

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF JUNE 7, 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 June 7, 2018. Board President Calvin Harwood called the meeting to order at 6:03 pm.

ROLL CALL:

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

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

Student Representative: Gracie Silva and Taylor Felton

B. PUBLIC INPUT re CLOSED SESSION ITEMS:

C. CLOSED SESSION AGENDA:

CS-1: CONFERENCE WITH LABOR NEGOTIATOR:	CS-1
Name of Agency Negotiator: Superintendent	
Name of Organization Representing Employees: CSEA	
CS-2: CONFERENCE WITH LABOR NEGOTIATOR:	CS-2
Name of Agency Negotiator: Superintendent	
Name of Organization Representing Employees: LVTA	
CS-3: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION	CS-3
<i>Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9</i>	
CS-4: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE	CS-4
CS-5: PUBLIC EMPLOYEE APPOINTMENT	CS-5
<i>Title: Middle Grades Teacher, High School P.E. Teacher, Athletic Director, Summer School</i>	

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood reported that on Closed Session Item CS-4: Public Employee Discipline/Dismissal/Release, the Board unanimously voted to approve the 50/50 job share request by Amber Jensen (Lemmer), and the Board acted to authorize the District Superintendent, or designee, to notify 0.29 FTE, 0.67 FTE and 0.14 FTE temporary certificated employees, pursuant to Education Code section 44954(b), that they will not be reemployed for the 2018/2019 school year.”

The vote was as follows:

Ford	<u> Aye </u>
Harwood	<u> Aye </u>
Gamble	<u> Aye </u>
Hedley	<u> Aye </u>
Deveney	<u> Aye </u>

No other action was taken in Closed Session.

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

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

G. CORRESPONDENCE:

1. Letter from Damon Dickinson Re. 3rd Quarter Williams Report
2. Letter from Meg Kailikole, Director of External Fiscal Services Re: County Office Review of the 2017/18 First Interim Budget

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter welcomed the new student representative, Taylor Felton and congratulated Gracie Silva on attending UC Davis in the Fall.

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. Students of the Month

- Mr. Henry presented the Student of the Month for April, Hailey Finnegan and the Student of the Month for May, Tylo Smith for Laytonville High School.
- **Motion** to recognize Hailey Finnegan and Tylo Smith as the Students of the Month by Meagen Hedley, seconded Shannon Ford, unanimously approved with a 5-0 vote.

K.2. Resolution No. 538 & No. 539 for Honoring Retirees

- Two dedicated and loyal employees will have retired from the district by the end of this school year. Between the two of them, they have provided 49 years of education to our students. We will miss them.
- The second retiree was unable to attend. Her resolution will be presented on June 21, 2018
- **Motion** to adopt Resolution No. 538 for Honoring Retirees by Shannon Ford, seconded by Erin Gamble, unanimously approved with a 5-0 vote.

K.3. Approval of the Board Action Calendar for 2018/19

- The 2018/19 Board Action Calendar is attached for your review and approval. This calendar evolves throughout the year. Its purpose is to keep us on track with Board business and to provide an overview of future meetings.
- **Motion** to approve the 2018/19 Board Action Calendar by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

L. DISCUSSION / ACTION:

L.1. Public Hearing: Draft LCAP 2017-2020

- One of the requirements of the Local Control Accountability Plan is for the governing board to conduct a public hearing prior to the adoption of the plan. The purpose of the meeting is to provide time for the district to share information regarding the spending plan for the upcoming year and to give the public an opportunity to give the district recommendations and comments regarding the draft plan. The public will also have the opportunity to submit written comments regarding the LCAP. A letter may be submitted to the District and the Superintendent will respond in writing to all written comments received by June 21, 2018. To date, the district had not received any written comments though a lot of verbal recommendations have been made to the district and have been incorporated in to the draft plan.
- The public hearing was opened.
- Mrs. Potter gave an overview of the 2017-2020 LCAP
- No input from the public.
- The public hearing was closed.

L.2. Public Hearing: Proposed Budget for 2018/19

- Implementation of the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP) regulations require separate public hearings for the LCAP and budget. The regulations require that the public hearing for the budget be held at the same meeting as the public hearing for the LCAP. This requires a change to the process of holding the budget public hearing and adoption at the same meeting as we have done in the past. The new regulations require an earlier preparation of the budget. The 2018/2019 proposed budget may be modified at the Board's discretion and/or to include changes made to the draft LCAP. Such modification and other corrections to the budget would be reflected in the June 21, 2018 budget review and adoption.
- The public hearing was opened.
- Bette Loflin presented an overview of the budget.
- No input from the public.
- The public hearing was closed.

L.3. Bond Oversight Annual Report

- The Measure "Q" Bond Oversight Committee has completed their 2nd annual report which covers the 2016/2017 fiscal year. Mrs. Potter will go over the Annual Report with the Board.
- **Motion** to approve the Bond Oversight Committee Annual Report by Erin Gamble, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

L.4. Single School Plan for Student Achievement (SPSA) Review and Revision

- Each site has a Single School Plan for Student Achievement which is revised annually by the Site Council and approved by the Board. The SSPSA's for next year have been revised by staff and the Site Councils. Mr. Henry and Ms. Stange reviewed their Single School Plan for Student Achievement for the Board.
- **Motion** to approve the LHS and LEMS Single School Plan for Student Achievement by Shelagh Deveney, seconded by Shannon Ford, unanimously approved with a 5-0 vote.

L.5. Contract Approval for Fort Bragg Electric

- As part of the demolition of Rooms 8, 9, & 10 and restrooms, Fort Bragg Electric has presented the District with their bid to install water shut-off valves, disconnect gas lines and reroute gas lines and reroute data, telephone and fire alarm lines.
- **Motion** to approve the proposal for Fort Bragg Electric, Inc by Erin Gamble, seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

L.6. Resolution No, 540 of the Board Relating to Participating in Self-Funding Excess Liability Plan

- Last Fall Northern California Schools Insurance Group management asked members to submit a SELF Notice of Withdrawal after reviewing SELF's financial reports. This action was a necessary step to extend the timeline for further review of our excess liability options. After discussing both SAFER (Schools Association for Excess Risk) and SELF (Schools Excess Liability Fund), the NCSIG Board voted to request members who submitted a timely SELF Notice of Withdrawal resolution to rescind the aforementioned Notice of Withdrawal with a new resolution submitted to SELF by 6/15/2018.
- **Motion** to adopt Resolution No. 540 Relating to Participation in Self-Funding Excess Liability Plan by Meagen Hedley, seconded by Shannon Ford, unanimously approved with a 5-0 vote.

