923/	LIBBE MADSEN											
		PV-150283		01-0079-0-5800-001-0000-3110-0000								8/27-12/17	3,100.00
												WARRANT TOTAL	\$3,100.00
15735473	002129/	MENDES SUPPLY COMPANY											
		PO-020076	1.	01-0000-0-4300-001-0000-8200-0000								M076996-00	217.54
												WARRANT TOTAL	\$217.54

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15735474	005513/	REDWOOD EMPIRE OFFICIALS											
		PO-020077	1.	01-0000-0-5800-003-1110-4200-0000								LHS SOFTBALL & BASEBALL	3,805.00
												WARRANT TOTAL	\$3,805.00
15735475	002696/	RITCHIES FOOD SERVICE											
		PO-019852	2.	13-5310-0-4300-001-0000-3700-0000								281820, 281832	176.51
			1.	13-5310-0-4700-001-0000-3700-0000								281820, 281832	68.45
												WARRANT TOTAL	\$244.96
15735476	000018/	SCHOOL SPECIALTY											
		PO-020013	1.	01-0000-0-4300-002-1110-1000-2111								208113993279	89.04
		PO-020050	1.	01-0000-0-4300-002-1110-1000-0000								208114000374	16.29
												WARRANT TOTAL	\$105.33
15735477	003078/	SOLID WASTE OF WILLITS											
		PO-019752	1.	01-0000-0-5540-001-0000-8200-0000								L36527: ACCT. 411087	97.50
												WARRANT TOTAL	\$97.50
15735478	002582/	SPORT & CYCLE											
		PO-020027	1.	01-1100-0-4300-003-1110-4200-0000								196405	565.27
		PO-020029	1.	01-0000-0-4300-003-1110-4200-0000								196418	1,150.81
												WARRANT TOTAL	\$1,716.08
15735479	006063/	VERIZON WIRELESS											
		PO-019754	1.	01-7405-0-5800-001-1110-1000-0000								9741758740	76.02
												WARRANT TOTAL	\$76.02
15735480	003855/	WAKE MECHANICAL SERVICES											
		PO-020075	1.	13-5310-0-5600-001-0000-3700-0000								453415-95	354.54
												WARRANT TOTAL	\$354.54
15735481	001377/	WORLD BOOK DIRECT MARKETING											
		PO-020033	1.	01-0000-0-4300-003-1110-1000-0000								2015 YEARBOOK	48.40
												WARRANT TOTAL	\$48.40
	*** BATCH TOTALS ***												
												TOTAL NUMBER OF WARRANTS:	17
												TOTAL AMOUNT OF WARRANTS:	\$11,689.18*
	*** DISTRICT TOTALS ***												
												TOTAL NUMBER OF WARRANTS:	17
												TOTAL AMOUNT OF WARRANTS:	\$11,689.18*

LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

April 9, 2015

48 Laytonville Unified School Dis J1052

BUDGET REPORT

BDX110

H.00.30 04/02/15 08:19 PAGE

1

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND							
OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENSE CURRENT	%	ENCUMBERED	UNENCUMBERED BALANCE	%	
8000 BEGINNING BALANCE	1,276,866.50	0.00	0.00	0.00	1,276,866.50	100.0	
8011 REV LIMIT STATE AID - CURR YR	1,144,902.00	775,196.00	67.7	0.00	369,706.00	32.2	
8012 EDUCATION PROTECTION ACCOUNT	584,741.00	302,091.00	51.6	0.00	282,650.00	48.3	
8019 REV LIMIT STATE AID-PRIOR YRS	0.00	502.00-	.0	0.00	502.00	.0	
8021 HOMEOWNERS' EXEMPTION	18,661.00	9,432.80	50.5	0.00	9,228.20	49.4	
8022 TIMBER YIELD TAX	4,758.00	4,899.59	100.0	0.00	141.59-	.0	
8029 OTHER SUBVENTIONS/IN-LIEU TAX	0.00	35.59	100.0	0.00	35.59-	.0	
8041 SECURED ROLLS TAX	1,835,909.00	1,023,408.91	55.7	0.00	812,500.09	44.2	
8042 UNSECURED ROLL TAXES	64,424.00	58,524.39	90.8	0.00	5,899.61	9.1	
8043 PRIOR YEARS' TAXES	1,865.00	1,212.59	65.0	0.00	652.41	34.9	
8044 SUPPLEMENTAL TAXES	1,550.00	3,117.43	100.0	0.00	1,567.43-	.0	
8045 EDUC REVENUE AUGMENTATION FUND	23,161.00	0.00	.0	0.00	23,161.00	100.0	
8110 MAINTENANCE & OPER (DL 81-874)	25,000.00	21,514.12	86.0	0.00	3,485.88	13.9	
8181 SPECIAL EDUCATION -ENTITLEMENT	71,138.00	55,501.00	78.0	0.00	15,637.00	21.9	
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	2,400.00	75.0	0.00	800.00	25.0	
8290 ALL OTHER FEDERAL REVENUE	181,390.73	140,201.84	77.2	0.00	41,188.89	22.7	
8550 MANDATED COSTS REIMBURSEMENTS	36,469.00	36,469.00	100.0	0.00	0.00	.0	
8560 STATE LOTTERY REVENUE	59,329.00	15,910.48	26.8	0.00	43,418.52	73.1	
8590 ALL OTHER STATE REVENUE	65,725.53	42,756.78	65.0	0.00	22,968.75	34.9	
8650 LEASES & RENTALS	12,500.00	7,225.00	57.8	0.00	5,275.00	42.2	
8660 INTEREST	2,500.00	1,315.07	52.6	0.00	1,184.93	47.3	
8677 INTERAGENCY SERVICES BETW LEAS	86,019.00	0.00	.0	0.00	86,019.00	100.0	
8689 ALL OTHER FEES & CONTRACTS	769.69	769.69	100.0	0.00	0.00	.0	
8699 ALL OTHER LOCAL REVENUE	212,271.42	88,840.06	41.8	0.00	123,431.36	58.1	
8792 TF OF APPORTIONMENT FROM CORE	218,630.00	164,152.00	75.0	0.00	54,478.00	24.9	
TOTAL: 8xxx	5,931,779.87	2,754,471.34	46.4	0.00	3,177,308.53	53.5	
1100 TEACHERS' SALARIES	1,433,034.80	1,022,947.01	71.3	0.00	410,087.79	28.6	
1150 TEACHER - P.T./ADDIT'L DUTY	150.00	225.00	100.0	0.00	75.00-	.0	
1170 TEACHER - SUBSTITUTE	47,800.00	17,752.50	37.1	0.00	30,047.50	62.8	
1200 CRT PUPIL SUPPORT SALARIES	32,209.00	23,522.24	73.0	0.00	8,686.76	26.9	
1300 CRT SUPERVISOR/ADMIN SALARIES	307,417.00	235,711.53	76.6	0.00	71,705.47	23.3	
TOTAL: 1xxx	1,820,610.80	1,300,158.28	71.4	0.00	520,452.52	28.5	
2100 INSTRUCTIONAL AIDES' SALARIES	273,369.74	195,331.67	71.4	0.00	78,038.07	28.5	
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	1,200.00	1,382.17	100.0	0.00	182.17-	.0	
2200 CLASSIFIED SUPPORT SALARIES	256,659.00	184,689.17	71.9	0.00	71,969.83	28.0	
2240 CLASSIFIED SUPPORT- EXTRA HIRE	2,000.00	1,516.32	75.8	0.00	483.68	24.1	
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,000.00	274.95	13.7	0.00	1,725.05	86.2	
2260 CLASSIFIED SUPPORT - OVER-TIME	4,000.00	1,649.66	41.2	0.00	2,350.34	58.7	

