

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF OCTOBER 5, 2017**

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

The Governing Board of the Laytonville Unified School District held a regular meeting in the Community Room at Spy Rock School on October 5, 2017. Board President Calvin Harwood called the meeting to order at 5:52 PM.

**ROLL CALL:**

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

Administrators Present: Joan Potter and Tim Henry

Student Representative: Gracie Silva

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

**C. CLOSED SESSION AGENDA:**

CS-1	<b>CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION</b>	CS-1
	Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9	

CS-2	<b>PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE</b>	CS-2
------	---	------

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** No announcements from 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 with the removal of Board Action Item K2 by Shelagh Deveney, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

**G. CORRESPONDENCE: NONE**

**H. PUBLIC INPUT:** Laurie Neuroth thanked the Board for visiting the Spyrock School and announced that August 2017 marked the 30<sup>th</sup> first day of school for the Spyrock School.

**I. REPORTS AND COMMENTS:**

Superintendent's Report:

Mrs. Potter began by announcing that the attendance at Laytonville High School is at 96.75% and 96.95% at the Elementary School. Next, Mrs. Potter shared with the Board the magazine, "Word of Mouth" that featured an article on the Laytonville School Beef Project which also tied into the topic of the National School Lunch Week that is taking place on October 9-13<sup>th</sup>. During this week the cafeteria will be emphasizing local produce and meat in the lunch program. Next, Mrs. Potter announced that the auditors were set to come on October 5<sup>th</sup> and 6<sup>th</sup>, but due to all of

Bette's continuous hard work, the auditors were able to finish in one day. The District is still looking for custodial/maintenance employees. Pedro has been doing a great job on his own but we need more help. Next, Mrs. Potter shared that she will be meeting with both unions to discuss minor legislative changes regarding new employee orientations. Lastly, Mrs. Potter spoke of budget concerns, specifically in Special Education funding. Our budget remains healthy, however SPED costs are increasing dramatically.

The following reports were given:

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

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

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

##### K.1. Student of the Month

- The student of the month was unable to attend this Board meeting. Mr. Henry will present the September and October Students of the Month at the November meeting.

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

- **Removed from agenda**

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

##### L.1. Transportation Safety Plan

- Recent legislative changes require that we update our Transportation Safety Plan. The new plan now includes information regarding procedures for insuring that students are not left unattended on school buses.
- **Motion** to approve the revised Transportation Safety Plan by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

##### L.2. SELPA (Special Education Local Plan Areas) Policy and Procedures Adoption

- As part of our review of our Special Education Program we are required to adopt the attached policies and procedures.
- **Motion** to adopt SELPA's Policies and Procedures by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

#### **M. INFORMATION ITEMS:**

##### M.1. Employee Appreciation Award

- The Governing Board recognizes two employees each year for their contributions to the improvement and effectiveness of the District's educational program. One award is presented in January and one is presented in May. The Governing Board recognizes employees who:
  - --by exemplary service over an extended period of time have contributed to the improvement or effectiveness of the district educational program.

- --perform special acts or services in the public interest.
- --by superior accomplishments, make exceptional contributions to the effectiveness, efficiency, economy or improvements of district operations.
- --propose ideas or procedures which eliminate or reduce district expenditures or improve the efficiency of district operations.
- **This item will be brought back at the November meeting as a Discussion/Action Item.**

M.2. Facilities Update

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

M.3. Spyrock School Update

- The Board was provided with an update on the daily activities at Spyrock School by Sara Gamble.

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

**O. COMMENTS FROM THE BOARD:** Shannon thanked Sara Gamble for welcoming the Board to Spyrock School.

**P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Meagen Hedley, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 7:12 pm. The next regular meeting will be held on November 2, 2017.

Respectfully submitted,

Adopted as Final  
November 2, 2017

---

Joan Viada Potter  
Secretary to the Board

---

Shannon Ford  
Clerk of the Board