L.7. Surplus Property—School Bus & ~~Fill Dirt~~

- Board Policy and Administrative Regulation 3270 requires the Board to declare equipment surplus prior to sale. The following bus will be listed as surplus property with no warranty.
- **Motion** to approve the declaration of Bus 1 as surplus property by Erin Gamble, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote.

L.8. Coach Evaluations and Blue Slip Process

- Mr. Henry, Ms. Stange and Sue Carberry have met together to discuss the items that have been brought up regarding athletic coach evaluations and the blue slip process at the middle school. The Principals will share what they have come up with.
- Handouts in Board file

M. INFORMATION ITEMS:

M.1. LCAP Local Indicators: Priority One: Appropriately Assigned Teachers/Access to Curriculum Aligned Materials/Safe & Clean School Facilities; Priority Two: Implementation of State Standards; Priority Three: Parent Engagement; Priority Six: School Climate

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

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:

- Lockdown Drills and Procedures

O. COMMENTS FROM THE BOARD:

- Congratulations to Gracie Silva on her upcoming graduation and her acceptance to UC Davis.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 5-0 vote. The meeting was adjourned at 8:41 pm. The next regular meeting will be held on June 21, 2018.

Respectfully submitted,

Adopted as Final
June 21, 2018

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #12 2017/18

June 21, 2018

	<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>				
Baize, Emily	0.60 FTE K-12 Counselor	Prob.	\$48,350	8/17/2018

Certificated Resignation

Certificated Layoff

Certificated Leave of Absence

Certificated Transfer

Classified Appointment

Edington, Cindy	Summer School	Temp.	\$12.00/hr	7/9/2018
Beber-Vanzo, Chemaine	ASES Coordinator	Prob.	\$17.12/hr	8/20/2018
Ellingson, Heather	ASES Paraeducator	Prob.	\$12.09/hr	8/20/2018
Comer, Priscilla	3 hr. IA	Prob.	\$12.00/hr	8/20/2018
Harlan, John	ASES Assistant Coordinator	Prob.	\$14.56/hr	8/20/2018

Classified/Confidential Appointment

Classified/Confidential Resignation

Classified/Confidential Reduction

Classified Transfer

Classified Resignation/Retirement

Ricco, Carl	SPED IA	Perm.		5/31/2018
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Classified Termination

Classified Layoff

Coaching Positions

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #12 2017/18

June 21, 2018

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
6/6/2018	2133	U.S.P.S.	Cert. Mail	\$24.70
6/12/2018	2134	U.S.P.S.	Stamps	\$151.84

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
June 21, 2018

APY250 L.00.05

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 05/31/2018

05/30/18 PAGE 1

DISTRICT: 048 LAYTONVILLE UNIFIED
BATCH: 0049 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			
18732862	005203/	AP EXAMS				
		PO-021584 1. 01-0000-0-4300-003-1110-1000-0000	AP TESTS			520.00
		WARRANT TOTAL				\$520.00
18732863	000231/	BLUE SHIELD OF CALIFORNIA				
		PO-021190 1. 01-0000-0-9514-000-0000-0000-0000	181370006182-JUNE 2018			3,022.92
		WARRANT TOTAL				\$3,022.92
18732864	003381/	SUE CARBERRY				
		PV-180187 01-0000-0-4300-003-1110-4200-0000	REIMBURSEMENT			46.06
		WARRANT TOTAL				\$46.06
18732865	005991/	IRA CAUGHRON III				
		PV-180188 01-0740-0-5800-001-7110-3600-0000	MILE. REIMBURSE. 5/14-5/18			163.50
		WARRANT TOTAL				\$163.50
18732866	006185/	CHARLES M SCHULE MUSEUM				
		PV-180189 01-0079-0-5800-002-1110-1000-0000	5/23/18 PERFORMANCE			412.32
		WARRANT TOTAL				\$412.32
18732867	000039/	CHEVRON BUSINESS CARD SERVICES				
		PO-021192 1. 01-0000-0-4361-001-0000-8110-0000	ACCT. 7898860577			339.33
		PO-021553 1. 01-0740-0-4361-001-0000-3600-0000	ACCT. 7898860577			1,415.96
		WARRANT TOTAL				\$1,755.29
18732868	001793/	CLOVER STORNETTA FARMS INC.				
		PO-021193 1. 13-5310-0-4700-001-0000-3700-0000	100899907, 100902566			303.50
		WARRANT TOTAL				\$303.50
18732869	000063/	GRIGER'S LONG VALLEY MARKET				
		PO-021427 2. 01-0000-0-4300-002-3800-1000-0000	6855, 6817: ACCT. 1205			33.71
		PO-021603 1. 01-0000-0-4300-003-3800-1000-0000	5982, 6816: ACCT. 1207			165.08
		WARRANT TOTAL				\$198.79
18732870	005408/	TIM HENRY				
		PV-180190 01-3010-0-4300-001-1120-1000-0000	REIMBURSEMENT			20.47
		WARRANT TOTAL				\$20.47
18732871	006327/	MAC NAB'S				
		PO-021578 1. 01-4510-0-4300-003-1110-1000-0000	9589			731.97
		WARRANT TOTAL				\$731.97
18732872	006063/	VERIZON WIRELESS				
		PO-021211 1. 01-0000-0-5800-003-1110-1000-0000	9806665855			60.00
		PO-021612 1. 01-0000-0-5800-003-1110-1000-0000	9806665855			54.03
		WARRANT TOTAL				\$114.03
18732873	004932/	WILLITS PUMP SERVICE				
		PO-021616 1. 01-8150-0-5600-001-0000-8110-0000	197386			788.57
		WARRANT TOTAL				\$788.57
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	12	TOTAL AMOUNT OF CHECKS:		\$8,077.42*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	12	TOTAL AMOUNT:		\$8,077.42*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	12	TOTAL AMOUNT OF CHECKS:		\$8,077.42*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	12	TOTAL AMOUNT:		\$8,077.42*