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
2270 CLASSIFIED SUPPORT -SUBSTITUTE	14,500.00	10,588.23	10,588.23	73.0	0.00	3,911.77	26.9
2300 CLASS. SUPRVRSR/Admin SALARIES	124,425.55	79,692.78	79,692.78	64.0	0.00	44,732.77	35.9
2400 CLERICAL,TECH,OFFICE SALARIES	207,930.00	146,774.21	146,774.21	70.5	0.00	61,155.79	29.4
2440 CLERICAL,TECH,OFFICE-EX-HIRE	4,000.00	2,150.22	2,150.22	53.7	0.00	1,849.78	46.2
2900 OTHER CLASSIFIED SALARIES	9,423.00	6,402.38	6,402.38	67.9	0.00	3,020.62	32.0
2970 OTHER CLASSIFIED - SUBSTITUTE	250.00	238.87	238.87	95.5	0.00	11.13	4.4
TOTAL: 2xxx	899,757.29	630,690.63	630,690.63	70.0	0.00	269,066.66	29.9
3101 STRS, CERTIFICATED	155,243.40	104,377.66	104,377.66	67.2	0.00	50,865.74	32.7
3102 STRS, CLASSIFIED	0.00	315.68	315.68	100.0	0.00	315.68-	.0
3201 PERS, CERTIFICATED	5,091.00	3,333.12	3,333.12	65.4	0.00	1,757.88	34.5
3202 PERS, CLASSIFIED	98,098.93	65,145.27	65,145.27	66.4	0.00	32,953.66	33.5
3301 OASDI, CERTIFICATED	2,212.00	1,834.24	1,834.24	82.9	0.00	377.76	17.0
3302 OASDI, CLASSIFIED	57,145.36	37,621.91	37,621.91	65.8	0.00	19,523.45	34.1
3311 MEDICARE, CERTIFICATED	26,409.36	17,917.77	17,917.77	67.8	0.00	8,491.59	32.1
3312 MEDICARE, CLASSIFIED	13,368.94	8,854.20	8,854.20	66.2	0.00	4,514.74	33.7
3401 HEALTH & WELFARE, CERTIFICATED	240,925.80	174,003.68	174,003.68	72.2	0.00	66,922.12	27.7
3402 HEALTH & WELFARE, CLASSIFIED	252,452.91	175,220.75	175,220.75	69.4	0.00	77,232.16	30.5
3501 UNEMPLOYMENT INS, CERTIFICATED	984.20	618.24	618.24	62.8	0.00	365.96	37.1
3502 UNEMPLOYMENT INS, CLASSIFIED	474.82	305.29	305.29	64.2	0.00	169.53	35.7
3601 WORKERS' COMP, CERTIFICATED	92,329.44	57,563.25	57,563.25	62.3	0.00	34,766.19	37.6
3602 WORKERS' COMP, CLASSIFIED	46,121.12	28,454.27	28,454.27	61.6	0.00	17,666.85	38.3
3701 OPEB ALLOCATED CERTIFICATED	13,400.00	8,955.36	8,955.36	66.8	0.00	4,444.64	33.1
3702 OPEB ALLOCATED CLASSIFIED	500.00	317.83	317.83	63.5	0.00	182.17	36.4
3901 OTHER BENEFITS, CERTIFICATED	11,583.00	6,589.66	6,589.66	56.8	0.00	4,993.34	43.1
3902 OTHER BENEFITS, CLASSIFIED	500.00	250.02	250.02	50.0	0.00	249.98	49.9
TOTAL: 3xxx	1,016,840.28	691,678.20	691,678.20	68.0	0.00	325,162.08	31.9
4100 APPRVD TEXTBOOKS/CORE CURRICULA	25,403.03	21,630.01	21,630.01	85.1	51.26	3,721.76	14.6
4200 BOOKS/OTHER REFERENCE MATERIAL	168.00	167.67	167.67	99.8	0.00	0.33	.1
4300 MATERIALS & SUPPLIES	195,921.50	104,937.02	104,937.02	53.5	7,739.69	83,244.79	42.4
4361 FUEL - GASOLINE,DIESEL	29,432.64	26,828.76	26,828.76	91.1	4,694.55	2,090.67-	.0
4362 TRANSP - OIL,GREASE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4363 TIRES & ACCESSORIES	1,500.00	1,479.90	1,479.90	98.6	0.00	20.10	1.3
4364 REPLACEMENT PARTS	3,500.00	776.35	776.35	22.1	423.65	2,300.00	65.7
4365 TRANSP - OTHER SUPPLIES	700.00	708.40	708.40	100.0	0.00	8.40-	.0
4400 NON-CAPITALIZED EQUIPMENT	30,700.00	10,238.79	10,238.79	33.3	0.00	20,461.21	66.6
TOTAL: 4xxx	287,825.17	166,766.90	166,766.90	57.9	12,909.15	108,149.12	37.5
5200 TRAVEL & CONFERENCES	43,624.21	16,836.60	16,836.60	38.5	0.00	26,787.61	61.4

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET		EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED		%
				CURRENT	YEAR TO DATE			BALANCE		
5300	DUES & MEMBERSHIPS	2,375.00		1,566.04	1,566.04	65.9	0.00	808.96		34.0
5450	OTHER INSURANCE	46,303.00		46,260.45	46,260.45	99.9	0.00	42.55		.0
5510	LIGHTS & POWER	100,500.00		83,015.75	83,015.75	82.6	8,484.25	9,000.00		8.9
5520	HEATING FUEL	51,000.00		13,740.30	13,740.30	26.9	32,259.70	5,000.00		9.8
5530	WATER & SEWER	26,000.00		22,262.14	22,262.14	85.6	3,500.00	237.86		.9
5540	WASTE DISPOSAL	14,100.00		8,545.76	8,545.76	60.6	5,495.32	58.92		.4
5600	RENT,LEASES,REPAIR NON CAP IMP	52,350.00		39,484.39	39,484.39	75.4	2,398.34	10,467.27		19.9
5710	TRANSFER OF DIRECT COSTS	4,000.00		0.00	0.00	.0	0.00	4,000.00		100.0
5750	TRANSFER DIRECT COSTS-INTERFUND	10,000.00-		0.00	0.00	100.0	0.00	10,000.00-		.0
5800	PROFES'L/CONSULTG SVCS/OP EXP	332,683.69		120,727.81	120,727.81	36.2	3,929.69	208,026.19		62.5
5801	AUDIT FEES	19,500.00		15,300.00	15,300.00	78.4	3,262.00	938.00		4.8
5802	LEGAL FEES	6,000.00		5,020.32	5,020.32	83.6	0.00	979.68		16.3
5811	ADVERTISING	2,100.00		903.17	903.17	43.0	630.65	566.18		26.9
5814	FINGERPRINTING	750.00		573.00	573.00	76.4	0.00	177.00		23.6
5901	COMMUNIC - INTERNET SVCS/LINES	50.00		23.00	23.00	46.0	0.00	27.00		54.0
5903	COMMUNIC - TELEPHONE SERVICES	15,700.00		8,699.55	8,699.55	55.4	923.93	6,076.52		38.7
5904	COMMUNIC - POSTAGE/DELIVERY	3,500.00		1,479.62	1,479.62	42.2	0.00	2,020.38		57.7
TOTAL: 5xxx		710,535.90		384,437.90	384,437.90	54.1	60,883.88	265,214.12		37.3
TOTAL: 1xxx - 5xxx		4,735,569.44		3,173,731.91	3,173,731.91	67.0	73,793.03	1,488,044.50		31.4
6170	LAND IMPROVEMENTS	0.00		163,348.00	163,348.00	100.0	0.00	163,348.00-		.0
6400	EQUIPMENT	26,000.00		25,753.82	25,753.82	99.0	0.00	246.18		.9
TOTAL: 6xxx		26,000.00		189,101.82	189,101.82	100.0	0.00	163,101.82-		.0
TOTAL: 1xxx - 6xxx		4,761,569.44		3,362,833.73	3,362,833.73	70.6	73,793.03	1,324,942.68		27.8
7350	TRANSFER INDIRECT COSTS-INTRFD	3,921.00-		0.00	0.00	100.0	0.00	3,921.00-		.0
7616	INT-FD TF FR GENERAL TO CAFE	11,133.00		0.00	0.00	.0	0.00	11,133.00		100.0
7619	OTHER AUTH INTERFUND TRNFS OUT	55,000.00		0.00	0.00	.0	0.00	55,000.00		100.0
7911	BUDG FUND BAL-RESERVE REV CASH	5,000.00		0.00	0.00	.0	0.00	5,000.00		100.0
7950	BUDG FUND BAL- STABILIZATION	300,000.00		0.00	0.00	.0	0.00	300,000.00		100.0
7980	BUDG FUND BAL-OTHER ASSIGNMENT	455,395.81		0.00	0.00	.0	0.00	455,395.81		100.0
7989	BUDG FUND BAL- RSRV BCOM UNCR	200,000.00		0.00	0.00	.0	0.00	200,000.00		100.0
7990	BUDG FUND BAL - UNASSIGNED	147,602.62		0.00	0.00	.0	0.00	147,602.62		100.0
TOTAL: 7xxx		1,170,210.43		0.00	0.00	.0	0.00	1,170,210.43		100.0
TOTAL: 1xxx - 7xxx		5,931,779.87		3,362,833.73	3,362,833.73	56.6	73,793.03	2,495,153.11		42.0

FROM 07/01/2014 TO 06/30/2015
 UNAPPROVED TRANSACTIONS INCLUDED
 Summary

FUND	:01	GENERAL FUND							
OBJECT CLASSIFICATION			APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED BALANCE	%
				CURRENT	YEAR TO DATE				
TOTAL INCOME (8000 - 8999)			5,931,779.87	2,754,471.34	2,754,471.34	46.4	0.00	3,177,308.53	53.5
TOTAL: 1xxx - 5xxx			4,735,569.44	3,173,731.91	3,173,731.91	67.0	73,793.03	1,488,044.50	31.4
TOTAL: 1xxx - 6xxx			4,761,569.44	3,362,833.73	3,362,833.73	70.6	73,793.03	1,324,942.68	27.8
TOTAL: 1xxx - 7xxx			5,931,779.87	3,362,833.73	3,362,833.73	56.6	73,793.03	2,495,153.11	42.0
TOTAL EXPENSES (1000 - 7999)			5,931,779.87	3,362,833.73	3,362,833.73	56.6	73,793.03	2,495,153.11	42.0

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BUDGET TRANSFERS

April 9, 2015

Date last used from: 00/00/0000 To 99/99/9999

Transaction Number from: 150023 To 150099

Date entered from: 00/00/0000 To 99/99/9999

Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU RESO P OBJR SCH COAL FUNC DIST	Debit	Credit
150023	03/05/2015	03/06/2015	RS0079 increase	Entered by: HL48 Unapproved		
	1.			01-0079-0-8011-000-0000-0000-0000	34,429.00	
	2.			01-0079-0-2300-001-0000-2100-0000		15,867.00
	3.			01-0079-0-3202-001-0000-2100-0000		3,710.00
	4.			01-0079-0-3302-001-0000-2100-0000		1,954.00
	5.			01-0079-0-3312-001-0000-2100-0000		456.00
	6.			01-0079-0-3402-001-0000-2100-0000		9,826.00
	7.			01-0079-0-3502-001-0000-2100-0000		14.00
	8.			01-0079-0-3602-001-0000-2100-0000		1,368.00
	9.			01-0079-0-3202-001-0000-2420-0000		437.00
	10.			01-0079-0-3302-001-0000-2420-0000		230.00
	11.			01-0079-0-3312-001-0000-2420-0000		54.00
	12.			01-0079-0-3402-001-0000-2420-0000		1,579.00
	13.			01-0079-0-3502-001-0000-2420-0000		2.00
	14.			01-0079-0-3602-001-0000-2420-0000		173.00
	15.			01-0079-0-3202-001-0000-3140-0000		295.00
	16.			01-0079-0-3302-001-0000-3140-0000		155.00
	17.			01-0079-0-3312-001-0000-3140-0000		36.00
	18.			01-0079-0-3502-001-0000-3140-0000		1.00
	19.			01-0079-0-3602-001-0000-3140-0000		117.00
	20.	Move to 0079		01-0000-0-8011-000-0000-0000-0000		34,429.00
	21.			01-0000-0-7980-000-0000-0000-0000	34,429.00	
	22.			01-0079-0-5710-003-1110-1000-0000		4,000.00
	23.			01-0079-0-3202-002-1110-1000-0000	1,150.00	
	24.			01-0079-0-3602-002-1110-1000-0000	980.00	
	25.			01-0079-0-3402-002-1110-1000-0000	8,980.00	
	26.			01-0079-0-3401-003-1110-1000-0000		2,800.00
	27.			01-0079-0-3101-003-1110-1000-0000		800.00
	28.			01-0079-0-3601-003-1110-1000-0000		570.00
	29.			01-0079-0-3301-003-1110-1000-0000		45.00
	30.			01-0079-0-3201-003-1110-1000-0000		850.00
	31.			01-0079-0-3311-003-1110-1000-0000		200.00
				TOTAL:	79,968.00*	79,968.00*
150024	03/09/2015	03/09/2015	Adjustments to update budget	Entered by: HL48 Unapproved		
	1.	Noon activity		01-0000-0-1100-003-1110-4100-0000		3,375.00
	2.	Inc rate for ISOP		01-0000-0-1100-002-3300-1000-0000		4,000.00
	3.			01-0000-0-3101-003-0000-2100-0000		1,155.00
	4.			01-0000-0-4300-002-1110-4100-0000		1,100.00
	5.			01-0000-0-2400-001-0000-2100-0000		15,652.00
	6.			01-0000-0-2400-001-0000-2100-0811	15,652.00	
	7.			01-0000-0-3501-002-0000-2700-0000	5,470.00	
	8.			01-0000-0-3202-002-1110-1000-0000	405.89	
	9.			01-0000-0-3202-001-0000-2100-0811	1,843.00	
	10.			01-0000-0-3302-001-0000-2100-0811	971.00	

CONTINUED

Number	Date	DATE Entered	Description	FU RRSO P OBJE SCH GOAL FUNC DIST	Debit	Credit
150024	CONTINUED					
	11.			01-0000-0-3312-001-0000-2100-0811	227.00	
	12.			01-0000-0-3402-001-0000-2100-0811	6,276.09	
	13.			01-0000-0-3502-001-0000-2100-0811	8.02	
	14.			01-0000-0-3602-001-0000-2100-0811	729.00	
	15.			01-0000-0-5200-001-0000-2100-0000		4,000.00
	16.			01-0000-0-5200-001-1110-1000-0000	4,000.00	
	17.			01-0000-0-5800-003-1110-1000-0000		800.00
	18.			01-0000-0-2270-001-0000-8200-0000		5,500.00
				TOTAL:	35,582.00*	35,582.00*
150025	03/09/2015	03/09/2015	Update Healthy Start	Entered by: H148 Unapproved		
	1.			01-9010-0-8699-000-0000-0000-5375		19,639.92
	2.		Mova HS coord to RS0079	01-9010-0-2300-001-0000-2100-5375	15,867.00	
	3.			01-9010-0-3202-001-0000-2100-5375	952.18	
	4.			01-9010-0-3302-001-0000-2100-5375	517.64	
	5.			01-9010-0-3312-001-0000-2100-5375	121.06	
	6.			01-9010-0-3402-001-0000-2100-5375	1,789.00	
	7.			01-9010-0-3502-001-0000-2100-5375	4.16	
	8.			01-9010-0-3602-001-0000-2100-5375	388.88	
				TOTAL:	19,639.92*	19,639.92*
				DISTRICT TOTAL	135,189.92**	135,189.92**
				GRAND TOTAL	135,189.92***	135,189.92**

