

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF OCTOBER 15, 2020**

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

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room via Zoom on October 15, 2020. Board President Calvin Harwood called the meeting to order at 5:01 pm.

**ROLL CALL:**

Trustees Present: Calvin Harwood Meagen Hedley, Elina Agnoli, Mat Paradis & Erin Gamble

Administrators Present: Joan Potter, Lorre Stange and Tim Henry

Student Representative: Wolfgang Peterson

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

**C. CLOSED SESSION AGENDA:**

**CS-1 CONSIDERATION OF INTER-DISTRICT TRANSFER REQUEST, CS-1**  
*Student IDT 2020/21-C*

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** Board President Calvin Harwood announced that on Closed Session Item CS-1, Consideration of Inter-District Transfer Request, Student IDT 2020/21-C, the Board unanimously approved the transfer request for student IDT 2020/21-C. 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 Mat Paradis, unanimously approved with a 4-0 vote. (Erin arrived late)

**G. CORRESPONDENCE:**

- Letter from Parent Advocate Group re: Lawsuit Against School Districts for Students with Special Needs.
- Letter from Meg Kalikole, Director of External Fiscal Service re: the County Office Review of the 2020/21 Adopted Budget

**H. PUBLIC INPUT: None**

**I. REPORTS AND COMMENTS:**

Superintendent's Report:

The District had their two positive cases of COVID-19 among staff members. All protocols were being followed at the time of the positive test. Those few who had close contact (within 6 feet for more than 10 consecutive minutes) with the positive cases were notified to quarantine and test

after the appropriate time had passed and the high school campus was closed to students and staff for 72 hours. This gave the District the opportunity to review protocols and it was determined that communication is a very challenging part in all of this. In the event there is a positive case or a suspected positive case, how does the District get that information out to the people that need to know? Does the information go out to the entire community or does that just raise fear amongst people? Mrs. Potter will continue working with Public Health on these communication struggles. Next, there was a suspected COVID-19 case at the one of Elementary school cohorts. When the District was notified of this person receiving a test, the cohort was closed until negative results were received. However, this brought up the concern of what to do about connectivity when we must close the campus in events such as this. Mrs. Potter has been working with staff to make sure these students are supplied with work that can be done without the internet in the event campus needs to be closed.

- Stacey Patton referred to the CDC recommendation that schools do not administer screening at school. Instead students should be screened by parents in the home before getting on the school bus or coming to school. Ms. Patton asked if the Board can adopt a policy that is stricter than CDC and would mean the students are screened at home as well as before getting on the bus or entering a classroom. Mrs. Potter responded that currently our protocol is to screen students before getting on the bus as well as before sitting down to class. However, CDC is now recommending that school district leave the screening to the home.

The following reports were given:

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

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

- **Motion** to accept the Consent Agenda by Erin Gamble, seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

#### **K. ACTION:**

##### K.1. Board Member Appointment in Lieu of Election

- One candidate filed for a Board seat prior to the Election deadline. Since there were no other candidates, there is to be an appointment in lieu of election and the candidate is eligible for a four-year term.
- **Motion** to appoint Meagen Hedley in Lieu of Election by Elina Agnoli, seconded by Mat Paradis, unanimously approved with a 4-0 vote (Meagen Recused)

##### K.2. Review Applications, Deliberate and Appoint New Board Members

- The Laytonville Unified School District Board of Trustees has three terms expiring this year. One seat was filled by appointment in lieu of election. The two other seats were advertised for two weeks and the Board was given the applications of interested community members. Time was scheduled to review the paperwork and interview the individuals during tonight's open session board meeting. After the interviews, the board deliberated in open session and made their decision.

- **Motion** to Mat Paradis by Elina Agnoli, seconded by Erin Gamble, unanimously approved with a 4-0 vote (Mat Recused).
- **Motion** to appoint Erin Gamble by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 4-0 vote. (Erin Recused)

### K.3. Administration of Oath of Office for New Board Members

- Candidates for the open Board positions and Mrs. Potter administered the Oath of Office to the selected candidates and they were welcomed to the Board.