DISTRICT: 048 LAYTONVILLE UNIFIED
BATCH: 0050 JC

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM		
REQ#	REFERENCE	LN	FU RESO P OBJE SCH GOAL FUNC DIST	DESCRIPTION		AMOUNT	
18733452	005381/	ADVANCED SECURITY SYSTEMS					
		PO-021188	1. 01-0000-0-5800-001-0000-8300-0000	427921		153.00	
			WARRANT TOTAL			\$153.00	
18733453	006046/	ALAMEIDA ARCHITECTURE					
		PO-021598	1. 21-0000-0-6200-001-0000-8500-0000	LUSD 04-02		6,960.00	
			WARRANT TOTAL			\$6,960.00	
18733454	006335/	IZMAEL ARKIN					
		PV-180198	01-0811-0-5800-002-0000-3110-0000	48 HRS. AIKIDO INSTRUCTION		2,400.00	
			WARRANT TOTAL			\$2,400.00	
18733455	006170/	ARROW BENEFITS GROUP					
		PO-021618	1. 69-0000-0-5800-000-0000-6000-0000	E. KEELAN-GLASSES		75.00	
			WARRANT TOTAL			\$75.00	
18733456	005991/	IRA CAUGHRON III					
		PV-180200	01-0740-0-5800-001-7110-3600-0000	MILE REIMBURSE 5/21-25, 29-6/1		299.75	
			WARRANT TOTAL			\$299.75	
18733457	001793/	CLOVER STORNETTA FARMS INC.					
		PO-021193	1. 13-5310-0-4700-001-0000-3700-0000	100907341		195.50	
			WARRANT TOTAL			\$195.50	
18733458	006273/	GARNET EMPYRION					
		PV-180191	01-0079-0-4300-002-1110-1000-0000	REIMBURSEMENT		168.57	
		PV-180199	01-0079-0-4300-002-1110-1000-0000	REIMBURSEMENT		25.09	
			WARRANT TOTAL			\$193.66	
18733459	000063/	GEIGER'S LONG VALLEY MARKET					
		PO-021427	2. 01-0000-0-4300-002-3800-1000-0000	4030, 3211: ACCT. 1205		33.09	
		PO-021596	1. 01-0000-0-4300-002-1110-1000-2662	9429: ACCT. 1221		11.38	
			WARRANT TOTAL			\$44.47	
18733460	006334/	CANDACE GONZALEZ					
		PO-021581	2. 01-4510-0-4300-001-1110-1000-0000	1: LMS LEI'S		100.00	
			1. 01-4510-0-4300-003-1110-1000-0000	1: LHS LEI'S		150.00	
			WARRANT TOTAL			\$250.00	
18733461	006328/	ITCC					
		PO-021614	1. 01-4510-0-4300-001-1110-1000-0000	100		22.55	
			1. 01-4510-0-4300-001-1110-1000-0000	100		300.00	
			WARRANT TOTAL			\$322.55	
18733462	000899/	KELLY MOORE PAINT CO INC					
		PO-021608	1. 01-0000-0-4300-003-1110-4200-0000	910-00000283121		308.61	
			WARRANT TOTAL			\$308.61	

18733463	000191/	LAYTONVILLE UNIFIED REVOLVING			
		RC-180015	01-4510-0-5800-001-1110-1000-0000	REVOLVING CASH	250.00
			01-4510-0-5800-001-1110-1000-0000	REVOLVING CASH	250.00
			01-4510-0-5800-001-1110-1000-0000	REVOLVING CASH	250.00
			01-4510-0-5800-001-1110-1000-0000	REVOLVING CASH	450.00
			01-6387-0-5200-003-3800-1000-0000	REVOLVING CASH	100.00
			WARRANT TOTAL		\$1,300.00
18733464	005254/	LAYTONVILLE'S HEALTHY START			
		PV-180192	01-6012-0-5800-002-1110-4100-0000	IN 0014615	2,500.00
			WARRANT TOTAL		\$2,500.00
18733465	004358/	BETTE LOFLIN			
		PV-180193	01-0000-0-5200-001-0000-7200-0000	REIMBURSEMENT	106.82
			WARRANT TOTAL		\$106.82
18733466	000061/	LONG VALLEY LUMBER			
		PV-180194	01-0000-0-4300-003-1110-1000-0000	113380: ACCT. 1273	26.88
			WARRANT TOTAL		\$26.88
18733467	003136/	MATHESON TRI-GAS INC			
		PO-021201	1. 01-0740-0-5600-001-0000-3600-0000	17667661	54.68
			WARRANT TOTAL		\$54.68
18733468	002129/	MENDES SUPPLY COMPANY			
		PO-021202	1. 01-0000-0-4300-001-0000-8200-0000	M148734-00	609.61
			WARRANT TOTAL		\$609.61
18733469	000622/	MENDOCINO COUNTY OFFICE OF ED			
		PO-021523	1. 01-3010-0-5200-002-1110-1000-0000	180177	75.00
		PO-021619	2. 01-0000-0-5800-001-0000-7700-0000	180185	48.72
			WARRANT TOTAL		\$123.72
18733470	006228/	PHILIP MORTON			
		PO-020702	1. 21-0000-0-6200-001-0000-8500-0000	APRIL & MAY-SOLAR; MAY-INCLINE	1,860.00
			WARRANT TOTAL		\$1,860.00
18733471	000124/	PACIFIC GAS & ELECTRIC			
		PO-021185	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 0991326276-3	9,699.42
			WARRANT TOTAL		\$9,699.42
18733472	001308/	JOAN POTTER			
		PV-180195	01-0000-0-5200-001-0000-7100-0000	REIMBURSEMENT	87.63
			WARRANT TOTAL		\$87.63
18733473	002022/	PRINTING PLUS			
		PO-021620	1. 01-0635-0-4300-003-3800-1000-0000	10433	39.70
			WARRANT TOTAL		\$39.70
18733474	001928/	REDWOOD COAST FUELS			
		PO-021617	1. 01-0740-0-4361-001-0000-3600-0000	87791: ACCT. 6638	16,897.23
			WARRANT TOTAL		\$16,897.23
18733475	000141/	ROUND TREE GLASS			
		PO-021623	1. 01-0740-0-5600-001-0000-3600-0000	75497	309.93
			WARRANT TOTAL		\$309.93
18733476	000018/	SCHOOL SPECIALTY			
		PO-021527	1. 01-3310-0-4300-001-5770-1120-0000	308103001018	97.00