LAYTONVILLE UNIFIED SCHOOL DISTRICT
3rd QUARTER WILLIAMS REPORT

April 9, 2015

2014-2015 Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

District: Laytonville Unified School District

Person completing this form: Malila Gordon, District Administrative Assistant

Quarterly Report Submission Date: *(check one)*

<input type="checkbox"/>	October 2014 (July, Aug, Sept 2014) 1st Quarter
<input type="checkbox"/>	January 2015 (Oct, Nov, Dec 2014) 2nd Quarter
<input checked="" type="checkbox"/>	April 2015 (Jan, Feb, March 2015) 3rd Quarter
<input type="checkbox"/>	July 2015 (April, May, June 2015) 4th Quarter

Date for information to be reported publicly at governing board meeting: 01/15/15

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
CAHSEE Intensive Instruction & Services			
TOTALS			

Malila Gordon 4/1/15
Signature of Person Completing this form Date

Signature of County Superintendent Date

☐ Forwarded a copy of this completed report to the
County Board of Education

Revised 6/25/14

BOARD ACTION ITEM K1

Board Meeting Date: April 9, 2015
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School and introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:

None

BOARD ACTION ITEM K2

Board Meeting Date: April 9, 2015

Subject: Resolution No. 469 for Specification of Election Order

From: Joan Potter, Superintendent

Explanation:

Three trustee terms expire in December: Shannon Ford, Tina Tineo and Meagen Hedley are completing full terms. Education code Section 5304 requires that Governing Boards order elections and identify the process for resolving tie votes. Ed. Code 5322 specifies that Governing Boards deliver a resolution known as the “Specifications of the Elections Order” to the County Superintendent and Ed. Code 5340 requires that school board elections be consolidated with other elections in the County. Resolution No. 469 provides for these requirements and is attached for your approval; the election timeline is listed below:

July 15-August 9, 2015	Filing period (if three candidates do not file, the filing period is extended five days-incumbents cannot file during the extended period.
November 3, 2015	Election
December 10, 2015	Seating of Newly Elected Trustees
December 6, 2019	Expiration of Term

Recommendation:

Approve Resolution No. 469 for Specification of Election Order

Attachments:

Resolution No. 469 for Specification of Election Order

Laytonville Unified School District
April 9, 2015

ACTION
Page 10

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
BOARD RESOLUTION NO. 469
SPECIFICATION OF ELECTION ORDER**

On motion of _____ seconded by _____
the resolution set forth below was adopted by the following vote:

Ayes: _____

Noes: _____

Absent: _____

RESOLVED, That pursuant to Education code Section 5322, the authority for the specifications of the election order, I hereby specify the following with respect to the governing board member election in the Laytonville Unified School District:

Date of election: November 3, 2015

Purpose of election: To elect three (3) members to the Governing Board of said district

All seats at large: Three (3) terms to expire December 6, 2019

Tie vote procedure: Tie vote to be determined by lot

BE IT FURTHER RESOLVED that said election be consolidated pursuant to Education Code 5340.

CLERK'S CERTIFICATE:

I hereby certify that the foregoing is a full true and correct excerpt from the Journal of the Governing Board of said school district, pertaining to the adoption of the foregoing resolution, for a regular meeting held on April 9, 2015 at 6:30pm.

Clerk of the Governing Board
Laytonville Unified School District

BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: April 9, 2015

Subject: School Level Parent Involvement Plan, School-Parent Compact

From: Joan Potter, Superintendent

Explanation:

Our Board Policy and Administrative Regulations 6020 require that Title 1 schools have parent involvement policies and procedures, including school-parent compacts that participating parents and school staff agree to abide by. The principals will review their policies and compacts for the Board and interested members of the community.

Recommendation:

Approve the school level policies and school-parent compacts with the understanding that they may be modified from time to time, and reviewed with the Board on an annual basis.

Attachments

School level parent involvement policies and school-parent compacts

Laytonville High School Parent Involvement Opportunities

Annual Notification

The primary forum for parent involvement at Laytonville High School is the Laytonville High School Site Council. The LHS Site Council meets once a month on the second Wednesday of each month at 4pm in the high school library. An annual review and assessment of the LHS site council's progress toward meeting its objective is held in May of each school year. Specific dates for the review will be communicated through school newsletters.

Specific objectives of the program include the following:

- ❖ Develop a comprehensive plan designed to improve the effectiveness of the school program.
- ❖ Allocate funds for Economic Impact Aid/Limited English Proficient and other categorical education funds that the school receives such as Title 1, Title IV, Title VI, etc.
- ❖ Annually review the school plan, establish a new budget, and if necessary, make other modifications in the plan to reflect changing needs and priorities.
- ❖ Recommend approval of the plan as revised to the district governing board. If the governing board does not approve a plan, specific reasons for that action shall be communicated to the council. Modifications of the school plan shall be developed, recommended and approved or disapproved in the same manner.
- ❖ Plan and approve one time site expenditures allocated in the annual state budget.
- ❖ Meet on a regular basis to become informed, share information, discuss needs and successes and plan program improvements.
- ❖ Support the student incentive program that promotes positive attendance, behavior, community involvement and academic achievement.
- ❖ Develop a system for ongoing communication with parents, community members, the school staff and board, including sponsoring parent nights and representation on the District Advisory Committee.
- ❖ Sponsor parent information activities that focus on 1) strategies that will give parents the ability to directly affect the success of their children's learning through support both at home and at school, 2) home activities, strategies, and materials that can be used to assist and enhance learning both at home and at school and 3) parenting skills that assist parents in understanding the developmental needs of high school aged children and how to provide positive discipline and build healthy relations with their children.

In addition to the LHS Site Council parents are provided with the opportunity to be involved with school programs through volunteering in classrooms, working on community projects such as Landscape Day and Art in the Community. Parent Conferences are conducted twice a year to provide the opportunity to meet with each of the teachers. Newsletters are mailed home as well as ongoing communication about special programs on a regular basis.

LAYTONVILLE HIGH SCHOOL-PARENT COMPACT

2015-16

Laytonville High School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

School Responsibilities

Laytonville High School will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
 - *The school will provide State Board Adopted curriculum in all areas of instruction for all students using research based, engaging teaching strategies.*
- 2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.**
 - *Parent-Teacher conferences will be held twice during the school year following the first and third quarters.*
- 3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
 - *Progress Reports will be mailed home the first five weeks into each quarter.*
 - *Report cards will be distributed at Parent Conferences during the first and third quarter and mailed home at the end of the first and second semesters.*
 - *When necessary, weekly reports of student progress will be arranged.*
- 4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**
 - *Staff will be available to parents during the after school hours, pre-arranged appointments, and via phone or email.*
- 5. Provide parents opportunities to volunteer and participate in high school activities, and to observe these activities, as follows:**
 - *Parents may make arrangements via phone, email or face to face contact with the Principal or classroom teachers to express their desire to participate.*

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- *Monitoring attendance and notifying the school of any concerns or problems that may affect school performance.*
- *Providing a caring environment, including adequate food and rest and a regular time and place for homework completion.*
- *Contributing time and effort in my son's/daughter's high school activities.*
- *Participating, as appropriate, in decisions relating to my child(ren)'s education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child, by mail, or by email and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups.*

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- *Spending time at home completing homework, reading, and studying.*
- *Showing respect for people and property by not using profanity, stealing, plagiarizing, or vandalizing; and obeying and practicing all school rules.*
- *Coming to class on time, bringing the necessary materials, respecting the rights of others to learn without disruption, and being prepared to work.*

Additional Required School Responsibilities

The Laytonville High School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

Laytonville Elementary School Title I School-Level Parental Involvement Policy

Laytonville Elementary School has developed a written Title I parental involvement policy with input from Title I parents. A collaborative process between the parents who serve on the Site Council and the faculty was used to create the policy. It has distributed the policy at the beginning of the year as part of the “first day” packet. New families receive the policy at the time of new student registration. The policy is also available on the District’s website. Laytonville Elementary School’s policy describes the means for carrying out the following schoolwide Title I parental involvement requirements.

