

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF OCTOBER 6, 2016**

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

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on October 6, 2016. Board President Calvin Harwood called the meeting to order at 6:18 PM

**ROLL CALL:**

Trustees Present: Calvin Harwood, Shannon Ford, Tina Tineo, Shelagh Deveney and Meagen Hedley.  
Administrators Present: Joan Potter, Lorre Stange, and Tim Henry  
Student Representative: Zane Elizondo

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

**C. CLOSED SESSION AGENDA:**

- |   |                    |
|---|--------------------|
| <p><b>CS-1 PUBLIC EMPLOYEE APPOINTMENT</b><br/>Title: Instructional Assistant, Preschool Assistant</p>  | <p><b>CS-1</b></p> |
| <p><b>CS-2 CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION</b><br/>Significant exposure to litigation pursuant to subdivision (b) of<br/>Government Code Section 54956.9</p> | <p><b>CS-2</b></p> |
| <p><b>CS-3 CONSIDERATION OF INTER-DISTRICT TRANSFER REQUEST,<br/>NUMBER IDT 2016/17-C</b></p>   | <p><b>CS-3</b></p> |

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** On Closed Session Item CS-1, Public Employee Appointment/Instructional Assistant & Preschool Assistant, the Board unanimously approved hiring April Edwards and Brittney Mann. The Board took no action on Closed Session Item CS-2, Conference with Legal Counsel-Anticipated Litigation. Lastly, on Closed Session Item CS-3, Consideration of Inter-District Transfer, the Board unanimously approved the transfer request for student number IDT 2016/17-C.

**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 5-0 vote.

**G. CORRESPONDENCE:**

1. Letter from Becky Jeffries regarding 2016/17 Board approved Budget and LCAP

## **H. PUBLIC INPUT: None**

## **I. REPORTS AND COMMENTS:**

### Superintendent's Report:

First, Mrs. Potter began by talking about the old high school being partly leased out to LV dance and the office is being used by Friends of the Library. The Friends of the Library would like to expand further into the old high school in order to make more room for storage. Mrs. Potter has been conferring with Jayma about how to proceed with old high school and how to deal with facilities, etc. Next, Mrs. Potter shared that the repair of the Woodshop roof began today (Thursday) and will continue tomorrow as well as the patchwork being done around the AC units on rooms 8, 9, and 10 at the Elementary. Then, Mrs. Potter announced that Clarence, our bus mechanic, has a student working with him for 2 periods a day as part of his Community Classroom. Next, Mrs. Potter explained that she attended a workshop on how to report data from the standardized test scores. Next month she will be bringing in graphs for the Board to see the data and how to use this data to improve student learning. Lastly, Mrs. Potter shared that in 2 weeks a consultant from CDE is coming to work with the Food Service Director on menu planning and to ensure that we are providing the right nutritional content to the students each meal. This consultant will also help us look into integrating fresh local foods to our menu.

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 Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

## **K. ACTION:**

### K.1. Student of the Month

- Mr. Henry will present the Students of the Month for Laytonville High School and allow them to introduce their families.
- **Motion** to recognize Mercury Lawton as the Student of the Month by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

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

### L.1. Adoption of 7<sup>th</sup>/8<sup>th</sup> grade ELA Program

- A sample 7/8th grade ELA Program has been on display at the District Office for review. The materials meet the State's Common Core Standards.
  - McGraw-Hill School Education, Study Sync, 2015
    - Program 2: Basic ELA/ELD content/alignment with standards
- Principal Stange brought these materials to the Elementary School Site Council for review and approval prior to this meeting.
- **Motion** to adopt the Study Sync ELA Program 2 by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

#### L.2. Appointment of CTEAC Members

- As part of the Career Technical Education program, the District is required to have a CTE Advisory Committee. Nominated members should be representative of the District and CTE program. The Board is then required to appoint/nominate members. Mrs. Potter nominated the following members and requested that the Board appoint them to be members of our local CTEAC.
  - Lindsay Hansen, CTE Instructor
  - Sue Carberry, Assistant Fire Chief, CTE Instructor
  - Tammy Lyons, CTE Instructor/Tech Specialist
  - Noel Woodhouse, Mendocino College Sustainable Technology Program Instructor
  - Courtney Smith, Local Business Owner
  - Shannon Ford, Local Business Owner/School Board Member
  - Tim Henry, High School Principal
  - Joan Potter, Superintendent
- **Motion** to appoint the above members to the Laytonville CTEAC by Tina Tineo, Seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

#### L.3. Resolution No. 503 for Approval of Emergency Declaration regarding Laytonville Elementary School Fire Alarm and Phone Systems

- Portions of the Laytonville Elementary fire alarm and phone systems were damaged due to unknown wiring in the area that was recently excavated in the current construction project. It is necessary to repair the parts of the fire alarm and phone systems that were damaged as soon as possible.
- **Motion** to adopt Resolution No. 503 for approval of Emergency Declaration regarding Laytonville Elementary School Fire Alarm and Phone Systems by Tina Tineo, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote

#### L.4. Uniform Complaint Procedures – Second Reading/Approval

- In September's meeting we reviewed a sample BP 1312.3 that reflects the required language regarding the Local Control Accountability Plan.
- **Motion** to adopt the revised BP 1312.3 by Shelagh Deveney, seconded by Tina Tineo, unanimously approved with a 5-0 vote.

#### L.5. Resolution No. 504 for Uniform Public Construction Cost Accounting Procedures

- Many school districts have changed their bid process to follow the Uniform Public Construction Cost Accounting Procedures. Currently, we are required to go out to bid for any construction project that will exceed \$15,000. The CUPCCA procedures raises the threshold to \$45,000 when specific guidelines are followed. The benefits of adopting these procedures include a more streamlined and efficient process for completing smaller construction projects.
- **No action was taken**

L.6. AR 3311 for Advertised/Competitive bids for Public Works in accordance with the CUPCCA, First Reading

- If the board decides to pass a resolution changing our construction competitive bid process we will need to have an Administrative Regulation to support the changes. Attached is AR 3311 prepared by our legal council. This was a first reading.

**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.

Nominations are due in November and the Board will select the award recipient in December for recognition in January. Recipients are presented a certificate and a special gift.

M.2. Facilities Report

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

**N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:** Plans for old high school buildings.

**O. COMMENTS FROM THE BOARD:** Shelagh loves the Student of the Month presentation.

**P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Tina Tineo, seconded by Meagen Hedley, unanimously approved with a 5-0 vote. The meeting was adjourned at 8:00 pm. The next regular meeting will be held on November 3, 2016.

Respectfully submitted,

Adopted as Final  
November 3, 2016

---

Joan Viada Potter  
Secretary to the Board

---

Shannon Ford  
Clerk of the Board

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**PERSONNEL ASSIGNMENT ORDER #4 2016/17**

November 3, 2016

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
----------------------------	---------------	---------------	------------------

Certificated Appointment

Certificated Resignation

Certificated Layoff

Certificated Leave of Absence

Certificated Transfer

Classified Appointment

Reyes, Jose	Title VII Coordinator		Stipend	
Nelson, Cristy	Title VII Director		Stipend	
Harlan, Carissa	Special Ed. IA	Prob.	\$10.47/hr	10/21/2016

Classified/Confidential Appointment

Classified/Confidential Resignation

Classified/Confidential Reduction

Classified Transfer

Classified Resignation/Retirement

Classified Termination

Classified Layoff

Coaching Positions

- |                  |                                     |                |            |
|------------------|-------------------------------------|----------------|------------|
| A. Firks, Josh   | LHS V. Boys Basketball Coach Temp.  | \$1800 Stipend | 10/31/2016 |
| B. James, Jezara | LMS Girls Basketball Coach Temp.    | \$1400 Stipend | 10/31/2016 |
| C. James, Corey  | LHS V. Girls Basketball Coach Temp. | \$1800 Stipend | 10/31/2016 |
| D. Firks, Joel   | LHS JV Boys Basketball Coach Temp.  | \$1400 Stipend | 10/31/2016 |



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**REVOLVING CASH FUND #4 2016/17**