		PO-021531	2.	01-0000-0-4300-002-0000-2700-0000	308102995012	82.65
			1.	01-0000-0-4300-003-1110-1000-0000	308102995012	14.48
				WARRANT TOTAL		\$194.13
18733477	006233/	SHN CONSULTING ENGINEERS & GEO				
		PO-021332	1.	21-0000-0-6200-001-0000-8500-0000	96290	1,697.90
		PO-021562	1.	21-0000-0-6200-001-0000-8500-0000	96290	487.50
				WARRANT TOTAL		\$2,185.40
18733478	006312/	COURTNEY SMITH				
		PV-180196		01-0000-0-4300-003-3800-1000-0030	REIMBURSEMENT	87.41
				WARRANT TOTAL		\$87.41
18733479	002582/	SPORT & CYCLE				
		PO-021456	1.	01-1100-0-4300-003-1110-4200-0000	213542	132.02
		PO-021621	1.	01-0000-0-4300-003-1110-4200-0000	213464	477.82
				WARRANT TOTAL		\$609.84
18733480	001651/	LORRE STANGE				
		PV-180197		01-0000-0-4300-002-1110-1000-2662	REIMBURSEMENT	17.59
				WARRANT TOTAL		\$17.59
18733481	004488/	STAPLES CREDIT PLAN				
		PO-021507	1.	01-0079-0-4300-010-3200-1000-0000	9786237220	35.83
		PO-021569	1.	01-3010-0-4300-002-1110-1000-0000	9786026331	215.66
		PO-021574	1.	01-0000-0-4300-001-0000-7200-0000	9786237092	70.17
		PO-021604	2.	01-0000-0-4300-001-0000-7200-0000	9786824800	32.35
			1.	01-3010-0-4300-002-1110-1000-0000	9786824800	291.17
				WARRANT TOTAL		\$645.18
18733482	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-021210	1.	13-5310-0-4700-001-0000-3700-0000	250141738	1,379.80
			1.	13-5310-0-4700-001-0000-3700-0000	250126548	2,796.07
				WARRANT TOTAL		\$4,175.87
18733483	006329/	UC REGENTS				
		PO-021499	1.	01-3010-0-5200-001-1110-1000-0000	S0025	225.00
		PO-021519	1.	01-6264-0-5200-001-1110-1000-0000	S0026	225.00
				WARRANT TOTAL		\$450.00
18733484	001370/	WEATHERTOP NURSERY				
		PO-021601	1.	01-0000-0-4300-003-1110-1000-0000	185801: ACCT. 40	114.00
		PO-021610	1.	01-0000-0-4300-003-1110-1000-3030	185801, 176664, 186705: 40	295.29
				WARRANT TOTAL		\$409.29
18733485	005555/	WILLITS POWER & HARDWARE				
		PO-021615	1.	01-8150-0-4300-001-0000-8110-0000	547354	32.50
				WARRANT TOTAL		\$32.50
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	34	TOTAL AMOUNT OF CHECKS:		\$53,625.37*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	34	TOTAL AMOUNT:		\$53,625.37*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	34	TOTAL AMOUNT OF CHECKS:		\$53,625.37*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	34	TOTAL AMOUNT:		\$53,625.37*

LAYTONVILLE UNIFIED SCHOOL DISTRICT
MONTHLY BUDGET REPORT
June 21, 2018

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	2,372,744.89	0.00	0.00	.0	0.00	2,372,744.89	100.0
8011 REV LIMIT STATE AID - CURR YR	1,582,074.00	1,446,012.00	1,446,012.00	91.3	0.00	136,062.00	8.6
8012 EDUCATION PROTECTION ACCOUNT	236,497.00	180,049.00	180,049.00	76.1	0.00	56,448.00	23.8
8019 REV LIMIT STATE AID-PRIOR YRS	0.00	6,460.00	6,460.00	100.0	0.00	6,460.00-	.0
8021 HOMEOWNERS' EXEMPTION	18,209.00	10,101.65	10,101.65	55.4	0.00	8,107.35	44.5
8022 TIMBER YIELD TAX	4,838.00	9,459.73	9,459.73	100.0	0.00	4,621.73-	.0
8041 SECURED ROLLS TAX	2,091,375.00	1,990,829.26	1,990,829.26	95.1	0.00	100,545.74	4.8
8042 UNSECURED ROLL TAXES	62,475.00	60,619.51	60,619.51	97.0	0.00	1,855.49	2.9
8043 PRIOR YEARS' TAXES	1,912.00	2,874.16-	2,874.16-	.0	0.00	4,786.16	100.0
8044 SUPPLEMENTAL TAXES	1,494.00	17,367.66	17,367.66	100.0	0.00	15,873.66-	.0
8045 EDUC REVENUE AUGMENTATION FUND	71,961.00	0.00	0.00	.0	0.00	71,961.00	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	37,552.32	37,552.32	100.0	0.00	7,552.32-	.0
8181 SPECIAL EDUCATION -ENTITLEMENT	67,924.00	51,317.00	51,317.00	75.5	0.00	16,607.00	24.4
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	2,400.00	2,400.00	75.0	0.00	800.00	25.0
8290 ALL OTHER FEDERAL REVENUE	222,154.76	139,911.16	139,911.16	62.9	0.00	82,243.60	37.0
8550 MANDATED COSTS REIMBURSEMENTS	65,724.49	67,085.00	67,085.00	100.0	0.00	1,360.51-	.0
8560 STATE LOTTERY REVENUE	68,040.00	41,276.96	41,276.96	60.6	0.00	26,763.04	39.3
8590 ALL OTHER STATE REVENUE	409,746.38	242,778.14	242,778.14	59.2	0.00	166,968.24	40.7
8650 LEASES & RENTALS	12,100.00	11,660.00	11,660.00	96.3	0.00	440.00	3.6
8660 INTEREST	9,000.00	18,383.52	18,383.52	100.0	0.00	9,383.52-	.0
8677 INTERAGENCY SERVICES BETW LEAS	29,600.00	0.00	0.00	.0	0.00	29,600.00	100.0
8699 ALL OTHER LOCAL REVENUE	94,762.00	60,247.40	60,247.40	63.5	0.00	34,514.60	36.4
8792 TF OF APPORTIONMENT FROM COEs	304,687.00	159,577.60	159,577.60	52.3	0.00	145,109.40	47.6
TOTAL: 8xxx	7,740,915.52	4,550,213.75	4,550,213.75	58.7	0.00	3,190,701.77	41.2
1100 TEACHERS' SALARIES	1,552,180.00	1,467,295.52	1,467,295.52	94.5	0.00	84,884.48	5.4
1150 TEACHER - P.T./ADDIT'L DUTY	42,867.00	34,137.05	34,137.05	79.6	0.00	8,729.95	20.3
1170 TEACHER - SUBSTITUTE	37,250.00	51,757.87	51,757.87	100.0	0.00	14,507.87-	.0
1200 CERT PUPIL SUPPORT SALARIES	124,655.00	117,591.65	117,591.65	94.3	0.00	7,063.35	5.6
1300 CERT SUPERVISOR/ADMIN SALARIES	318,719.00	301,631.88	301,631.88	94.6	0.00	17,087.12	5.3
1900 OTHER CERTIFICATED SALARIES	9,000.00	4,500.00	4,500.00	50.0	0.00	4,500.00	50.0
TOTAL: 1xxx	2,084,671.00	1,976,913.97	1,976,913.97	94.8	0.00	107,757.03	5.1
2100 INSTRUCTIONAL AIDES' SALARIES	321,566.00	284,138.76	284,138.76	88.3	0.00	37,427.24	11.6
2150 INSTL AIDE- P.T./ADDIT'L DUTY	5,789.00	995.65	995.65	17.1	0.00	4,793.35	82.8
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	10,011.29	15,323.40	15,323.40	100.0	0.00	5,312.11-	.0
2200 CLASSIFIED SUPPORT SALARIES	283,623.00	239,598.38	239,598.38	84.4	0.00	44,024.62	15.5
2240 CLASSIFIED SUPPORT- EXTRA HIRE	500.00	1,256.42	1,256.42	100.0	0.00	756.42-	.0
2250 CLASSIFIED SUPP - P.T./ADDIT'L	8,090.00	7,250.73	7,250.73	89.6	0.00	839.27	10.3