Involvement of Parents in the Title I Program

Laytonville Elementary School conducts an annual meeting to inform parents of schoolwide Title I requirements and their rights to be involved in the Title I program.

Informing Parents and Timely Notification

- A Title I program description is provided to parents at the annual back-to-school event, held in August or September.
- Title I program services and requirements are discussed in the fall and spring at Site Council meetings.
- Additional opportunities for parents to become familiar with the Title I program are available at semi-annual parent conferences.
- Parents may also meet with principal to discuss the schoolwide Title I program.

Involving Parents

- Each spring the staff and parents conduct an end of year review for all programs including Title I. Following the review, student needs are assessed and planning for the next year’s program is begun.
- At the beginning of each year student achievement data is analyzed and programmatic changes are made to improve student learning.
- The Title I policy is reviewed annually as part of the review of the Single Plan for Student Achievement.

Informing Parents about the Curriculum and Student Achievement

- Grade level standards are provided to parents at back-to-school night. Those parents who are unable to attend are mailed a copy of the document.
- Grade level standards and curriculum is discussed monthly at the Site Council meeting
- Parent conferences provided two times a year to individually inform parents about the curriculum, assessments and expected proficiency levels.
- Parents are provided a copy of their children’s performance on the State Assessments when they are released from the State each summer or early fall.

Opportunities for Parent Input

- Opportunities for parent input include monthly Site Council and District Advisory Council meetings.
- Parents may also provide input directly to the site principal.

School-Parent Compact

Laytonville Elementary School has jointly developed with and distributed to parents the school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California content standards. The school-parent compact describes the following items in addition to items added by parent of Title I students:

- The school's responsibility to provide high-quality curriculum and instruction
- The parents' responsibility to support their children's learning
- The importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, access to staff and opportunities to volunteer and participate in and observe the educational program.

The school-parent compact was created by using the State's recommended sample and modifying specific areas to reflect the needs of Laytonville Elementary. This was accomplished through the Site Council as a collaborative effort between parents and staff. Please see refer to the attached School-parent Compact.

Building Capacity for Involvement

Laytonville Elementary School engages parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals the school does the following:

- Provides opportunities for parent to understand academic content standards assessments and how to monitor and improve the achievement of their children through various activities that include Back-to-School night, parent conferences and monthly newsletter articles.
- Provides materials and training to help parents work with their children to improve their children's achievement by providing content based materials designed to help parents provide instruction at home, schoolwide family math and reading nights, and mini-courses for parents to increase their understanding of specific concepts.
- Educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners through monthly Site Council meetings.
- Coordinates and integrates the Title I parental involvement program with other programs and conducts other activities through the Family Resource Center that encourages and supports parents in more fully participating in the education of their children. These activities include parent/student summer activities, after-school tutoring, parenting classes and family counseling services.
- Distributes to parents information related to school and parent programs, meetings and other activities in a form and language that the parents understand. Distribution methods include monthly newsletter, personal contacts, flyers regarding upcoming events and the posting of information on the District website.
- Provides support for parental involvement activities requested by parents through monthly Site Council meetings, the annual parent satisfaction survey, and surveys given during parent conferences.

Accessibility

Laytonville Elementary School provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand.

LAYTONVILLE ELEMENTARY SCHOOL-PARENT COMPACT

2015-16

Laytonville Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

School Responsibilities

Laytonville Elementary School will:

- 6. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
 - The school will provide State Board Adopted curriculum in all areas of instruction for all students using research based, engaging teaching strategies.*
- 7. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.**
 - Parent-Teacher conferences will be held twice during the school year following the first and second trimesters.*
- 8. Provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:
 - During Parent-Teacher conferences children's academic and social/emotional progress will be discussed. Upper grades (6-8) will provide progress reports to students and parents at least 3 times during each trimester. One of those will be mailed home.*
- 9. Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:
 - Staff will be available to parents during the after school hours, pre-arranged appointments, and via phone or email.*
- 10. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**
 - Parents may make arrangements via phone, email or face to face contact with their child(ren)'s teacher to volunteer or observe in their child(ren)'s class.*

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.*
- Making sure that homework is completed.*
- Monitoring amount of television their children watch.*
- Volunteering in my child's classroom.*
- Participating, as appropriate, in decisions relating to my children's education.*
- Promoting positive use of my child's extracurricular time.*
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- Serving, to the extent possible, on policy advisory groups.*

Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- Do my homework every day and ask for help when I need to.*
- Read at least 30 minutes every day outside of school time.*
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.*

Additional Required School Responsibilities

The Laytonville Elementary School will:

9. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
10. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
11. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.
12. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
13. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
14. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
15. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
16. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: April 9, 2015

Subject: Annual Review of BP and E 5132 – Dress Codes

From: Joan Potter, Superintendent

Explanation:

Education Code Section 35183 provides for school dress codes that address gang related attire and school safety. BP 5132 and Exhibit 5132 outline the dress code for the district. BP 5132 was last revised in 2013 and Exhibit 5132 was last revised in September of 2014; they require an annual review by the Board. Mr. Henry and Ms. Stange will share the school community's thoughts related to the current policy.

Recommendation:

Review BP 5132 and E 5132

Attachments

BP and E 5132 – Dress Codes

Dress

All students shall be dressed and groomed in a manner conducive to the advancement of education. Their appearance should be neat and in keeping with the particular activity at school.

The principal, staff, students and parents of each school, through the School Site Council, may establish reasonable regulations or codes regarding the dress of students at school and school-related activities. In the interest of maintaining the health and safety of the school environment at Laytonville High School, the dress code shall address gang-related attire and shall be reviewed at least annually.

A student may not remain at school or at a school-related activity if his/her attire, which includes clothing, accessories, jewelry, and exposed tattoos, or lack of attire:

- 1) violates this policy or related regulations/codes,
- 2) creates a health or safety hazard for the student or for other students at the school, and/or
- 3) constitutes a serious and unnecessary distraction to the learning process or tends to disrupt campus order.

The principal or the principal's designee shall determine whether a student's attire is consistent with the requirements of this policy and related regulations.

When attire is found to be in violation of this policy, the student may be required to modify his/her attire to conform to the requirements of this policy and related regulations. If necessary, the student may be taken or sent home to change or modify his/her attire.

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever this policy or related regulations/codes are revised. A student who violates this policy or related regulations/codes shall be subject to appropriate disciplinary action.

Legal Reference:

EDUCATION CODE

48907 Student exercise of free expression

49066 Grades; effect of physical education apparel

CODE OF REGULATIONS, TITLE 5

302 pupils to be neat and clean on entering school

Policy adopted: January 14, 1993

Revised: August 18, 2005, June 27, 2013

Reviewed: June 5, 2014, April 9, 2015

LAYTONVILLE USD

Laytonville, California

Dress Code

All students will present themselves in an orderly manner conducive to the advancement of education. A student may not remain at school dressed in a manner in which his/her clothing or lack of clothing:

- a) Creates a safety hazard for the student or for other students at the school and/or
- b) Constitutes a serious and unnecessary distraction to the learning process or tends to disrupt campus order.