### K.4. Students of the Month

- Mr. Henry presented the Students of the Month for Laytonville High School and had them introduce their families. The Middle School October Student of the Month will be presented at the November meeting.
- **Motion** recognize the Students of the Month and their families by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

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

### L.1. Approval of Contracts greater than \$15,000

- According to Board Policy 3312, Contracts exceeding \$15,000 needs to have prior approval from the Governing Board.
  - Install Mini-Split System for Classroom #15 -\$18,636.00
- **Motion** to approve the Superintendent to enter into contract with Lawson Mechanical Contractors to install a mini-split system in classroom #15, not to exceed \$19,000 by Erin Gamble, seconded by Mat Paradis, unanimously approved with a 5-0 vote.

### L.2. Acceptance of a Gift

- A community member, in her trust, left property to the school district. The property is located off Ten Mile Creek Road across the foot bridge. The donor requested that the property be used for student environmental education purposes. The property is not easily accessible for school students and may pose a liability to the district. The executor of the trust has sent us a letter regarding possible sales of the property by the district.
- Our Board Policy 3290 allows the Board to accept gifts of property. It specifically states the following:
  - GIFTS, GRANTS AND BEQUESTS BP 3290(a)
  - The Board of Trustees may accept any gift, grant, or bequest of money, property, or service to the district from any individual, organization, foundation, or public or private agency that desires to support the district's educational program. While greatly appreciating suitable donations, the Board shall reject any gift which may directly or indirectly impair its authority to make decisions in the best interest of district students or its ability or commitment to provide equitable educational opportunities.
  - Before accepting any gift, grant, or bequest, the Board shall carefully consider any conditions or restrictions imposed by the donor to ensure their consistency with the district's vision, philosophy, and operations. If the Board believes the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted.
  - In addition, the Board shall ensure that acceptance of the gift, grant, or bequest does not:

1. Involve creation of a program which the Board would be unable to sustain when the donation is exhausted
  2. Entail undesirable or excessive costs
  3. Promote the use of violence, drugs, tobacco, or alcohol
  4. Advertise or endorse the use of non-nutritious food or beverages during the school day
  5. Encourage or enable the violation of any law or district policy
  6. Imply endorsement of any business or product or unduly commercialize or politicize the school environment
- **Motion** to direct the Superintendent to draw up a Donor Acquisition Agreement to be presented to the Executor and Trustee as well as conducting a title search process by Erin Gamble, Seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

#### L.3. Resolution No. 596 for Participation in Staywell

- Our district, like most others in the County belongs to a health plan consortium known as the Staywell Health Plan JPA (Joint Powers Agreement). Staywell sets the policies and plan benefits and negotiates with Blue Shield for the member districts. Each agency shall annually adopt a resolution and submit to the Administrative Agency by March 1 to continue participation in the Staywell group and agree to uphold the bylaws and policies. (Amended 1/26/17)
- **Motion** to adopt Resolution No. 596 for Participation in Staywell Health Plan JPA by Mat Paradis, seconded by Elina Agnoli, unanimously approved with a 5-0 vote.

#### L.4. Approval of Contract for General Contractor & Resolution No. 597

- The District sent out a request for bids for a General Contractor for the Laytonville Elementary School Construction of New Classroom Building "D". We received proposals from four contractors:
  - Cupples and Sons Construction
  - F.R.C., Inc.
  - GMH Building
  - G.C.C.I.
- We are required to accept the lowest bid based on base bid + Alt 1. However, a letter of protest was issued by FRC, Inc. against Cupples and Sons Construction. Cupples and Sons Construction has two days to respond to this letter. No action was taken.

**M. INFORMATION ITEMS:** None

**N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:** None

**O. COMMENTS FROM THE BOARD:** Advanced notice on special meeting if possible, Erin is happy to hear that sports conditioning is starting and he would like to push for sports to start again. Thanks for everything that everyone is doing. Thank you for adapting the best you can and hope that this is over soon.

**P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 5-0 vote. The meeting was adjourned at 6:35 P.M. The next regular meeting will be held on November 5, 2020.

Respectfully submitted,

Adopted as Final  
November 5, 2020

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Joan Viada Potter  
Secretary to the Board

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Calvin Harwood  
President of the Board