November 3, 2016

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
10/04/16	2083	Gene Sloan	Indian Ed. Day	\$250.00
10/04/16	2084	Boni Frost	Indian Ed. Day	\$175.00
10/04/16	2085	Sheila Lawson	Indian Ed. Day	\$396.00
10/21/16	2086	U.S.P.S	Stamps	\$141.00





**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**WARRANT LIST**  
November 3, 2016

APY250 L.00.05

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 09/29/2016

09/28/16 PAGE 1

DISTRICT: 048 LAYTONVILLE UNIFIED  
BATCH: 0011 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
17781745	005381/	ADVANCED SECURITY SYSTEMS											
		PO-020667	1.	01-0000-0-5800-001-0000-8300-0000							353016		73.50
			2.	01-0740-0-5800-001-0000-3600-0000							353016		73.50
		WARRANT TOTAL											\$147.00
17781746	006170/	ARROW BENEFITS GROUP											
		PO-020814	1.	69-0000-0-5800-000-0000-6000-0000							DR. MYERS-J. BOOKOUT		117.50
		WARRANT TOTAL											\$117.50
17781747	005196/	BLICK ART MATERIALS											
		PO-020751	1.	01-0000-0-4300-003-3800-1000-0000							6617847		73.66
		WARRANT TOTAL											\$73.66
17781748	000231/	BLUE SHIELD OF CALIFORNIA											
		PO-020671	1.	01-0000-0-9514-000-0000-0000-0000							162600004185		3,274.50
		WARRANT TOTAL											\$3,274.50
17781749	005991/	IRA CAUGHNOR III											
		PV-170043		01-0740-0-5800-001-7110-3600-0000							9/19-9/23 MILE. REIMBURSE.		253.80
		WARRANT TOTAL											\$253.80
17781750	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-020672	1.	01-0000-0-4361-001-0000-8110-0000							ACCT. 7898860577		85.84
			2.	01-0740-0-4361-001-0000-3600-0000							ACCT. 7898860577		504.72
		WARRANT TOTAL											\$590.56
17781751	001793/	CLOVER STORNETTA FARMS INC.											
		PO-020684	1.	13-5310-0-4700-001-0000-3700-0000							100552813		336.65
		WARRANT TOTAL											\$336.65
17781752	000046/	DEMCO											
		PO-020758	1.	01-5826-0-4300-003-0000-2420-0000							5956861		57.64
		WARRANT TOTAL											\$57.64
17781753	003893/	DEVCO HEATING AND AIR											
		PO-020820	1.	14-0620-0-5600-001-0000-8110-0000							48407, 48408		1,811.44
-----													
		WARRANT TOTAL											\$1,811.44
17781754	003507/	DICK BLICK											
		PO-020760	2.	01-0000-0-4300-003-1110-1000-0000							6592067		28.56
			1.	01-0635-0-4300-003-3800-1000-0000							6592067		28.57
		WARRANT TOTAL											\$57.13
17781755	005135/	JANICE DOWNES											
		PV-170042		01-3010-0-4300-001-1110-1000-0000							REIMBURSEMENT		197.53
		WARRANT TOTAL											\$197.53

17781756	002074/	FISHER WIRELESS			
		PO-020747	2. 01-0000-0-4300-001-0000-8300-0000	7793	1,248.44
			WARRANT TOTAL		\$1,248.44
17781757	000063/	GEIGER'S LONG VALLEY MARKET			
		PO-020707	2. 01-0000-0-4300-001-0000-8110-0000	9319: ACCT. 1228	11.57
			1. 01-0000-0-4300-001-0000-8200-0000	5089: ACCT. 1205	13.97
		PO-020819	1. 01-6012-0-4300-002-1110-4100-0000	4879: ACCT. 1221	26.02
			1. 01-6012-0-4300-002-1110-4100-0000	2541: ACCT. 1221	32.06
			WARRANT TOTAL		\$83.62
17781758	002503/	DENNIS HOGAN			
		PV-170040	01-0000-0-4300-003-1110-1000-0016	REIMBURSEMENT	50.00
			01-0000-0-5600-003-1110-1000-0016	REIMBURSEMENT	60.00
			WARRANT TOTAL		\$110.00
17781759	006242/	INNOVATIVE LEARNING CONCEPTS			
		PO-020780	1. 01-3310-0-4300-001-5770-1120-0000	200175044	344.16
			WARRANT TOTAL		\$344.16
17781760	006178/	KNOWATOM LLC			
		PO-020538	1. 01-0000-0-4100-001-1110-1000-0000	7676	15,774.00
			2. 01-6264-0-5200-001-1110-1000-0000	7676	5,000.00
-----					
			WARRANT TOTAL		\$20,774.00
17781761	005254/	LAYTONVILLE'S HEALTHY START			
		PV-170041	01-5630-0-5800-001-1120-1000-0000	2015-16 SUMMER PROGRAM MCKINNE	5,842.05
			WARRANT TOTAL		\$5,842.05
17781762	005891/	LONG VALLEY AUTO SUPPLY			
		PO-020676	1. 01-0740-0-4361-001-0000-3600-0000	111877, 777879, 996, 97	75.90
			WARRANT TOTAL		\$75.90
17781763	000061/	LONG VALLEY LUMBER			
		PO-020798	1. 01-0000-0-4300-003-3800-1000-0000	CUST. #1273	44.76
			WARRANT TOTAL		\$44.76
17781764	002129/	MENDES SUPPLY COMPANY			
		PO-020706	1. 01-0000-0-4300-001-0000-8200-0000	M110108-02	54.05
			WARRANT TOTAL		\$54.05
17781765	002446/	MENDO MILL			
		PO-020818	1. 14-0620-0-4300-001-0000-8110-0000	K82307/2	127.14
			WARRANT TOTAL		\$127.14
17781766	000240/	MENDOCINO COUNTY OBSERVER			
		PV-170039	12-6105-0-5800-002-7110-1000-0000	5/26-6/2/16 PRESCHOOL REG. NOT	16.00
			WARRANT TOTAL		\$16.00
17781767	000124/	PACIFIC GAS & ELECTRIC			
		PO-020679	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 0991326276-3	13,806.35
			WARRANT TOTAL		\$13,806.35
17781768	006241/	REFERENCE POINT PRESS			
		PO-020757	1. 01-6300-0-4100-001-1110-1000-0000	9650	72.99
			WARRANT TOTAL		\$72.99
17781769	002696/	RITCHIES FOOD SERVICE			
		PO-020680	2. 13-5310-0-4300-001-0000-3700-0000	138478, 507, 547	240.42
			1. 13-5310-0-4700-001-0000-3700-0000	138478, 507, 547	123.15