FROM 07/01/2017 TO 06/30/2018
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	1,734.42	1,734.42	49.5	0.00	1,765.58	50.4
2270 CLASSIFIED SUPPORT -SUBSTITUTE	7,750.00	9,088.22	9,088.22	100.0	0.00	1,338.22-	.0
2300 CLASS. SUPRVSRs/ADMIN SALARIES	141,864.63	113,999.31	113,999.31	80.3	0.00	27,865.32	19.6
2400 CLERICAL,TECH,OFFICE SALARIES	219,405.00	202,657.02	202,657.02	92.3	0.00	16,747.98	7.6
2440 CLERICAL,TECH,OFFICE-EX-HIRE	1,050.00	1,567.42	1,567.42	100.0	0.00	517.42-	.0
2470 CLERICAL,TECH,OFFICE-SUBSTITUT	0.00	50.68	50.68	100.0	0.00	50.68-	.0
2900 OTHER CLASSIFIED SALARIES	14,036.00	13,823.86	13,823.86	98.4	0.00	212.14	1.5
2970 OTHER CLASSIFIED - SUBSTITUTE	750.00	179.10	179.10	23.8	0.00	570.90	76.1
TOTAL: 2xxx	1,017,934.92	891,663.37	891,663.37	87.5	0.00	126,271.55	12.4
3101 STRS, CERTIFICATED	429,548.00	250,942.24	250,942.24	58.4	0.00	178,605.76	41.5
3102 STRS, CLASSIFIED	900.00	688.95	688.95	76.5	0.00	211.05	23.4
3201 PERS, CERTIFICATED	6,330.00	6,563.33	6,563.33	100.0	0.00	233.33-	.0
3202 PERS, CLASSIFIED	143,463.32	123,109.23	123,109.23	85.8	0.00	20,354.09	14.1
3301 OASDI, CERTIFICATED	2,513.00	4,043.97	4,043.97	100.0	0.00	1,530.97-	.0
3302 OASDI, CLASSIFIED	60,891.73	53,156.22	53,156.22	87.2	0.00	7,735.51	12.7
3311 MEDICARE, CERTIFICATED	29,373.00	27,255.35	27,255.35	92.7	0.00	2,117.65	7.2
3312 MEDICARE, CLASSIFIED	14,348.84	12,501.99	12,501.99	87.1	0.00	1,846.85	12.8
3401 HEALTH & WELFARE, CERTIFICATED	253,478.00	245,250.22	245,250.22	96.7	0.00	8,227.78	3.2
3402 HEALTH & WELFARE, CLASSIFIED	235,554.56	201,902.79	201,902.79	85.7	0.00	33,651.77	14.2
3501 UNEMPLOYMENT INS, CERTIFICATED	1,008.50	940.41	940.41	93.2	0.00	68.09	6.7
3502 UNEMPLOYMENT INS, CLASSIFIED	504.00	431.16	431.16	85.5	0.00	72.84	14.4
3601 WORKERS' COMP, CERTIFICATED	72,141.50	66,806.06	66,806.06	92.6	0.00	5,335.44	7.3
3602 WORKERS' COMP, CLASSIFIED	36,040.75	30,656.82	30,656.82	85.0	0.00	5,383.93	14.9
3701 OPEB ALLOCATED CERTIFICATED	8,456.00	4,479.75	4,479.75	52.9	0.00	3,976.25	47.0
3901 OTHER BENEFITS, CERTIFICATED	8,000.00	2,186.27	2,186.27	27.3	0.00	5,813.73	72.6
3902 OTHER BENEFITS, CLASSIFIED	800.00	0.00	0.00	.0	0.00	800.00	100.0
TOTAL: 3xxx	1,303,351.20	1,030,914.76	1,030,914.76	79.0	0.00	272,436.44	20.9
4100 APPRVD TEXTBOOKS/CORE CURRICULA	107,600.00	58,516.23	58,516.23	54.3	195.97	48,887.80	45.4
4200 BOOKS/OTHER REFERENCE MATERIAL	500.00	178.67	178.67	35.7	0.00	321.33	64.2
4300 MATERIALS & SUPPLIES	302,076.32	153,820.44	153,820.44	50.9	18,863.80	129,392.08	42.8
4361 FUEL - GASOLINE,DIESEL	27,000.00	27,939.56	27,939.56	100.0	657.95	1,597.51-	.0
4362 TRANSP - OIL,GREASE	500.00	499.82	499.82	99.9	0.00	0.18	.0
4363 TIRES & ACCESSORIES	5,000.00	884.46	884.46	17.6	0.00	4,115.54	82.3
4364 REPLACEMENT PARTS	35,201.00	25,686.61	25,686.61	72.9	1,473.66	8,040.73	22.8
4365 TRANSP - OTHER SUPPLIES	9,865.00	8,837.25	8,837.25	89.5	0.00	1,027.75	10.4
4400 NON-CAPITALIZED EQUIPMENT	86,423.81	49,297.96	49,297.96	57.0	11,169.57	25,956.28	30.0
TOTAL: 4xxx	574,166.13	325,661.00	325,661.00	56.7	32,360.95	216,144.18	37.6

