

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF SEPTEMBER 8, 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 September 8, 2016. Board President Calvin Harwood called the meeting to order at 6:18 PM

ROLL CALL:

Trustees Present: Calvin Harwood, 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:

<i>CS-1</i>	PUBLIC EMPLOYEE APPOINTMENT	<i>CS-1</i>
	Title: Middle School Volleyball Coach	

<i>CS-2</i>	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE	<i>CS-2</i>
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<i>CS-3</i>	CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION	<i>CS-3</i>
	Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9	

D. ANNOUNCEMENTS FROM CLOSED SESSION: On Closed Session Item CS-1 Public Employee Appointment/Employment of Middle School Girls Volleyball Coach the Board unanimously approved hiring Kandi Golightly. 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 Tina Tineo, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE:

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter began by addressing the dry field situation and that at this time there is little the District can do about it until the well/pump has been inspected. Next, Mrs. Potter shared that maintenance is currently working on a ramp at the preschool because the wheelchair access has been eliminated due to the construction. Next Mrs. Potter announced that a new scoreboard for the Tin Gym has been received and will hopefully be installed in the following week. Also, Mrs. Potter shared that new lighting has been ordered for the High School gym that will be more

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energy efficient. Next, Mrs. Potter shared that there are still a few phone and internet issues that were caused by the construction during the summer but the construction crew is working on getting them all in working order. Also, Mrs. Potter commended the LUSD staff for being so great at working around the construction. Lastly, Mrs. Potter reported that the new District website should be up and running shortly.

- Don Alameida presented his facilities report providing an update of the construction project

The following reports were given:

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

Motion to move items M3 & M4 before K1 by Shelagh Deveney, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

J. ACTION: CONSENT AGENDA

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

M.3. Welcoming New Employees

- We have hired many new employees for the 2016/17 school year.
- Casey Watkins- 4th Grade
- Natalia Moody- 6/7/8 Math and Science
- Judy Hansen-Psychologist
- Rosemary Keelan- High School Spanish
- All employees were invited to meet the Board at this board meeting.
- Lindsay Jacobson- ELD
- Carl Ricco- Special Ed. Instructional Assistant, Cafeteria Helper
- Michelle Polson- Special Ed Instructional Assistant
- Allie Smith-Instructional Assistant

M.4. Recognition of Newly Tenured Employees

- In June we recognized seven of our teachers for completing year 2 of the BTSA program. Additionally two of our staff members who had previously completed the BTSA program prior to June 2016, have earned tenure in our District. The District would like to thank and recognize the following individuals:
 - Ed Keelan
 - Daniel Pecheur
 - Maggie Agnew
 - Jason Walczak
 - Mary Joens-Poulton
 - Kat David
 - Sara Gamble

K.1. Resolution No. 501 for GANN Limit

- California voters approved Proposition 4, the Gann Initiative, in November of 1979. The purpose of the initiative is to place “limits on the growth of expenditures for publicly funded programs.”
- Ed Code sections 1629 & 42132 specify that district governing boards must adopt a resolution that identifies the estimated appropriations limit for the current year and the actual appropriations limit for the preceding year.
- **Motion** to adopt Resolution No. 501 for the GANN Limit by Meagen Hedley, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

L. DISCUSSION / ACTION:

L.1. PUBLIC HEARING: Notification of Compliance with EC 60119 (Instructional Materials) for 2016/17

- The Board must conduct a Public Hearing per EC Section 60119 to encourage participation by parents, teachers, bargaining unit leaders and members of the community interested in the affairs of the schools regarding the sufficiency of textbooks or instructional materials, or both, in each subject consistent with the content and cycles of the curriculum frameworks adopted by the state, and shall make a determination that funds designated for instructional materials have been expended for that purpose. Governing Boards that have met the requirements of EC 60119 and have also certified compliance with the IMFRP requirements regarding provision of adopted standards-aligned instructional materials for all students (EC 60411) may spend 100% of any remaining IMFRP funds from that year’s allocation for other approved purposes. A Public Hearing Notice regarding this topic has been posted for 10 days.
- EC 60119 specifies there must be sufficient materials in the following subject areas:
 - English /Language Arts (including an English language development component)
 - Mathematics
 - History/Social Science
 - Science
- We have sufficient texts and instructional materials and they are listed on the Core Curriculum Adopted Textbook Matrix. The Board must also determine whether pupils enrolled in foreign language or health courses have sufficient textbooks or instructional materials, and that laboratory science classes have been provided with sufficient science equipment for courses in grades 9-12. The principals will report on the status of instructional materials in the specified subject areas.
- A Public Hearing was conducted
- No Public Input
- Public Hearing was closed

L.2. Resolution No. 502 for Compliance with EC 60119 for the 2016/17 School Year and Certification of Provisions of Standards-Aligned Instructional Materials

- The Board has been provided a copy of EC 60119, and the Textbook Matrix and held a Public Hearing to determine the sufficiency of textbooks and instructional materials in specified subject areas consistent with the content and cycles of the curriculum frameworks adopted by the state.
- The Board determined that there are sufficient materials as prescribed by law in all the subject areas listed in EC 60119, and that the textbook adoptions follow the state cycles
- **Motion** to adopt Resolution No. 502 for Certification of Provisions of Standards-Aligned Instructional Materials by Tina Tineo, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.3. Approval of Unaudited Actuals

The 2015/16 unaudited actuals represent the expenditures completed and revenues received when the books were closed. The 2015/16 unaudited actuals have an impact on the 2016/17 budget which will be reflected in the First Interim Budget Report. The First Interim will be presented at the December meeting. Board review and adoption of the 2015/16 actuals is required.

The 2015/16 unaudited actuals include the following changes to:

- The unrestricted ending balance increased by \$400,204.
- The general fund contributions to restricted accounts decreased \$4,153.
- Cafeteria encroachment decreased \$19,875.
- The restricted ending balance increased \$5,017.

The next budget revision occurs with the First Interim Budget on October 31; the report will be presented in December.

- **Motion** to approve Unaudited Actuals by Tina Tineo, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote

L.4. BP & AR 3320 for Claims and Action Against the District, Second Reading/Approval

- In our meeting on August 11th, the Board reviewed the proposed BP & AR 3320.
- **Motion** to approve the proposed BP & AR 3320 by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.5. Uniform Complaint Procedures

- Our current BP 1312.3 does not include language regarding the Local Control Accountability Plan (LCAP). The attached revised policy reflects the required language.

L.6. Approval for Bids to exceed \$10,000 for roof repair

- BP 3312 states: The Superintendent may enter into contracts on behalf of the District. The contract amount which can be entered into without prior approval by the Governing Board shall not exceed \$10,000. All contracts must be approved or ratified by the Governing Board. All contracts between the District and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. The District upholds state nondiscrimination laws and all contracts made by the District shall contain a nondiscrimination clause in accordance with the law.

- The woodshop roof at the old high school needs replacing. It is anticipated that the cost of this project will exceed \$10,000 and will be closer to \$20,000.
- **Motion** to approve the Superintendent to accept bids for the roof replacement project in excess of \$10,000 by Tina Tineo, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

M. INFORMATION ITEMS:

M.1. Opening Enrollments

Enrollment has declined slightly at LES and remains steady at the high school and Spy Rock.

Enrollment	05	06	07	08	09	10	11	12	13	14	15	16
*K-8, ISOP	280	249	236	243	258	259	268	274	286	280	278	270
LHS, ISOP	177	161	148	127	132	129	126	131	125	119	119	120
Continuation High	4	2	1	2	3	2	2	2	2	1	1	1
Com. Day School	5	5	8	9	6	6	9	0	0	0	0	0
District Totals	466	417	393	381	399	396	405	407	413	400	398	391

*Note: K-8 includes Spy Rock (14).

M.2. Fall Sports Program

The fall sports program has great participation again this year. In football we have 18 Varsity players. The team is being coached by Jon Nielsen, assisted by Russell Kaser (Volunteer). Katie Cabezut is coaching 8 Varsity volleyball players and Abbe Arkelian is coaching 7 JV volleyball girls. Additionally, Middle School volleyball is just getting under way and is being coached by Kandi Golightly. Also, High School soccer is going with 18 players and they are being coached by Jose Reyes and volunteer coach Carl Ricco.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: Contact Weeks' Drilling and find out what it would take to work on the wells at the sites.

O. COMMENTS FROM THE BOARD: Meagen said her daughter was really impressed by the new bathrooms that were cleaned up over the summer. Shelagh is really excited the new school year has started.

P. ADJOURNMENT:

Motion to adjourn the meeting by Tina Tineo, seconded by Meagen Hedley, unanimously approved with a 4-0 vote. The meeting was adjourned at 7:41 pm. The next regular meeting will be held on October 6, 2016.

Respectfully submitted,

Adopted as Final
October 6, 2016

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board