				WARRANT TOTAL		\$363.57	
17781770	006233/	SHN CONSULTING ENGINEERS & GEO					
		PO-020748	1.	21-0000-0-6200-001-0000-8500-0000	89404	2,273.88	
				WARRANT TOTAL		\$2,273.88	
17781771	004488/	STAPLES CREDIT PLAN					
		PO-020697	1.	01-0000-0-4300-003-1110-1000-0000	1632943111	43.00	
		PO-020737	2.	01-0000-0-4300-001-0000-7200-0000	1638903881, 1638949781	6.64	
			1.	01-0000-0-4300-003-0000-2700-0000	1638903881, 1638949781	162.64	
		PO-020738	1.	01-0000-0-4300-001-0000-7200-0000	1631909121, 421, 1910091	58.57	
			2.	01-0000-0-4300-001-1110-1000-0000	1631909121, 421, 1910091	310.41	
			3.	01-0000-0-4300-002-0000-2700-0000	1631909121, 421, 1910091	73.76	
		PO-020805	1.	01-0000-0-4300-003-0000-2700-0000	1645319121, 320121	249.60	
		PO-020812	1.	01-0000-0-4300-001-1110-1000-0000	1650438031	159.24	
				WARRANT TOTAL		\$1,063.86	
17781772	003434/	SYSCO FD SCVS OF SAN FRANCISCO					
		PO-020683	1.	13-5310-0-4700-001-0000-3700-0000	609050127,609120318,609190398	6,013.94	
				WARRANT TOTAL		\$6,013.94	
17781773	006056/	TIM HURT					
		PO-020821	1.	13-5310-0-4700-001-0000-3700-0000	676473	1,035.00	
				WARRANT TOTAL		\$1,035.00	
17781774	001370/	WEATHERTOP NURSERY					
		PO-020725	1.	01-0000-0-4300-003-1110-1000-0000	153242, 154185: ACCT. 40	45.37	
		PO-020810	1.	01-0000-0-4300-001-0000-8200-0000	151881: ACCT. 79	6.46	
				WARRANT TOTAL		\$51.83	
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:		30	TOTAL AMOUNT OF CHECKS:		\$60,318.95*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:		\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:		\$ .00*
		TOTAL PAYMENTS:		30	TOTAL AMOUNT:		\$60,318.95*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:		30	TOTAL AMOUNT OF CHECKS:		\$60,318.95*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:		\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:		\$ .00*
		TOTAL PAYMENTS:		30	TOTAL AMOUNT:		\$60,318.95*
APY250	L.00.05	MENDOCINO COUNTY SCHOOLS				10/05/16	PAGE 1
DISTRICT: 048 LAYTONVILLE UNIFIED		COMMERCIAL WARRANT REGISTER					
BATCH: 0012 JB		FOR WARRANTS DATED 10/06/2016					
WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE			ABA NUM	ACCOUNT NUM
	REQ#	REFERENCE LN	FU	RESO	P OBJE SCH GOAL FUNC DIST	DESCRIPTION	AMOUNT
17782314	004433/	A-Z BUS SALES INC					
		PO-020719	1.	01-0740-0-4364-001-0000-3600-0000	02P417376, 02P417888, 912	156.42	
		PO-020822	1.	01-0740-0-4364-001-0000-3600-0000	02P417376, 02P417888, 912	805.27	
			1.	01-0740-0-4364-001-0000-3600-0000	02P418198, 01P624121	208.33	
				WARRANT TOTAL		\$1,170.02	
17782315	006046/	ALAMEIDA ARCHITECTURE					
		PO-020669	1.	21-0000-0-6200-001-0000-8500-0000	LUSD 02-19	6,965.00	
				WARRANT TOTAL		\$6,965.00	
17782316	005991/	IRA CAUGHNOR III					
		PV-170044		01-0740-0-5800-001-7110-3600-0000	9/26-9/30 MILE. REIMBURSE.	253.80	
				WARRANT TOTAL		\$253.80	
17782317	006226/	CUPPLES & SONS CONSTRUCTION					
		PO-020710	1.	21-0000-0-6200-001-0000-8500-0000	APP #04	128,013.26	
				WARRANT TOTAL		\$128,013.26	

17782318	005362/	FERRELLGAS				
		PO-020673	1. 01-0000-0-5520-001-0000-8200-0000	1093343016		161.49
			WARRANT TOTAL			\$161.49
17782319	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-020807	1. 01-0079-0-4300-002-1110-1000-0000	ACCT. 1205		86.85
			WARRANT TOTAL			\$86.85
17782320	004766/	HANDWRITING WITHOUT TEARS				
		PO-020778	1. 01-0000-0-4300-002-1110-1000-0000	1067975-1		24.23
			WARRANT TOTAL			\$24.23
17782321	005891/	LONG VALLEY AUTO SUPPLY				
		PO-020676	1. 01-0740-0-4361-001-0000-3600-0000	112246		12.85
			1. 01-0740-0-4361-001-0000-3600-0000	112401		6.87
			WARRANT TOTAL			\$19.72
17782322	006243/	MHS				
		PO-020779	1. 01-3310-0-4300-001-5001-3120-0000	1874185		156.06
-----						
WARRANT TOTAL						\$156.06
17782323	002227/	NCS PEARSON INC.				
		PO-020749	1. 01-3310-0-4300-001-5001-3120-0000	10864279		2,578.70
		PO-020764	1. 01-6387-0-4300-003-3800-1000-0000	10880502		495.00
			WARRANT TOTAL			\$3,073.70
17782324	000124/	PACIFIC GAS & ELECTRIC				
		PO-020679	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 5075063012-6		20.83
			2. 01-0811-0-5510-001-0000-8200-0000	ACCT. 7979025834-1		185.62
			WARRANT TOTAL			\$206.45
17782325	003913/	PRO-ED				
		PO-020777	1. 01-3310-0-4300-001-5001-3120-0000	2583462		179.30
			WARRANT TOTAL			\$179.30
17782326	002696/	RITCHIES FOOD SERVICE				
		PO-020680	2. 13-5310-0-4300-001-0000-3700-0000	138569		65.40
			1. 13-5310-0-4700-001-0000-3700-0000	138569		121.15
			WARRANT TOTAL			\$186.55
17782327	003078/	SOLID WASTE OF WILLITS				
		PO-020681	1. 01-0000-0-5540-001-0000-8200-0000	282: ACCT. 5145-6		801.26
			1. 01-0000-0-5540-001-0000-8200-0000	L50512: ACCT. 411087		66.00
			WARRANT TOTAL			\$867.26
17782328	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-020683	1. 13-5310-0-4700-001-0000-3700-0000	609260352		3,025.14
			WARRANT TOTAL			\$3,025.14
17782329	006056/	TIM HURT				
		PO-020821	1. 13-5310-0-4700-001-0000-3700-0000	676475		900.00
			WARRANT TOTAL			\$900.00
*** BATCH TOTALS ***						
		TOTAL NUMBER OF CHECKS:	16	TOTAL AMOUNT OF CHECKS:		\$145,288.83*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$ .00*
		TOTAL PAYMENTS:	16	TOTAL AMOUNT:		\$145,288.83*
*** DISTRICT TOTALS ***						
		TOTAL NUMBER OF CHECKS:	16	TOTAL AMOUNT OF CHECKS:		\$145,288.83*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$ .00*
		TOTAL PAYMENTS:	16	TOTAL AMOUNT:		\$145,288.83*

DISTRICT: 048 LAYTONVILLE UNIFIED  
BATCH: 0013 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
17782909	004433/	A-Z BUS SALES INC											
		PO-020822	1.	01-0740-0-4364-001-0000-3600-0000								02P419027	88.16
												WARRANT TOTAL	\$88.16
17782910	006170/	ARROW BENEFITS GROUP											
		PO-020670	1.	68-0000-0-5600-001-0000-6000-0000								DENTAL	156.00
			2.	69-0000-0-5600-001-0000-6000-0000								VISION	78.00
		PO-020814	1.	69-0000-0-5800-000-0000-6000-0000								G. MATHESON: EARL T. MYERS, OD	117.50
												WARRANT TOTAL	\$351.50
17782911	006239/	DONALD BARRY											
		PV-170047		01-0000-0-5800-001-0000-2100-0000								2016-10-07-375	60.00
												WARRANT TOTAL	\$60.00
17782912	002877/	BUS WEST											
		PO-020828	1.	01-0740-0-4364-001-0000-3600-0000								BN81091, BN81285	161.63
												WARRANT TOTAL	\$161.63
17782913	005991/	IRA CAUGHNOR III											
		PV-170048		01-0740-0-5800-001-7110-3600-0000								MILE. REIMBURSE. 10/3-10/7	286.20
												WARRANT TOTAL	\$286.20
17782914	001804/	CDE											
		PO-020825	1.	13-5310-0-4700-001-0000-3700-0000								17 SF-22624	96.20
												WARRANT TOTAL	\$96.20
17782915	005914/	DEPT OF FORESTRY/FIRE PROTECT.											
		PV-170045		01-8150-0-5800-001-0000-8110-0000								136589	1,028.16
												WARRANT TOTAL	\$1,028.16
17782916	005074/	EUREKA OXYGEN											
		PO-020824	1.	01-1100-0-5600-003-1110-4200-0000								U 134737	37.34
												WARRANT TOTAL	\$37.34
17782917	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-020809	1.	01-0635-0-4300-003-3800-1000-0000								1047: ACCT. 1207	45.29
		PO-020819	1.	01-6012-0-4300-002-1110-4100-0000								6917: ACCT. 1221	4.77
		PO-020829	1.	01-0000-0-4300-002-1110-1000-0000								9101: ACCT. 1221	18.36
		PO-020831	1.	01-0000-0-4300-003-1110-1000-0000								9397: ACCT. 1207	6.43
			2.	01-3310-0-4300-001-5770-1120-0000								3555: ACCT. 1207	15.19
			3.	01-4510-0-4300-001-1110-1000-0000								9/25/16 ACCT. 1207	297.94
												WARRANT TOTAL	\$387.98
17782918	000899/	KELLY MOORE PAINT CO INC											
		PO-020732	1.	14-0620-0-4300-001-0000-8110-0000								910-00000250016	377.24
		PO-020823	1.	14-0620-0-4300-001-0000-8110-0000								910-00000250016	1,541.41
												WARRANT TOTAL	\$1,918.65
17782919	000191/	LAYTONVILLE UNIFIED REVOLVING											
		RC-170003		01-4510-0-5800-001-1110-1000-0000								CA NATIVE AMERICAN DAY	250.00
				01-4510-0-5800-001-1110-1000-0000								CA NATIVE AMERICAN DAY	175.00
				01-4510-0-5800-001-1110-1000-0000								CA NATIVE AMERICAN DAY	396.00
												WARRANT TOTAL	\$821.00

17782920	006228/	PHILIP MORTON			
		PO-020702	1. 21-0000-0-6200-001-0000-8500-0000	SEPT. 2016	9,760.00
			WARRANT TOTAL		\$9,760.00
17782921	001308/	JOAN POTTER			
		PV-170046	01-0000-0-5200-001-0000-7100-0000	REIMBURSEMENT	93.05
			WARRANT TOTAL		\$93.05
17782922	002696/	RITCHIES FOOD SERVICE			
		PO-020680	2. 13-5310-0-4300-001-0000-3700-0000	889908	82.90
			1. 13-5310-0-4700-001-0000-3700-0000	889908	24.90
			WARRANT TOTAL		\$107.80
17782923	002582/	SPORT & CYCLE			
		PO-020769	1. 01-1100-0-4300-003-1110-4200-0000	204366	129.57
-----					
		PO-020852	1. 01-0000-0-4300-002-1110-4200-0000	204612	67.23
			1. 01-0000-0-4300-002-1110-4200-0000	204643	310.11
			WARRANT TOTAL		\$506.91
17782924	005340/	SPRINT			
		PO-020682	1. 01-0000-0-5903-001-0000-7200-0000	CUST #924289408	153.52
			2. 01-0811-0-5903-001-0000-2100-0000	CUST #924289408	26.10
			WARRANT TOTAL		\$179.62
17782925	003434/	SYSCO FD SCVS OF SAN FRANCISCO			
		PO-020683	1. 13-5310-0-4700-001-0000-3700-0000	610030458	2,216.44
			WARRANT TOTAL		\$2,216.44
17782926	001370/	WEATHERTOP NURSERY			
		PO-020725	1. 01-0000-0-4300-003-1110-1000-0000	153943: ACCT. 40	69.31
		PO-020830	1. 01-0000-0-4300-003-1110-1000-0000	153943, 154116: ACCT. 40	143.93
			WARRANT TOTAL		\$213.24
17782927	003863/	XEROX CORPORATION			
		PO-020686	1. 01-0000-0-5600-002-1110-1000-0000	086461068	607.80
			WARRANT TOTAL		\$607.80
***	BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$18,921.68*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$18,921.68*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	19	TOTAL AMOUNT OF CHECKS:	\$18,921.68*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:	19	TOTAL AMOUNT:	\$18,921.68*

DISTRICT: 048 LAYTONVILLE UNIFIED  
BATCH: 0014 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
17783496	006170/	ARROW BENEFITS GROUP												
		PO-020814	1.	69-0000-0-5800-000-0000-6000-0000									EARL T. MYERS: S. CARBERRY	117.50
													WARRANT TOTAL	\$117.50
17783497	003755/	BUSINESS CARD												
		PV-170049		01-0000-0-4300-001-0000-8200-0000									ACCT. 4339-XXX-8632	669.72
				01-0000-0-4300-001-0000-8300-0000									ACCT. 4339-XXX-8632	108.42
				01-0000-0-5300-001-0000-7100-0000									ACCT. 4339-XXX-8632	3,297.00
				01-0000-0-5800-001-0000-7200-0000									ACCT. 4339-XXX-8632	26.00
				01-1100-0-5200-001-1110-4200-0000									ACCT. 4339-XXX-8632	50.00
				01-4035-0-4300-001-1110-1000-0000									ACCT. 4339-XXX-8632	110.55
													WARRANT TOTAL	\$4,261.69
17783498	003694/	CAROLYN CARPENTER												
		PV-170050		01-0000-0-4300-003-1110-1000-0000									REIMBURSEMENT	47.79
													WARRANT TOTAL	\$47.79
17783499	001888/	CASBO												
		PO-020558	1.	01-0000-0-5200-001-0000-7200-0000									587950 J. MUSGRAVE TRAINING	1,166.67
													WARRANT TOTAL	\$1,166.67
17783500	005991/	IRA CAUGHRON III												
		PV-170052		01-0740-0-5800-001-7110-3600-0000									10/10-10/14 MILE. REIMBURSE.	270.00
													WARRANT TOTAL	\$270.00
17783501	001793/	CLOVER STORNETTA FARMS INC.												
		PO-020684	1.	13-5310-0-4700-001-0000-3700-0000									6995,0101,9903,61271,4020,5405	399.67
				1. 13-5310-0-4700-001-0000-3700-0000									100568213	88.00
													WARRANT TOTAL	\$487.67
17783502	004445/	CONTINENTAL ATHLETIC SUPPLY												
		PO-020855	1.	01-1100-0-5600-003-1110-4200-0000									0087399-IN	66.10
													WARRANT TOTAL	\$66.10
17783503	004792/	DEPT. OF JUSTICE												
		PO-020815	1.	01-0000-0-5814-001-0000-7400-0000									191909	32.00
													WARRANT TOTAL	\$32.00
17783504	005352/	DJM COATING SERVICES INC.												
		PO-020811	1.	14-0620-0-5600-001-0000-8110-0000									4543	21,042.64
													WARRANT TOTAL	\$21,042.64
17783505	005362/	FERRELLGAS												
		PO-020673	1.	01-0000-0-5520-001-0000-8200-0000									RNT6566608	12.00
				1. 01-0000-0-5520-001-0000-8200-0000									1093509107, 139	585.52
													WARRANT TOTAL	\$597.52
17783506	000043/	FRONTIER												
		PO-020674	1.	01-0000-0-5903-001-0000-7200-0000									VARIOUS	1,424.95
				2. 01-0811-0-5903-001-0000-2100-0000									707-984-8089	207.43
													WARRANT TOTAL	\$1,632.38

17783507	000063/	GEIGER'S LONG VALLEY MARKET		
		PO-020707 2. 01-0000-0-4300-001-0000-8110-0000	ACCT. 2004	16.12
		PO-020806 1. 13-5310-0-4700-001-0000-3700-0000	ACCT. 2004	10.00
		PO-020807 1. 01-0079-0-4300-002-1110-1000-0000	7668,8555,4401,4789: ACCT.1205	81.44
		PO-020809 1. 01-0635-0-4300-003-3800-1000-0000	7666,8307,6859,8577,4790: 1207	107.28
		PO-020819 1. 01-6012-0-4300-002-1110-4100-0000	8538: ACCT. 1221	13.48
		WARRANT TOTAL		\$228.32
17783508	006245/	INTUIT		
		PO-020765 1. 01-6387-0-4300-003-3800-1000-0000	B1-204186387	408.93
		WARRANT TOTAL		\$408.93
17783509	000220/	LAYTONVILLE WATER DISTRICT		
		PO-020675 1. 01-0000-0-5530-001-0000-8200-0000	LES, LMS, LHS-NEW, OLD, AG	1,401.67
		WARRANT TOTAL		\$1,401.67
-----				
17783510	005891/	LONG VALLEY AUTO SUPPLY		
		PO-020676 1. 01-0740-0-4361-001-0000-3600-0000	113069	47.31
		WARRANT TOTAL		\$47.31
17783511	000061/	LONG VALLEY LUMBER		
		PO-020677 1. 01-8150-0-4300-001-0000-8110-0000	ACCT. 1273	451.11
		PO-020798 1. 01-0000-0-4300-003-3800-1000-0000	101436, 101509: ACCT. 1273	21.95
		WARRANT TOTAL		\$473.06
17783512	003284/	MCGRRAW-HILL		
		PO-020785 1. 01-6300-0-4100-001-1110-1000-0000	94644244001	765.60
		WARRANT TOTAL		\$765.60
17783513	002129/	MENDES SUPPLY COMPANY		
		PO-020706 1. 01-0000-0-4300-001-0000-8200-0000	M112403-00	1,800.35
		WARRANT TOTAL		\$1,800.35
17783514	000240/	MENDOCINO COUNTY OBSERVER		
		PO-020853 1. 01-0000-0-5811-001-0000-7200-0000	INVITING BIDS	100.00
		WARRANT TOTAL		\$100.00
17783515	006237/	OGRAM'S LOCKSMITH		
		PO-020800 1. 01-0000-0-5800-001-0000-8300-0000	771868	480.00
		WARRANT TOTAL		\$480.00
17783516	001418/	SCHOLASTIC INC.		
		PO-020857 1. 01-0000-0-4300-002-1110-1000-2662	M5831668	72.00
		WARRANT TOTAL		\$72.00
17783517	004791/	SCHOOL OUTFITTERS		
		PO-020766 1. 01-0000-0-4300-001-1110-1000-0000	INV12112284	349.44
		WARRANT TOTAL		\$349.44
17783518	003808/	STATE BOARD OF EQUALIZATION		
		PO-020709 1. 01-0740-0-4361-001-0000-3600-0000	JUL-SEPT. '16 DIESEL FUEL TAX	8.41
		WARRANT TOTAL		\$8.41



17783519	004356/	THE UKIAH DAILY JOURNAL			
		PO-020856	1. 01-0000-0-5811-001-0000-7400-0000	ACCT. 2113336: CLASSIFIED AD	143.08
			WARRANT TOTAL		\$143.08
17783520	003411/	THRIFTY SUPPLY COMPANY			
		PO-020731	1. 01-8150-0-4300-001-0000-8110-0000	2137597-01	121.30
			WARRANT TOTAL		\$121.30
17783521	006063/	VERIZON WIRELESS			
		PO-020685	1. 01-0000-0-5800-001-1110-1000-0000	9773168900	114.03
			WARRANT TOTAL		\$114.03
17783522	001370/	WEATHERTOP NURSERY			
		PO-020830	1. 01-0000-0-4300-003-1110-1000-0000	ACCT. 8814	52.25
			1. 01-0000-0-4300-003-1110-1000-0000	ACCT. 40	191.77
		PV-170051	01-0000-0-4300-002-1110-1000-0000	ACCT. 99996	163.81
			WARRANT TOTAL		\$407.83
17783523	003863/	XEROX CORPORATION			
		PO-020686	2. 01-0000-0-5600-001-0000-7200-0000	086461070	134.67
			3. 01-0000-0-5600-003-1110-1000-0000	086461069	443.19
			4. 01-0000-0-5600-010-3200-1000-0000	086461066	145.00
			WARRANT TOTAL		\$722.86
***	BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	28	TOTAL AMOUNT OF CHECKS:	\$37,366.15*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:	28	TOTAL AMOUNT:	\$37,366.15*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	28	TOTAL AMOUNT OF CHECKS:	\$37,366.15*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:	28	TOTAL AMOUNT:	\$37,366.15*



# LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

November 3, 2016

048 Laytonville Unified School Dis J37064

BUDGET REPORT

BDX110 L.00.07 10/28/16 14:33 PAGE 1

FROM 07/01/2016 TO 06/30/2017  
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
8000	BEGINNING BALANCE	1,658,069.23	0.00	0.00	.0	0.00	1,658,069.23	100.0
8011	REV LIMIT STATE AID - CURR YR	1,519,064.00	289,936.00	289,936.00	19.0	0.00	1,229,128.00	80.9
8012	EDUCATION PROTECTION ACCOUNT	466,066.00	119,171.00	119,171.00	25.5	0.00	346,895.00	74.4
8021	HOMESOWNERS' EXEMPTION	18,389.00	0.00	0.00	.0	0.00	18,389.00	100.0
8022	TIMBER YIELD TAX	6,303.00	0.00	0.00	.0	0.00	6,303.00	100.0
8029	OTHER SUBVENTIONS/IN-LIEU TAX	45.00	0.00	0.00	.0	0.00	45.00	100.0
8041	SECURED ROLLS TAX	1,926,806.00	0.00	0.00	.0	0.00	1,926,806.00	100.0
8042	UNSECURED ROLL TAXES	61,806.00	0.00	0.00	.0	0.00	61,806.00	100.0
8043	PRIOR YEARS' TAXES	789.00	28.10	28.10	.0	0.00	817.10	100.0
8044	SUPPLEMENTAL TAXES	12,784.00	6,394.68	6,394.68	50.0	0.00	6,389.32	49.9
8045	EDUC REVENUE AUGMENTATION FUND	60,688.00	0.00	0.00	.0	0.00	60,688.00	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)	24,000.00	0.00	0.00	.0	0.00	24,000.00	100.0
8181	SPECIAL EDUCATION -ENTITLEMENT	69,182.00	17,296.00	17,296.00	25.0	0.00	51,886.00	74.9
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	191,693.66	11,097.85	11,097.85	5.7	0.00	180,595.81	94.2
8550	MANDATED COSTS REIMBURSEMENTS	99,031.00	0.00	0.00	.0	0.00	99,031.00	100.0
8560	STATE LOTTERY REVENUE	66,500.00	0.00	0.00	.0	0.00	66,500.00	100.0
8590	ALL OTHER STATE REVENUE	267,618.00	150.00	150.00	.0	0.00	267,468.00	99.9
8650	LEASES & RENTALS	10,000.00	3,820.00	3,820.00	38.2	0.00	6,180.00	61.8
8660	INTEREST	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
8677	INTERAGENCY SERVICES BETW LEAS	158,178.00	11,797.98	11,797.98	7.4	0.00	146,380.02	92.5
8699	ALL OTHER LOCAL REVENUE	134,602.00	9,180.28	9,180.28	6.8	0.00	125,421.72	93.1
8792	TF OF APPORTIONMENT FROM COEs	215,161.00	52,935.61	52,935.61	24.6	0.00	162,225.39	75.3
TOTAL: 8xxxx		6,953,371.89	522,551.30	522,551.30	7.5	0.00	6,430,820.59	92.4
1100	TEACHERS' SALARIES	1,536,719.00	400,044.51	400,044.51	26.0	0.00	1,136,674.49	73.9
1150	TEACHER - P.T./ADDIT'L DUTY	54,925.00	8,419.84	8,419.84	15.3	0.00	46,505.16	84.6
1170	TEACHER - SUBSTITUTE	41,608.00	4,338.56	4,338.56	10.4	0.00	37,269.44	89.5
1200	CERT PUPIL SUPPORT SALARIES	143,086.00	38,288.21	38,288.21	26.7	0.00	104,797.79	73.2
1300	CERT SUPERVISOR/ADMIN SALARIES	312,680.00	107,606.00	107,606.00	34.4	0.00	205,074.00	65.5
1900	OTHER CERTIFICATED SALARIES	27,000.00	1,125.00	1,125.00	4.1	0.00	25,875.00	95.8
TOTAL: 1xxxx		2,116,018.00	559,822.12	559,822.12	26.4	0.00	1,556,195.88	73.5
2100	INSTRUCTIONAL AIDES' SALARIES	301,515.00	77,496.49	77,496.49	25.7	0.00	224,018.51	74.2
2140	INSTRUCTIONAL AIDE -EXTRA HIRE	8,500.00	834.76	834.76	9.8	0.00	7,665.24	90.1
2150	INSTL AIDE- P.T./ADDIT'L DUTY	3,500.00	2,405.69	2,405.69	68.7	0.00	1,094.31	31.2
2170	INSTRUCTIONAL AIDE -SUBSTITUTE	7,950.00	1,764.41	1,764.41	22.1	0.00	6,185.59	77.8
2200	CLASSIFIED SUPPORT SALARIES	277,123.00	80,304.96	80,304.96	28.9	0.00	196,818.04	71.0
2240	CLASSIFIED SUPPORT- EXTRA HIRE	1,000.00	384.56	384.56	38.4	0.00	615.44	61.5

FROM 07/01/2016 TO 06/30/2017  
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
2250	CLASSIFIED SUPP - P.T./ADDIT'L	8,400.00	2,500.06	2,500.06	29.7	0.00	5,899.94	70.2
2260	CLASSIFIED SUPPORT - OVER-TIME	5,000.00	991.87	991.87	19.8	0.00	4,008.13	80.1
2270	CLASSIFIED SUPPORT -SUBSTITUTE	7,000.00	2,274.62	2,274.62	32.4	0.00	4,725.38	67.5
2300	CLASS. SUPRVRS/ADMIN SALARIES	137,033.00	37,633.68	37,633.68	27.4	0.00	99,399.32	72.5
2400	CLERICAL,TECH,OFFICE SALARIES	209,156.00	64,668.00	64,668.00	30.9	0.00	144,488.00	69.0
2440	CLERICAL,TECH,OFFICE-EX-HIRE	2,000.00	1,735.35	1,735.35	86.7	0.00	264.65	13.2
2460	CLERICAL,TECH,OFFICE-OVER-TIME	0.00	139.73	139.73	100.0	0.00	139.73	.0
2470	CLERICAL,TECH,OFFICE-SUBSTITUT	400.00	0.00	0.00	.0	0.00	400.00	100.0
2900	OTHER CLASSIFIED SALARIES	15,430.00	4,225.21	4,225.21	27.3	0.00	11,204.79	72.6
2970	OTHER CLASSIFIED - SUBSTITUTE	750.00	100.04	100.04	13.3	0.00	649.96	86.6
TOTAL: 2xxx		984,757.00	277,459.43	277,459.43	28.1	0.00	707,297.57	71.8
3101	STRS, CERTIFICATED	389,256.70	63,629.68	63,629.68	16.3	0.00	325,627.02	83.6
3102	STRS, CLASSIFIED	526.44	73.08	73.08	13.8	0.00	453.36	86.1
3201	PERS, CERTIFICATED	4,986.00	1,427.49	1,427.49	28.6	0.00	3,558.51	71.3
3202	PERS, CLASSIFIED	117,948.00	36,257.55	36,257.55	30.7	0.00	81,690.45	69.2
3301	OASDI, CERTIFICATED	3,365.00	733.94	733.94	21.8	0.00	2,631.06	78.1
3302	OASDI, CLASSIFIED	57,612.00	16,578.92	16,578.92	28.7	0.00	41,033.08	71.2
3311	MEDICARE, CERTIFICATED	30,260.00	7,782.34	7,782.34	25.7	0.00	22,477.66	74.2
3312	MEDICARE, CLASSIFIED	13,603.10	3,885.85	3,885.85	28.5	0.00	9,717.25	71.4
3401	HEALTH & WELFARE, CERTIFICATED	274,027.00	76,266.06	76,266.06	27.8	0.00	197,760.94	72.1
3402	HEALTH & WELFARE, CLASSIFIED	239,370.00	77,597.55	77,597.55	32.4	0.00	161,772.45	67.5
3501	UNEMPLOYMENT INS, CERTIFICATED	1,074.00	268.65	268.65	25.0	0.00	805.35	74.9
3502	UNEMPLOYMENT INS, CLASSIFIED	471.90	134.06	134.06	28.4	0.00	337.84	71.5
3601	WORKERS' COMP, CERTIFICATED	98,126.00	24,565.48	24,565.48	25.0	0.00	73,560.52	74.9
3602	WORKERS' COMP, CLASSIFIED	44,127.39	12,282.90	12,282.90	27.8	0.00	31,844.49	72.1
3701	OPFB ALLOCATED CERTIFICATED	13,434.00	1,398.90	1,398.90	10.4	0.00	12,035.10	89.5
3702	OPFB ALLOCATED CLASSIFIED	5,012.00	0.00	0.00	.0	0.00	5,012.00	100.0
3901	OTHER BENEFITS, CERTIFICATED	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
3902	OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3xxx		1,302,699.53	322,882.45	322,882.45	24.7	0.00	979,817.08	75.2
4100	APPRVD TEXTBOOKS/CORE CURRICULA	72,000.00	29,180.90	29,180.90	40.5	754.79	42,064.31	58.4
4300	MATERIALS & SUPPLIES	199,197.09	53,391.16	53,391.16	26.8	6,801.97	139,003.96	69.7
4361	FUEL - GASOLINE,DIESEL	20,500.00	3,367.76	3,367.76	16.4	5,732.24	11,400.00	55.6
4362	TRANSP - OIL,GREASE	750.00	0.00	0.00	.0	0.00	750.00	100.0
4363	TIRES & ACCESSORIES	5,250.00	1,665.45	1,665.45	31.7	0.00	3,584.55	68.2
4364	REPLACEMENT PARTS	16,000.00	1,737.88	1,737.88	10.8	2,236.61	12,025.51	75.1
4365	TRANSP - OTHER SUPPLIES	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4400	NON-CAPITALIZED EQUIPMENT	45,000.00	29,957.06	29,957.06	66.5	1,378.10	13,664.84	30.3

FROM 07/01/2016 TO 06/30/2017  
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED	%
			CURRENT	YEAR TO DATE			BALANCE	
TOTAL: 4xxx		360,697.09	119,300.21	119,300.21	33.0	16,903.71	224,493.17	62.2
5200	TRAVEL & CONFERENCES	35,112.00	9,794.78	9,794.78	27.8	2,366.66	22,950.56	65.3
5300	DUES & MEMBERSHIPS	1,875.00	4,656.06	4,656.06	100.0	0.00	2,781.06-	.0
5450	OTHER INSURANCE	49,000.00	48,275.00	48,275.00	98.5	0.00	725.00	1.4
5510	LIGHTS & POWER	125,000.00	28,035.15	28,035.15	22.4	103,964.85	7,000.00-	.0
5520	HEATING FUEL	30,000.00	809.01	809.01	2.6	24,690.99	4,500.00	15.0
5530	WATER & SEWER	30,000.00	7,346.24	7,346.24	24.4	11,213.76	11,440.00	38.1
5540	WASTE DISPOSAL	13,000.00	2,912.58	2,912.58	22.4	8,987.42	1,100.00	8.4
5600	RENT,LEASES,REPAIR NON CAP IMP	57,300.00	8,485.00	8,485.00	14.8	8,886.12	39,928.88	69.6
5750	TRANSFR DIRECT COSTS-INTERFUND	7,500.00-	0.00	0.00	100.0	0.00	7,500.00-	.0
5800	PROFES'L/CONSULTG SVCS/OP EXP	488,975.00	33,344.84	33,344.84	6.8	36,932.38	418,697.78	85.6
5801	AUDIT FEES	23,000.00	4,500.00	4,500.00	19.5	10,500.00	8,000.00	34.7
5802	LEGAL FEES	9,500.00	1,406.25	1,406.25	14.8	0.00	8,093.75	85.1
5811	ADVERTISING	1,500.00	693.08	693.08	46.2	356.92	450.00	30.0
5814	FINGERPRINTING	950.00	192.00	192.00	20.2	758.00	0.00	.0
5901	COMMUNIC - INTERNET SVCS/LINES	100.00	4.00	4.00	4.0	16.00	80.00	80.0
5903	COMMUNIC - TELEPHONE SERVICES	11,600.00	7,310.84	7,310.84	63.0	5,489.16	1,200.00-	.0
5904	COMMUNIC - POSTAGE/DELIVERY	3,500.00	1,152.00	1,152.00	32.9	0.00	2,348.00	67.0
TOTAL: 5xxx		872,912.00	158,916.83	158,916.83	18.2	214,162.26	499,832.91	57.2
TOTAL: 1xxx - 5xxx		5,637,083.62	1,438,381.04	1,438,381.04	25.5	231,065.97	3,967,636.61	70.3
6400	EQUIPMENT	28,000.00	0.00	0.00	.0	0.00	28,000.00	100.0
TOTAL: 6xxx		28,000.00	0.00	0.00	.0	0.00	28,000.00	100.0
TOTAL: 1xxx - 6xxx		5,665,083.62	1,438,381.04	1,438,381.04	25.3	231,065.97	3,995,636.61	70.5
7310	TRANSFER OF INDIRECT COSTS	2,158.66	0.00	0.00	.0	0.00	2,158.66	100.0
7350	TRANSFER INDIRECT COSTS-INTRFD	29.00-	0.00	0.00	100.0	0.00	29.00-	.0
7619	OTHER AUTH INTERFUND TRNPS OUT	13,497.00	0.00	0.00	.0	0.00	13,497.00	100.0
7911	BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
7940	BUDG FUND BAL-RESTRICTED	14,677.00	0.00	0.00	.0	0.00	14,677.00	100.0
7950	BUDG FUND BAL- STABILIZATION	335,000.00	0.00	0.00	.0	0.00	335,000.00	100.0
7980	BUDG FUND BAL-OTHER ASSIGNMENT	691,985.20	0.00	0.00	.0	0.00	691,985.20	100.0
7989	BUDG FUND BAL- RSRV ECON UNCR	225,999.41	0.00	0.00	.0	0.00	225,999.41	100.0
TOTAL: 7xxx		1,288,288.27	0.00	0.00	.0	0.00	1,288,288.27	100.0
TOTAL: 1xxx - 7xxx		6,953,371.89	1,438,381.04	1,438,381.04	20.6	231,065.97	5,283,924.88	75.9

FROM 07/01/2016 TO 06/30/2017  
 UNAPPROVED TRANSACTIONS INCLUDED  
 Summary

FUND	:01	GENERAL FUND							
OBJECT CLASSIFICATION			APPROVED BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
<hr/>									
TOTAL INCOME	( 8000 - 8999 )		6,953,371.89	522,551.30	522,551.30	7.5	0.00	6,430,820.59	92.4
TOTAL: 1xxx - 5xxx			5,637,083.62	1,438,381.04	1,438,381.04	25.5	231,065.97	3,967,636.61	70.3
TOTAL: 1xxx - 6xxx			5,665,083.62	1,438,381.04	1,438,381.04	25.3	231,065.97	3,995,636.61	70.5
TOTAL: 1xxx - 7xxx			6,953,371.89	1,438,381.04	1,438,381.04	20.6	231,065.97	5,283,924.88	75.9
TOTAL EXPENSES	( 1000 - 7999 )		6,953,371.89	1,438,381.04	1,438,381.04	20.6	231,065.97	5,283,924.88	75.9



# LAYTONVILLE UNIFIED SCHOOL DISTRICT BUDGET TRANSFERS

November 3, 2016

048 Laytonville Unified School Dis			Budget Transfer Transactions			J37066	BT0100	L.00.01	10/28/16	PAGE	1		
			Data last used from: 00/00/0000 To 99/99/9999										
			Transaction Number from: 170004 To 179999										
			Data 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
-----													
170004	10/10/2016	10/10/2016	Preschool increased allocation	Entered by: BL48	Unapproved								
		1.	Inc allocation	12-6105-0-8677-002-7110-0000-0000							19,280.00		
		2.		12-6105-0-2100-002-7110-1000-0000								5,616.00	
		3.		12-6105-0-3302-002-7110-1000-0000								361.00	
		4.		12-6105-0-3312-002-7110-1000-0000								85.00	
		5.		12-6105-0-3502-002-7110-1000-0000								3.00	
		6.		12-6105-0-3602-002-7110-1000-0000								278.00	
		7.		12-6105-0-4300-002-7110-1000-0000								500.00	
		8.		12-6105-0-5300-002-7110-1000-0000								500.00	
		9.		12-6105-0-7350-002-7110-7210-0000								4,437.00	
		10.		12-6105-0-5750-002-7110-1000-0000								7,500.00	
			TOTAL:								19,280.00*	19,280.00*	
170005	10/10/2016	10/10/2016	1st interim RS3010	Entered by: BL48	Unapproved								
		1.	Increased allocation	01-3010-0-8290-000-0000-0000-0000							8,836.00		
		2.	Deferred revenue	01-3010-0-8290-000-0000-0000-9652							8,487.85		
		3.		01-3010-0-1170-002-1110-1000-0000								2,500.00	
		4.		01-3010-0-1170-003-1110-1000-0000								500.00	
		5.		01-3010-0-2170-002-1110-1000-0000								500.00	
		6.		01-3010-0-3101-001-1110-1000-0000								400.00	
		7.		01-3010-0-3101-003-1120-1000-0000								100.00	
		8.		01-3010-0-3311-001-1110-1000-0000								50.00	
		9.		01-3010-0-3311-003-1120-1000-0000								50.00	
		10.		01-3010-0-3501-001-1110-1000-0000								10.00	
		11.		01-3010-0-3501-003-1120-1000-0000								10.00	
		12.		01-3010-0-4300-001-1110-1000-0000								1,500.00	
		13.		01-3010-0-4300-001-1120-1000-0000								100.00	
		14.		01-3010-0-5200-001-1110-1000-0000								6,000.00	
		15.		01-3010-0-5600-002-1110-1000-0000								3,800.00	
		16.		01-3010-0-7310-001-0000-7210-0000								1,803.85	
			TOTAL:								17,323.85*	17,323.85*	
170006	10/10/2016	10/10/2016	1st interim	Entered by: BL48	Unapproved								
		1.	Increase allocation	01-4035-0-8290-000-0000-0000-0000							4,374.00		
		2.	Dec deferred	01-4035-0-8290-000-0000-0000-9652								1,669.19	
		3.		01-4035-0-4300-001-1110-1000-0000								2,350.00	
		4.		01-4035-0-7310-001-0000-7210-0000								354.81	
		5.	Increase allocation	01-7690-0-8590-000-0000-0000-0000							26,431.00		
		6.		01-7690-0-3101-001-0000-2700-0000								2,000.00	
		7.		01-7690-0-3101-001-0000-7150-0000								2,000.00	
		8.		01-7690-0-3101-001-1110-1000-0000								20,000.00	
		9.		01-7690-0-3101-001-5770-1120-0000								2,000.00	
CONTINUED													

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

Transaction Number from: 170004 To 179999

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
170006	CONTINUED					
	10.			01-7690-0-3101-001-5001-2100-0000		431.00
				TOTAL:	30,805.00*	30,805.00*
170007	10/11/2016	10/11/2016	Goal 3800	Entered by: BL48 Unapproved		
	1.			01-0000-0-1100-003-3800-1000-0000		30,338.00
	2.			01-0000-0-3201-003-3800-1000-0000		997.00
	3.			01-0000-0-3301-003-3800-1000-0000		445.00
	4.			01-0000-0-3311-003-3800-1000-0000		440.00
	5.			01-0000-0-3401-003-3800-1000-0000		1,521.00
	6.			01-0000-0-3501-003-3800-1000-0000		16.00
	7.			01-0000-0-3601-003-3800-1000-0000		1,389.00
	8.			01-0000-0-4300-003-3800-1000-0000		2,000.00
	9.			01-0000-0-1100-003-1110-1000-0000	30,338.00	
	10.			01-0000-0-3201-003-1110-1000-0000	997.00	
	11.			01-0000-0-3301-003-1110-1000-0000	445.00	
	12.			01-0000-0-3311-003-1110-1000-0000	440.00	
	13.			01-0000-0-3401-003-1110-1000-0000	1,521.00	
	14.			01-0000-0-3501-003-1110-1000-0000	16.00	
	15.			01-0000-0-3601-003-1110-1000-0000	1,389.00	
	16.			01-0000-0-4300-003-1110-1000-0000	2,000.00	
	17.			01-0079-0-1100-002-3800-1000-0000		7,632.00
	18.			01-0079-0-3101-002-3800-1000-0000		960.00
	19.			01-0079-0-3311-002-3800-1000-0000		111.00
	20.			01-0079-0-3501-002-3800-1000-0000		4.00
	21.			01-0079-0-3601-002-3800-1000-0000		349.00
	22.			01-0079-0-1100-003-3800-1000-0000		44,138.00
	23.			01-0079-0-3101-003-3800-1000-0000		4,593.00
	24.			01-0079-0-3201-003-3800-1000-0000		1,059.00
	25.			01-0079-0-3301-003-3800-1000-0000		473.00
	26.			01-0079-0-3311-003-3800-1000-0000		640.00
	27.			01-0079-0-3401-003-3800-1000-0000		3,232.00
	28.			01-0079-0-3501-003-3800-1000-0000		22.00
	29.			01-0079-0-3601-003-3800-1000-0000		2,019.00
	30.			01-0079-0-1100-002-1110-1000-0000	7,632.00	
	31.			01-0079-0-3101-002-1110-1000-0000	960.00	
	32.			01-0079-0-3311-002-1110-1000-0000	111.00	
	33.			01-0079-0-3501-002-1110-1000-0000	4.00	
	34.			01-0079-0-3601-002-1110-1000-0000	349.00	
	35.			01-0079-0-1100-003-1110-1000-0000	44,138.00	
	36.			01-0079-0-3101-003-1110-1000-0000	4,593.00	
	37.			01-0079-0-3201-003-1110-1000-0000	1,059.00	
	38.			01-0079-0-3301-003-1110-1000-0000	473.00	
	39.			01-0079-0-3311-003-1110-1000-0000	640.00	

CONTINUED



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

Transaction Number from: 170004 To 179999

Data 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
170007	CONTINUED					
	40.		01-0079-0-3401-003-1110-1000-0000		3,232.00	
	41.		01-0079-0-3501-003-1110-1000-0000		22.00	
	42.		01-0079-0-3601-003-1110-1000-0000		2,019.00	
	43.		01-0635-0-1100-003-3800-1000-0000			47,087.00
	44.		01-0635-0-3101-003-3800-1000-0000			1,643.00
	45.		01-0635-0-3201-003-3800-1000-0000			3,116.00
	46.		01-0635-0-3301-003-3800-1000-0000			1,392.00
	47.		01-0635-0-3311-003-3800-1000-0000			682.00
	48.		01-0635-0-3401-003-3800-1000-0000			6,655.00
	49.		01-0635-0-3501-003-3800-1000-0000			24.00
	50.		01-0635-0-3601-003-3800-1000-0000			2,155.00
	51.		01-0635-0-4300-003-3800-1000-0000			5,313.00
	52.		01-0635-0-5200-003-3800-1000-0000			500.00
	53.		01-0635-0-1100-003-1110-1000-0000		47,087.00	
	54.		01-0635-0-3101-003-1110-1000-0000		1,643.00	
	55.		01-0635-0-3201-003-1110-1000-0000		3,116.00	
	56.		01-0635-0-3301-003-1110-1000-0000		1,392.00	
	57.		01-0635-0-3311-003-1110-1000-0000		682.00	
	58.		01-0635-0-3401-003-1110-1000-0000		6,655.00	
	59.		01-0635-0-3501-003-1110-1000-0000		24.00	
	60.		01-0635-0-3601-003-1110-1000-0000		2,155.00	
	61.		01-0635-0-4300-003-1110-1000-0000		5,313.00	
	62.		01-0635-0-5200-003-1110-1000-0000		500.00	
			TOTAL:		170,945.00*	170,945.00*
			DISTRICT TOTAL		238,353.85**	238,353.85**
			GRAND TOTAL		238,353.85***	238,353.85**



**Mendocino County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**2016-2017 FISCAL YEAR**

This report summarizes the results of the Williams Site Visits and documentation reviews at decile 1, 2, and 3 schools (2012 Base API) for the 1<sup>st</sup> Quarter July – September 2016-2017 school year.

**INSTRUCTIONAL MATERIALS:**

Schools were reviewed for sufficient textbooks and instructional materials\*\* as noted below:

School	Review Date	# of Classrooms Visited	Subject/ Course	Textbook/Instructional Materials Needed	Grade	Period	Room #	# of Material Missing	Corrected on
Laytonville Elementary	09/01/16			No insufficiencies					

\* Unannounced school(s)

\*\*“Sufficient textbooks and instructional materials” means each pupil, including English Language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas(including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

**SCHOOL FACILITIES:**

Schools were reviewed for condition of facilities, whether they were in “good repair”\* or pose an “emergency”\*\*\* as noted below:

School	Review Date	Room/ Area	Facility Deficiencies Identified	Emergency	Correction/ Action Taken	Corrected On	Overall Facilities Score
Laytonville Elementary	09/22/16	Office	Ceiling stains; 2 tubes out; secure book cases	No			95.30% Good
		Room 2	Old stained tiles; dripping faucet	No			
		Room 3	Old ceiling stains; stain in diffuser	No			
		Room P11	Parapet wood sagging	No			
		Room P12	Carpet seams opening & ripples	No			

Completed by: DM

Page 1

**Mendocino County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**2016-2017 FISCAL YEAR**

Laytonville Elementary cont.	09/22/16	Room 13	Carpet ripples	No			
		Room 14	1 dark fixture; carpet ripples	No			
		Room 9	Lamps out	No			
		Room 8	Ceiling stains around HVAC; high storage	No			
		Middle Boys' Restroom	Renovated boys' restroom looks good	N/A			
		Arena	Small ceiling stains; 1 dark fixture; office carpet ripples	No			
		Room 19	1 tube out	No			
		Room 20	1 tube out	No			
		Room 21	New carpeting	N/A			
		Room 22	1 dark fixture; new carpet	No			
		Room 17	Loose fixtures; rippled carpet	No			
		Computer/Library Rooms 15/16	Dark fixtures; rippled carpet	No			
		Office	East room has cracked diffuser, aging carpet, secure cabinet & large paper roll dispenser	No			

\*"Good repair" means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

\*\* "Emergency condition" means a facility condition that poses a threat to the health or safety of pupils or staff while at school.

Completed by: DM

Page 2

Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
**QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**2016-2017 FISCAL YEAR**

**UNIFORM COMPLAINTS:**

The number of complaints filed within the district during the 1<sup>st</sup> Quarter 2016-2017, their nature, and resolution are noted below:

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Misassignments or Vacancies	0	0	0
Facilities Conditions	0	0	0
CAHSEE Intensive Instruction & Services	0	0	0
<b>TOTALS</b>	0	0	0

Completed by: DM

Page 4



## **BOARD ACTION ITEM K1**

Board Meeting Date: November 3, 2016  
Subject: Student of the Month  
From: Joan Potter, Superintendent

---

### Explanation:

Mr. Henry will present the Student of the Month for Laytonville High School 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 3, 2016

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 2017, and obtain signatures from each Board member.

### Recommendation:

Schedule the Board's annual organizational meeting for December 8, 2016

### Attachments:

None



### **BOARD ACTION ITEM K3**

Board Meeting Date: November 3, 2016  
Subject: Change Order Request  
From: Joan Potter, Superintendent

---

**Explanation:**

A change order has been issued to include the installation of a hot water heater to the Administration Building restroom. Also to include the required removal/replacement of undocumented utilities (gas/water/power) that were compromised during the over-excavation for the new covered walkway.

**Recommendation:**

Approve the attached Change Order Request

**Attachments:**

Change Order Request



## **DISCUSSION/ACTION ITEM L1**

Board Meeting Date: November 3, 2016

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:

None

**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  
Reviewed: 11/5/09  
Reviewed: 11/4/10  
Reviewed: 11/3/11  
Reviewed: 11/8/12  
Reviewed: 11/7/13  
Reviewed: 11/6/14  
Reviewed 11/5/15  
Reviewed 11/3/16

**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;

**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



## **BOARD INFORMATION ITEM M1**

Board Meeting Date: November 3, 2016  
Subject: Smarter Balance Test Scores  
From: Joan Potter, Superintendent

---

Explanation:

I will review the spring 2016 Smarter Balance test results.

Recommendation:

Attachments:



## **BOARD INFORMATION ITEM M2**

Board Meeting Date: November 3, 2016

Subject: Facilities Report

From: Joan Potter, Superintendent

---

Explanation:

Don Alameida will present an update on the status of our Elementary School project.