FROM 07/01/2017 TO 06/30/2018
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
5200	TRAVEL & CONFERENCES	31,918.65	18,718.59	18,718.59	58.6	750.00	12,450.06	39.0
5300	DUES & MEMBERSHIPS	1,500.00	1,379.45	1,379.45	91.9	0.00	120.55	8.0
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	121,336.04	121,336.04	89.4	7,055.92	7,209.04	5.3
5520	HEATING FUEL	27,800.00	26,552.90	26,552.90	95.5	947.13	299.97	1.0
5530	WATER & SEWER	20,000.00	19,324.78	19,324.78	96.6	3,644.28	2,969.06-	.0
5540	WASTE DISPOSAL	13,000.00	11,182.18	11,182.18	86.0	750.00	1,067.82	8.2
5600	RENT,LEASES,REPAIR NON CAP IMP	35,831.00	29,358.82	29,358.82	81.9	2,854.44	3,617.74	10.0
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	438,696.83	226,017.74	226,017.74	51.5	7,859.28	204,819.81	46.6
5801	AUDIT FEES	14,040.00	1,404.00	1,404.00	10.0	0.00	12,636.00	90.0
5802	LEGAL FEES	5,750.00	4,450.50	4,450.50	77.4	112.00	1,187.50	20.6
5811	ADVERTISING	2,500.00	926.28	926.28	37.0	140.00	1,433.72	57.3
5814	FINGERPRINTING	950.00	768.00	768.00	80.8	32.00	150.00	15.7
5903	COMMUNIC - TELEPHONE SERVICES	19,479.34	14,155.65	14,155.65	72.6	2,056.53	3,267.16	16.7
5904	COMMUNIC - POSTAGE/DELIVERY	3,750.00	2,556.21	2,556.21	68.1	0.00	1,193.79	31.8
TOTAL: 5xxx		786,722.82	526,037.14	526,037.14	66.8	26,201.58	234,484.10	29.8
TOTAL: 1xxx - 5xxx		5,766,846.07	4,751,190.24	4,751,190.24	82.3	58,562.53	957,093.30	16.5
6170	LAND IMPROVEMENTS	63,000.00	53,692.69	53,692.69	85.2	8,308.00	999.31	1.5
6200	BUILDINGS/IMPROVEMENT OF BLDGS	119,710.00	69,402.26	69,402.26	57.9	40,597.74	9,710.00	8.1
TOTAL: 6xxx		182,710.00	123,094.95	123,094.95	67.3	48,905.74	10,709.31	5.8
TOTAL: 1xxx - 6xxx		5,949,556.07	4,874,285.19	4,874,285.19	81.9	107,468.27	967,802.61	16.2
7350	TRANSFER INDIRECT COSTS-INTRFD	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
7619	OTHER AUTH INTERFUND TRNFS OUT	57,730.00	57,730.00	57,730.00	100.0	0.00	0.00	.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	364,803.00	0.00	0.00	.0	0.00	364,803.00	100.0
7980	BUDG FUND BAL-OTHER ASSIGNMENT	1,108,007.45	0.00	0.00	.0	0.00	1,108,007.45	100.0
7989	BUDG FUND BAL- RSRV ECON UNCER	243,202.00	0.00	0.00	.0	0.00	243,202.00	100.0
TOTAL: 7xxx		1,791,359.45	57,730.00	57,730.00	3.2	0.00	1,733,629.45	96.7
TOTAL: 1xxx - 7xxx		7,740,915.52	4,932,015.19	4,932,015.19	63.7	107,468.27	2,701,432.06	34.8

FROM 07/01/2017 TO 06/30/2018
UNAPPROVED TRANSACTIONS INCLUDED
Summary

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	7,740,915.52	4,550,213.75	4,550,213.75	58.7	0.00	3,190,701.77	41.2
	TOTAL: 1xxx - 5xxx	5,766,846.07	4,751,190.24	4,751,190.24	82.3	58,562.53	957,093.30	16.5
	TOTAL: 1xxx - 6xxx	5,949,556.07	4,874,285.19	4,874,285.19	81.9	107,468.27	967,802.61	16.2
	TOTAL: 1xxx - 7xxx	7,740,915.52	4,932,015.19	4,932,015.19	63.7	107,468.27	2,701,432.06	34.8
TOTAL EXPENSES	(1000 - 7999)	7,740,915.52	4,932,015.19	4,932,015.19	63.7	107,468.27	2,701,432.06	34.8

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BUDGET TRANSFERS
June 21, 2018

048 Laytonville Unified School Dis Budget Transfer Transactions J97921 BT0100 L.00.01 06/18/18 PAGE 1
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 180033 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

NO RECORDS FOUND													

LAYTONVILLE UNIFIED SCHOOL DISTRICT
CONSOLIDATED APPLICATION FOR FUNDING CATEGORICAL AID PROGRAMS
June 21, 2018

LAYTONVILLE UNIFIED SCHOOL DISTRICT
RATIFICATION OF SUPERINTENDENT'S EMPLOYMENT AGREEMENT
June 21, 2018

<u>Name</u>	<u>Employment Status</u>	<u>Contract Days</u>	<u>Salary</u>	<u>Effective</u>
Joan Potter	Superintendent	225	\$135,347	07/01/2018

BOARD ACTION ITEM K1

Board Meeting Date: June 21, 2018
Subject: Resolution No. 539 for Honoring Retirees
From: Joan Potter, Superintendent

Explanation:

On June 7, 2018, the Board honored one of two loyal and dedicated employees that have retired from the District in the 2017/18 school year. Our second retiree was unable to attend the last meeting so we will honor her tonight.

Recommendation:

Adopt Resolution No. 539 for Honoring Retirees

Attachments:

Resolution No .539

BOARD ACTION ITEM K2

Board Meeting Date: June 21, 2018

Subject: Approval of the 2018/19 LCAP

From: Joan Potter, Superintendent

Explanation:

The 2018/19 LCAP was presented at a Public Hearing on June 7, 2018. The plan has been finalized and is being presented tonight for board adoption and approval.

Recommendation:

Approve and adopt the 2018/19 LCAP

Attachments:

2018/19 LCAP available for review

BOARD ACTION ITEM K3

Board Meeting Date: June 21, 2018
Subject: Adoption of the 2018/19 Budget
From: Joan Potter, Superintendent

Explanation:

We reviewed the proposed 2018/19 budget at a Public Hearing during the June 7, 2018 meeting and it is ready for adoption.

The budget is based on the latest version of the LCFF calculator with lower enrollment/ADA projections

Budget Highlights

- Overall revenue is up \$73,504 (GAP fully funded)
- Federal revenue is down \$11,232 (EHCY)
- State revenue is down \$26,581 (College Readiness)
- Local revenue is down \$7,300 (Special Education)
- Expenses are down \$352,608 (One time expenditures: playground, security cameras, solar); grants ending
- Decrease in rates for Worker's Compensation
- 17.95% increase in health benefits costs
- Increase in both PERS and STRS
- The major component of the budget is employee costs

We are projected to have a 10% reserve (4% Economic Uncertainty and 6% Stabilization) for 2018/19 through 2020/21.

Recommendation:

Adopt the proposed 2018/19 Budget as presented

Attachments:

Proposed 2018/19 Budget
2018/19 Budget Adoption Reserves

BOARD ACTION ITEM K4

Board Meeting Date: June 21, 2018

Subject: Resolution No. 541 for Appropriating the Ending Balance to a Reserve

From: Joan Potter, Superintendent

Explanation:

Article XIIB of the California Constitution requires we appropriate our ending balance to our reserve account at the end of each school year. This resolution provides for the appropriation.

Recommendation:

Adopt Resolution No. 541 for Appropriating the Ending Balance to a Reserve

Attachments:

Resolution No. 541 for Appropriating the Ending Balance to a Reserve

LAYTONVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 541

APPROPRIATING THE ENDING 2017/18 BALANCE TO A RESERVE

WHEREAS, all public agencies including school districts must appropriate revenues pursuant to Article XIII B of the California Constitution; and,

WHEREAS, Section 2 of Article XIII B requires that any revenues not appropriated in compliance with the Article be returned through a revision in tax rates or fee schedules; and,

WHEREAS, Section 5 of Article XIII B allows an entity of government, including a school district, to establish a reserve and that contributions made to such a reserve are considered to be the year in which the contribution is made and that expenditures of withdrawals from such a reserve are not subject to the limitations of Article XIII B; and,

WHEREAS, the District wishes to ensure that all revenues received during the 2017/18 fiscal year have been appropriated and, furthermore, that such revenues not be subject to limitation in any future fiscal year;

NOW, THEREFORE, BE IT RESOLVED that, at the close of the 2017/18 fiscal year any monies from revenues and beginning balances not expended during the fiscal year are hereby appropriated to a Reserve Account within the General Fund, as authorized by Section 5 of Article XIII B of the California Constitution.

PASSED AND ADOPTED, on this 21st day of June, 2018, by the Governing Board of the Laytonville Unified School District by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Joan Potter, Superintendent

Shannon Ford, Clerk

BOARD ACTION ITEM K5

Board Meeting Date: June 21, 2018

Subject: Resolution No. 542 for Authorizing Budgetary Transfers

From: Joan Potter, Superintendent

Explanation:

Education Code 42601 requires a resolution authorizing the County Superintendent of Schools to make transfers between expenditure classifications, and to balance expenditure classifications as deemed necessary to permit payment of obligations of the District. Resolution No. 542 provides for this authorization.

Recommendation:

Adopt Resolution No. 542 for Authorizing Budgetary Transfers.

Attachments:

Resolution No. 542 for Authorizing Budgetary Transfers

LAYTONVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 542

RESOLUTION AUTHORIZING BUDGETARY TRANSFERS

The Governing Board of the Laytonville Unified School District, pursuant to Education Code 42601 - Transfer Between Funds to Permit Payment of Obligations at Close of Year - hereby authorizes the County Superintendent of Schools to make such transfers between any expenditure classification or classifications or balance any expenditure classifications of the budget of the district for the fiscal year 2017/18 deemed necessary to permit the payment of obligations of the district incurred during such year.

PASSED AND ADOPTED, on this 21st day of June, 2018, by the Governing Board of the Laytonville Unified School District by the following vote:

AYES:	_____
NOES:	_____
ABSTAIN:	_____
ABSENT:	_____

Joan Potter, Superintendent

Shannon Ford, Clerk

BOARD ACTION ITEM K6

Board Meeting Date: June 21, 2018

Subject: Resolution No. 543 for Establishing a Board Reserve for Economic Uncertainty Higher than the State Requirement

From: Joan Potter, Superintendent

Explanation:

Districts are required to adopt a resolution for establishing a reserve that is higher than the 4% economic uncertainty state requirement amount. CDE urges school districts to commit to maintaining “a prudent level of financial reserves to protect against the need to reduce services because of temporary revenue short falls or unpredicted expenditures”.

Recommendation:

Adopt Resolution No. 543 for Establishing a Board Reserve for Economic Uncertainty Higher than the State Requirement.

Attachments:

Resolution No. 543 for Establishing a Board Reserve for Economic Uncertainty Higher than the State Requirement.

**RESOLUTION NO. 543
ESTABLISHING A BOARD RESERVE FOR
ECONOMIC UNCERTAINTY HIGHER THAN
THE STATE REQUIREMENT**

WHEREAS, school district governing boards are responsible for maintaining the fiscal solvency of the schools they govern;

WHEREAS, the governing board of the Laytonville Unified School District wished to establish a Board Reserve for Economic Uncertainty in the fund balance of the general fund that is larger than the state requires;

WHEREAS, the California Department of Education, in its website, urges school districts to commit to maintaining a prudent level of financial resources to protect against the need to reduce services because of temporary revenue short falls or unpredicted expenditures;

WHEREAS, the California Department of Education and the Government Finance Officers Association recommend that school districts maintain committed, assigned, and unassigned reserves of at least two months of operating expenditures or approximately a 17 percent reserve to mitigate revenue short falls and unanticipated expenditures;

WHEREAS, maintaining positive cash flow will diminish the need for borrowing and its associated costs;

WHEREAS, California's tax system relies heavily on income taxes paid by individuals and businesses, which are volatile revenue sources;

WHEREAS, certain district expenditures such as health care benefits or pension costs can be difficult to predict precisely;

WHEREAS, healthy reserves can address these cost increases rather than immediately reducing spending and other parts of the budget;

WHEREAS, the district can experience unexpected costs for special education students with highly specialized needs, emergency facility repairs, natural disasters that reduce school attendance and associated school funding for lawsuits that result in costly settlements or judgments against the district;

WHEREAS, the district is in need of replacing textbooks and related curriculum, computers, school buses and equipment and facility components that have reached the end of their useful lives such as flooring, or heating and cooling systems;

WHEREAS, the district needs to finance the construction of school buildings and other capital projects and cannot rely completely on bond measures or state funding;

WHEREAS, in the event that the school district needs to borrow money, healthy reserves will provide the district with a higher rating from the credit rating agencies and lower interest rates;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. It is hereby determined that the governing board establishes a Board Reserve for Economic Uncertainty equal to 25% of General Fund expenditures and other financing uses.

2. The governing board of the school district, reserves the right to modify this board reserve in the future as the need arises.

Dated: June 21, 2018

Board President

Board Clerk

Member

Member

Member

BOARD ACTION ITEM K7

Board Meeting Date: June 21, 2018

Subject: Resolution No. 544 for Permitting Fund Transfers by County Office

From: Joan Potter, Superintendent

Explanation:

In order for the County Superintendent of School to transfer funds to pay end of year obligations the Laytonville Unified School District Board of Trustees must approve a resolution permitting them to do so.

Recommendation:

Approve Resolution No. 544 for Permitting Fund Transfers by County Office

Attachments:

Resolution No. 544

BEFORE THE BOARD OF TRUSTEES OF THE

**Laytonville Unified School District
MENDOCINO COUNTY, CALIFORNIA**

**RESOLUTION NO. 544
PERMITTING COUNTY OFFICE TO
TRANSFER BETWEEN FUNDS**

WHEREAS, the Governing Board of the Laytonville Unified School District, pursuant to Education Code 42601 - Transfer Between Funds to Permit Payment of Obligations at Close of Year - hereby authorizes the County Superintendent of Schools to make such transfers between any expenditure classification or classifications or balances any expenditure classifications of the budget of the District for the fiscal year 2017-18 deemed necessary to permit the payment of obligations of the District incurred during such year.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Laytonville Unified School District on the 21st day of June 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Governing Board

State of California EDUCATION CODE Section 42601.

At the close of any school year a school district may, with the approval of the governing board, identify and request the county superintendent of schools to make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, or balance any expenditure classifications of the budget of the district for that school year as necessary to permit the payment of obligations of the district incurred during that school year. For each elementary, high school, and unified school district that, during the preceding school year, had an average daily attendance less than the level, as appropriate, specified in subdivision (a) of Section 41301, the county superintendent of schools, with the consent of the governing board of the school district, may identify and make the transfers, and shall so notify the districts.

(Amended by Stats. 1988, Ch. 1462, Sec. 2.)

BOARD ACTION ITEM K8

Board Meeting Date: June 21, 2018

Subject: Resolution No. 545 for Fund Transfers for Upcoming Fiscal Year

From: Joan Potter, Superintendent

Explanation:

In order for the Superintendent and Business Manager to make fund transfers during the 2018/19 school year the Board must pass a resolution authorizing them to do so.

Recommendation:

Approve Resolution No. 545 for Fund Transfers for Upcoming Fiscal Year

Attachments:

Resolution No. 545

BEFORE THE BOARD OF TRUSTEES OF THE

**Laytonville Unified School District
MENDOCINO COUNTY, CALIFORNIA**

RESOLUTION NO. 545

FUND TRANSFERS for UPCOMING FISCAL YEAR

The Board of Trustees of the Laytonville Unified School District hereby authorizes the Superintendent and Business Manager to:

1. Make transfers between expenditure classification and/or transfers between funds deemed necessary to permit the payment of obligations of the District incurred during the 2018/19 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Laytonville Unified School District on the 21st day of June 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Governing Board

BOARD ACTION ITEM K9

Board Meeting Date: June 21, 2018

Subject: Resolution No. 546 for Interfund Temporary Cash Transfers for Upcoming Fiscal Year

From: Joan Potter, Superintendent

Explanation:

This resolution authorizes the Superintendent and Business Manager to temporarily transfer funds to another fund or account of the District to pay obligations.

Recommendation:

Approve Resolution No. 546 for Interfund Temporary Cash Transfers for Upcoming Fiscal Year

Attachments:

Resolution No. 546

LAYTONVILLE UNIFIED SCHOOL DISTRICT

AUTHORIZATION FOR 2018/19 INTERFUND TEMPORARY CASH TRANSFERS

RESOLUTION #546

WHEREAS, the LAYTONVILLE UNIFIED SCHOOL DISTRICT General Fund may experience temporary cash flow needs;

WHEREAS, LAYTONVILLE UNIFIED SCHOOL DISTRICT has other funds available to provide temporary transfers to the General Fund;

WHEREAS, Education Code Section 42603 states “the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations.

The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during the current fiscal year may be transferred.”

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the LAYTONVILLE UNIFIED SCHOOL DISTRICT authorizes the Superintendent or Business Manager to authorize such transfers as may be needed to facilitate cash flow.

PASSED AND ADOPTED THIS 21st day of June 2018, by the Board of Trustees of the ABC UNIFIED SCHOOL DISTRICT by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Governing Board

BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: June 21, 2018

Subject: PUBLIC HEARING: Ratification of Contract with CSEA Chapter 80

From: Joan Potter, Superintendent

Explanation:

CSEA Chapter 80 and the District have signed a tentative agreement regarding the 2018-2021 CSEA Contract. Changes to the contract are attached.

Recommendation:

Approve the attached salary schedule

Attachments:

CSEA Salary Schedule
Tentative Agreement
Public Disclosure

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: June 21, 2018

Subject: PUBLIC HEARING: Ratification of Contract with Long Valley
Teacher's Association

From: Joan Potter, Superintendent

Explanation:

LVTA and the District have completed negotiations for the 2017-2020 LVTA contract. Attached are the changes made to the contract.

Recommendation:

Ratify the 2017-2020 LVTA Contract

Attachments:

Changes to be made for the 2017-2020 contract
Public Disclosure

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: June 21, 2018

Subject: Public Disclosure for Confidential Employees

From: Joan Potter, Superintendent

Explanation:

I have proposed a one-time 1% increase to the Confidential Employees Salary Schedule to be effective July 1, 2018.

Recommendation:

Approve Confidential Salary Schedule

Attachments:

Public Disclosure

Confidential Salary Schedule

INFORMATION ITEM M1

Board Meeting Date: June 21, 2018
Subject: ASES Report
From: Joan Potter, Superintendent

Explanation:

Laytonville Unified School District is part of a county-wide consortium providing After School Programs to elementary school students. We have been offering the program for the past five years. Ms. Stange will provide you with a brief overview of the program components.

INFORMATION ITEM M2

Board Meeting Date: June 21, 2018
Subject: ISOP Report
From: Joan Potter, Superintendent

Explanation:

For the 2017-2018 school year most students K-12 were served by our part-time ISOP Teacher at the Elementary School. Four (4) students were on full time ISOP for parts of the year.

At the high school 4 full time students were served in ISOP. In addition to the full time students many students took one or two classes through the program. Kandice Golightly will be coordinating the ISOP and Continuation School curriculum this summer. The curriculum is also aligned to coursework offered at the high school. For the 2018/19 school year the program will essentially remain the same though the Continuation Teacher will be providing ISOP instruction.

INFORMATION ITEM M3

Board Meeting Date: June 21, 2018
Subject: Facilities Update
From: Joan Potter, Superintendent

Explanation:

Don Alameida will present a facilities update.