

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF JANUARY 15, 2015**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on January 15, 2015. Board President Calvin Harwood called the meeting to order at 6:17pm.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, and Tina Tineo.

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

Student Representative: None.

B. PUBLIC INPUT re CLOSED SESSION ITEMS: No public input regarding closed session items.

C. CLOSED SESSION AGENDA:

CS-1: CONFERENCE WITH LABOR NEGOTIATOR:

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: LVTA

D. ANNOUNCEMENTS FROM CLOSED SESSION:

Board President Calvin Harwood announced that the Board did not take any action during 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 Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

G. CORRESPONDENCE: None.

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter welcomed Tony Loumina, Leggett Valley Superintendent. She announced that the hydration stations have been installed at both the elementary school and high school. The high school students are very excited about the hydration stations and are using them quite a lot. Additionally, also over Winter Break, some projectors were mounted to the ceilings in a few classrooms by John Haverman from MCOE. Next, John will be installing the new TV screen that was donated by Kat David and her husband into the District Board room. Next, Mrs. Potter shared Paul Tichinin has retired as County Superintendent and Warren Galletti has begun his term. He will be visiting the District on February 12th to introduce himself and become familiar

with our District. Lastly, Mrs. Potter explained that she has been meeting with a group from the community who is interested in putting a library in Laytonville. The Mendocino County Library has said they can provide someone to work 20 hours per week in Laytonville, as well as donate the old bookmobile. The current proposal is to have the old bookmobile parked somewhere in town and be run by someone from the county, as well as volunteers. Mrs. Potter has spoken with the group, as well as the District's legal counsel, about parking the bookmobile at the old high school site and is currently working on a facilities use agreement.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative – No Report	LVTA	CSEA

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented this month's Student of the Month, Wyatt Silva, for Laytonville High School, and introduced his family.
- **Motion** to recognize Wyatt Silva, the Student of the Month by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

K.2. Employee Recognition Award – Resolution No. 465

- Twice a year the Board of Trustees receives recommendations for the Board's Employee Recognition Awards. Staff, students and community members can recommend employees for the award. The award recipients are recognized with a Board Resolution in their honor, a gift and their name is placed on a perpetual plaque which hangs in the District Office.
- The District is very pleased to present this year's Employee Recognition Award to Nancy Golightly.
- **Motion** to adopt Resolution No. 465 for the Employee Recognition Award and recognize Nancy Golightly by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L. DISCUSSION / ACTION:

L.1. Transportation Safety Plan

- Education Code Section 39831.3 requires that a Transportation Safety Plan be developed and reviewed periodically, and be available to the California Highway Patrol upon request. The Plan provides school personnel with certain basic safety precautions regarding school buses. The District's plan was last reviewed in January 2012.
- **Motion** to adopt the revised 2015 Transportation Safety Plan by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.2. Approval of Preschool Teacher Job Description

- Over the years, licensing requirements have changed for the State Preschool program. The District does not currently have a job description for Preschool Teacher. Attached is a description that incorporates the state requirements. Following Board adoption of the job description the District will negotiate the hourly rate for this position.
- **Motion** to approve the proposed State Preschool Teacher Job Description by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

L.3. Certification of Election Results – Resolution No. 466

- Measure Q passed by 68.69% in the November election. The District has received official notification of the results from the Mendocino County Assessor-County Clerk-Recorder Office, Elections Division. It is necessary for the Board to pass a resolution certifying the results in order to proceed with bond sales.
- **Motion** to approve Resolution No. 466 for Certification of Election results by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

L.4. Bond Oversight Committee

- The formation of a Bond Oversight Committee is a requirement of Proposition 39 and Section 15278 of the Education Code. The Board passed a resolution last month that outlined the responsibilities of the committee. The District has advertised for applicants locally and on its website. The District has received 7 applications. Listed below are Mrs. Potter's recommendations for appointment.
 - Allison Pernell – Parent of a Child Enrolled in the District
 - Meadow Shere – Parent of a Child Enrolled in the District and Active in a Parent-Teacher Organization
 - Phil Gravier – Active Business Member
 - Matthew O'Neill – Active Member in a Senior Citizens' Organization
 - David Quale – Active Member in a Taxpayers Association
 - Molly Rinaldi – Member of the Community At-Large
 - Jiongyi Pierson – Member of the Community At-Large
- **Motion** to appoint the above members to the Bond Oversight Committee by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.5. Recommendation for Architect

- The District put out an RFQ for an architect to provide services for the upcoming Bond Project. Two proposals were received. One from Architecture for Education, Inc. and the other from Alameida Architecture. The District Advisory Committee met on Monday, January 5, 2015 to review the proposals and recommended that the District enlist the services of Alameida Architecture.
- Motion to approve the recommendation and direct the Superintendent to meet with and enter into a contract with Alameida Architecture by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.6. Approval of Additions to Contract with Long Valley Teachers Association

- The Board ratified the 2014-2017 LVTA contract during the June 26, 2014 Board Meeting. In the contract it was agreed that the union and the district would meet to revise/add a few items. Mrs. Potter has been meeting with the LVTA negotiating team all fall and together they have come up with a tentative agreement regarding the changes.

- Motion to approve the attached changes in language to the 2014-2017 LVTA contract by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

M. INFORMATION ITEMS:

M.1. Bond Program Update

- Shin Green presented an update on the Bond Program.
 - A printed version of the full PowerPoint is available upon request.

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

O. COMMENTS FROM THE BOARD: Tina Tineo expressed that she is excited that the District is moving forward with the bond. Calvin Harwood agreed with Tina. Mrs. Potter thanked Shin Green for his presentation.

P. ADJOURNMENT:

Motion to adjourn the meeting by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote. The meeting was adjourned at 8:47 pm. The next regular meeting will be held on February 5, 2015.

Respectfully submitted,

Adopted as Final
February 5, 2015

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #7 2014/15

February 5, 2015

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>			
<u>Certificated Resignation</u>			
<u>Certificated Layoff</u>			
<u>Certificated Leave of Absence:</u>			
<u>Certificated Transfer</u>			
<u>Classified Appointment</u>			
Bond, Dorje	3 hr. Instructional Assistant	Prob. \$9.80/hr	1/23/2015
<u>Classified/Confidential Appointment</u>			
<u>Classified/Confidential Resignation</u>			
<u>Classified Transfer</u>			
<u>Classified Resignation</u>			
<u>Classified Layoff</u>			
<u>Coaching Positions</u>			

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #7 2014/15

February 5, 2015

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
1/14/15	2045	Dorje Bond	Payroll Advance	\$250.00
1/23/15	2046	Red. Reg. OOTM	Regional Membership	\$65.00

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
February 5, 2015

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 01/08/2015

01/07/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0046 JB

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT	
REQ#	REFERENCE	LN	FU RESO P OBJE SCH GOAL FUNC DIST	DESCRIPTION			
15728356	000197/	ADMINISTRATIVE SRV CORP					
	PO-019725	1.	68-0000-0-5600-001-0000-6000-0000	DENTAL		168.00	
		2.	69-0000-0-5600-001-0000-6000-0000	VISION		84.00	
		WARRANT TOTAL					\$252.00
15728357	005381/	ADVANCED SECURITY SYSTEMS					
	PO-019724	1.	01-0000-0-5800-001-0000-8300-0000	286484		142.50	
		2.	01-0740-0-5800-001-0000-3600-0000	283620		147.00	
		WARRANT TOTAL					\$289.50
15728358	000231/	BLUE SHIELD OF CALIFORNIA					
	PO-019726	1.	01-0000-0-9514-000-0000-0000-0000	F05082, OCBA, F05091		10,123.56	
		WARRANT TOTAL					\$10,123.56
15728359	005991/	IRA CAUGHNOR III					
	PV-150189		01-0740-0-5800-001-7110-3600-0000	MILEAGE REIMBURSE. 12/15-12/18		421.12	
		WARRANT TOTAL					\$421.12
15728360	003496/	CDW GOVERNMENT INC.					
	PO-019871	1.	01-0000-0-4300-001-1110-1000-0000	RH36733		347.74	
		WARRANT TOTAL					\$347.74
15728361	000039/	CHEVRON BUSINESS CARD SERVICES					
	PO-019768	1.	01-0000-0-4361-001-0000-8110-0000	ACCT. 7898860577		170.41	
		2.	01-0740-0-4361-001-0000-3600-0000	ACCT. 7898860577		879.19	
		WARRANT TOTAL					\$1,049.60
15728362	001793/	CLOVER STORNETTA FARMS INC.					
	PO-019812	1.	13-5310-0-4700-001-0000-3700-0000	100178384, 85		323.47	
		WARRANT TOTAL					\$323.47
15728363	003353/	ENVIRONMENTAL HEALTH					
	PO-019963	1.	01-0740-0-5800-001-0000-3600-0000	EH26856		894.00	
	PO-019969	1.	13-5310-0-5800-001-0000-3700-0000	EH27434		317.00	
		1.	13-5310-0-5800-001-0000-3700-0000	EH27430		443.00	

