

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF OCTOBER 5, 2017**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Community Room at Spy Rock School on October 5, 2017. Board President Calvin Harwood called the meeting to order at 5:52 PM.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, Shelagh Deveney and Meagen Hedley.

Administrators Present: Joan Potter and Tim Henry

Student Representative: Gracie Silva

B. PUBLIC INPUT re CLOSED SESSION ITEMS: No public input.

C. CLOSED SESSION AGENDA:

CS-1	CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION	CS-1
	Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9	
CS-2	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE	CS-2

D. ANNOUNCEMENTS FROM CLOSED SESSION: No announcements from 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 with the removal of Board Action Item K2 by Shelagh Deveney, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE: NONE

H. PUBLIC INPUT: Laurie Neuroth thanked the Board for visiting the Spyrock School and announced that August 2017 marked the 30th first day of school for the Spyrock School.

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter began by announcing that the attendance at Laytonville High School is at 96.75% and 96.95% at the Elementary School. Next, Mrs. Potter shared with the Board the magazine, "Word of Mouth" that featured an article on the Laytonville School Beef Project which also tied into the topic of the National School Lunch Week that is taking place on October 9-13th. During this week the cafeteria will be emphasizing local produce and meat in the lunch program. Next, Mrs. Potter announced that the auditors were set to come on October 5th and 6th, but due to all of Bette's continuous hard work, the auditors were able to finish in one day. The District is still looking for custodial/maintenance employees. Pedro has been doing a great job on his own but Laytonville Unified School District
November 2, 2017

we need more help. Next, Mrs. Potter shared that she will be meeting with both unions to discuss minor legislative changes regarding new employee orientations. Lastly, Mrs. Potter spoke of budget concerns, specifically in Special Education funding. Our budget remains healthy, however SPED costs are increasing dramatically.

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 Shelagh Deveney, unanimously approved with a 4-0 vote.

K.1. Student of the Month

- The student of the month was unable to attend this Board meeting. Mr. Henry will present the September and October Students of the Month at the November meeting.

K.2. Review Applications, Deliberate and Appoint New Board Member

- **Removed from agenda**

L. DISCUSSION / ACTION:

L.1. Transportation Safety Plan

- Recent legislative changes require that we update our Transportation Safety Plan. The new plan now includes information regarding procedures for insuring that students are not left unattended on school buses.
- **Motion** to approve the revised Transportation Safety Plan by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.2. SELPA (Special Education Local Plan Areas) Policy and Procedures Adoption

- As part of our review of our Special Education Program we are required to adopt the attached policies and procedures.
- **Motion** to adopt SELPA's Policies and Procedures by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

M. INFORMATION ITEMS:

M.1. Employee Appreciation 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.
- **This item will be brought back at the November meeting as a Discussion/Action Item.**

M.2. Facilities Update

- Don Alameida provided an update on the status of the building project.

M.3. Spyrock School Update

- The Board was provided with an update on the daily activities at Spyrock School by Sara Gamble.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None

O. COMMENTS FROM THE BOARD: Shannon thanked Sara Gamble for welcoming the Board to Spyrock School.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 7:12 pm. The next regular meeting will be held on November 2, 2017.

Respectfully submitted,

Adopted as Final
November 2, 2017

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #4 2017/18

November 2, 2017

<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>			

Classified Appointment

Edwards, April	SPED Instruct. Assist.-1.5 hrs/MWThF		9/11/2017
	SPED IA-1.0 hrs/Tuesday		
Holt, Laura	Instruct. Assist.-5.5 hrs/MWThF		9/11/2017
	Instruct. Assist.-4.75 hrs/Tuesday		
Marquez, Rosalia	Kitchen Helper-1.5 hrs/day		9/18/2017
Lindsay Van Loan	Bus Driver-4.75 hrs/day		8/21/2017
Salmeron, Anna	0.75 Secretary Registrar/0.25 Site Admin. Assist./239 days/yr		08/01/2017

Classified/Confidential Appointment

Classified/Confidential Resignation

Classified/Confidential Reduction

Edwards, April	Yard Supervisor-1.0 hrs/day Perm.		9/11/2017
Holt, Laura	Yard Supervisor-0.5 hrs/day Prob.		9/11/2017

Classified Transfer

Classified Resignation/Retirement

Classified Termination

Classified Layoff

Coaching Positions

A. Firks, Josh	LHS V. Boys Basketball Coach Temp. \$1800 Stipend	10/31/2017
B. Burke, Cody	LMS Boys Basketball Coach Temp. \$1400 Stipend	10/31/2017
C. James, Corey	LHS V. Girls Basketball Coach Temp. \$1800 Stipend	10/31/2017
D. Firks, Joel	LHS JV Boys Basketball Coach Temp. \$1400 Stipend	10/31/2017

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #4 2017/18

November 2, 2017

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
10/13/17	2116	CASTO	Bus Driver Training	\$110.00
10/23/17	2117	U.S.P.S	Cert. Mail/Stamps	\$153.59
10/25/17	2118	Video Outreach	Gift Certificates	\$257.70

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
November 2, 2017

APY250 L.00.05

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/28/2017

09/27/17 PAGE 1

DISTRICT: 048 LAYTONVILLE UNIFIED
BATCH: 0012 JC

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE							ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DESCRIPTION	
18712120	004433/	A-Z BUS SALES INC										
		PO-021277	1.	01-0740-0-4364-001-0000-3600-0000							02P434656	79.99
											WARRANT TOTAL	\$79.99
18712121	000247/	ACSA										
		PO-021315	1.	01-0000-0-5300-001-0000-7100-0000							7/1/17-6/30/18 J.POTTER ACSA	1,379.45
											WARRANT TOTAL	\$1,379.45
18712122	005277/	AMAZON										
		PO-020965	1.	01-6300-0-4100-003-1110-1000-0000							VARIOUS	350.15
											VARIOUS	97.03
		PO-021120	1.	01-6387-0-4300-003-3800-1000-0000							3 INVOICES	424.95
											3 INVOICES	956.78
		PO-021122	1.	01-6300-0-4100-003-1110-1000-0000							3 INVOICES	150.48
											3 INVOICES	17.15
		PO-021125	1.	01-0000-0-4100-003-1110-1000-0000							VAROUS	40.68
											VARIOUS	783.66
		PO-021171	1.	01-0000-0-4300-001-0000-2430-0000							116862528650	262.05
		PO-021172	1.	01-0811-0-4300-002-0000-3140-0000							QAUBFQBPJFCQ	23.90
		PO-021173	1.	01-0000-0-4100-002-1110-1000-0000							3 INVOICES	26.00
											3 INVOICES	57.96
		PO-021228	1.	01-6300-0-4100-003-1110-1000-0000							097150990084	96.28
		PO-021236	2.	01-0079-0-4100-003-1110-1000-0000							3 INVOICES	349.26
											3 INVOICES	211.71
		PO-021245	1.	01-0000-0-4300-001-0000-8200-0000							2 INVOICES	90.13
											2 INVOICES	77.08
		PO-021255	1.	01-0079-0-4100-003-1110-1000-0000							VARIOUS	132.77
		PO-021256	2.	01-0079-0-4100-010-3200-1000-0000							186274323459	47.63
		PO-021280	1.	01-0000-0-4100-003-1110-1000-0000							2 INVOICES	154.39
											WARRANT TOTAL	\$4,350.04
18712123	006188/	WALTER K. BARR D.C.										
		PO-021318	1.	01-0740-0-5800-001-0000-3600-0000							P. VANOVEN PHYSICAL	90.00
											WARRANT TOTAL	\$90.00
18712124	005196/	BLICK ART MATERIALS										
		PO-021118	1.	01-0635-0-4300-003-3800-1000-0000							8195118	19.55
											WARRANT TOTAL	\$19.55
18712125	002877/	BUS WEST										
		PO-021316	1.	01-0740-0-5600-001-0000-3600-0000							43934: REPAIR ORDER NB25382	150.24
											WARRANT TOTAL	\$150.24

18712126	005991/	IRA CAUGHRON III			
		PV-180033	01-0740-0-5800-001-7110-3600-0000	MILE. REIMBURSE. 9/18-9/22	160.50
			WARRANT TOTAL		\$160.50
18712127	000039/	CHEVRON BUSINESS CARD SERVICES			
		PO-021192	1. 01-0000-0-4361-001-0000-8110-0000	ACCT. 7898860577	172.16
			2. 01-0740-0-4361-001-0000-3600-0000	ACCT. 7898860577	698.05
			WARRANT TOTAL		\$870.21
18712128	001793/	CLOVER STORNETTA FARMS INC.			
		PO-021193	1. 13-5310-0-4700-001-0000-3700-0000	100760119, 62696	381.21
			WARRANT TOTAL		\$381.21
18712129	004445/	CONTINENTAL ATHLETIC SUPPLY			
		PO-021284	1. 01-1100-0-5600-003-1110-4200-0000	0091110-IN	66.11
			WARRANT TOTAL		\$66.11
18712130	002579/	DANNY'S VACUUM SHOP			
		PO-021182	1. 01-0000-0-5600-001-0000-8200-0000	17350	136.83
		PO-021259	1. 01-0000-0-4300-001-0000-8200-0000	17422	450.57

		PO-021286	1. 01-0000-0-4300-001-0000-8200-0000	17433	432.42
			WARRANT TOTAL		\$1,019.82
18712131	005369/	DELL MARKETING L.P.			
		PO-021123	1. 01-0000-0-4300-001-0000-2430-0000	10190255720	30.04
			WARRANT TOTAL		\$30.04
18712132	000046/	DEMCO			
		PO-021262	1. 01-5826-0-4300-003-0000-2420-0000	6207987	150.63
			WARRANT TOTAL		\$150.63
18712133	000043/	FRONTIER			
		PO-021196	1. 01-0000-0-5903-001-0000-7200-0000	707-984-6904	59.06
			WARRANT TOTAL		\$59.06
18712134	000063/	GEIGER'S LONG VALLEY MARKET			
		PO-021237	3. 01-0000-0-4300-002-3800-1000-0000	ACCT. 1205	92.51
			2. 01-0635-0-4300-003-3800-1000-0000	ACCT. 1207	135.76
		PO-021287	1. 01-0000-0-4300-003-1110-1000-0000	0878: ACCT. 1221	7.58
		PO-021311	1. 01-4510-0-4300-001-1110-1000-0000	1691:ACCT. 1207;1937,60: 1221	38.43
		PO-021320	1. 01-6012-0-4300-002-1110-4100-0000	9715: ACCT. 1205	38.00
			WARRANT TOTAL		\$312.28
18712135	006174/	LINDSAY HANSEN			
		PV-180035	01-6387-0-4300-003-3800-1000-0000	REIMBURSEMENT	104.25
			WARRANT TOTAL		\$104.25
18712136	002503/	DENNIS HOGAN			
		PV-180034	01-0000-0-4400-003-1110-1000-0016	REIMBURSEMENT	995.41
			WARRANT TOTAL		\$995.41
18712137	006178/	KNOWATOM LLC			
		PO-021164	1. 01-0000-0-4300-002-1110-1000-0000	7854	200.00
		PO-021166	1. 01-0000-0-4100-002-1110-1000-0000	7854	1,969.50

WARRANT TOTAL										\$2,169.50
18712138	000191/	LAYTONVILLE UNIFIED REVOLVING								
		RC-180005	01-4510-0-5800-001-1110-1000-0000			REVOLVING			200.00	
			01-4510-0-5800-001-1110-1000-0000			REVOLVING			540.00	
			01-4510-0-5800-001-1110-1000-0000			REVOLVING			400.00	
		WARRANT TOTAL							\$1,140.00	
18712139	000061/	LONG VALLEY LUMBER								
		PO-021282	1. 01-0000-0-4300-003-1110-1000-0000			ACCT. 1273			16.90	
		WARRANT TOTAL							\$16.90	
18712140	004307/	MENDOCINO COLLEGE								
		PO-021313	1. 01-0079-0-5800-003-1110-1000-0000			677			643.00	
			1. 01-0079-0-5800-003-1110-1000-0000			666			11.00	
		WARRANT TOTAL							\$654.00	
18712141	002582/	SPORT & CYCLE								
		PO-021264	1. 01-1100-0-4300-003-1110-4200-0000			209016			146.37	
		PO-021312	1. 01-0000-0-4300-002-1110-4200-0000			208210			261.44	
		WARRANT TOTAL							\$407.81	
18712142	003434/	SYSCO FD SCVS OF SAN FRANCISCO								
		PO-021210	1. 13-5310-0-4700-001-0000-3700-0000			150600097			1,518.44	
		WARRANT TOTAL							\$1,518.44	
18712143	006063/	VERIZON WIRELESS								
		PO-021211	1. 01-0000-0-5800-003-1110-1000-0000			9792218101			114.03	
		WARRANT TOTAL							\$114.03	
18712144	001370/	WEATHERTOP NURSERY								
		PO-021278	1. 01-0635-0-4300-003-3800-1000-0000			172340, 176491: ACCT. 40			17.96	
		WARRANT TOTAL							\$17.96	
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:		25	TOTAL AMOUNT OF CHECKS:		\$16,257.43		
			TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:		\$.00		
			TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:		\$.00		
			TOTAL PAYMENTS:		25	TOTAL AMOUNT:		\$16,257.43		
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:		25	TOTAL AMOUNT OF CHECKS:		\$16,257.43		
			TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:		\$.00		
			TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:		\$.00		
			TOTAL PAYMENTS:		25	TOTAL AMOUNT:		\$16,257.43		
APY250	L.00.05	MENDOCINO COUNTY SCHOOLS					10/04/17	PAGE	1	
DISTRICT: 048 LAYTONVILLE UNIFIED		COMMERCIAL WARRANT REGISTER								
BATCH: 0013 JC		FOR WARRANTS DATED 10/05/2017								
WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE			ABA NUM	ACCOUNT NUM			
	REQ#	REFERENCE LN	FU	RESO	P OBJE SCH GOAL FUNC DIST	DESCRIPTION		AMOUNT		

18712690	005381/	ADVANCED SECURITY SYSTEMS								
		PO-021188	1. 01-0000-0-5800-001-0000-8300-0000			396921			150.00	
		WARRANT TOTAL							\$150.00	
18712691	006046/	ALAMEIDA ARCHITECTURE								
		PO-020669	1. 21-0000-0-6200-001-0000-8500-0000			LUSD 02-31, 03-05			1,160.00	
		WARRANT TOTAL							\$1,160.00	
18712692	005991/	IRA CAUGHNOR III								
		PV-180036	01-0740-0-5800-001-7110-3600-0000			MILE. REIMBURSE. 9/25-9/29			160.50	
		WARRANT TOTAL							\$160.50	

18712693	003496/	CDW GOVERNMENT INC.			
		PO-021314	1. 01-0000-0-4400-001-0000-2430-0000	KFR3905	5,422.44
			WARRANT TOTAL		\$5,422.44
18712694	001793/	CLOVER STORNETTA FARMS INC.			
		PO-021193	1. 13-5310-0-4700-001-0000-3700-0000	100764148, 100766759	256.56
			WARRANT TOTAL		\$256.56
18712695	005135/	JANICE DOWNES			
		PV-180037	01-0000-0-4300-003-1110-1000-2000	REIMBURSEMENT	191.68
			WARRANT TOTAL		\$191.68
18712696	005074/	EUREKA OXYGEN			
		PV-180038	01-1100-0-4300-003-1110-4200-0000	U143668	59.96
			WARRANT TOTAL		\$59.96
18712697	000043/	FRONTIER			
		PO-021196	1. 01-0000-0-5903-001-0000-7200-0000	VARIOUS	2,077.25
			2. 01-0811-0-5903-001-0000-2100-0000	707-984-8089	283.66
			WARRANT TOTAL		\$2,360.91
18712698	002298/	GCR TIRES & SERVICE			
		PO-021319	1. 01-0740-0-4363-001-0000-3600-0000	851-39279	884.46
			WARRANT TOTAL		\$884.46

18712699	000063/	GEIGER'S LONG VALLEY MARKET			
		PO-021237	3. 01-0000-0-4300-002-3800-1000-0000	ACCT. 1205	65.17
			2. 01-0635-0-4300-003-3800-1000-0000	ACCT. 1207	19.62
		PV-180039	01-4510-0-4300-001-1110-1000-0000	1691: ACCT. 1207	19.33
			WARRANT TOTAL		\$104.12
18712700	002503/	DENNIS HOGAN			
		PV-180040	01-0000-0-4300-003-1110-1000-0016	REIMBURSEMENT	301.53
			WARRANT TOTAL		\$301.53
18712701	000899/	KELLY MOORE PAINT CO INC			
		PO-021153	1. 01-8150-0-4300-001-0000-8110-0000	910-32122837	88.39
		PO-021317	1. 01-1100-0-4300-003-1110-4200-0000	910-32122837	573.74
			WARRANT TOTAL		\$662.13
18712702	002463/	LAKE CO. OFFICE OF EDUCATION			
		PO-021322	1. 01-3010-0-5200-001-1110-1000-0000	INV18-00479	100.00
			WARRANT TOTAL		\$100.00
18712703	000258/	LAYTONVILLE DISPOSAL CO			
		PO-021257	1. 01-0000-0-5600-001-0000-8200-0000	PORTA POTTY RENT 8/14-9/14	350.00
			WARRANT TOTAL		\$350.00
18712704	000061/	LONG VALLEY LUMBER			
		PO-021282	1. 01-0000-0-4300-003-1110-1000-0000	109175: ACCT. 1273	5.12
			WARRANT TOTAL		\$5.12
18712705	003136/	MATHESON TRI-GAS INC			
		PO-021201	1. 01-0740-0-5600-001-0000-3600-0000	16232838	53.12
			WARRANT TOTAL		\$53.12

18712706	000622/	MENDOCINO COUNTY OFFICE OF ED			
		PO-021178	1. 01-0079-0-5200-002-1110-1000-0000	180024	100.00
			WARRANT TOTAL		\$100.00
18712707	006228/	PHILIP MORTON			
		PO-020702	1. 21-0000-0-6200-001-0000-8500-0000	INSPECTION SERVICES-SEPT. 2017	7,520.00

			WARRANT TOTAL		\$7,520.00
18712708	006237/	OGRAM'S LOCKSMITH			
		PO-021327	1. 01-0000-0-4300-001-0000-8300-0000	593146	130.00
			2. 01-0000-0-5800-001-0000-8300-0000	593146	110.00
			WARRANT TOTAL		\$240.00
18712709	000124/	PACIFIC GAS & ELECTRIC			
		PO-021185	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 0991326276-3	13,626.74
			WARRANT TOTAL		\$13,626.74
18712710	006041/	PCM-G INC.			
		PO-021263	3. 01-0000-0-4400-001-0000-7150-0000	B04920340101,50101,04806510101	1,464.40
			1. 01-0000-0-4400-002-1110-1000-0000	B04920340101,50101,04806510101	6,142.71
			2. 01-0000-0-4400-003-1110-1000-0000	B04920340101,50101,04806510101	7,678.39
			WARRANT TOTAL		\$15,285.50
18712711	000096/	PETTY CASH			
		PV-180041	01-0000-0-5904-002-0000-2700-0000	LEMS PETTY CASH	480.40
			01-0811-0-4300-002-0000-3140-0000	LEMS PETTY CASH	4.07
			WARRANT TOTAL		\$484.47
18712712	006106/	PLATT			
		PO-021276	1. 01-8150-0-4300-001-0000-8110-0000	N988657	141.09
			WARRANT TOTAL		\$141.09
18712713	002696/	RITCHIES FOOD SERVICE			
		PO-021205	2. 13-5310-0-4300-001-0000-3700-0000	489418, 489449	259.50
			1. 13-5310-0-4700-001-0000-3700-0000	489418, 489449	124.15
			WARRANT TOTAL		\$383.65
18712714	003078/	SOLID WASTE OF WILLITS			
		PO-021207	1. 01-0000-0-5540-001-0000-8200-0000	L58591, L58846: #411087	151.50
			WARRANT TOTAL		\$151.50

18712715	004488/	STAPLES CREDIT PLAN			
		PO-021121	1. 01-0000-0-4300-003-1110-1000-0000	3 INVOICES	155.76
		PO-021168	1. 01-0000-0-4300-002-1110-1000-0000	9759228009	53.67
		PO-021169	1. 01-0000-0-4300-002-0000-2700-0000	9759276818	39.28
			2. 01-0000-0-4300-002-1110-1000-0000	9759276818	53.66
		PO-021244	3. 01-0000-0-4300-001-0000-7200-0000	9759468234, 35	53.66
			1. 01-0000-0-4300-002-0000-2700-0000	9759468234, 35	15.56
			2. 01-0000-0-4300-002-1110-1000-0000	9759468234, 35	53.67
		PO-021248	1. 01-0000-0-4300-003-1110-1000-0000	3 INVOICES	161.01
		PO-021281	1. 01-0000-0-4300-002-1110-1000-0000	3 INVOICES	167.43
			WARRANT TOTAL		\$753.70

18712716	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-021210	2. 13-5310-0-4300-001-0000-3700-0000	150614576		44.13
			1. 13-5310-0-4700-001-0000-3700-0000	150614576		2,010.96
			WARRANT TOTAL			\$2,055.09
18712717	006056/	TIM HURT				
		PO-021197	1. 13-5310-0-4700-001-0000-3700-0000	272878		450.00
			WARRANT TOTAL			\$450.00
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS: 28	TOTAL AMOUNT OF CHECKS:		\$53,414.27*
			TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:		\$.00*
			TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:		\$.00*
			TOTAL PAYMENTS: 28	TOTAL AMOUNT:		\$53,414.27*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS: 28	TOTAL AMOUNT OF CHECKS:		\$53,414.27*
			TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:		\$.00*
			TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:		\$.00*
			TOTAL PAYMENTS: 28	TOTAL AMOUNT:		\$53,414.27*

APY250	L.00.05	MENDOCINO COUNTY SCHOOLS		10/11/17	PAGE	1
DISTRICT: 048 LAYTONVILLE UNIFIED		COMMERCIAL WARRANT REGISTER				
BATCH: 0014 JC		FOR WARRANTS DATED 10/12/2017				

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DESCRIPTION			
18713214	001793/	CLOVER STORNETTA FARMS INC.				
	PO-021193	1. 13-5310-0-4700-001-0000-3700-0000	100768192, 70884, 72335			671.65
		WARRANT TOTAL				\$671.65
18713215	004873/	SUZANNE DUNHAM				
	PV-180042	01-0000-0-4300-002-1110-1000-2662	REIMBURSEMENT			195.73
		WARRANT TOTAL				\$195.73
18713216	006273/	GARNET EMPYRION				
	PV-180043	01-0000-0-4300-002-1110-1000-0000	REIMBURSEMENT			18.78
		01-6012-0-4300-002-1110-4100-0000	REIMBURSEMENT			51.79
		WARRANT TOTAL				\$70.57
18713217	006132/	ERIC ARMIN INC.				
	PO-021288	1. 01-0000-0-4300-002-1110-1000-2662	INV0844266			7.00
		1. 01-0000-0-4300-002-1110-1000-2662	INV0844266			92.38
		WARRANT TOTAL				\$99.38
18713218	005362/	FERRELLGAS				
	PO-021195	1. 01-0000-0-5520-001-0000-8200-0000	RNT7027610, 1098030029			647.46
		WARRANT TOTAL				\$647.46
18713219	000043/	FRONTIER				
	PO-021196	2. 01-0811-0-5903-001-0000-2100-0000	707-984-8089			292.13
		WARRANT TOTAL				\$292.13
18713220	000063/	GEIGER'S LONG VALLEY MARKET				
	PO-021213	2. 13-5310-0-4300-001-0000-3700-0000	ACCT. 2004			5.36
		1. 13-5310-0-4700-001-0000-3700-0000	ACCT. 2004			190.47
		1. 13-5310-0-4700-001-0000-3700-0000	1960: ACCT. 1221			7.55
	PO-021237	3. 01-0000-0-4300-002-3800-1000-0000	4089, 5963: ACCT. 1205			53.73
		2. 01-0635-0-4300-003-3800-1000-0000	ACCT. 1207 0457-0326			123.49
	PO-021287	1. 01-0000-0-4300-003-1110-1000-0000	3866: ACCT. 1207			4.08

	PO-021320	1. 01-6012-0-4300-002-1110-4100-0000	6592, 3599: ACCT. 1205	76.27
	PO-021326	1. 01-0000-0-4300-002-1110-1000-2662	8528: ACCT. 1221	17.07
	PO-212161	1. 01-0000-0-4300-001-0000-8200-0000	5262: ACCT. 2004	23.05
		1. 01-0000-0-4300-001-0000-8200-0000	0924, 9859: ACCT. 1221	20.13
		WARRANT TOTAL		\$521.20
18713221	006290/	LABYRINTH LEARNING		
	PO-021323	1. 01-6387-0-4100-003-3800-1000-0000	97965	2,112.75
		WARRANT TOTAL		\$2,112.75
18713222	006289/	LAYTONVILLE FIRE DEPARTMENT		
	PV-180044	01-6387-0-4300-003-3800-1000-0000	REIMBURSEMENT	755.25
		WARRANT TOTAL		\$755.25
18713223	000220/	LAYTONVILLE WATER DISTRICT		
	PO-021198	1. 01-0000-0-5530-001-0000-8200-0000	LES, LMS, LHS-NEW, OLD, AG	1,705.66
		WARRANT TOTAL		\$1,705.66
18713224	004766/	LEARNING WITHOUT TEARS		
	PO-021161	1. 01-0000-0-4300-002-1110-1000-0000	1139735-1	210.75
		WARRANT TOTAL		\$210.75
18713225	004358/	BETTE LOFLIN		
	PV-180045	01-0000-0-5200-001-0000-7200-0000	REIMBURSEMENT	52.43
		WARRANT TOTAL		\$52.43
18713226	000061/	LONG VALLEY LUMBER		
	PO-021200	1. 01-8150-0-4300-001-0000-8110-0000	ACCT. 1273	383.85
	PO-021282	1. 01-0000-0-4300-003-1110-1000-0000	109398: ACCT. 1273	30.17
		1. 01-0000-0-4300-003-1110-1000-0000	ACCT. 1273	61.55
	PO-021329	1. 01-0000-0-4300-003-1110-1000-0000	109354: ACCT. 1105	236.30
		WARRANT TOTAL		\$711.87
18713227	006173/	AMANDA MCCRUM		
	PV-180047	01-0000-0-4300-002-1110-1000-2662	REIMBURSEMENT	280.05
		WARRANT TOTAL		\$280.05
18713228	002129/	MENDES SUPPLY COMPANY		
	PO-021202	1. 01-0000-0-4300-001-0000-8200-0000	M134266-00	867.36
		WARRANT TOTAL		\$867.36
18713229	000111/	MENDOCINO CTY YOUTH PROJECT		
	PO-021203	1. 01-0079-0-5800-001-0000-3110-0000	SEPT. 2017	1,598.00
		WARRANT TOTAL		\$1,598.00
18713230	003171/	NASCO MODESTO		
	PO-021179	1. 01-0000-0-4300-002-1110-1000-2662	634828	116.80
		WARRANT TOTAL		\$116.80
18713231	000124/	PACIFIC GAS & ELECTRIC		
	PO-021185	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 0991326276-3	13,663.60
		2. 01-0811-0-5510-001-0000-8200-0000	ACCT. 7979025834-1	304.04
		WARRANT TOTAL		\$13,967.64
18713232	001308/	JOAN POTTER		
	PV-180046	01-0000-0-5200-001-0000-7100-0000	REIMBURSEMENT	117.06
		WARRANT TOTAL		\$117.06

18713233	006246/	PRESENCE LEARNING INC.				
		PO-021243	1. 01-6500-0-5800-001-5770-3150-0000	INV19144		5,305.07
			WARRANT TOTAL			\$5,305.07
18713234	002696/	RITCHIES FOOD SERVICE				
		PO-021205	2. 13-5310-0-4300-001-0000-3700-0000	522815		58.60
			WARRANT TOTAL			\$58.60
18713235	000141/	ROUND TREE GLASS				
		PO-021330	1. 01-0740-0-5600-001-0000-3600-0000	73703, 4, 80		150.00
			WARRANT TOTAL			\$150.00
18713236	003078/	SOLID WASTE OF WILLITS				
		PO-021207	1. 01-0000-0-5540-001-0000-8200-0000	L59056: ACCT. 411087		51.75
			1. 01-0000-0-5540-001-0000-8200-0000	277: 5145-6		759.59
			WARRANT TOTAL			\$811.34
18713237	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-021210	1. 13-5310-0-4700-001-0000-3700-0000	150631414		2,728.08
			WARRANT TOTAL			\$2,728.08
18713238	006056/	TIM HURT				
		PO-021197	1. 13-5310-0-4700-001-0000-3700-0000	272884		450.00
			WARRANT TOTAL			\$450.00
18713239	001370/	WEATHERTOP NURSERY				
		PO-021278	1. 01-0635-0-4300-003-3800-1000-0000	ACCT. 40		18.81
			WARRANT TOTAL			\$18.81
18713240	003863/	XEROX CORPORATION				
		PO-021212	2. 01-0000-0-5600-001-0000-7200-0000	090864740		134.55
			3. 01-0000-0-5600-003-1110-1000-0000	090806269		393.41
			WARRANT TOTAL			\$527.96
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:		\$35,043.60*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	27	TOTAL AMOUNT:		\$35,043.60*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:		\$35,043.60*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	27	TOTAL AMOUNT:		\$35,043.60*

APY250 L.00.05 MENDOCINO COUNTY SCHOOLS 10/18/17 PAGE 1
 DISTRICT: 048 LAYTONVILLE UNIFIED COMMERCIAL WARRANT REGISTER
 BATCH: 0015 JC FOR WARRANTS DATED 10/19/2017

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FU RESO P OBJE SCH GOAL FUNC DIST	DESCRIPTION		
18713670	006170/	ARROW BENEFITS GROUP				
		PO-021186	1. 68-0000-0-5600-001-0000-6000-0000	1643: OCT. 2017		159.00
			2. 69-0000-0-5600-001-0000-6000-0000	1643: OCT. 2017		76.50
			WARRANT TOTAL			\$235.50

18713671	003755/	BUSINESS CARD			
		PV-180048	01-0000-0-4300-001-0000-2430-0000	ACCT. 4339-XXX-7773	8.56
			01-0000-0-4300-003-1110-1000-0000	ACCT. 4339-XXX-7773	457.95
			01-0000-0-5200-001-0000-7100-0000	ACCT. 4339-XXX-7773	599.00
			01-0000-0-5800-001-0000-2100-0000	ACCT. 4339-XXX-7773	29.00
			01-0000-0-5800-001-0000-7200-0000	ACCT. 4339-XXX-7773	36.82
			01-6012-0-5200-002-1110-4100-0000	ACCT. 4339-XXX-7773	277.12
			01-6264-0-5200-001-1110-1000-0000	ACCT. 4339-XXX-7773	551.84
			01-6387-0-4300-003-3800-1000-0000	ACCT. 4339-XXX-7773	177.17
			01-8150-0-4300-001-0000-8110-0000	ACCT. 4339-XXX-7773	487.12
			01-8150-0-4300-001-0000-8110-0000	ACCT. 4339-XXX-7773	119.40
			WARRANT TOTAL		\$2,743.98
18713672	004792/	DEPT. OF JUSTICE			
		PO-021235	1. 01-0000-0-5814-001-0000-7400-0000	260286	128.00
			WARRANT TOTAL		\$128.00
18713673	004110/	EHLERT'S PETROLEUM MAINTENANCE			
		PO-021333	1. 01-0740-0-4365-001-0000-3600-0000	5361	8,447.25
			WARRANT TOTAL		\$8,447.25
18713674	000043/	FRONTIER			
		PO-021196	1. 01-0000-0-5903-001-0000-7200-0000	VARIOUS	1,762.53
			WARRANT TOTAL		\$1,762.53
18713675	000063/	GEIGER'S LONG VALLEY MARKET			
		PO-021320	1. 01-6012-0-4300-002-1110-4100-0000	5644, 9958: ACCT. 1221	20.36
		PV-180049	01-0740-0-4365-001-0000-3600-0000	4189: ACCT. 1228	9.73
			WARRANT TOTAL		\$30.09
18713676	004766/	LEARNING WITHOUT TEARS			
		PO-021290	1. 01-0000-0-4300-002-1110-1000-0000	1161718-1	201.52
			WARRANT TOTAL		\$201.52
18713677	002129/	MENDES SUPPLY COMPANY			
		PO-021202	1. 01-0000-0-4300-001-0000-8200-0000	M134266-01	321.75
			WARRANT TOTAL		\$321.75
18713678	006291/	MIRACLE PLAYSYSTEMS INC.			
		PO-021334	1. 01-8150-0-5600-001-0000-8110-0000	F2017-0837	500.00
			WARRANT TOTAL		\$500.00
18713679	006246/	PRESENCE LEARNING INC.			
		PO-021243	1. 01-6500-0-5800-001-5770-3150-0000	INV19300	93.00
			WARRANT TOTAL		\$93.00
18713680	002696/	RITCHIES FOOD SERVICE			
		PO-021205	2. 13-5310-0-4300-001-0000-3700-0000	522847	11.73
			1. 13-5310-0-4700-001-0000-3700-0000	522847	139.95
			WARRANT TOTAL		\$151.68

18713681	000018/	SCHOOL SPECIALTY			
		PO-021170	1. 01-6012-0-4300-002-1110-4100-0000	208119345895	255.31
		PO-021289	1. 01-0000-0-4300-002-1110-1000-0000	308102896776	370.35
		PO-021291	1. 01-0000-0-4300-002-0000-2700-0000	308102897026	17.93
			2. 01-0000-0-4300-002-1110-1000-0000	308102897026	192.29
		PO-021292	1. 01-0000-0-4300-002-1110-1000-0000	208119346402	30.83
			WARRANT TOTAL		\$866.71
18713682	006233/	SHN CONSULTING ENGINEERS & GEO			
		PO-021253	1. 21-0000-0-6200-001-0000-8500-0000	93467	1,960.75
		PO-021332	1. 21-0000-0-6200-001-0000-8500-0000	93467	525.01
			WARRANT TOTAL		\$2,485.76
18713683	003078/	SOLID WASTE OF WILLITS			
		PO-021207	1. 01-0000-0-5540-001-0000-8200-0000	L59301: ACCT. 411087	57.50
			WARRANT TOTAL		\$57.50
18713684	005670/	SOUND & SIGNAL INC.			
		PO-021335	1. 01-8150-0-5600-001-0000-8110-0000	33342	500.00
			WARRANT TOTAL		\$500.00
18713685	003808/	STATE BOARD OF EQUALIZATION			
		PO-021209	1. 01-0740-0-4361-001-0000-3600-0000	JULY-SEPT 2017 DIESEL FUEL TAX	7.05
			WARRANT TOTAL		\$7.05
18713686	003434/	SYSCO FD SCVS OF SAN FRANCISCO			
		PO-021210	2. 13-5310-0-4300-001-0000-3700-0000	150646351	94.32
			1. 13-5310-0-4700-001-0000-3700-0000	150646351	1,928.12
			WARRANT TOTAL		\$2,022.44
18713687	004356/	THE UKIAH DAILY JOURNAL			
		PO-021331	1. 01-0000-0-5811-001-0000-7400-0000	ACCT. 2113336 SEPT. ADS	393.28
			WARRANT TOTAL		\$393.28
18713688	003863/	XEROX CORPORATION			
		PO-021212	1. 01-0000-0-5600-002-1110-1000-0000	090806268	526.17
			WARRANT TOTAL		\$526.17
***	BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$21,474.21*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
		TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$21,474.21*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$21,474.21*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
		TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$21,474.21*

LAYTONVILLE UNIFIED SCHOOL DISTRICT

MONTHLY BUDGET REPORT

November 2, 2017

048 Laytonville Unified School Dis J44849

BUDGET REPORT

BDX110 L.00.07 10/25/17 16:11 PAGE 1

FROM 07/01/2017 TO 06/30/2018

UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
8000 BEGINNING BALANCE	2,350,937.56	0.00	0.00	.0	0.00	2,350,937.56	100.0
8011 REV LIMIT STATE AID - CURR YR	1,584,565.00	306,960.00	306,960.00	19.3	0.00	1,277,605.00	80.6
8012 EDUCATION PROTECTION ACCOUNT	259,344.00	83,080.00	83,080.00	32.0	0.00	176,264.00	67.9
8021 HOMEOWNERS' EXEMPTION	18,210.00	0.00	0.00	.0	0.00	18,210.00	100.0
8022 TIMBER YIELD TAX	6,970.00	0.00	0.00	.0	0.00	6,970.00	100.0
8041 SECURED ROLLS TAX	2,045,261.00	0.00	0.00	.0	0.00	2,045,261.00	100.0
8042 UNSECURED ROLL TAXES	64,465.00	0.00	0.00	.0	0.00	64,465.00	100.0
8043 PRIOR YEARS' TAXES	3,356.00	0.00	0.00	.0	0.00	3,356.00	100.0
8044 SUPPLEMENTAL TAXES	12,546.00	5,480.82	5,480.82	43.6	0.00	7,065.18	56.3
8045 EDUC REVENUE AUGMENTATION FUND	78,713.00	0.00	0.00	.0	0.00	78,713.00	100.0
8091 REVENUE LIMIT TF - CURRENT YR	19,603.00	0.00	0.00	100.0	0.00	19,603.00	.0
8110 MAINTENANCE & OPER (PL 81-874)	30,000.00	5,382.26	5,382.26	17.9	0.00	24,617.74	82.0
8181 SPECIAL EDUCATION -ENTITLEMENT	68,186.00	16,981.00	16,981.00	24.9	0.00	51,205.00	75.0
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	800.00	800.00	25.0	0.00	2,400.00	75.0
8290 ALL OTHER FEDERAL REVENUE	179,383.00	74,808.40	74,808.40	41.7	0.00	104,574.60	58.2
8550 MANDATED COSTS REIMBURSEMENTS	65,724.49	0.00	0.00	.0	0.00	65,724.49	100.0
8560 STATE LOTTERY REVENUE	68,040.00	2,700.18	2,700.18	3.9	0.00	65,339.82	96.0
8590 ALL OTHER STATE REVENUE	349,149.88	117,530.88	117,530.88	33.6	0.00	231,619.00	66.3
8650 LEASES & RENTALS	12,100.00	2,300.00	2,300.00	19.0	0.00	9,800.00	80.9
8660 INTEREST	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
8677 INTERAGENCY SERVICES BETW LEAS	30,200.00	0.00	0.00	.0	0.00	30,200.00	100.0
8699 ALL OTHER LOCAL REVENUE	84,472.00	5,316.16	5,316.16	6.2	0.00	79,155.84	93.7
8792 TF OF APPORTIONMENT FROM COES	279,687.00	48,987.00	48,987.00	17.5	0.00	230,700.00	82.4
TOTAL: 8xxx	7,583,906.93	670,326.70	670,326.70	8.8	0.00	6,913,580.23	91.1
1100 TEACHERS' SALARIES	1,525,819.00	281,245.68	281,245.68	18.4	0.00	1,244,573.32	81.5
1150 TEACHER - P.T./ADDIT'L DUTY	33,450.00	15,757.70	15,757.70	47.1	0.00	17,692.30	52.8
1170 TEACHER - SUBSTITUTE	37,250.00	2,639.50	2,639.50	7.0	0.00	34,610.50	92.9
1200 CERT PUPIL SUPPORT SALARIES	125,255.00	28,867.97	28,867.97	23.0	0.00	96,387.03	76.9
1300 CERT SUPERVISOR/ADMIN SALARIES	318,719.00	82,263.24	82,263.24	25.8	0.00	236,455.76	74.1
1900 OTHER CERTIFICATED SALARIES	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
TOTAL: 1xxx	2,049,493.00	410,774.09	410,774.09	20.0	0.00	1,638,718.91	79.9
2100 INSTRUCTIONAL AIDES' SALARIES	325,106.00	47,832.19	47,832.19	14.7	0.00	277,273.81	85.2
2140 INSTRUCTIONAL AIDE -EXTRA HIRE	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
2150 INSTL AIDE- P.T./ADDIT'L DUTY	3,650.00	38.69	38.69	1.0	0.00	3,611.31	98.9
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	5,750.00	689.04	689.04	11.9	0.00	5,060.96	88.0
2200 CLASSIFIED SUPPORT SALARIES	301,923.00	62,015.66	62,015.66	20.5	0.00	239,907.34	79.4
2240 CLASSIFIED SUPPORT- EXTRA HIRE	500.00	0.00	0.00	.0	0.00	500.00	100.0
2250 CLASSIFIED SUPP - P.T./ADDIT'L	7,750.00	4,529.97	4,529.97	58.4	0.00	3,220.03	41.5

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	196.14	196.14	5.6	0.00	3,303.86	94.3
2270 CLASSIFIED SUPPORT -SUBSTITUTE	7,750.00	1,787.83	1,787.83	23.0	0.00	5,962.17	76.9
2300 CLASS. SUPRVSRs/ADMIN SALARIES	138,761.63	29,181.63	29,181.63	21.0	0.00	109,580.00	78.9
2400 CLERICAL,TECH,OFFICE SALARIES	219,905.00	46,708.83	46,708.83	21.2	0.00	173,196.17	78.7
2440 CLERICAL,TECH,OFFICE-EX-HIRE	2,300.00	909.34	909.34	39.5	0.00	1,390.66	60.4
2900 OTHER CLASSIFIED SALARIES	15,071.00	2,613.06	2,613.06	17.3	0.00	12,457.94	82.6
2970 OTHER CLASSIFIED - SUBSTITUTE	750.00	32.28	32.28	4.3	0.00	717.72	95.6
TOTAL: 2xxx	1,037,716.63	196,534.66	196,534.66	18.9	0.00	841,181.97	81.0
3101 STRS, CERTIFICATED	423,652.00	53,810.97	53,810.97	12.7	0.00	369,841.03	87.2
3102 STRS, CLASSIFIED	300.00	179.35	179.35	59.7	0.00	120.65	40.2
3201 PERS, CERTIFICATED	5,895.00	1,504.71	1,504.71	25.5	0.00	4,390.29	74.4
3202 PERS, CLASSIFIED	140,856.32	28,716.22	28,716.22	20.3	0.00	112,140.10	79.6
3301 OASDI, CERTIFICATED	2,119.00	598.45	598.45	28.2	0.00	1,520.55	71.7
3302 OASDI, CLASSIFIED	59,756.73	11,651.39	11,651.39	19.4	0.00	48,105.34	80.5
3311 MEDICARE, CERTIFICATED	28,858.00	5,716.13	5,716.13	19.8	0.00	23,141.87	80.1
3312 MEDICARE, CLASSIFIED	14,121.84	2,742.93	2,742.93	19.4	0.00	11,378.91	80.5
3401 HEALTH & WELFARE, CERTIFICATED	246,702.00	57,467.70	57,467.70	23.2	0.00	189,234.30	76.7
3402 HEALTH & WELFARE, CLASSIFIED	228,906.56	56,102.33	56,102.33	24.5	0.00	172,804.23	75.4
3501 UNEMPLOYMENT INS, CERTIFICATED	996.50	197.14	197.14	19.7	0.00	799.36	80.2
3502 UNEMPLOYMENT INS, CLASSIFIED	499.00	94.63	94.63	18.9	0.00	404.37	81.0
3601 WORKERS' COMP, CERTIFICATED	70,944.50	14,010.75	14,010.75	19.7	0.00	56,933.75	80.2
3602 WORKERS' COMP, CLASSIFIED	35,457.75	6,723.05	6,723.05	18.9	0.00	28,734.70	81.0
3701 OPEB ALLOCATED CERTIFICATED	8,456.00	1,493.25	1,493.25	17.6	0.00	6,962.75	82.3
3901 OTHER BENEFITS, CERTIFICATED	8,000.00	0.00	0.00	.0	0.00	8,000.00	100.0
3902 OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3xxx	1,276,021.20	241,009.00	241,009.00	18.8	0.00	1,035,012.20	81.1
4100 APPRVD TEXTBOKS/CORE CURRICULA	105,100.00	53,166.18	53,166.18	50.5	195.97	51,737.85	49.2
4200 BOOKS/OTHER REFERENCE MATERIAL	500.00	53.82	53.82	10.7	0.00	446.18	89.2
4300 MATERIALS & SUPPLIES	289,151.40	42,299.63	42,299.63	14.6	26,431.95	220,419.82	76.2
4361 FUEL - GASOLINE,DIESEL	27,000.00	2,432.69	2,432.69	9.0	5,667.31	18,900.00	70.0
4362 TRANSP - OIL,GREASE	500.00	304.91	304.91	60.9	195.09	0.00	.0
4363 TIRES & ACCESSORIES	5,000.00	884.46	884.46	17.6	0.00	4,115.54	82.3
4364 REPLACEMENT PARTS	39,201.00	23,639.08	23,639.08	60.3	3,521.19	12,040.73	30.7
4365 TRANSP - OTHER SUPPLIES	1,250.00	8,466.42	8,466.42	100.0	190.56	7,406.98	.0
4400 NON-CAPITALIZED EQUIPMENT	103,069.81	21,703.33	21,703.33	21.0	427.55	80,938.93	78.5
TOTAL: 4xxx	570,772.21	152,950.52	152,950.52	26.7	36,629.62	381,192.07	66.7
5200 TRAVEL & CONFERENCES	35,217.65	7,612.52	7,612.52	21.6	570.00	27,035.13	76.7

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED			%	ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE				BALANCE	%
5300 DUES & MEMBERSHIPS	5,000.00	1,379.45	1,379.45	27.5		0.00	3,620.55	72.4
5450 OTHER INSURANCE	47,906.00	47,906.00	47,906.00	100.0		0.00	0.00	.0
5510 LIGHTS & POWER	135,601.00	47,839.19	47,839.19	35.2		79,760.81	8,001.00	5.9
5520 HEATING FUEL	31,800.00	697.46	697.46	2.1		25,302.54	5,800.00	18.2
5530 WATER & SEWER	20,000.00	9,273.15	9,273.15	46.3		9,226.85	1,500.00	7.5
5540 WASTE DISPOSAL	13,000.00	3,962.91	3,962.91	30.4		7,787.09	1,250.00	9.6
5600 RENT, LEASES, REPAIR NON CAP IMP	50,831.00	8,323.66	8,323.66	16.3		8,755.86	33,751.48	66.3
5750 TRANSFR DIRECT COSTS-INTERFUND	12,000.00-	0.00	0.00	100.0		0.00	12,000.00-	.0
5800 PROFES'L/CONSULTG SVCS/OP EXP	365,903.22	29,346.76	29,346.76	8.0		51,986.90	284,569.56	77.7
5801 AUDIT FEES	14,040.00	0.00	0.00	.0		0.00	14,040.00	100.0
5802 LEGAL FEES	5,750.00	1,437.50	1,437.50	25.0		250.00	4,062.50	70.6
5811 ADVERTISING	2,500.00	891.28	891.28	35.6		0.00	1,608.72	64.3
5814 FINGERPRINTING	950.00	416.00	416.00	43.7		384.00	150.00	15.7
5903 COMMUNIC - TELEPHONE SERVICES	23,979.34	7,776.14	7,776.14	32.4		4,494.69	11,708.51	48.8
5904 COMMUNIC - POSTAGE/DELIVERY	3,750.00	701.31	701.31	18.7		0.00	3,048.69	81.2
TOTAL: 5xxx	744,228.21	167,563.33	167,563.33	22.5		188,518.74	388,146.14	52.1
TOTAL: 1xxx - 5xxx	5,678,231.25	1,168,831.60	1,168,831.60	20.5		225,148.36	4,284,251.29	75.4
6200 BUILDINGS/IMPROVEMENT OF BLDGS	109,710.00	0.00	0.00	.0		0.00	109,710.00	100.0
6400 EQUIPMENT	55,000.00	0.00	0.00	.0		0.00	55,000.00	100.0
TOTAL: 6xxx	164,710.00	0.00	0.00	.0		0.00	164,710.00	100.0
TOTAL: 1xxx - 6xxx	5,842,941.25	1,168,831.60	1,168,831.60	20.0		225,148.36	4,448,961.29	76.1
7310 TRANSFER OF INDIRECT COSTS	1,169.20	0.00	0.00	.0		0.00	1,169.20	100.0
7350 TRANSFER INDIRECT COSTS-INTRPD	4,500.00-	0.00	0.00	100.0		0.00	4,500.00-	.0
7616 INT-PD TF FR GENERAL TO CAPE	17,117.00	0.00	0.00	.0		0.00	17,117.00	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	327,223.00	0.00	0.00	.0		0.00	327,223.00	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	1,169,807.48	0.00	0.00	.0		0.00	1,169,807.48	100.0
7989 BUDG FUND BAL- RSRV ECON UNCER	225,149.00	0.00	0.00	.0		0.00	225,149.00	100.0
TOTAL: 7xxx	1,740,965.68	0.00	0.00	.0		0.00	1,740,965.68	100.0
TOTAL: 1xxx - 7xxx	7,583,906.93	1,168,831.60	1,168,831.60	15.4		225,148.36	6,189,926.97	81.6

LAYTONVILLE UNIFIED SCHOOL DISTRICT BUDGET TRANSFERS

November 2, 2017

048 Laytonville Unified School Dis Budget Transfer Transactions J44851 BT0100 L.00.01 10/25/17 PAGE 1

Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 180003 To 189999
Date entered from: 00/00/0000 To 99/99/9999
Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUNC DIST		Debit	Credit
180003	10/06/2017	10/06/2017	Beg balance adjstmt	RS0000	Entered by: BL48 Unapproved		
			1. Addtn to beg bal after close	01-0000-0-8000-000-0000-0000-0000		220,444.14	
			2.	01-0000-0-1150-001-1110-1000-0000			3,000.00
			3.	01-0000-0-1150-002-0000-2100-0000			500.00
			4.	01-0000-0-1150-002-3300-1000-0000			100.00
			5.	01-0000-0-1150-002-1110-1000-0000			2,000.00
			6.	01-0000-0-1150-003-0000-2100-0000			500.00
			7. LES music	01-0000-0-2100-002-1110-1000-0000			7,200.00
			8.	01-0000-0-2250-001-0000-3700-0000			250.00
			9.	01-0000-0-2440-001-0000-2430-0000			300.00
			10.	01-0000-0-4400-001-0000-2430-0000			500.00
			11.	01-0000-0-4400-001-0000-7150-0000			2,000.00
			12.	01-0000-0-4400-002-1110-1000-0000			6,300.00
			13.	01-0000-0-4400-003-1110-1000-0000			8,000.00
			14.	01-0000-0-5200-003-0000-3110-0000			250.00
			15.	01-0000-0-5600-001-0000-8110-0000			2,000.00
			16.	01-0000-0-5600-003-0000-3110-0000			250.00
			17.	01-0000-0-5600-010-3200-1000-0000			1,000.00
			18.	01-0000-0-5800-002-1110-1000-0000			1,500.00
			19.	01-0000-0-7980-000-0000-0000-0000			109,794.14
			20. Playground equipment	01-0000-0-6400-001-0000-8500-0000			55,000.00
			21. Security cameras	01-0000-0-4400-001-0000-8300-0000			20,000.00
					TOTAL:	220,444.14*	220,444.14*
180004	10/06/2017	10/06/2017	Beg balances		Entered by: BL48 Unapproved		
			1.	01-0002-0-8000-000-0000-0000-0000		8,032.36	
			2.	01-0002-0-4300-001-1110-1000-0000			8,032.36
			3.	01-0079-0-8000-000-0000-0000-0000		63,666.54	
			4.	01-0079-0-1150-002-1110-1000-0000			1,000.00
			5.	01-0079-0-2250-002-0000-3110-0000			500.00
			6.	01-0079-0-2250-003-0000-3110-0000			500.00
			7.	01-0079-0-4100-010-3200-1000-0000			600.00
			8.	01-0079-0-5200-002-1110-1000-0000			500.00
			9.	01-0079-0-7980-000-0000-0000-0000			60,566.54
			10.	01-9010-0-8000-000-0000-0000-5870		1,976.09	
			11.	01-9010-0-4300-001-1110-1000-5870			1,976.09
			12.	01-9010-0-8000-000-0000-0000-8888		4,666.16	
			13.	01-9010-0-4300-001-1110-1000-8888			4,666.16
			14.	01-9010-0-8000-000-0000-0000-5375		13,168.34	
			15.	01-9010-0-7310-001-0000-7210-5375			1,189.00
			16.	01-9010-0-2400-001-0000-2100-5375			5,000.00
			17.	01-9010-0-4300-001-0000-2100-5375			1,000.00

CONTINUED

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUNC DIST	Debit	Credit
180004	CONTINUED					
	18.		01-9010-0-5510-001-0000-8200-5375			3,000.00
	19.		01-9010-0-5520-001-0000-8200-5375			1,000.00
	20.		01-9010-0-5540-001-0000-8200-5375			750.00
	21.		01-9010-0-5903-001-0000-2100-5375			1,229.34
			TOTAL:		91,509.49*	91,509.49*
180005	10/06/2017	10/06/2017	Budget local projects	Entered by: BL48 Unapproved		
	1. Leadership		01-0000-0-8000-000-0000-0000-0005		207.24	
	2.		01-0000-0-7980-000-0000-0000-0005			207.24
	3. Math		01-0000-0-8000-000-0000-0000-0012		25.00	
	4.		01-0000-0-4300-003-1110-1000-0012			25.00
	5. LES garden		01-0000-0-8000-000-0000-0000-0013		99.72	
	6.		01-0000-0-4300-002-1110-1000-0013			99.72
	7. Music		01-0000-0-8000-000-0000-0000-0016		4,086.81	
	8.		01-0000-0-4300-002-1110-1000-0016			500.00
	9.		01-0000-0-4300-003-1110-1000-0016			1,500.00
	10.		01-0000-0-4400-003-1110-1000-0016			1,086.81
	11.		01-0000-0-4300-003-1110-4100-0016			750.00
	12.		01-0000-0-5600-003-1110-1000-0016			250.00
	13. OM		01-0000-0-8000-000-0000-0000-0020		536.00	
	14.		01-0000-0-4300-002-1110-4100-0020			536.00
	15. Cmmnty fndtn		01-0000-0-8000-000-0000-0000-0026		560.85	
	16.		01-0000-0-4300-001-1110-1000-0026			560.85
	17. Culinary		01-0000-0-8000-000-0000-0000-0030		1,593.72	
	18.		01-0000-0-4300-003-3800-1000-0030			1,593.72
	19. Tin gym reno		01-0000-0-8000-000-0000-0000-0036		2,099.00	
	20.		01-0000-0-4300-001-0000-8110-0036			2,099.00
	21. Softball bleachers		01-0000-0-8000-000-0000-0000-0902		460.80	
	22.		01-0000-0-4300-001-0000-8110-0902			460.80
	23. Farm to school		01-0000-0-8000-000-0000-0000-1500		3,370.53	
	24.		01-0000-0-4300-001-1110-1000-1500			3,370.53
	25. Orchard		01-0000-0-8000-000-0000-0000-1997		202.00	
	26.		01-0000-0-4300-003-1110-1000-1997			202.00
	27. Library		01-0000-0-8000-000-0000-0000-2000		1,437.94	
	28.		01-0000-0-4200-003-0000-2420-2000			500.00
	29.		01-0000-0-4300-003-1110-1000-2000			937.94
	30. Book fair		01-0000-0-8000-000-0000-0000-2111		5,356.66	
	31.		01-0000-0-4300-002-1110-1000-2111			1,000.00
	32.		01-0000-0-5800-002-1110-1000-2111			4,356.66
	33. LES fundraising		01-0000-0-8000-000-0000-0000-2662		8,317.98	
	34.		01-0000-0-4300-002-1110-1000-2662			8,317.98
	35. LHS fundraising		01-0000-0-8000-000-0000-0000-3000		2,291.87	
	36.		01-0000-0-4300-003-1110-1000-3000			2,291.87
			CONTINUED			

		Date							
Number	Date	Date	Description	FU	RESO	P	OBJE	SCH	GOAL
		Entered		FUNC	DIST				

180009	CONTINUED								
							TOTAL:	5,645.65*	5,645.65*
180008	10/17/2017	10/20/2017	Mandated cost				Entered by: BL48	Unapproved	
	1.		One time MC	01-0000-0-8550-000-0000-0000-0000				52,724.49	
	2.		Inc LHS office	01-0000-0-2400-003-0000-2700-0000					3,642.00
	3.			01-0000-0-3202-003-0000-2700-0000					580.00
	4.			01-0000-0-3302-003-0000-2700-0000					731.00
	5.			01-0000-0-3312-003-0000-2700-0000					53.00
	6.			01-0000-0-3602-003-0000-2700-0000					130.00
	7.			01-0000-0-3301-002-1110-1000-0000					75.00
	8.			01-0000-0-3301-003-1110-1000-0000					50.00
	9.			01-0000-0-3301-003-3800-1000-0000					125.00
	10.		One time	01-0000-0-7980-000-0000-0000-0000					27,338.49
	11.		Addtl security cameras	01-0000-0-4400-001-0000-8300-0000					20,000.00
							TOTAL:	52,724.49*	52,724.49*
							DISTRICT TOTAL	438,696.98**	438,696.98**
							GRAND TOTAL	438,696.98***	438,696.98**
	6.			01-0079-0-2300-001-0000-2100-0000					1,130.00
	7.			01-0079-0-7980-000-0000-0000-0000				15,468.00	
							TOTAL:	15,468.00*	15,468.00*
180007	10/13/2017	10/13/2017	EHCY				Entered by: BL48	Unapproved	
	1.			01-5630-0-8290-000-0000-0000-0000				1,084.00	
	2.			01-5630-0-2300-001-0000-2100-0000					37.63
	3.			01-5630-0-3202-001-0000-2100-0000				5.18	
	4.			01-5630-0-3302-001-0000-2100-0000					2.03
	5.			01-5630-0-3312-001-0000-2100-0000					0.24
	6.			01-5630-0-3402-001-0000-2100-0000					167.36
	7.			01-5630-0-3602-001-0000-2100-0000				40.25	
	8.			01-5630-0-4300-001-1110-1000-0000					1,523.00
	9.			01-5630-0-5800-001-1120-1000-0000				581.03	
	10.			01-5630-0-7310-001-0000-7210-0000				19.80	
							TOTAL:	1,730.26*	1,730.26*
180009	10/17/2017	10/17/2017	Educator effectiveness				Entered by: BL48	Unapproved	
	1.		Addtl beg balance	01-6264-0-8000-000-0000-0000-0000				5,645.65	
	2.			01-6264-0-5200-001-1110-1000-0000					5,645.65
							CONTINUED		

BOARD ACTION ITEM K1

Board Meeting Date: November 2, 2017
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School for the months of September and October and allow them to introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:

None

BOARD ACTION ITEM K2

Board Meeting Date: November 2, 2017

Subject: Scheduling of Annual Organizational Meeting

From: Joan Potter, Superintendent

Explanation:

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.

Recommendation:

Schedule the Board's annual organizational meeting for December 7, 2017

Attachments:

None

BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: November 2, 2017

Subject: PUBLIC HEARING: Federal Impact Aid Program, Budget,
BP 1261 and AR 1261

From: Joan Potter, Superintendent

Explanation:

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. We have posted a Public Hearing Notice 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.

Recommendation:

Conduct the Public Hearing

Attachments:

BP 1261

AR 1261

Proposed AR 1261

Impact Aid Programs**Annual Impact Aid Public Hearing and Advisory Committee Formation**

In compliance with the requirements contained in Title I of Public Law PL-874 and Amendments contained in Public Law 95-561 as set forth in 34 CFR, Section 223.109, an annual meeting shall be held to discuss the use of impact aid funds prior to the submission of the district's application for Federal Impact Aid (PL-874) funds. The uses of these funds by the district shall be discussed at a regular meeting of the Governing Board. When program and funding changes are to be made, tribal officials and parents or guardians will be encouraged to make recommendations and to present their views regarding the uses of the funds. Notice of the meeting shall be sent to the Tribal Council and all PL-874 parents or guardians 10 days prior to the date upon which the meeting is to be held.

When specific recommendations are made as to modifications, deletions or additions to program or services offered to students with these funds, they shall be given serious consideration by the Board. All recommendations will be studied as to their impact upon personnel and other programs or services, and if appropriate, the Board shall appoint an advisory committee to study the issues involved and make a report to the Board. The advisory committee shall be composed of a representative cross-section of the community, including Tribal Council members and PL-874 parents/guardians.

The advisory committee's report shall be provided to the Tribal Council and the PL-874 parents or guardians. Any community members may attend the advisory committee sessions and shall have the right to comment during the meetings upon the recommendations, their effect upon personnel, programs, or services and upon the report of the advisory committee. The recommendations shall be forwarded to the Board which will deliberate and act upon them. The Board's decision regarding to the recommendations shall be final.

Adopted: 9/9/04

Reviewed: 11/6/08, 11/5/09, 11/4/10, 11/3/11, 11/8/12, 11/7/13, 11/6/14, 11/5/15, 11/3/16, 11/2/17

Community Relations

AR 1261 (a)

Impact Aid Programs

Policies and Procedures

~~The Superintendent or designee shall ensure that the following policies and procedures are enacted:~~

- ~~1) all federally impacted students claimed under Section 8002 will participate on an equal basis in the school program with all other children served by the Laytonville Unified School District;~~
- ~~2) information on applications and program plans are adequately disseminated to parents of all federally impacted students;~~
- ~~3) all federally impacted students and parents claimed under Section 8002 and parents of other children served by Laytonville Unified School District are:~~
 - ~~a) afforded an opportunity to present their views with respect to the Impact Aid Program application, and to make recommendations concerning the needs of their children and the ways by which they can assist their children in realizing the benefits to be derived from the core educational programs supported by the Impact Aid Program;~~
 - ~~b) actively consulted and involved in the planning and development of programs supported by the Impact Aid Program;~~
 - ~~c) afforded an opportunity to present their overall views on the district's core educational program, including its operation and the degree of parental participation allowed.~~

Impact Aid Program

- ~~1. The Cahto Tribe, or their designee, and parents of federally impacted students served in the Laytonville Unified School District shall be provided with the opportunity to comment on the participation of their children on an equal basis in school programs with all other children educated by the District.~~

~~— In November of each year, Laytonville Unified School District shall hold a public meeting for the express purpose of permitting the Cahto Tribe and all parents of federally impacted students the opportunity to:~~

- ~~a) comment on the participation of all federally impacted students on an equal basis in the school program with all other children educated by LUSD. This information will be gathered through annual written surveys.~~
- ~~b) make recommendations, if needed, on how LUSD might modify its core educational program to ensure that federally impacted students participate on an equal basis;~~
- ~~c) provide meaningful input into the planning and development of any education program that the school is considering for implementation or elimination;~~
- ~~d) make recommendations concerning the needs of their children;~~

- e) discuss with school personnel how all federally impacted parents can assist their children in realizing the benefits of programs offered by LUSD.
2. ~~LUSD will disseminate applications, evaluations, program plans and other information related to the educational programs of the LEA in a timely manner. The tribe and parents of Indian children will have the opportunity to review the materials, provide input on the needs of the Indian children, and recommend ways the school district can help Indian children benefit from the LEA's educational programs and activities. LUSD will gather information concerning the Indian community views on education issues, including the frequency, location and time of meetings.~~
 3. ~~Dissemination of materials concerning changes to these policies and related programs shall be delivered to the appropriate Tribal representative and parents either by mail or handout not less than 30 days prior to the date of a meeting where formal action is expected to be made on such issues. The dissemination process will include:~~
 - a) providing the Impact Aid application to the tribal administrator;
 - b) providing planned program revisions to all parents.
 4. ~~At a subsequent meeting the Board shall resolve any issues remaining from the November meeting, and:~~
 - (1) discuss recommendations for equal participation;
 - (2) provide the opportunity to parents for meaningful input on any relevant issues;
 - (3) discuss recommendations for modifications to school policies and procedures, if needed.
 5. ~~Laytonville Unified School District may hold a public meeting at any time during the year when events suggest the need for significant changes which will affect the delivery of education services to federally impacted students.~~
 6. ~~LUSD holds preliminary budget meetings at which time the general public, including Federal Impact Aid parents provide input into the general funds of the school district. These meetings shall be noticed at all regular agenda posting places.~~
 7. ~~Any other public meeting called by the district for the purposes set forth in these policies and procedures shall be noticed per district procedures.~~
 8. ~~Meetings called for issues addressed by the policies and procedures regarding the Impact Aid Program must meet the requirements of the "Open Meeting" statutes of the State of California.~~
 9. ~~The officials or representatives designated by the Cahto Tribe may file or register a complaint or grievance with the Laytonville Unified School District regarding any matter addressed in the Impact Aid Program policies. The following procedures shall govern such complaints; Only a tribal chairman or an authorized designee for a tribe that has children attending an LEA's schools may file a written complaint with the Assistant~~

Secretary for Elementary and Secondary Education regarding an action pursuant to, or relevant to, Indian Policies and Procedures.

Level 1: Level 1 is informal and may be written or verbally expressed to the Superintendent's designee. The objective is a quick and informal resolution of the concern.

Level 2: If the grievance is not resolved at Level 1, the grievant may submit the complaint in writing to the Superintendent of Schools. The grievance shall state the specific nature of the grievance, the specific resolution requested and must be signed by the grievant(s).

The Superintendent shall investigate and attempt to resolve the grievance. A written report regarding the decision of the Superintendent shall be sent to concerned parties within 30 days after receipt of the written grievance.

If the Superintendent does not satisfactorily resolve the grievance, either party may advance the grievance to level 3.

Level 3: A written appeal may be presented to the Superintendent for placement on the Board's agenda. The Board of Trustees shall attempt to resolve the grievance. A written report regarding the decision of the district shall be sent to all concerned parties within 30 school days. Discussions or committee meetings on the issue may extend the resolution process for another 30 day period.

If the Board does not satisfactorily resolve the grievance, either party may advance the grievance to Level 4.

Level 4: The grievant may refer the complaint to the Secretary of the Department of Education. Complaint procedures are found in the Impact Aid Program.

10. State law prohibits the Board from delegating its legal responsibility. The Trustees retain final authority for the established policies, procedures and school programs affected by this act.

Approved: 9/9/04

Reviewed: 11/6/08, 11/5/09, 11/4/10, 11/3/11, 11/8/12, 11/7/13, 11/6/14, 11/5/15

Revised: 9/11/2014

DRAFT

It is the intent of the Laytonville Unified School District that all Indian children of school age have equal access to all programs, services and activities offered within the school district. To this end, the Laytonville Unified School District will consult with local tribal officials and parents of Indian children in the planning and development of Indian Policies and Procedures (IPPs), general education programs, and activities. These policies and procedures will be reviewed annually and revisions will be made within 90 days of the determination that requirements are not being adequately met.

Section 1. ATTESTATIONS

The Laytonville Unified School District attests that it has established Indian Policies and Procedures (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the tribes and parents of children residing on eligible Indian lands. A copy of the current policies and procedures was attached to the FY 2018 Impact Aid application.

The Laytonville Unified School District attests that it has provided a copy of written responses to comments, concerns and recommendations received from tribal leaders and parents of Indian children through the Indian policies and procedures consultation process and disseminated these responses to tribal leaders and parents of Indian children prior to the submission of their FY 2018 Impact Aid application.

Section 2. Indian Policies and Procedures

The following Indian policies and procedures become effective upon school board approval.

Section 3. Policy 1: The LEA will disseminate relevant applications, evaluations, program plans and information related to the LEA's education program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations. [34CFR222.94(a)(1)]

Procedure 1:

The Laytonville Unified School District will disseminate information and seek timely input regarding the following programs on its educational program (including, but not limited to): Title I, Part A, Title II, Part A, Title VI, Part A, subpart 1, Title VII-Impact Aid programs.

The completed applications, evaluations, and program planning will be made available to parents of Indian children, Tribal officials, and the District Advisory Committee and a summary will be prepared and disseminated ten days in advance of public hearings held in November and June to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings. These hearings will be publically advertised by posting in public places, including the Tribal Office, and on the

District Webpage to allow all interested parties to attend. In addition, representatives from the District will schedule meetings with the Cahto Tribe to seek input in October and May of each school year.

Parents of Indian children, tribal officials, the District Advisory Committee and any other interested persons can review assessment data to help develop or modify educational programs and services allowing for the participation of Indian students on an equal basis in the district.

Minutes from the District Advisory Committee meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for ongoing dissemination of information.

Section 4. POLICY (2): The Laytonville Unified School District will provide an opportunity for the Cahto Tribe and parents of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities. [34CFR222 .94(a)(2)]

- (i) Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for method of communication, and
- (ii) Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.

Section 5. Procedure 2:

In order to allow Indian parents and tribal officials to make commentary concerning (1) the needs of their children and the ways in which they can assist them in realizing the benefits of the education programs; (2) the overall operation of the District's education program; and (3) the degree of parental participation allowed in the same, the Board will provide questionnaires to the tribal office and tribal officials will request parent input and recommendations in the fall and will thereafter hold an annual Board meeting where such commentary may be reviewed by Indian parents, Tribal officials, and the Board. If participation in the survey results in a low return rate or the established meeting yield low participation by the parents of Indian children and tribal officials, the Laytonville Unified School District will re-evaluate its plan and consult with parents of Indian children and tribal officials on ways to improve and enhance participation in the consultation process. The Laytonville Unified School District may re-locate meetings or times to encourage participation.

The District Advisory Committee of the Laytonville Unified School District will meet monthly for the purpose of addressing comments and concerns of parents of Indian children regarding the District's educational programs and activities. The meeting agendas are posted

and all meetings are open to the public allowing for tribal officials as well as parents of Indian children the opportunity to submit comments and recommendations for consideration.

A school board representative is a member of the District Advisory Committee. This representation allows for the discussion of the needs of the students and ideas to be brought forward to both the Indian Education Committee as well as the School Board.

At each of the monthly school board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, two public hearings are scheduled in November and June which are specifically devoted to addressing questions regarding federal programs. Based upon suggestions, preferred methods of communication as well as ways to maximize participation from tribal officials as well as parents of Indian children will be seriously considered.

Information will be included in student handbooks/enrollment packets regarding opportunities to provide input to the District.

The District and District Advisory Committee representatives will schedule meetings with the Cahto Tribe to discuss ongoing programming goals.

Section 6. POLICY (3): The Laytonville Unified School District will annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities. [34CFR222.94(a)(3)]

- (i) Share relevant information related to Indian children's participation in the LEA's education program and activities with tribes and parents of Indian children; and
- (ii) Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.

Procedure 3:

The Laytonville Unified School District will take the following measures to annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities.

- A. The Laytonville Unified School District will monitor Indian student participation in all academic and co-curricular activities.
- B. School district officials will review school data to assess the extent of Indian children's participation in the District's educational programs on an equal basis.

C. The Laytonville Unified School District will share its assessment of district funding, Indian student participation, related academic achievements and other related data will be shared with the parents of Indian children and tribal officials during District Advisory Committee meetings and meetings in October and May of each year with the Tribal Council

D. Parents of Indian children, tribal officials and other interested parties may express their views on participation through direct communication with the school district, at any school board meeting or to the District Advisory Committee.

E. Copies of annual reports will be provided to tribal officials.

The Laytonville Unified School District shall annually analyze participation rates of Indian children compared to other children in all aspects of the educational program and school sponsored activities.

The Laytonville Unified School District's Superintendent and school staff, in conjunction with the District Advisory Committee, will review annual survey data and comments gathered from families and students.

The results of the data and its comments will be shared with all interested parties in the district. In addition comments and/or suggestions brought forth from these conversations will become part of the Committee's approved minutes.

This data will be utilized to develop appropriate supports for various programs.

During the public hearings in November and June, the school district will gather information relating to Indian children's participation in the LEA's education programs and activities. This information will also be made available to the parents of Indian children, tribal officials and the District Advisory Committee via minutes from the meetings

If it is determined that there are gaps in Indian participation in the educational program or activities, the Laytonville Unified School Board in consultation with the District Advisory Committee and tribal officials, will modify its education program in such a way as to improve Indian participation.

Section 7. POLICY (4): The Laytonville Unified School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document. [34CRF222.94(a)(4)]

Procedure 4:

The Laytonville Unified School Board will establish an ad hoc committee of Indian parents and Tribal officials ("the Indian/Parent Committee") to annually review the components the Indian Policies and Procedures to ensure that they meet federal regulatory and statutory requirements.

The District Advisory Committee shall serve as a task force to review the meaningfulness of Indian input, to review the extent of opportunity for Indian input and to review the District's response to Indian commentary. The Committee will review the effectiveness of the District's

methods of gathering the input of Indian parents and Tribal members; calculate the number of Indian suggestions which were actually implemented; permit Indian parents and Tribal officials to suggest more effective ways of communicating their views. If necessary, the District Advisory Committee shall make recommendations to the Board to modify its policies and procedures.

The Laytonville Unified School District will hold a Board meeting to modify policies and procedures if the Indian/Parent committee indicates such modification is necessary.

The Laytonville Unified School District will notify parents of Indian children, tribal officials and the general public of any changes to the Indian Policies and Procedures by posting at tribal offices and on the district Website.

Section 8. POLICY (5) : The Laytonville Unified School District will respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the LEA. [34CRF222 .94(a)(5)]

Procedure 5: The Laytonville Unified School District will at least annually respond in writing to comments and recommendations made by the District Advisory Committee), tribal officials, or parents of Indian children, and disseminate the responses to all parties by posting at tribal offices and on the District Website prior to the submission of the IPPs by the District.

Section 9. POLICY (6): The Laytonville Unified School District will provide a copy of the IPPs annually to the affected tribe or tribes. [34CR F222.94 (a)(6)]

The Laytonville Unified School District will annually provide a copy of the current Indian Policies and Procedures to the Cahto tribe by posting at tribal offices and on the District Website.

Section 10. POLICY (7): Only a tribal chairman or an authorized designee for a tribe that has children attending an LEA's schools may file a written complaint with the Assistant Secretary for Elementary and Secondary Education regarding an action pursuant to, or relevant to, Indian Policies and Procedures.

- | | |
|-----------------|--|
| Level 1: | Level 1 is informal and may be written or verbally expressed to the Superintendent's designee. The objective is a quick and informal resolution of the concern. |
| Level 2: | If the grievance is not resolved at Level 1, the grievant may submit the complaint in writing to the Superintendent of Schools. The grievance shall state the specific nature of the grievance, the specific resolution requested and must be signed by the grievant(s). |

The Superintendent shall investigate and attempt to resolve the grievance. A written report regarding the decision of the Superintendent shall be sent to concerned parties within 30 days after receipt of the written grievance.

If the Superintendent does not satisfactorily resolve the grievance, either party may advance the grievance to level 3.

Level 3: A written appeal may be presented to the Superintendent for placement on the Board's agenda. The Board of Trustees shall attempt to resolve the grievance. A written report regarding the decision of the district shall be sent to all concerned parties within 30 school days. Discussions or committee meetings on the issue may extend the resolution process for another 30 day period.

If the Board does not satisfactorily resolve the grievance, either party may advance the grievance to Level 4.

Level 4: The grievant may refer the complaint to the Secretary of the Department of Education. Complaint procedures are found in the Impact Aid Program.

Section 11. POLICY (8): State law prohibits the Board from delegating its legal responsibility. The Trustees retain final authority for the established policies, procedures and school programs affected by this act.

Board Approval Date _____
Date

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: November 2, 2017

Subject: Biennial Nutritional & Physical Activity Quality Indicators Review

From: Joan Potter, Superintendent

Explanation:

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.

Recommendation:

Attachments:

BP 5030
2016/17 School Wellness Policy

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: November 2, 2017

Subject: Approval of Request for Allowance of Attendance Because of
Emergency Conditions

From: Joan Potter, Superintendent

Explanation:

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 School 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.

Recommendation:

Approve form J-13A: Request for Allowance of Attendance Because of Emergency Conditions.

Attachments:

Form J-13

BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: November 2, 2017

Subject: LCAP Priority Three Local Indicators/Parent Engagement

From: Joan Potter, Superintendent

Explanation:

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.

Priority 3 Requirements Include:

A narrative summary of the District's progress toward: (1) seeking input from parents/guardians in school and district decision making; and (2) promoting parental participation in programs is a requirement of the accountability plan.

All school sites in Laytonville Unified School District distributed surveys to parents in spring of 2017 in order to gain input regarding how the school district/site is doing with parent relations in terms of the following: 1. Welcoming all Families into the School Community; 2. Communicating Effectively; 3. Supporting Student Success; 4. Speaking up for Every Child (Advocacy); 5. Sharing Power (Leadership) and 6. Collaborating with the community. The survey used is a tool that was adopted from the PTA *National Standards for Family School Partnerships*.

Parents indicated how they felt the school was performing by using a scale of 1-4 1=Emerging 2= Progressing 3=Excelling and 4= Building Capacity

LUSD Surveys indicated the following:

- Welcoming families-2.3 *Progressing*
- Communicating effectively-2.5 *Progressing*
- Supporting student success-2.7 *Progressing*
- Advocacy for students-3.0 *Excelling*
- Sharing Power (Leadership)-2.8 *Progressing*
- Collaborating with the community- 2.9 *Progressing*

CONTINUED.....

The particular survey was selected because it was recommended as a positive tool for being able to measure Parent Engagement. Our LCAP goal #3 **Parent Engagement. Provide a variety of venues to build strong connections between parents and their child's educational experience** is central to our school accountability plan and the tool provides a good way to measure progress. The district anticipates seeing an increase in the scaled score when given in spring of 2018 as a result of specific actions the school is taking related to goal 3. Other data collected regarding parent involvement reflected that the schools did not experience an increase in parent volunteers between Spring of 2016 and Spring of 2017. Both LES and LHS have full parent site council membership though regular participation in meetings is needed.

Recommendation:

Attachments:

BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: November 2, 2017

Subject: LCAP Priority Six Local Indicators/School Climate

From: Joan Potter, Superintendent

Explanation:

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.

I will report on Priority 6 which addresses School Climate

Laytonville Unified School District administered the California Healthy Kids Survey to all fifth–twelfth grade students in spring of 2016. Beginning in spring of 2017 the survey was administered to third through twelfth grade students. The attached documents reflect the results of the 2016 survey portions that are relevant to school safety and connectedness.

Recommendation:

Attachments:

California Healthy Kids Survey Results

BOARD DISCUSSION/ACTION ITEM L6

Board Meeting Date: November 2, 2017

Subject: Employee Appreciation Award

From: Joan Potter, Superintendent

Explanation:

During our October meeting the Board requested this item be brought to the November meeting for further discussion.

Recommendation:

Attachments:

None

BOARD INFORMATION ITEM M1

Board Meeting Date: November 2, 2017

Subject: Facilities Report

From: Joan Potter, Superintendent

Explanation:

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

Recommendation:

Attachments: