

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

**A. CALL TO ORDER/ROLL CALL:**

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on November 2, 2017. Board President Calvin Harwood called the meeting to order at 6:16 p.m.

**ROLL CALL:**

Trustees Present: Calvin Harwood, Shannon Ford, Shelagh Deveney, and Meagen Hedley  
Administrators Present: Joan Potter, Lorre Stange, and Tim Henry  
Student Representative: Gracie Silva

**B. PUBLIC INPUT re CLOSED SESSION ITEMS:**

**C. CLOSED SESSION AGENDA:**

CS-1:	PUBLIC EMPLOYEE APPOINTMENT	CS-1
	<i>Title: Coaches, Middle School Athletic Director (Job Share)</i>	
CS-2	CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION	CS-2
	<i>Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9</i>	
	<i>Specify Number of Cases: Unknown</i>	

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** Board President Calvin Harwood announced that on Closed Session Item CS-1, Public Employee Appointment, the Board unanimously approved a job share between Sue Carberry and Melissa Martinez for Athletic Director. No other action was taken in Closed Session.

**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 Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

**G. CORRESPONDENCE:**

1. Letter from Becky Jeffries & Paul Joens-Poulton, regarding 2017/18 Board-approved Budget and LCAP.

**H. PUBLIC INPUT: None**

**I. REPORTS AND COMMENTS:**

### Superintendent's Report:

Mrs. Potter began by talking about the District working with MCOE on providing math coaches for our staff members as a way to improve our math instruction. This program will begin in the next couple of weeks with the tutors coming into the classrooms twice a month to observe and then offer their assistance to the teacher. Next, Mrs. Potter shared that the school sites participated in an earthquake shakeout drill in October. Also in October was the CHP inspection of the school buses as well as the paperwork and records. The inspection went very well and we had zero violations. Lastly, Mrs. Potter shared that Pedro and Marco have spent three full days at Spyrock School since we had our meeting there and they have been taking care of multiple maintenance issues that have come up.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA-None	CSEA-None

### **J. ACTION: CONSENT AGENDA**

- **Motion** to accept the Consent Agenda by Meagen Hedley, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

### **K. ACTION:**

#### K.1. Students of the Month

- Mr. Henry presented the Students of the Month, Justin Jepson for September and Nathen Luna for October, for Laytonville High School and allowed them to introduce their families.
- **Motion** to recognize Justin Jepson and Nathen Luna as the Students of the Month by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

#### K.2. Scheduling of Annual Organizational Meeting

- Education Code Section 35143 requires the Board of Trustees to hold an annual organizational meeting; this traditionally occurs in December during the regularly scheduled Board meeting. We will elect a President and Clerk, make committee assignments, adopt a calendar of meeting dates for 2018, and obtain signatures from each Board member.
- **Motion** to schedule the Board's annual organizational meeting for December 7, 2017 by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

### **L. DISCUSSION / ACTION:**

#### L.1. PUBLIC HEARING: Federal Impact Aid Program, Budget, BP 1261 and AR 1261

- LUSD is one of approximately 630 school districts that receive Federal Impact Aid funding. Federal regulations including Section 8004 of the Elementary and Secondary Education Act and Board Policy 1261 call for an annual Public Hearing to be held in November to allow an opportunity for American Indian parents to discuss the

educational programs supported by Impact Aid funds. A Public Hearing Notice was posted for 10 days, including at the Tribal Center.

- Federal Impact Aid funding is provided to districts with tax free entities in their jurisdictions such as Indian reservations and military bases. The purpose of the money is to offset the loss of tax revenue, to support the district's instructional program and to ensure that Indian children receive educational services equal to those received by non-Indian children. The revenue is based on a complex formula and has ranged from \$25,000 to \$45,000 over the past 10 years. BP and AR 1261, known as Indian Policies and Procedures (IPP's), provide Indian parents with the opportunity to participate in the discussions related to their students' instruction, and they provide the Board an opportunity to gather information concerning the American Indian community and its views on education.
- The Public Hearing was opened.
- No public input was given.
- The Public Hearing was closed.

#### L.2. Biennial Nutritional & Physical Activity Quality Indicators Review

- BP 5030 outlines the Board's policies in regards to student wellness with focus on nutrition and physical activity. The Board Policy was revised in June 2015. The Board is required to review this policy every two years.

#### L.3. Approval of Request for Allowance of Attendance Because of Emergency Conditions

- Due to the lack of communication tools (Phone, Internet), shortage of staff affected by the fire, and air quality caused by the Mendocino-Lake Complex Fire, Laytonville Schools were closed October 10, 2017 and October 11, 2017. The attached waiver requests that apportionments be maintained and instructional time credited to Laytonville Schools without regard to the fact that the schools were closed.
- **Motion** to approve form J-13A: Request for Allowance of Attendance Because of Emergency Conditions by Shelagh Deveney, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

#### L.4. LCAP Priority Three Local Indicators/Parent Engagement

- LCFF statute requires that the new CA Accountability System includes standards for all LCFF priorities. Some priority areas do not have state collected data available. For those priorities the local education agency must collect the data
- In order to meet the standard for the local indicator, LEA's must:
  - 1. Measure their progress using locally available information
  - 2. Report the results to the LEA's local governing board at a regularly scheduled public meeting of the local governing board, and
  - 3. Upload and publicly report the results through the Dashboard.

#### L.5. LCAP Priority Six Local Indicators/School Climate

- LCFF statute requires that the new CA Accountability System includes standards for all LCFF priorities. Some priority areas do not have state collected data available. For those priorities the local education agency must collect the data

- In order to meet the standard for the local indicator, LEA's must:
  1. Measure their progress using locally available information
  2. Report the results to the LEA's local governing board at a regularly scheduled public meeting of the local governing board, and
  3. Upload and publicly report the results through the Dashboard.

#### L.6. Employee Appreciation Award

- During our October meeting the Board requested this item be brought to the November meeting for further discussion.
- **Motion** to award the Employee Appreciation Award to one employee (certificated or classified) once a year at our May meeting by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

### **M. INFORMATION**

#### M.1. Facilities Report

- Don Alameida provided an update on the construction project and an overview of the Career Tech Ed Facilities Grant.

**N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:** Board members would like to hear more about our Career Technical Education courses.

**O. COMMENTS FROM THE BOARD:** None

### **P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 8:25 PM. The next regular meeting will be held on December 7, 2017.

Respectfully submitted,

Adopted as Final  
December 7, 2017

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Joan Viada Potter  
Secretary to the Board

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Calvin Harwood  
Board President