Inappropriate clothing includes the following:

- clothing and/or tattoos advertising or supporting the use of alcohol, tobacco or controlled substances
- clothing and/or tattoos displaying vulgar or offensive writing or symbols, or sexual references
- clothing that is revealing, excessively soiled or worn
- clothing that is identified as gang-related
- clothing that is not safe to the wearer or others

Revealing clothing includes displaying of any under garments including boxers, white sleeveless undershirts, camis, bras, "thongs" and any other clothing item designed to be worn under clothes, including sheer leggings; cleavage and the torso of body must be entirely covered, this includes no wearing of backless shirts, strapless shirts and sports bras, the bottom of shirts must overlap top of pants or the crotch of tights and thin yoga pants. Excessively short skirts or shorts are not allowed. Shorts must have at least a 3 inch inseam. Shirts must be worn at all times including during PE and sports practice.

Gang related apparel and tattoos are defined as apparel and signs that, if worn or displayed on a school campus could reasonably be determined to threaten the health and safety of the school environment. Gang related tattoos must be covered by clothing or in some other appropriate fashion so as not to be exposed. Gang related apparel includes but is not limited to bandanas or "do rags", hair nets, the hanging of bandanas or belts displaying gang colors such as red, blue or black. Clothing, hats, belt buckles, jewelry or preparation of clothing that exhibits 13, 14, XIII, XIV, sureno, norteno, swastikas, nazi symbols, KKK or other organized hate group symbols will not be allowed.

The principal or designee shall make the determination if clothing or apparel (backpacks, etc) constitutes a threat to safety, campus order or is unduly distracting thereby disrupting the educational process. When dress is found to be in violation of this policy the student will be required to modify his/her clothing and/or apparel in such a manner that it no longer violates this policy. If necessary the student may be taken or sent home to modify unacceptable dress. Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action.

Adopted: August 18, 2005

Revised: June 27, 2013, September 11, 2014

Reviewed: April 9, 2015

Laytonville USD

Laytonville, California

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: April 9, 2015

Subject: Annual Review of BP and AR 6145 – Extra and Cocurricular Activities

From: Joan Potter, Superintendent

Explanation:

Education Code Section 35160.5 calls for an annual review of the District's extracurricular policies. These are found in BP 6145 and AR 6145 which are attached. We revised BP 6145 in 2011 and have reviewed it annually since. AR 6145 was revised last year. Both of these policies remain pertinent to the program. School sites are making efforts to ensure that everyone is aware of and adhering to these policies.

Recommendation:

Review BP and AR 6145

Attachments:

BP and AR 6145

Laytonville Unified School District
April 9, 2015

DISCUSSION/ACTION
Page 13

Instruction
Extracurricular and Cocurricular Activities

BP 6145

The Governing Board of Laytonville Unified School District believes that a strong extra-curricular program offered by the district is extremely important in educating the whole student. Extracurricular activities offer students increased socialization, recognition, and the chance to work individually and collectively on meaningful goals. Extracurricular activities are inherently motivating, and form a natural and desirable part of the school experience.

The Board further believes that the main purpose of school is the fundamental education of students in basic subject areas, and believes that a good curricular program and extra-curricular program can mutually enhance one another.

An extra curricular activity has the following characteristics:

- 1) the program is supervised or funded by the school district
- 2) pupils participating in the program represent the school district
- 3) pupils exercise some degree of freedom in either the selection, planning, or control of the program
- 4) the program includes both preparation for performance and performance before an audience or spectators
- 5) the program is not part of the regular school curriculum

A cocurricular activity is defined as a program that may be associated with the curriculum in a regular classroom.

No extra or cocurricular activity shall be required or refused based on the student's gender, sexual orientation, ethnicity, religion or disability. Any complaint regarding this provision may be filed per the District's Uniform Complaint Procedures (BP 1312.5).

To be eligible for extra or cocurricular activities students in grades 6 through 12 must demonstrate satisfactory educational progress and maintain appropriate standards of behavior. Students who fail to maintain a minimum 2.0 GPA and satisfactory progress toward meeting their high school graduation requirements or who demonstrate poor citizenship will be subject to the loss of their extra and cocurricular privileges.

BP and AR 6145 shall be annually reviewed by the Governing Board.

Legal Reference:

Ed Code 35160.5 Authority to Governing Board; 48930 – 48938 Student Organizations; 51215 (D) Standards of Proficiency

Adopted: January 11, 1990
Revised: 6/17/99; 5/15/03; 6/16/11
Reviewed: 6/6/13, 6/5/14, 4/9/15

Laytonville Unified School District

Extra Curricular and Cocurricular Activities

Participation in extra or cocurricular activities as defined in Board Policy 6145 requires satisfactory academic progress and good citizenship.

Academic Progress

Satisfactory academic progress means:

- 1) maintaining progress toward meeting all high school graduation requirements
- 2) earning a minimum 2.0 GPA on a 4.0 scale and passing all classes during the previous grading period
- 3) receiving a satisfactory eligibility report prior to an event or competition

High school graduation requirements refers to the credits required for graduation, examinations and attendance. A grading period is one quarter and the previous grading period refers to the quarter prior to the activity. If a student was absent during the previous quarter due to serious illness or injury, or approved travel or work, the quarter immediately prior to that one shall serve as the eligibility period.

Students may request and may be granted an academic probationary waiver once during middle school and once during high school.

Good Citizenship

Good citizenship means demonstrating a positive attitude, having respect for oneself, for others and for the community. The school will restrict or revoke a student's extracurricular eligibility if the student violates expected standards of behavior. In addition, students who violate Education Code 48900 (c) which deals with controlled substances such as alcohol and other drugs, or who violate other provisions of Education Code Section 48900 and receive a school suspension of five days, or who habitually disrupt school activities, will be restricted from extracurricular privileges as follows:

- Grades 6 – 8: Restriction for a period of 30 school days, including the five days of suspension, followed by 15 days of restriction from all activities and then a 10 day reintegration period during which time the student may return to the team or activity for practice, but not for competition; students who return to their activity are subject to the coach's discretion for their assignment.
- Grades 9 – 12: Restriction for a period of 45 school days, including the five days of suspension, followed by 30 days of restriction from all activities and then a 10 day reintegration period during which time the student may return to the team or activity for practice, but not for competition; students who return to their activity are subject to the coach's discretion for their assignment.
- Students will not participate in an extra or cocurricular event if:
 - 1) absent the day of an event (or the preceding day if the event is on a non-school day) unless the excused absence was for a doctor's appointment or funeral or the absence had received prior approval from the principal
 - 2) suspended from school during the day of the event
 - 3) assigned detentions or in-house suspensions are not completed prior to the event
 - 4) eligibility reports from teachers are marked unsatisfactory prior to the event

Other Training Rules and Behavioral Expectations

The principals, in collaboration with coaches, advisors and the Athletic and Activity Directors will develop procedures which provide consistent training and behavioral expectations for all activity participants. The procedures will address the issues of respect, teamwork, practices, rehearsals, attendance, behavior, progress reports, detentions and suspensions.

Adopted January 11, 1990 Revised 5/15/03, 6/16/11, 6/21/12 Laytonville Unified School District
Reviewed 6/6/13, 6/5/14, 4/9/15 Laytonville, CA

BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: April 9, 2015
Subject: 2015 Summer School Program
From: Joan Potter, Superintendent

Explanation:

LES will be offering a four week program between July 13th and August 7th. One class for 1st-4th grades and one for 5th-8th grades. The program will focus on academic intervention in Language Arts and Math.

LHS will offer a four week Independent Study program starting July 13th and ending August 11th. Students will meet with the instructor 1 day/week to receive and turn in assignments. Additionally, the high school will offer a Freshman Academy.

Healthy Start will continue their summer activities program three days per week, on Mondays, Tuesdays and Wednesdays beginning on June 22, 2015 and ending on July 22, 2015.

Recommendation:

Approve the 2015 Summer School Programs

Attachments:

None

Laytonville Unified School District
April 9, 2015

BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: April 9, 2015

Subject: Resolution No. 470 for Education Protection Account Requirements

From: Joan Potter, Superintendent

Explanation:

“Pursuant to Article XIII, Section 36 of the California Constitution, school districts, county offices of education, and community college districts are required to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided that the governing board makes the spending determinations in an open session of a public meeting. The language in the constitutional amendment requires that funds shall not be used for the salaries or benefits of administrators or any other administrative costs... There is also a requirement that districts must annually post on its website an accounting of how much money was received from EPA and how that money was spent.” We have budgeted these funds to be used for teacher’s salaries.

Recommendation:

Adopt Resolution No. 470 for Education Protection Account

Attachments:

Resolution No. 470 for Education Protection Account

2014-15 Education Protection Account Estimated Expenditures by Function

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
LAYTONVILLE UNIFIED SCHOOL DISTRICT**

RESOLUTION NO. 470

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Act and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution.

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Laytonville Unified School District;
2. In compliance with Article XII, Section 36E), with the California Constitution, the governing board of the Laytonville Unified School District has determined to spend the monies received from the Education Protection Act as attached.

Date: April 9, 2015

Board Member

Board Member

Board Member

Board Member

Board Member

2014-15 | Education Protection Account
Program by Resource Report
Expenditures by Function - Detail

2014-15 Estimated Budget

For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	-
Revenue Limit Sources	8010-8099	585,984
Federal Revenue	8100-8299	-
Other State Revenue	8300-8599	-
Other Local Revenue	8600-8799	-
All Other Financing Sources and Contributions	8900-8999	-
Deferred Revenue	9650	-
TOTAL AVAILABLE		585,984
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	585,984
Instructional-Related Services		
Instructional Supervision and Administration	2100-2150	-
AU of a Multidistrict SELPA	2200	-
Instructional Library, Media, and Technology	2420	-
Other Instructional Resources	2490-2495	-
School Administration	2700	-
Pupil Services		
Guidance and Counseling Services	3110	-
Psychological Services	3120	-
Attendance and Social Work Services	3130	-
Health Services	3140	-
Speech Pathology and Audiology Services	3150	-
Pupil Testing Services	3160	-
Pupil Transportation	3600	-
Food Services	3700	-
Other Pupil Services	3900	-
Ancillary Services	4000-4999	-
Community Services	5000-5999	-
Enterprise	6000-6999	-
General Administration	7000-7999	-
Plant Services	8000-8999	-
Other Outgo	9000-9999	-
TOTAL EXPENDITURES AND OTHER FINANCING USES		585,984
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		-

BOARD DISCUSSION/ACTION ITEM L6

Board Meeting Date: April 9, 2015

Subject: Resolution No. 471 for Layoffs, Classified Position

From: Joan Potter, Superintendent

Explanation:

Due to the uncertainty of preschool funding and enrollment for the 2015/16 school year we will be eliminating 4 (four) classified positions.

Recommendation:

Approve Resolution No. 471 for Layoffs, Classified Position

Attachments:

Resolution No. 471 for Layoffs, Classified Position

BE IT FURTHER RESOLVED that the Superintendent, or designee, is hereby authorized and directed to inform each such employee of his/her displacement rights, if any, and his/her rehire rights.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Laytonville Unified School District on April 9, 2015, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Trustees

I, _____, Secretary/Clerk of the Board of Trustees, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees of the District at its meeting on April 9, 2015.

Clerk/Secretary, Board of Trustees

BOARD DISCUSSION/ACTION ITEM L7

Board Meeting Date: April 9, 2015

Subject: Resolution No. 472 for Concurrent Enrollment Partnership with Mendocino Community College District

From: Joan Potter, Superintendent

Explanation:

Mendocino College is working with county high schools to provide courses on high school campuses. It is required for schools to adopt a resolution regarding the requirements for conducting college classes on a high school campus. The attached resolution outlines the agreement.

Recommendation:

Approve Resolution No. 472 for Concurrent Enrollment Partnership with Mendocino Community College District

Attachments:

Resolution No. 472 for Concurrent Enrollment Partnership with Mendocino Community College District

Laytonville Unified School District

April 9, 2015

DISCUSSION/ACTION

Page 17

LAYTONVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 472

RESOLUTION REGARDING CONCURRENT ENROLLMENT

WHEREAS, the Laytonville Unified School District (LUSD) maintains a concurrent enrollment partnership with Mendocino Community College District (MCCD) which benefits LUSD students, MCCD students and the public at-large; and

WHEREAS, various operational aspects of the concurrent enrollment partnership will be incorporated in a Memorandum of Understanding with the provisions of which establish adherence to various Education Code requirements pertaining to, among other things, allowances, apportionments and enrollment; and

WHEREAS, high schools hosting community college courses must comply with Education Code Section 76002(a)(3), which provides that “if a class is offered at a high school campus, the class shall not be held during the time the campus is closed to the general public, as defined by the governing board of the school district during a regularly scheduled board meeting”; and

WHEREAS, in order to fulfill the requirement of Education Code Section 76002(a)(3) and to ensure the provision of access to members of the public for attendance of concurrent enrollment courses held on MCCD campuses;

NOW, THEREFORE, BE IT RESOLVED as follows:

The Laytonville Unified School District Board of Trustees declare that community college classes shall not be offered on a high school campus at any time in which the campus is closed to the general public. If a community college class is offered during the regular school day, any member of the general public enrolled in the community college class shall have access to the campus equal to the high school students attending the high school.

PASSED AND ADOPTED at a meeting of the Laytonville Unified School District Board of Education, Mendocino County, Laytonville, California, held on the ninth day of April, 2015, by the following vote:

Ayes: _____

Noes: _____

Abstain: _____

Absent: _____

Signed and Attest: _____

Shannon Ford, Clerk of the Board

BOARD DISCUSSION/ACTION ITEM L8

Board Meeting Date: April 9, 2015

Subject: BP 6142 for Health Education, First Reading

From: Joan Potter, Superintendent

Explanation:

The Student Nutrition Advisory Committee (SNAC) has been reviewing our current various wellness and physical education policies. We do not currently have a BP 6142. New guidelines and policies have also been reviewed to ensure compliance with current laws and ed code.

Recommendation:

Review the attached BP 6142 and bring back to the May Board Meeting for a second reading and approval

Attachments:

Proposed BP 6412 for Health Education

The Governing Board believes that health education should foster the knowledge, skills and behaviors that students need in order to lead healthy, productive lives. The District's health education program shall teach personal responsibility for one's own lifelong health, respect for and promotion of the health of others, the process of growth and development and informed use of health-related information, products and services.

The District shall provide a planned, sequential health education curriculum for students in grades K-12 that is research based and age appropriate. The content of health instruction shall be offered in accordance with the law, Board policy, administrative regulation and state curriculum frameworks.

The Board intends for health education to be part of a comprehensive District program to promote the health and well-being of students and staff. Instruction in health-related topics shall be supported by physical education, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment.

Adopted: May 7, 2015

Laytonville Unified School District
Laytonville, CA

Laytonville Unified School District
April 9, 2015

DISCUSSION/ACTION
Page 18.1

BOARD DISCUSSION/ACTION ITEM L9

Board Meeting Date: April 9, 2015

Subject: BP 6142.7 for Physical Education and Activity, First Reading

From: Joan Potter, Superintendent

Explanation:

The Student Nutrition Advisory Committee (SNAC) has been reviewing our current various wellness and physical education policies. We do not currently have a BP 6142.7. New guidelines and policies have also been reviewed to ensure compliance with current laws and Ed Code.

Recommendation:

Review the attached BP 6142.7 and bring back to the May Board Meeting for a second reading and approval

Attachments:

Proposed BP 6412.7 for Physical Education and Activity

Laytonville Unified School District
April 9, 2015

BOARD DISCUSSION/ACTION ITEM L10

Board Meeting Date: April 9, 2015

Subject: Revised BP and AR 3460 for Financial Reports and Accountability, First Reading

From: Joan Potter, Superintendent

Explanation:

Since we adopted BP and AR 3460 there have been many policy changes. The most recent change updated the current regulation to reflect new Title 5 regulations and align the state standards and criteria for interim reports with the Local Control Funding Formula (LCFF). Additionally, regulations were also updated to reflect a new law which requires the annual audit to include a determination as to whether funds were expended in accordance with the district's LCAP.

Recommendation:

Review the attached BP and AR 3460 and bring back to the May Board Meeting for a second reading and approval

Attachments:

Current BP and AR 3460 for Financial Reports and Accountability
Sample CSBA BP and AR 3460 for Financial Reports and Accountability

FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is fully committed to meeting its financial responsibility to the public. The Superintendent or designee shall keep the Board fully informed about the district's financial condition and fiscal operations. The Board shall adopt sound financial policy and shall maintain accountability for the financial condition of the district.

As required by law, the Board shall assess the district's financial condition twice annually and shall certify to the County Superintendent of Schools whether or not the district is able to meet its financial obligations for the remainder of the fiscal year and for the subsequent fiscal year.

The Superintendent or designee shall provide the Board with a monthly financial report setting forth any proposed amendments necessary to the district's budgeted revenues and expenditures.

FINANCIAL REPORTS AND ACCOUNTABILITY

Monthly Financial Reports:

A monthly financial report will be submitted to the Board which will include the revised budget, year to date expenditures and balance remaining.

The Business Manager will meet monthly with department/site administrators to review each department/site's overall financial status and how it relates to the District budget. Up-to-date and current computer printouts will be utilized for all budget review sessions.

The Business Manager will make any necessary coding changes for the budget printouts on a monthly basis. Any changes in an employee's salary coding requires a budget transfer.

Budget Transfers:

The approved budget is "locked into" into the computer by October 1st of each year. As program needs change and new programs start, budget changes need to be made on a regular basis. Each department/site administrator is responsible for requesting Budget Transfers as needed and submitting them to the Business Manager.

The Business Department will enter all Superintendent approved Budget Transfers.

Budget transfers will be processed daily and a copy of the transfer will be returned to the originator.

The Business Manager will verify all changes in revenue and the addition of new programs.

Each month's Budget Transfers, with detailed explanations, will be submitted to the Board for approval as a "Consent Agenda" item.

All Budget Transfers will be reviewed and the Revised Budget will be submitted to the Board at the 1st Interim by October 30th and the 2nd Interim by December 30th of each year for Board approval in accordance with Ed. Code Section 1621.

FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is committed to ensuring public accountability and the fiscal health of the district. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When any such report must be approved by the Board prior to its submission to a local, state, and/or federal agency, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report and meet any applicable submission deadline.

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction.

Gann Appropriations Limit Resolution

On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting.

Interim Reports/Certification of Ability to Meet Fiscal Obligations

The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall be made available by the district for public review.

Within 45 days after the close of the period reported, the Board shall approve the interim report and certify, on the basis of the interim report and any additional financial information known by the Board, whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following:

- 1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years*
- 2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years*
- 3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year*

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI.

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change.

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent under the authority granted to him/her pursuant to Education Code 42131.

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30.

At any time during the year when the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendation.

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts.

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller.

The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years.

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller.

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter.

FINANCIAL REPORTS AND ACCOUNTABILITY**Interim Reports**

Each interim fiscal report developed pursuant to Education Code 42130 shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding fiscal year. The report shall be based on State Board of Education (SBE) criteria and standards which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, and facilities maintenance. For purposes of assessing projections of LCFF revenue, the first interim report shall be compared to the adopted district budget, and the second interim report shall be compared to the projections in the first interim report.

The report shall also provide supplemental information regarding contingent liabilities, use of onetime revenues for ongoing expenditures, contingent revenues, contributions (i.e., projected contributions from unrestricted general fund resources to restricted general fund resources, projected transfers to or from the general fund to cover operating deficits in the general fund or any other fund, and capital project cost overruns that may impact the general fund budget), longterm commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds.

Audit Report

The Superintendent or designee shall establish a timetable for the completion and review of the audit within the deadlines established by law.

The Superintendent or designee shall provide the necessary financial records and cooperate with the auditor selected by the Governing Board to ensure that the audit report contains all information required by law and the Governmental Accounting Standards Board (GASB).

The audit shall include an audit of income and expenditures by source of funds for all funds of the district, including the student body and cafeteria funds and accounts and any other funds under the control or jurisdiction of the district, as well as an audit of student attendance procedures. The audit shall also include a determination of whether LCFF funds were expended in accordance with the district's local control and accountability plan or an approved annual update of the plan.

When required by federal law, specified records pertaining to the audit of federal funds received and expended by the district shall be transmitted to the federal clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the fiscal year,

whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide.

If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report.

While a public accounting firm is performing the audit of the district, it shall not provide any nonauditing, management or other consulting services except as provided in Government Accounting Standards, Amendment #3, published by the U.S. Government Accounting Office.

Fund Balance

In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:

- 1. Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact*
- 2. Restricted fund balance, including amounts constrained to specific purposes by their providers or by law*
- 3. Committed fund balance, including amounts constrained to specific purposes by the Board*
- 4. Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose*
- 5. Unassigned fund balance, including amounts that are available for any purpose*

Negative Balance Report

Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year.

Non-Voter-Approved Debt Report

Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction, pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent of Schools and the County Auditor. The Superintendent or designee shall provide the

Board, the County Auditor, the County Superintendent and the public with related repayment schedules and evidence of the District's ability to repay the obligation.

When the Board is considering the issuance of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, the Superintendent or designee shall provide notice to the County Superintendent and County Auditor no later than 30 days before the Board's approval to proceed with issuance. The Superintendent or designee shall provide the Board, the County Auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the debt issuance, including related repayment schedules, evidence of the district's ability to repay the obligation, and the issuance costs.

Other Postemployment Benefits Report (GASB 45)

In accordance with GASB Statement 45, the district's financial statements shall report the annual expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over retiree's active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.

The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at a public meeting of the Board.

The amount of the district's financial obligation for OPEBs shall be reevaluated every two or three years in accordance with GASB 45 depending on the number of members in the OPEB plan.

BOARD DISCUSSION/ACTION ITEM L11

Board Meeting Date: April 9, 2015
Subject: Approval of Prop 39 Expenditure Plan
From: Joan Potter, Superintendent

Explanation:

The State of California passed Proposition 39 to promote the implementation of energy efficiency measures at public schools. In doing so they have set aside about \$50 thousand dollars per year for 5 years (\$ 250,000 total), starting with fiscal year 2013/14 for "small" school districts. Laytonville Unified qualifies as a small school district. Small school district's are allowed to apply for planning funds (the first two year allotment at one time) of which the district has previously done so.

While the funds are set aside each year, the amount is not guaranteed until each fiscal year. While larger school district's allotment may change each fiscal year, its unlikely the small school district allotment will vary.

In order for a school district to receive their allotment the school district must submit an expenditure plan for the use of those funds and gain approval from the California Energy Commission.

Don Alameida has developed an expenditure plan for our Prop 39 funds. Upon your approval the plan will be submitted to the California Energy Commission.

Recommendation:

Approve the Prop 39 Expenditure Plan

Attachments:

Prop 39 Expenditure Plan

Laytonville Unified School District
April 9, 2015

DISCUSSION/ACTION
Page 21

BOARD INFORMATION ITEM M1

Board Meeting Date: April 9, 2015
Subject: Facilities Update
From: Joan Potter, Superintendent

Explanation:

Don Alameida will provide an update on the Elementary School Project.

Recommendation:

Attachments: