

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF APRIL 12, 2018**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on April 12, 2018. Board President Calvin Harwood called the meeting to order at 6:19 p.m.

ROLL CALL:

Trustees Present: Calvin Harwood, Erin Gamble, Meagen Hedley & Shelagh Deveney.

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

Student Representative: Gracie Silva

B. PUBLIC INPUT re CLOSED SESSION ITEMS: None

C. CLOSED SESSION AGENDA:

CS-1:	EMPLOYEE RECOGNITION AWARD	CS-1
CS-2:	CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION <i>Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9</i>	CS-2
CS-3:	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Name of Organization Representing Employees: CSEA	CS-3
CS-4	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Name of Organization Representing Employees: LVTA	CS-4
CS-5	EMPLOYEE DISCIPLINE/DISMISSAL.RELEASE	CS-5

D. ANNOUNCEMENTS FROM CLOSED SESSION:

Board President Calvin Harwood announced that on Closed Session Item CS-1, Employee Recognition Award, the Board voted to award an undisclosed employee during our May meeting. No other action was taken in Closed Session.

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

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE:

- 1) Letter from Warren Galletti Re: Williams 2nd Quarter Report 2017/18

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter began by sharing that the District Advisory Committee is continuing to look at the LCAP Annual Update. On April 24th there will be an all staff meeting to look at emergency plans, lockdown drills and to talk about the LCAP. Lastly, Mrs. Potter shared that the Spyrock School will be having their annual Plant Sale on May 6th.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

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

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Students of the Month, and asked them to introduce their families.
- **Motion** to recognize Jacob Peterson as the Student of the Month for March and Kassandra Basler as the Student of the Month for January by Shelagh Deveney, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

K.2. Approval of Amended Contract with Architect

- The original contract with Don Alameida was approved in 2015 which included the replacement of the incline building and modernization of other projects included in the Facilities Assessment Report. The attached exhibits "A" "B" & "C" outline the scope of work and compensation for the project design.
- **Motion** to approve the amended contract for architect with Alameida Architecture by Shelagh Deveney, seconded by Erin Gamble, unanimously approved with a 4-0 vote.

L. DISCUSSION / ACTION:

L.1. Approve 2018 Summer School Program

- LES will be offering a four week program between July 9th and August 3rd. The program will focus on academic intervention in Language Arts and Math for students in 1st-8th grade.
- LHS will offer a four week Independent Study program starting July 11th and ending August 8th. Students will meet the instructor 1 day/week to receive and turn in assignments. Additionally, the high school will offer a Freshman Academy July 30th-August 2nd and August 6th-9th.
 - *There was discussion regarding dates for LHS Summer School. See motion for revised dates.*

- Healthy Start will continue their summer activities program three days per week, on Mondays, Tuesdays and Wednesdays beginning on June 25th and ending on July 18th.
- **Motion** to approve the 2018 Summer School Programs, changing LHS summer school dates to June 19th-July 17th by Erin Gamble, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.2. Resolution No. 530: Final Action on Resolution and Decision Not to Reemploy Certificated Employees for the 2018/2019 School Year

- DL did not request a hearing in response to the layoff notice that was served on him. Education Code section 44955(c) requires that a “Final Notice” be served on or before May 14. As part of this process, the Board must adopt the attached resolution.
- **Motion** to adopt Resolution No. 530 by Shelagh Deveney, Seconded by Erin Gamble., unanimously approved with a 4-0 vote.
- Acknowledgment of letter from Superintendent regarding Dale Lawrence.

L.3. Resolution No. 531 for Education Protection Account Requirements

- “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 money 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.
- **Motion** to adopt Resolution No. 531 for Education Protection Account by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.4. Adoption of 2018/19 and 2019/2020 School Year Calendar

- The attached calendars were proposed for the 2018/2019 and 2019/2020 school years. The District Advisory Committee, site councils and staff and parent representatives were involved in the calendar development process.
- **Motion** to adopt 2018/19 and 2019/2020 School Year Calendar by Shelagh Deveney, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.5. LCAP Annual Review

- Mrs. Potter reviewed our current progress on our 2017/18 LCAP Goals and Actions.

L.6. Approval of After School Program Coordinator, Assistant Coordinator and Program Paraeducator—Job Description

- The District has been contracting employees for its After School Program (ASES) through Healthy Start. In efforts to streamline the hiring and supervision of employees for the program, the district negotiated with CSEA to add the ASES positions to the CSEA unit.

- **Motion** to approve the attached job description for After School Program Coordinator by Meagen Hedley, seconded by Erin Gamble, unanimously approved with a 4-0 vote.
- **Motion** to approve the attached job description for After School Program Assistant Coordinator by Erin Gamble, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.
- **Motion** to approve the attached job description for After School Program paraeducator by Shelagh Deveney, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.7. Measure Q Bond Audit

- The District is required to annually conduct an external audit of the Measure Q Bond funds. The audit is complete and there are no exceptions noted.
- **Motion** to approve the Measure Q Bond Audit by Shelagh Deveney, Seconded by Erin Gamble, unanimously approved with a 4-0 vote.

L.8. Change Order Request

- Don Alameida will review the most recent change order requests.
- **Motion** to approve the attached Change Order Request by Erin Gamble, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.9. Athletic Procedures

- During recent meetings the topic of District athletic procedures has come up. The topics of interest are as follows:
 - Coach Evaluation Process
 - Current Policy-Principal and Athletic Director meet to go over Evaluation
 - *Parent/Athlete evaluation of Coach*
 - Blue Slip program at the Middle School
 - Current Policy- Student must have a C or better in each class, gets blue slip signed each week. Shawn has been working with students missing an assignment or needing to go over an assignment again
 - Meetings between Coaches, parents, and students to discuss “Code of Conduct”
- Bring back to June meeting for further discussion.

L.10. Resolution No. 532 for Specification of Election Order

- The County Superintendent of Schools is required to deliver election information for all school and college districts to the County Registrar of Voters by June 22, 2018. The attached resolution gives the Superintendent the information on upcoming elections for our district.
- **Motion** to adopt Resolution No 532 for Specification of Election Order by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

M. INFORMATION ITEMS:

M.1. Facilities Update

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

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None

O. COMMENTS FROM THE BOARD: Mrs. Potter asked that Gracie bring the new Student Body President to the May or June meeting. Everyone welcomed Erin Gamble.

P. ADJOURNMENT:

Motion to adjourn the meeting by Erin Gamble, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 8:35p.m. The next regular meeting will be held on May 3, 2018.

Respectfully submitted,

Adopted as Final
May 3, 2018

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board