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 01/15/2015

01/14/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0047 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
15729045	004433/	A-Z BUS SALES INC											
		PO-019976	1.	01-0740-0-4364-001-0000-3600-0000								DI48631, DI48633	28.37
				WARRANT TOTAL									\$28.37
15729046	004523/	CA REDWOOD REGION OOTM											
		PO-019981	1.	01-0000-0-4300-002-1110-4100-0000								1-24-15 WORKSHOP	30.00
				WARRANT TOTAL									\$30.00
15729047	003381/	SUE CARBERRY											
		PV-150194		01-0740-0-4365-001-0000-3600-0000								REIMBURSEMENT	20.65
				WARRANT TOTAL									\$20.65
15729048	005991/	IRA CAUGHRON III											
		PV-150195		01-0740-0-5800-001-7110-3600-0000								1/5-1/9	540.50
				WARRANT TOTAL									\$540.50
15729049	001804/	CDE											
		PO-019915	1.	13-5310-0-4700-001-0000-3700-0000								15 SF-16360	114.40
				WARRANT TOTAL									\$114.40
15729050	001793/	CLOVER STORNETTA FARMS INC.											
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000								100190090	200.33
				WARRANT TOTAL									\$200.33
15729051	004792/	DEPT. OF JUSTICE											
		PO-019798	1.	01-0000-0-5814-001-0000-7400-0000								075774	64.00
				WARRANT TOTAL									\$64.00
15729052	003353/	ENVIRONMENTAL HEALTH											
		PO-019973	1.	13-5310-0-5800-001-0000-3700-0000								EH27438	182.00
				WARRANT TOTAL									\$182.00
15729053	005074/	EUREKA OXYGEN											
		PO-019977	1.	13-5310-0-5800-001-0000-3700-0000								410194	168.04
				WARRANT TOTAL									\$168.04
15729054	005362/	FERRELLGAS											
		PO-019809	1.	01-0000-0-5520-001-0000-8200-0000								1085635903, 50885, 2145	1,655.39

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
			1.	01-0000-0-5520-001-0000-8200-0000							1085635903,	ONL0728364	54.91
			2.	01-9010-0-5520-001-0000-8200-5375							1085635906		62.21
				WARRANT TOTAL									\$1,772.51
15729055	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-019771	1.	01-0000-0-4300-001-0000-8110-0000							2467:	ACCT. 1221	40.88
		PO-019788	1.	13-5310-0-4700-001-0000-3700-0000							ACCT. 2004		171.64
				WARRANT TOTAL									\$212.52
15729056	002503/	DENNIS HOGAN											
		PV-150196		01-0000-0-4300-003-1110-1000-0016							REIMBURSEMENT		299.02
				WARRANT TOTAL									\$299.02
15729057	005671/	JANE KELLEY											
		PV-150197		01-0079-0-5800-001-0000-3160-0000							CELDT TESTING		90.00
				WARRANT TOTAL									\$90.00
15729058	000191/	LAYTONVILLE UNIFIED REVOLVING											
		RC-150005		01-0000-0-5904-001-0000-7200-0000							REVOLVING		49.00
				13-5310-0-5904-001-0000-3700-0000							REVOLVING		98.00
				WARRANT TOTAL									\$147.00
15729059	000220/	LAYTONVILLE WATER DISTRICT											
		PO-019791	1.	01-0000-0-5530-001-0000-8200-0000							LES, LMS, LHS-AG, OLD, NEW		1,049.79
				WARRANT TOTAL									\$1,049.79
15729060	000061/	LONG VALLEY LUMBER											
		PO-019920	1.	01-0000-0-4300-001-1110-1000-0000							ACCT. 1274		1,003.48
				WARRANT TOTAL									\$1,003.48
15729061	003278/	MCCAFFREY'S LAYTONVILLE											
		PO-019979	1.	01-0740-0-5800-001-0000-3600-0000							TOW 2001 DODGE VAN TO LEGGETT		225.00
				WARRANT TOTAL									\$225.00
15729062	004793/	PETERSON											
		PO-019971	1.	01-0740-0-5600-001-0000-3600-0000							SW060019837		2,556.64

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL														\$2,556.64
15729063	000099/	PETTY CASH												
		PV-150198		01	0000	0	4300	003	0000	2700	0000		LHS PETTY CASH	2.14
				01	0000	0	5904	003	0000	2700	0000		LHS PETTY CASH	369.70
WARRANT TOTAL														\$371.84
15729064	001308/	JOAN POTTER												
		PV-150199		01	0000	0	5200	001	0000	7100	0000		REIMBURSEMENT	29.66
WARRANT TOTAL														\$29.66
15729065	000141/	ROUND TREE GLASS												
		PO-019978	1.	01	0740	0	5600	001	0000	3600	0000	63413		282.19
WARRANT TOTAL														\$282.19
15729066	005987/	MARBRY SIPILA												
		PO-019814	1.	13	5310	0	4700	001	0000	3700	0000	595095		54.00
WARRANT TOTAL														\$54.00
15729067	003078/	SOLID WASTE OF WILLITS												
		PO-019752	1.	01	0000	0	5540	001	0000	8200	0000	L34797,L34845,L34863: #411087		77.60
WARRANT TOTAL														\$77.60
15729068	005068/	STAPLES CONTRACT & COMMERCIAL												
		PO-019968	1.	01	0000	0	4300	001	0000	7200	0000	7001579640		238.88
		PO-019972	1.	01	0000	0	4300	002	1110	1000	0000	7001589761		60.25
			1.	01	0000	0	4300	002	1110	1000	0000	7001589777		60.25
			1.	01	0000	0	4300	002	1110	1000	0000	7001589778		60.25
			1.	01	0000	0	4300	002	1110	1000	0000	7001589779		60.25
			1.	01	0000	0	4300	002	1110	1000	0000	7001589784		60.25
			1.	01	0000	0	4300	002	1110	1000	0000	7001589785		60.25
			2.	01	0000	0	4300	003	1110	1000	0000	7001589786		60.25
			2.	01	0000	0	4300	003	1110	1000	0000	7001589789		60.25
			2.	01	0000	0	4300	003	1110	1000	0000	7001589790		60.25
			2.	01	0000	0	4300	003	1110	1000	0000	7001589796		60.25
			2.	01	0000	0	4300	003	1110	1000	0000	7001589797		60.25
WARRANT TOTAL														\$901.63
15729069	003808/	STATE BOARD OF EQUALIZATION												
		PO-019908	1.	01	0740	0	4361	001	0000	3600	0000	OCT.-DEC. 2014 DIESEL FUEL TAX		14.52
WARRANT TOTAL														\$14.52
15729070	003434/	SYSCO FD SCVS OF SAN FRANCISCO												
		PO-019815	1.	13	5310	0	4700	001	0000	3700	0000	501120294		2,299.49
WARRANT TOTAL														\$2,299.49
15729071	000043/	VERIZON CALIFORNIA												
		PO-019914	1.	01	9010	0	5903	001	0000	2100	5375	707-984-8089		195.98
WARRANT TOTAL														\$195.98
15729072	001370/	WEATHERTOP NURSERY												
		PO-019793	1.	01	0000	0	4300	003	1110	1000	0000	ACCT. 40		13.94
WARRANT TOTAL														\$13.94
15729073	003863/	XEROX CORPORATION												
		PO-019778	4.	01	0000	0	5600	001	0000	7200	0000	077632075		148.19
			1.	01	0000	0	5600	002	1110	1000	0000	077632073		749.36
			2.	01	0000	0	5600	003	1110	1000	0000	077632074		419.40
WARRANT TOTAL														\$1,316.95
*** BATCH TOTALS ***				TOTAL NUMBER OF WARRANTS:				29				TOTAL AMOUNT OF WARRANTS:		\$14,262.05*
*** DISTRICT TOTALS ***				TOTAL NUMBER OF WARRANTS:				29				TOTAL AMOUNT OF WARRANTS:		\$14,262.05*

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0048 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	
15729693	003755/	BUSINESS CARD											
		PV-150200		01-0000-0-4300-003-1110-4100-0000								ACCT. 4339-XXX-1997	102.22
				01-0000-0-5300-002-1110-4100-0000								ACCT. 4339-XXX-1997	135.00
				01-0000-0-5800-001-0000-7200-0000								ACCT. 4339-XXX-1997	90.01-
				01-0740-0-5600-001-0000-3600-0000								ACCT. 4339-XXX-1997	475.79
				14-0620-0-4300-001-0000-8110-0000								ACCT. 4339-XXX-1997	391.76
				WARRANT TOTAL									\$1,014.76
15729694	004526/	CA ODYSSEY OF THE MIND											
		PO-019984	1.	01-0000-0-5300-002-1110-4100-0000							3333		75.00
				WARRANT TOTAL									\$75.00
15729695	005991/	IRA CAUGHORN III											
		PV-150206		01-0740-0-5800-001-7110-3600-0000								MILEAGE REIMBURSE. 1/12-1/16	540.50
				WARRANT TOTAL									\$540.50
15729696	001793/	CLOVER STORNETTA FARMS INC.											
		PO-019812	1.	13-5310-0-4700-001-0000-3700-0000							100191428		165.05
			1.	13-5310-0-4700-001-0000-3700-0000							100194372		194.69
				WARRANT TOTAL									\$359.74
15729697	006003/	MALILA GORDON											
		PV-150207		01-0000-0-4300-001-0000-7110-0000								REIMBURSEMENT	11.98
				WARRANT TOTAL									\$11.98
15729698	005022/	MCGRAW-HILL COMPANIES											
		PO-019736	1.	01-0000-0-4100-001-1110-1000-0000							84043337001		247.58
				WARRANT TOTAL									\$247.58
15729699	000111/	MENDOCINO CTY YOUTH PROJECT											
		PO-019881	1.	01-0079-0-5800-001-0000-3110-0000								FY 1415 LUSD-105	1,031.60
				WARRANT TOTAL									\$1,031.60
15729700	001375/	RAINBOW AG											
		PO-019985	1.	01-0000-0-5600-001-0000-8110-0000							5170881-00		402.12
				WARRANT TOTAL									\$402.12
15729701	005987/	MARBRY SIPILA											
		PO-019814	1.	13-5310-0-4700-001-0000-3700-0000							595096		54.00
				WARRANT TOTAL									\$54.00
15729702	005068/	STAPLES CONTRACT & COMMERCIAL											
		PO-019980	1.	01-0000-0-4300-003-0000-2700-0000								7001597278, 7001562437	26.81
				WARRANT TOTAL									\$26.81
15729703	000043/	VERIZON CALIFORNIA											
		PO-019890	1.	01-0000-0-5903-001-0000-7200-0000							707-984-6929		89.99
			1.	01-0000-0-5903-001-0000-7200-0000								DISTRICT	181.59
		PO-019986	1.	01-0000-0-5903-001-0000-7200-0000								DISTRICT PHONES	1,055.37
				WARRANT TOTAL									\$1,326.95
15729704	005939/	YOKUM'S BODY SHOP INC.											
		PO-019982	1.	01-0740-0-5600-001-0000-3600-0000							RO# 3131		1,982.64
				WARRANT TOTAL									\$1,982.64
***	BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	12						TOTAL AMOUNT OF WARRANTS:		\$7,073.68*
***	DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	12						TOTAL AMOUNT OF WARRANTS:		\$7,073.68*

LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

February 5, 2015

48 Laytonville Unified School Dis J1328

BUDGET REPORT

HDX110 H.00.30 01/29/15 09:47 PAGE 1

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
8000	BEGINNING BALANCE	1,276,866.50	0.00	0.00	.0	0.00	1,276,866.50	100.0
8011	REV LIMIT STATE AID - CURR YR	1,154,319.00	570,623.00	570,623.00	49.4	0.00	583,696.00	50.5
8012	EDUCATION PROTECTION ACCOUNT	585,984.00	302,091.00	302,091.00	51.5	0.00	283,893.00	48.4
8021	HOMESOWNERS' EXEMPTION	18,661.00	9,432.80	9,432.80	50.5	0.00	9,228.20	49.4
8022	TIMBER YIELD TAX	4,758.00	4,899.59	4,899.59	100.0	0.00	141.59-	.0
8029	OTHER SUBVENTIONS/IN-LIEU TAX	0.00	35.59	35.59	100.0	0.00	35.59-	.0
8041	SECURED ROLLS TAX	1,835,909.00	1,023,408.91	1,023,408.91	55.7	0.00	812,500.09	44.2
8042	UNSECURED ROLL TAXES	64,424.00	57,427.49	57,427.49	89.1	0.00	6,996.51	10.8
8043	PRIOR YEARS' TAXES	1,865.00	1,212.59	1,212.59	65.0	0.00	652.41	34.9
8044	SUPPLEMENTAL TAXES	1,550.00	3,110.14	3,110.14	100.0	0.00	1,560.14-	.0
8045	EDUC REVENUE AUGMENTATION FUND	23,161.00	0.00	0.00	.0	0.00	23,161.00	100.0
8110	MAINTENANCE & OPER (PL 81-874)	25,000.00	265.87	265.87	1.0	0.00	24,734.13	98.9
8181	SPECIAL EDUCATION -ENTITLEMENT	71,138.00	36,666.00	36,666.00	51.5	0.00	34,472.00	48.4
8182	SPECIAL EDUCATION- DISC GRANTS	3,200.00	1,600.00	1,600.00	50.0	0.00	1,600.00	50.0
8290	ALL OTHER FEDERAL REVENUE	192,682.73	60,421.42	60,421.42	31.3	0.00	132,261.31	68.6
8550	MANDATED COSTS REIMBURSEMENTS	13,000.00	36,469.00	36,469.00	100.0	0.00	23,469.00-	.0
8560	STATE LOTTERY REVENUE	59,329.00	15,910.48	15,910.48	26.8	0.00	43,418.52	73.1
8590	ALL OTHER STATE REVENUE	65,625.00	42,756.78	42,756.78	65.1	0.00	22,868.22	34.8
8650	LEASES & RENTALS	12,500.00	3,675.00	3,675.00	29.4	0.00	8,825.00	70.6
8660	INTEREST	2,500.00	780.04	780.04	31.2	0.00	1,719.96	68.7
8677	INTERAGENCY SERVICES BETW LEAS	96,624.00	0.00	0.00	.0	0.00	96,624.00	100.0
8689	ALL OTHER FEES & CONTRACTS	0.00	769.69	769.69	100.0	0.00	769.69-	.0
8699	ALL OTHER LOCAL REVENUE	210,320.28	67,784.53	67,784.53	32.2	0.00	142,535.75	67.7
8792	TF OF APPORTIONMENT FROM CORs	218,630.00	114,604.00	114,604.00	52.4	0.00	104,026.00	47.5
TOTAL: 8xxx		5,938,046.51	2,353,943.92	2,353,943.92	39.6	0.00	3,584,102.59	60.3
1100	TEACHERS' SALARIES	1,491,604.80	769,929.35	769,929.35	51.6	0.00	721,675.45	48.3
1150	TEACHER - P.T./ADDIT'L DUTY	0.00	225.00	225.00	100.0	0.00	225.00-	.0
1170	TEACHER - SUBSTITUTE	47,800.00	11,375.00	11,375.00	23.7	0.00	36,425.00	76.2
1200	CERT PUPIL SUPPORT SALARIES	32,209.00	17,641.68	17,641.68	54.7	0.00	14,567.32	45.2
1300	CERT SUPERVISOR/ADMIN SALARIES	303,917.00	181,931.19	181,931.19	59.8	0.00	121,985.81	40.1
TOTAL: 1xxx		1,875,530.80	981,102.22	981,102.22	52.3	0.00	894,428.58	47.6
2100	INSTRUCTIONAL AIDES' SALARIES	278,369.74	142,379.33	142,379.33	51.1	0.00	135,990.41	48.8
2170	INSTRUCTIONAL AIDE -SUBSTITUTE	500.00	1,235.10	1,235.10	100.0	0.00	735.10-	.0
2200	CLASSIFIED SUPPORT SALARIES	275,284.00	143,707.18	143,707.18	52.2	0.00	131,576.82	47.7
2240	CLASSIFIED SUPPORT- EXTRA HIRE	2,000.00	1,503.56	1,503.56	75.1	0.00	496.44	24.8
2250	CLASSIFIED SUPP - P.T./ADDIT'L	2,000.00	274.95	274.95	13.7	0.00	1,725.05	86.2
2260	CLASSIFIED SUPPORT - OVER-TIME	4,000.00	1,517.53	1,517.53	37.9	0.00	2,482.47	62.0
2270	CLASSIFIED SUPPORT -SUBSTITUTE	4,000.00	5,360.63	5,360.63	100.0	0.00	1,360.63-	.0

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED			ENCUMBERED	UNENCUMBERED	
			CURRENT	YEAR TO DATE	%		BALANCE	%
2300	CLASS. SUPRVRS/ADMIN SALARIES	119,888.55	61,049.94	61,049.94	50.9	0.00	58,838.61	49.0
2400	CLERICAL,TECH,OFFICE SALARIES	207,930.00	112,733.30	112,733.30	54.2	0.00	95,196.70	45.7
2440	CLERICAL,TECH,OFFICE-EX-HIRE	4,000.00	2,150.22	2,150.22	53.7	0.00	1,849.78	46.2
2900	OTHER CLASSIFIED SALARIES	9,423.00	4,774.08	4,774.08	50.6	0.00	4,648.92	49.3
2970	OTHER CLASSIFIED - SUBSTITUTE	250.00	238.87	238.87	95.5	0.00	11.13	4.4
TOTAL: 2xxx		907,645.29	476,924.69	476,924.69	52.5	0.00	430,720.60	47.4
3101	STRS, CERTIFICATED	160,775.40	78,998.44	78,998.44	49.1	0.00	81,776.96	50.8
3102	STRS, CLASSIFIED	0.00	179.41	179.41	100.0	0.00	179.41-	.0
3201	PERS, CERTIFICATED	4,223.00	2,496.29	2,496.29	59.1	0.00	1,726.71	40.8
3202	PERS, CLASSIFIED	96,965.00	50,564.19	50,564.19	52.1	0.00	46,400.81	47.8
3301	OASDI, CERTIFICATED	2,156.00	1,275.92	1,275.92	59.1	0.00	880.08	40.8
3302	OASDI, CLASSIFIED	56,174.00	28,695.37	28,695.37	51.0	0.00	27,478.63	48.9
3311	MEDICARE, CERTIFICATED	27,483.36	13,555.05	13,555.05	49.3	0.00	13,928.31	50.6
3312	MEDICARE, CLASSIFIED	13,144.00	6,740.37	6,740.37	51.2	0.00	6,403.63	48.7
3401	HEALTH & WELFARE, CERTIFICATED	252,164.80	143,043.00	143,043.00	56.7	0.00	109,121.80	43.2
3402	HEALTH & WELFARE, CLASSIFIED	251,776.00	136,181.85	136,181.85	54.0	0.00	115,594.15	45.9
3501	UNEMPLOYMENT INS, CERTIFICATED	6,452.20	467.64	467.64	7.2	0.00	5,984.56	92.7
3502	UNEMPLOYMENT INS, CLASSIFIED	462.00	232.35	232.35	50.2	0.00	229.65	49.7
3601	WORKERS' COMP, CERTIFICATED	99,837.44	43,545.14	43,545.14	43.6	0.00	56,292.30	56.3
3602	WORKERS' COMP, CLASSIFIED	46,762.00	21,656.33	21,656.33	46.3	0.00	25,105.67	53.6
3701	OPBH ALLOCATED CERTIFICATED	13,400.00	0.00	0.00	.0	0.00	13,400.00	100.0
3702	OPBH ALLOCATED CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
3901	OTHER BENEFITS, CERTIFICATED	11,583.00	0.00	0.00	.0	0.00	11,583.00	100.0
3902	OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3xxx		1,044,358.20	527,631.35	527,631.35	50.5	0.00	516,726.85	49.4
4100	APPRVD TEXTBOOKS/CORE CURRICULA	93,403.03	21,278.54	21,278.54	22.7	51.26	72,073.23	77.1
4200	BOOKS/OTHER REFERENCE MATERIAL	168.00	167.67	167.67	99.8	0.00	0.33	.1
4300	MATERIALS & SUPPLIES	201,397.00	87,245.85	87,245.85	43.3	4,416.28	109,734.87	54.4
4361	FUEL - GASOLINE,DIESEL	24,000.00	11,638.40	11,638.40	48.4	6,853.83	5,507.77	22.9
4362	TRANSP - OIL, GREASE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4363	TIRES & ACCESSORIES	1,500.00	1,479.90	1,479.90	98.6	0.00	20.10	1.3
4364	REPLACEMENT PARTS	3,500.00	745.38	745.38	21.2	454.62	2,300.00	65.7
4365	TRANSP - OTHER SUPPLIES	500.00	680.34	680.34	100.0	0.00	180.34-	.0
4400	NON-CAPITALIZED EQUIPMENT	30,700.00	8,725.05	8,725.05	28.4	0.00	21,974.95	71.5
TOTAL: 4xxx		355,668.03	131,961.13	131,961.13	37.1	11,775.99	211,930.91	59.5
5200	TRAVEL & CONFERENCES	43,624.21	5,307.29	5,307.29	12.1	60.00	38,256.92	87.6
5300	DUES & MEMBERSHIPS	2,375.00	1,566.04	1,566.04	65.9	0.00	808.96	34.0

FROM 07/01/2014 TO 06/30/2015
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
5450 OTHER INSURANCE	46,303.00	46,260.45	46,260.45	99.9	0.00	42.55	.0
5510 LIGHTS & POWER	100,500.00	63,846.84	63,846.84	63.5	27,653.16	9,000.00	8.9
5520 HEATING FUEL	51,000.00	8,448.92	8,448.92	16.5	37,551.08	5,000.00	9.8
5530 WATER & SEWER	26,000.00	16,474.64	16,474.64	63.3	2,725.36	6,800.00	26.1
5540 WASTE DISPOSAL	14,100.00	6,145.68	6,145.68	43.5	7,895.40	58.92	.4
5600 RENT,LEASES,REPAIR NON CAP IMP	48,350.00	35,343.78	35,343.78	73.0	5,085.01	7,921.21	16.3
5750 TRANSFR DIRECT COSTS-INTERFUND	10,000.00-	0.00	0.00	100.0	0.00	10,000.00-	.0
5800 PROPRES'L/CONSULTG SVCS/OP EXP	325,136.84	65,283.41	65,283.41	20.0	6,537.99	253,315.44	77.9
5801 AUDIT FEES	19,500.00	15,300.00	15,300.00	78.4	3,262.00	938.00	4.8
5802 LEGAL FEES	6,000.00	3,346.88	3,346.88	55.7	0.00	2,653.12	44.2
5811 ADVERTISING	2,100.00	903.17	903.17	43.0	630.65	566.18	26.9
5814 FINGERPRINTING	750.00	509.00	509.00	67.8	52.00	189.00	25.2
5901 COMMUNIC - INTERNET SVCS/LINES	50.00	22.00	22.00	44.0	0.00	28.00	56.0
5903 COMMUNIC - TELEPHONE SERVICES	15,200.00	7,990.29	7,990.29	52.5	1,133.19	6,076.52	39.9
5904 COMMUNIC - POSTAGE/DELIVERY	3,500.00	1,406.12	1,406.12	40.1	0.00	2,093.88	59.8
TOTAL: 5xxx	694,489.05	278,154.51	278,154.51	40.0	92,585.84	323,748.70	46.6
TOTAL: 1xxx - 5xxx	4,877,691.37	2,395,773.90	2,395,773.90	49.1	104,361.83	2,377,555.64	48.7
6170 LAND IMPROVEMENTS	0.00	163,348.00	163,348.00	100.0	0.00	163,348.00-	.0
6400 EQUIPMENT	26,000.00	25,753.82	25,753.82	99.0	0.00	246.18	.9
TOTAL: 6xxx	26,000.00	189,101.82	189,101.82	100.0	0.00	163,101.82-	.0
TOTAL: 1xxx - 6xxx	4,903,691.37	2,584,875.72	2,584,875.72	52.7	104,361.83	2,214,453.82	45.1
7350 TRANSFER INDIRECT COSTS-INTRFD	3,921.00-	0.00	0.00	100.0	0.00	3,921.00-	.0
7616 INT-FD TF FR GENERAL TO CAFE	11,133.00	0.00	0.00	.0	0.00	11,133.00	100.0
7619 OTHER AUTH INTERFUND TRNPS OUT	55,000.00	0.00	0.00	.0	0.00	55,000.00	100.0
7911 BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
7950 BUDG FUND BAL- STABILIZATION	300,000.00	0.00	0.00	.0	0.00	300,000.00	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	319,540.52	0.00	0.00	.0	0.00	319,540.52	100.0
7989 BUDG FUND BAL- RSRV ECON UNCR	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
7990 BUDG FUND BAL - UNASSIGNED	147,602.62	0.00	0.00	.0	0.00	147,602.62	100.0
TOTAL: 7xxx	1,034,355.14	0.00	0.00	.0	0.00	1,034,355.14	100.0
TOTAL: 1xxx - 7xxx	5,938,046.51	2,584,875.72	2,584,875.72	43.5	104,361.83	3,248,808.96	54.7

FROM 07/01/2014 TO 06/30/2015
 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)	5,938,046.51	2,353,943.92	2,353,943.92	39.6	0.00	3,584,102.59	60.3
TOTAL: 1xxx - 5xxx				4,877,691.37	2,395,773.90	2,395,773.90	49.1	104,361.83	2,377,555.64	48.7
TOTAL: 1xxx - 6xxx				4,903,691.37	2,584,875.72	2,584,875.72	52.7	104,361.83	2,214,453.82	45.1
TOTAL: 1xxx - 7xxx				5,938,046.51	2,584,875.72	2,584,875.72	43.5	104,361.83	3,248,808.96	54.7
TOTAL EXPENSES			(1000 - 7999)	5,938,046.51	2,584,875.72	2,584,875.72	43.5	104,361.83	3,248,808.96	54.7

LAYTONVILLE UNIFIED SCHOOL DISTRICT

BUDGET TRANSFERS

February 5, 2015

48 Laytonville Unified School Dis Budget Transfer Transactions J1329 BT0100 H.00.04 01/29/15 PAGE 1
Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 150013 To 150099
Date entered from: 00/00/0000 To 99/99/9999
Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU RESO P OBJE SCH COAL FUNC DIST		Debit	Credit
150013	01/26/2015	01/26/2015	Match SACS beg bal w budget	Entered by: BL48	Unapproved		
			1. REAP beg bal adjustment	01-5826-0-7980-000-0000-0000-0000		3,369.16	
			2. REAP beg bal adjustment	01-5826-0-8000-000-0000-0000-0000			3,369.16
			3. MediCal beg bal adjstmnt	01-5640-0-8290-000-0000-0000-0000			2,076.43
			4. MediCal beg bal adjstmnt	01-5640-0-8000-000-0000-0000-0000		2,076.43	
			5. Clean energy beg bal adjstment	01-6230-0-8590-000-0000-0000-0000			53,913.00
			6. Clean energy beg bal adjstment	01-6230-0-8000-000-0000-0000-0000		53,913.00	
			7. Lottery beg bal adjstment	01-6300-0-4100-001-1110-1000-0000			11,403.03
			8. Lottery beg bal adjstment	01-6300-0-8000-000-0000-0000-0000		11,403.03	
			9. Common Core beg bal adjstmnt	01-7405-0-8590-000-0000-0000-0000			55,479.00
			10. Common Core beg bal adjstmnt	01-7405-0-8000-000-0000-0000-0000		53,821.21	
			11. Common Core beg bal adjstmnt	01-7405-0-5200-001-1110-1000-0000		1,657.79	
			12. First 5 beg bal adjstmnt	01-9010-0-8000-000-0000-0000-5555		0.48	
			13. First 5 beg bal adjstmnt	01-9010-0-2100-002-8500-5900-5555			0.48
				TOTAL:		126,241.10*	126,241.10*
				DISTRICT TOTAL		126,241.10**	126,241.10**
				GRAND TOTAL		126,241.10***	126,241.10**

WILLIAMS QUARTERLY REPORT
2nd QUARTER
February 5, 2015

Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
2014-2015 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 2nd Quarter October - December 2014-2015 school year.

INSTRUCTIONAL MATERIALS: *No review conducted during this quarter.*

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

* 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: *No review conducted during this quarter.*

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

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Completed by: V Gulick

Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
 2014-2015 FISCAL YEAR

SCHOOL ACCOUNTABILITY REPORT CARD (SARC): *No review conducted during this quarter*

The 2013-2014 School Accountability Report Cards (SARC) for the following schools were reviewed to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including “good repair”:

School	SARC Review Date	Instructional Materials Discrepancies	Facility Conditions Discrepancies

TEACHER MISASSIGNMENTS AND TEACHER VACANCIES: *No review conducted during this quarter*

The results of teacher misassignments* and teacher vacancy** reviews for the following schools were:

Schools	Laytonville Elementary
Number of misassignments for the 2014-2015	0
Number of misassignments that were corrected within 30 calendar days	0
Number of classes in which the teacher was lacking the appropriate authorization and training to teach English Language Learners and 20% or more of students were English Language Learners	0
Number of Teacher Vacancies for the 2014-2015	0
Number of Teacher Vacancies Filled in the 2014-2015	0

Completed by: V Gulick

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Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
2014-2015 FISCAL YEAR

UNIFORM COMPLAINTS:

The number of complaints filed within the district during the 2nd Quarter 2014-2015, 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
CAHSEE Intensive Instruction & Services	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Completed by: V Gulick

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BOARD ACTION ITEM K1

Board Meeting Date: February 5, 2015
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School and introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:

None

BOARD ACTION ITEM K2

Board Meeting Date: February 5, 2015

Subject: Resolution No. 467 – A Resolution of the Board of Education of the Laytonville Unified School District, Mendocino County, California, Authorizing the Issuance of Laytonville Unified School District (Mendocino County, California) Election of 2014 General Obligation Bonds, Series A, and Actions Related Thereto

From: Joan Potter, Superintendent

Explanation:

An Election was held in the Laytonville Unified School District on November 4, 2014 for the issuance and sale of general obligation bonds of the District for various purposes in the maximum amount of \$5,500,000 (“Measure Q”). The District now desires to issue its first series of bonds under Measure Q in an amount not-to-exceed \$5,500,000.

(a) Bond Resolution. This Resolution authorizes the issuance of general obligation bonds (the “Bonds”). The Resolution specifies the basic terms, parameters and forms of the Bonds, and approves the form of the Purchase Contract and the Preliminary Official Statement described below. In particular, Section 1 of the Resolution establishes the maximum aggregate principal amount of the Bonds to be issued (\$5,500,000). Section 4 of the Resolution states the maximum underwriter’s discount (2.0%) with respect to the Bonds, the maximum legal interest rate on the Bonds, and authorizes the Bonds to be sold at a negotiated sale to the underwriter named in the Purchase Contract (the “Underwriter”). The resolution only approves the issuance of the Bonds as Current Interest Bonds.

(b) Form of Purchase Contract. Pursuant to the Purchase Contract, the Underwriter will agree to buy the Bonds from the District. All the conditions of closing the transaction are set forth in this document, including the documentation to be provided at the closing by various parties. Upon the pricing of the Bonds, the final execution copy of the Purchase Contract will be prepared following this form.

(c) Form of Preliminary Official Statement. The Preliminary Official Statement (“POS”) is the offering document describing the Bonds which may be distributed to prospective purchasers of the Bonds. The POS discloses information with respect to, among other things, (i) the proposed uses of proceeds of the Bonds, (ii) the terms of the Bonds (interest rate, redemption terms, etc.), (iii) the bond insurance policy for the Bonds, if any, (iv) the security for repayment of the Bonds (the *ad valorem* property tax levy), (v) information with respect to the District’s tax base (upon which such *ad valorem* property taxes may be levied), (vi) District financial and operating data, (vii) continuing disclosure with respect to the Bonds and the District, and (viii) absence of material litigation and other miscellaneous matters expected to be of interest to prospective purchasers of the Bonds.

Following the pricing of the Bonds, a final Official Statement for the Bonds will be prepared, substantially in the form of the POS.

(d) Form of the Continuing Disclosure Certificate. The form of the Continuing Disclosure Certificate can be found in APPENDIX C to the POS. Effective July 3, 1995, all underwriters of municipal bonds are obligated to procure from a bond issuer a covenant that such public agency will annually file “material financial information and operating data” with respect to such public agency. Such filings are made through the web-based Electronic Municipal Market Access (“EMMA”) system maintained by the Municipal Securities Rulemaking Board (which is the federal agency that regulates “broker-dealers,” including investment bank firms that underwrite municipal obligation issuance). This requirement is expected to be satisfied by the filing of the District’s audited financial statements and other operating information about the District, in the same manner the District has filed in connection with prior bond issuances. The purpose of the law is to provide investors in the Bonds with current information regarding the District. Similar laws have governed the corporate debt market for many years.

There is no fiscal impact to the General Fund resulting from the issuance of the Bonds.

Recommendation:

Approval of Resolution No. 467, A Resolution of The Board Of Trustees Of The Laytonville Unified School District, Mendocino County, California, Authorizing The Issuance Of Laytonville Unified School District (Mendocino County, California) Election Of 2014 General Obligation Bonds, Series A, And Actions Related Thereto

Attachments:

Resolution No. 467 - A Resolution Of The Board Of Trustees Of The Laytonville Unified School District, Mendocino County, California, Authorizing The Issuance Of Laytonville Unified School District (Mendocino County, California) Election Of 2014 General Obligation Bonds, Series A, And Actions Related Thereto

BOARD ACTION ITEM K3

Board Meeting Date: February 5, 2015

Subject: Resolution No. 468 – A Resolution of the Laytonville Unified School District Authorizing the Issuance and sale of Laytonville Unified School District (Mendocino County, California) 2015 General Obligation Refunding Bonds

From: Joan Potter, Superintendent

Explanation:

An Election was held in the Laytonville Unified School District (the “District”) on June 6, 2000 for the issuance and sale of general obligation bonds of the District for various purposes in the maximum principal amount of \$3,500,000 (the “2000 Authorization”). Pursuant to the 2000 Authorization, the District previously caused the issuance of its Election of 2000 General Obligation Bonds, Series A (Bank Qualified) (the “Prior Bonds”).

The District now desires to refinance a portion of the outstanding Prior Bonds (so refunded, the “Refunded Bonds”) through the issuance of general obligation refunding bonds (the “Refunding Bonds”) in an aggregate principal amount of not-to-exceed \$1,350,000. All benefits from the refunding will be delivered to the property owners in the District. The final maturity of the Refunding Bonds will not be later than the maturity dates of the Refunded Bonds.

(a) Resolution. This Resolution authorizes the issuance of the Refunding Bonds, in one or more series of federally taxable or federally tax-exempt bonds, specifies the basic terms, parameters and forms of the Refunding Bonds, and approves the form of Purchase Contract, Continuing Disclosure Certificate, Escrow Agreement and Preliminary Official Statement described below. In particular, Section 1 of the Resolution establishes the maximum aggregate principal amount of the Refunding Bonds to be issued (\$1,350,000). Section 4 of the Resolution states the maximum underwriting discount (2.0%) with respect to the Refunding Bonds, and authorizes the Refunding Bonds to be sold at a negotiated sale to the underwriter to be named in the Purchase Contract (the “Underwriter”). The Resolution authorizes the issuance of current interest bonds only.

(b) Form of Purchase Contract. Pursuant to the Purchase Contract, the Underwriter will agree to buy the Refunding Bonds from the District. All of the conditions of closing the transaction are set forth in this document, including the documentation to be provided at the closing by various parties. Upon the pricing of the Refunding Bonds, the final execution copy of the Purchase Contract will be prepared following this form.

(c) Form of Preliminary Official Statement. The Preliminary Official Statement (“POS”) is the offering document describing the Refunding Bonds which may be distributed to prospective purchasers of the Refunding Bonds. The POS discloses information with respect to, among other things, (i) the proposed uses of proceeds of the Refunding Bonds, (ii) the terms of the Refunding Bonds (interest rate, transfer terms, etc.), (iii) the bond insurance policy for the Refunding Bonds, if any, (iv) the security for repayment of the Refunding Bonds (the *ad valorem* property tax levy), (v) information with respect to the District’s tax base (upon which such *ad valorem* property taxes may be levied), (vi) District financial and operating data, (vii) continuing disclosure with respect

to the Refunding Bonds and the District, and (viii) absence of litigation and other miscellaneous matters expected to be of interest to prospective purchasers of the Refunding Bonds. Following the pricing of the Refunding Bonds, a final Official Statement for the Refunding Bonds will be prepared, substantially in the form of the POS.

(d) Form of the Continuing Disclosure Certificate. The form of the Continuing Disclosure Certificate can be found in APPENDIX C to the POS. Effective July 3, 1995, all underwriters of municipal bonds, are obligated to procure from a bond issuer a covenant that such public agency will annually file “material financial information and operating data” with respect to such public agency. Such filings are made through the web-based Electronic Municipal Market Access (“EMMA”) system maintained by the Municipal Securities Rulemaking Board (which is the federal agency that regulates “broker-dealers,” including investment bank firms that underwrite municipal obligation issuance). This requirement is expected to be satisfied by the filing of the District’s audited financial statements and other operating information about the District, in the same manner the District has filed in connection with prior bond issuances. The purpose of the law is to provide investors in the Refunding Bonds with current information regarding the District. Similar laws have governed the corporate debt market for many years.

(e) Form of the Escrow Agreement. Pursuant to the Escrow Agreement, proceeds from the sale of the Refunding Bonds in an amount sufficient to redeem the Refunded Bonds will be deposited in an escrow fund (the “Escrow Fund”) held by Wells Fargo Bank, National Association (acting as “Escrow Agent”). The monies in the Escrow Fund will be used by the Escrow Agent to refund a portion of the Prior Bonds on the first optional redemption date therefor following the sale of the Refunding Bonds. As a result of the deposit and application of funds so provided in the Escrow Agreement, the Refunded Bonds will be defeased and the obligation of Mendocino County to levy *ad valorem* property taxes for payment of the Refunded Bonds will cease.

There is no fiscal impact to the General Fund resulting from the issuance of the Refunding Bonds.

Recommendation:

Approve Resolution No. 468 – A Resolution of The Laytonville Unified School District Authorizing The Issuance And Sale Of Laytonville Unified School District (Mendocino County, California) 2015 General Obligation Refunding Bonds

Attachments:

Resolution No. 468 – A Resolution of The Laytonville Unified School District Authorizing The Issuance And Sale Of Laytonville Unified School District (Mendocino County, California) 2015 General Obligation Refunding Bonds

Laytonville Unified School District
February 5, 2015

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BOARD ACTION ITEM K4

Board Meeting Date: February 5, 2015
Subject: Approval of Contract for Architect
From: Joan Potter, Superintendent

Explanation:

I have worked with our legal counsel and Don Alameida to create the attached contract for architect services for the Measure “Q” Bond projects.

Recommendation:

Approve the Contract for Architect with Alameida Architecture

Attachments:

Proposed Contract with Alameida Architecture

Laytonville Unified School District
February 5, 2015

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BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: February 5, 2015

Subject: PUBLIC HEARING: Notice of Compliance with Govt. Code Section 3547-Collective Bargaining re: the 2015-2018 CSEA, Laytonville Chapter 80, successor contract, including LUSD and CSEA Chapter 80 Initial Proposals

From: Joan Potter, Superintendent

Explanation:

Government Code Section 3547 requires that initial proposals for collective bargaining agreements be sunshined at a public hearing. The District's Initial Proposals and the California School Employees Association Chapter 80's Initial Proposals for the 2015-2018 CSEA Chapter 80 successor contract are listed below.

The Notice of Public Hearing has been posted for 10 days and the initial proposals have been available for review at the district office. The public is invited to comment on the proposals.

CSEA Chapter 80's Initial Proposals:

- Article V – Hours and Overtime; 5.13e
- Article VI – Pay and Allowances; 6.1, 6.11, 6.12
- New Language
 - Stipend Positions
 - LCAP Language

District's Initial Proposals:

- The District wishes to negotiate regarding the following sections from the CSEA Chapter 80 contract
 - Appendix A3 – Classified Salary Schedule
 - Article XII – Evaluations, 12.6

Recommendation:

Conduct the Public Hearing

Attachments

None

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: February 5, 2015

Subject: LUSD-CSEA Chapter 80 2015-2018 Collective Bargaining Contract - Adoption of the District's Initial Proposals re: Language Modifications for the Successor Contract

From: Joan Potter, Superintendent

Explanation:

The District's Initial proposals for the 2015-2018 collective bargaining contract with the California School Employees' Association Chapter 80 are listed below. Per Government Code Section 3547, a hearing was held and the public was invited to review and comment on the District's proposals.

District's Initial Proposals:

- The District wishes to negotiate regarding the following sections from the CSEA Chapter 80 contract
 - Appendix A3 – Classified Salary Schedule
 - Article XII – Evaluations 12.6

Recommendation:

Adopt the District's Initial Proposals for language modifications

Attachments

None

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: February 5, 2015

Subject: BP and AR 6020 for Title I Parent Involvement Policy, Annual Review

From: Joan Potter, Superintendent

Explanation:

Our Board Policy and Administrative Regulations 6020 require that Title I schools have parent involvement policies and procedures that participating parents and school staff agree to abide by. We are required to review these policies annually.

Recommendation:

Review BP and AR 6020 for Title I Parent Involvement Policies

Attachments

Current BP and AR 6020

Laytonville Unified School District
February 5, 2015

PARENT INVOLVEMENT: District Strategies for Title I Schools

The Governing Board recognizes the crucial role that parents/guardians play in the education of their children and that active parental involvement contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home. (cf. 0420 - School Plans/Site Councils) (cf. 0420.1 - School-Based Program Coordination) (cf. 0420.5 - School-Based Decision Making) (cf. 0520.1 - High Priority Schools Grant Program) (cf. 0520.2 - Title I Program Improvement Schools) (cf. 1220 - Citizen Advisory Committees) (cf. 1230 - School-Connected Organizations) (cf. 1240 - Volunteer Assistance) (cf. 1250 - Visitors/Outsiders)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so. (cf. 5020 - Parent Rights and Responsibilities) (cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation. (cf. 0500 - Accountability)

Title I Schools—annual objectives

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code 11503) (cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out activities listed in 20 USC 6318. (20 USC 6318)

The Superintendent or designee shall consult with parents of participating students in planning and implementing parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC 6318) (cf. 3100 - Budget)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent involvement policy in accordance with 20 USC 6318.

Non-Title I Schools

In the event the district has a school that does not receive Title 1 funds, the Superintendent or designee shall develop and implement strategies to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and those schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Adopted: March 5, 2009

Revised: 3/1/2012

Reviewed: 3/7/2013, 2/6/14, 2/5/14

Laytonville Unified School District
Laytonville, CA

Laytonville Unified School District
February 5, 2015

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PARENT INVOLVEMENT: District Strategies for Title I Schools

To ensure that parents/guardians of Title 1 students are provided with opportunities to be involved in their children's education, the Superintendent or designee shall:

1. Involve parents of participating students in the joint development of the Title I local educational agency (LEA) plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316 (20 USC 6318). This shall occur at the school level with the involvement of the School Site Councils and at the district level with the involvement of the District Advisory Committee (DAC). The elementary School Site Council shall represent the satellite schools and Community Day School; and the high school Site Council shall represent the Continuation School. Parents shall be notified of meetings, activities and opportunities for other participation through school newsletters, parent e-mail lists, the district's web site, marquees and other posted announcements.

Additionally:

- a. Parents shall be provided copies of working drafts of the LEA plan in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.
 - b. Parents shall be invited to Board meetings for public comment on the LEA plan prior to the Board's approval of the plan or revisions to the plan. *(cf. 6171 - Title I Programs) (cf. 0420 - School Plans/Site Councils) (cf. 1220 - Citizen Advisory Committees)*
2. Provide coordination, technical assistance, and the support necessary to assist Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance (20 USC 6318). These efforts shall include staff and parent trainings regarding parental involvement, and ongoing reviews of these policies at the district and school level to ensure staff and parent awareness and participation. Parents shall be invited to participate in the development of such trainings. These activities shall include information to schools about the indicators and assessment tools that will be used to monitor student progress.
3. Build the capacity of schools for strong parent involvement (20 USC 6318 mandate). The Superintendent or designee shall:
 - a. Assist parents in understanding such topics as the state's academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children. Such information shall be disseminated at the district level at Board and DAC meetings and at the school level at Site Council and school wide informational meetings such as Back-to-School-Night. *(cf. 6011 - Academic Standards) (cf. 6162.5 - Student Assessment) (cf. 6162.51 -Standardized Testing and Reporting Program) (cf. 6162.52 - High School Exit Examination)*
 - b. Provide materials and training to help parents work with children to improve achievement. Support will include literacy and technology based training and strategies.

- c. Staff, including, teachers, administrators and support personnel shall receive training in the value and utility of parent contributions, parent-teacher cooperation and coordination and the outreach efforts required to facilitate such partnering and interaction. *(cf. 4131 - Staff Development)(cf. 4231 - Staff Development) (cf. 4331 - Staff Development)*
- d. Facilitate the coordination and integration of parent involvement programs and activities with the various school and community groups and agencies that can promote parental involvement in school affairs. These shall include the state preschool, the parents co-op preschool, the Family Resources Center (Healthy Start) and the Long Valley Health Center. *(20 USC 6318) (cf. 6300 - Preschool/Early Childhood Education)*
- e. Ensure that information about school programs, meetings, and other activities is sent to the parents in a format and, as practicable in a language the parents can understand.
- f. Ensure that district staff respond reasonably to parent requests for support of involvement activities.
- g. Inform parents, DAC and the School Site Councils, of the existence and purpose of state level parent information and resource centers that provide training, information, and support.

In addition, the Superintendent or designee may:

- a. Support Title 1 parent participation at meetings and trainings by making available transportation and childcare services to parents who otherwise could not attend such activities.
- b. Arrange meetings at various times so the maximum number of people can attend; if parents are unable to attend, offer to provide a venue for in-home conferences.
- c. Provide trainings that emphasize the important role of parents as mentors for other parents to increase involvement in school activities.
- d. Research, adopt and implement model approaches to improving parent involvement.
- e. Ensure that DAC serves as a district wide parent advisory council to provide advice on parent involvement in Title I programs.
- f. Develop appropriate roles for community-based organizations such as the Family Resource Center, the Long Valley Health Center and the various pre-schools.
- g. Refer families in need to community agencies and organizations that offer parent education programs and related services. *(cf. 1020 - Youth Services)*
- h. Provide a master calendar of district activities and district meetings.
- i. Provide information about opportunities for parent involvement through the school newsletters, web site and e-mail list.
- j. Provide parent involvement training to DAC, Site Councils and the Family Resource Center to encourage them to actively involve parents. *(cf. 1230 - School-Connected Organizations)*
- k. Provide translation services as needed.
- l. Regularly evaluate staff development activities related to parent involvement.
- m. Include expectations for parent outreach and involvement in job descriptions. *(cf. 4115 - Evaluation/Supervision) (cf. 4215 - Evaluation/Supervision) (cf. 4315 - Evaluation/Supervision)*

- n. Develop a cohesive, coordinated plan focused on student needs and shared goals.
4. Coordinate and integrate Title I parent involvement strategies with school committees such as DAC and the Site Councils and with local agencies such as the Family Resource Center, the Long Valley Health Center and the parents preschool co-op. To promote increased parent involvement, school representatives shall participate in the Family Resource Center's Board meetings to share data and information across programs. (20 USC 6318) (*cf.* 6300 - *Preschool/Early Childhood Education*)
5. Conduct, with involvement of parents/guardians, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the schools served by Title I (20 USC 6318) Title 1 parents shall be involved in the process; such involvement may take place through DAC and Site Council meetings.

The Superintendent or designee shall:

- a. Ensure program evaluations include the identification of barriers to participation in parent involvement activities, with attention to parents with economic disadvantages, disabilities, limited English proficiency, limited literacy, or who are racial or ethnic minorities. (20 USC 6318)
- b. Use evaluation results to design strategies for more effective involvement and, if necessary, recommend changes in the parent involvement policy. (20 USC 6318)
- c. Assess district progress in meeting annual parent involvement objectives, notify parents of such reviews and assessments and provide them with copies upon request. (Ed. Code 11503)

Additionally, the Superintendent or designee may:

- a. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents and staff with the quality and frequency of district communications.
- b. Gather and monitor data regarding the number of parents participating in district activities and the types of activities in which they are engaged.
- c. Assess the impact of the district's parent involvement efforts on student achievement.
- d. Involve parents/guardians in the activities of schools served by Title I. (20 USC 6318)

The Superintendent or designee may:

- a. Include information about school activities in district communications to parents/guardians.
- b. Assist schools with translation services or other accommodations needed to encourage participation of parents with special needs.
- c. Encourage parental advice regarding their expectations and concerns for their children.

The district's Board policy and administrative regulation containing parent involvement strategies shall be incorporated into the LEA plan and distributed to parents/guardians of students participating in Title I programs. (20 USC 6318) (*cf.* 5145.6 - *Parental Notifications*)

School-Level Policies for Title I Schools 20 USC 6318

At each school receiving Title I funds, a written policy on parent involvement shall be developed jointly with and agreed upon by parents of participating students. The parents at satellite schools and the Community Day School shall participate in the development of the elementary school policy and be represented by the elementary school Site Council. The Continuation School parents shall participate in the development of the high school policy, with accommodations made for their children's schools, and be represented by the high school Site Council. Such policies shall describe the means by which the schools will: (20 USC 6318)

1. Convene an annual meeting at a convenient time for the majority of parents/guardians, and invite all parents of participating students to inform them of the school's participation in Title I and to explain program requirements and the right of parents to be involved.
2. Offer flexible meeting times for which related transportation, child care, and/or home visits may be provided to maximize parent involvement. The Family Resource Center can be enlisted to facilitate childcare and transportation.
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy and, if applicable, the joint development of the plan for school wide programs pursuant to 20 USC 6314 and 6318 and EC 64001. This plan shall be known as the Single Plan for Student Achievement. (SPSA)
4. Provide the parents of participating students:
 - a. Timely information about Title I programs.
 - b. A description and explanation of the school's curriculum, academic assessments used to measure student progress and the proficiency levels students are expected to meet. (cf. 5121 - Grades/Evaluation of Student Achievement) (cf. 5123 - Promotion/Acceleration/Retention)
 - c. Opportunities for regular meetings for suggestions and participation in decisions related to their children's education, and appropriate responses to parent inquiries.
5. In the event the SPSA is not satisfactory to the parents, an opportunity for comments is to be provided when the school makes the plan available to the district.
6. Jointly develop with the parents a school-parent compact (20 USC 6318) that outlines how the entire school staff, students and parents will share responsibility for improved student academic achievement and the means by which the school and parents will build a partnership to help students achieve state standards, pursuant to EC 51101 (cf. 0520.1 - High Priority Schools Grant Program). The school-parent compact shall be part of the SPSA. This compact shall address:
 - a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards.
 - b. Ways in which parents will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and free time including television viewing and other extra-curricular activities.

- c. Parental support for the schools such as volunteering in the classroom, attending school assemblies and events such as Back-to-School Night, Open House, Math and Reading Nights, Parent Conferences and other programs such as the Elocution Contest, the Winter Program the Talent Show and other student presentations, and participating in decisions related to their children's education
(cf. 1240 - Volunteer Assistance) (cf. 5020 - Parent Rights and Responsibilities) (cf. 5113 - Absences and Excuses) (cf. 6145 - Extracurricular/Cocurricular Activities) (cf. 6154 - Homework/Makeup Work)
- d. The importance of ongoing communication between teachers and parents through:
 - i. biannual parent-teacher conferences during which the compact shall be discussed as it relates to student achievement.
 - ii. regular and frequent reports to parents regarding their children's progress.
 - iii. access to staff and opportunities to volunteer, participate and observe in the classroom.
- 7. Build the capacity of the school and parents for strong involvement by implementing the activities described in items #3a-f in the section "District Strategies for Title I Schools" above.
- 8. Provide opportunities for the participation of parents with limited English proficiency and/or disabilities, and parents of migrant children, including providing information and school reports required under 20 USC 6311(h) in a format and language such parents can understand.

Each school's parent involvement policy shall be made available to the local community and distributed to parents of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. (20 USC 6318)

Each school receiving Title I funds shall annually evaluate the effectiveness of its parent involvement policy at appropriately noticed Site Council meetings. Such evaluation may be conducted during the process of reviewing the school's single plan for student achievement (SPSA) pursuant to EC 64001. The Site Councils, under the leadership of the principals or designees, and jointly with parents of participating students and staff, shall periodically update the school's policy to meet the changing needs of the parents and the school. (20 USC 6318) *(cf 0420)*

Parent Involvement - Non-Title I Schools

For each school that does not receive federal Title I funds (EC 11504), the Superintendent or designee shall, at a minimum:

- 1. Engage parents/guardians positively in their children's education by helping them develop skills to use at home that support their children's academic efforts at school and their children's development as responsible members of society (EC 11502, 11504). The Superintendent or designee shall direct the school principals to:
 - a. Provide or make referrals to literacy training and/or parent education programs designed to improve the skills of parents and enhance their ability to support their children's education.

- b. Provide information, in parent handbooks, newsletters and presentations, about academic expectations and resources to assist parents with the subject matter..
 - c. Provide parents with information about class and homework.
 - 2. Inform parents that they can positively affect their children's learning by participating in school sponsored or referred parent education trainings (EC 11502, 11504) on:
 - a. good study habits and effective home study environments.
 - b. regular school attendance, homework completion, and minimal television viewing.
 - c. volunteering in the classroom and participating in school advisory committees.
 - 3. Build effective communication between the home and school so that parents may know when and how to assist their children with classroom learning activities (EC11502, 11504) This may include:
 - a. Frequent teacher reports to parents on their children's progress including biannual parent-teacher conferences.
 - b. Opportunities for parents to observe and volunteer in their children's classrooms.
 - c. Information to parents about parent involvement opportunities.
 - d. Notices and information to parents in a format and language they can understand.
 - e. Mechanisms to encourage parent input on district and school issues.
 - f. Identification of barriers to parents restricting participation in school activities, including to parents who are economically disadvantaged, disabled, or have limited English proficiency, literacy, or are of racial or ethnic minority background.
 - g. Adjusting meeting schedules to accommodate parent needs and, to the extent practicable, by providing translation or interpreter services, transportation, and child care, as practicable.
 - 4. Training staff to better communicate with parents (EC 11502, 11504), including
 - a. Providing staff development to strengthen communications with parents, including those who have limited English proficiency or limited literacy.
 - b. Inviting input from parents regarding the content of the staff development activities pertaining to home-school communications.
 - 5. Integrating parent involvement programs into school plans for academic accountability by:

- a. Including parent involvement strategies in school reform/school improvement initiatives.
- b. Involve parents/guardians in school planning processes.

Adopted: March 5, 2009
Revised: 3/1/2012
Reviewed: 3/7/2013, 2/6/14, 2/5/15

Laytonville Unified School District
Laytonville, CA

BOARD INFORMATION ITEM M1

Board Meeting Date: February 5, 2015
Subject: LCAP Midyear Update
From: Joan Potter, Superintendent

Explanation:

As part of our ongoing review of our LCAP we have begun the process of conducting our Annual Review of our plan in our District Advisory Committee Meetings.

I have compiled a midyear update for your information.

Recommendation:

Attachments:

BOARD INFORMATION ITEM M2

Board Meeting Date: February 5, 2015

Subject: P-1 ADA Report

From: Joan Potter, Superintendent

Explanation:

Below is a chart comparing the differences between our attendance rates during the 2013/14 and 2014/15 school years during the first four school months.

Year	2013/14		2014/15		Change
	ADA	Percentage	ADA	Percentage	
K	30.76	87.12%	29.85	86.83%	-0.91
1-3	92.14	93.24%	81.05	92.16%	-11.09
4-6	87.21	93.95%	97.27	94.37%	+10.06
7-8	52.79	94.20%	53.21	93.82%	+0.42
9-12	116.25	92.79%	112.64	93.41%	-3.61
Continuation	1.51		.74		-0.77
Total	380.66	92.89%	374.78	93.41%	-5.88

School Site	2013/14	2014/15	Change
LES	247.48	253.76	+6.28
Spyrock	8.25	7.64	-0.61
Branscomb	7.17	0	-7.17

Recommendation:

Attachments: