

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF APRIL 9, 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 April 9, 2015. Board President Calvin Harwood called the meeting to order at 6:17 pm.

ROLL CALL:

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

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

Student Representative: Sophia Lassotovitch

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: CSEA

CS-2: CONFERENCE WITH LABOR NEGOTIATOR:

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: LVTA

CS-3: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(No Additional Information Required)

CS-4: Consideration of Inter-District Transfer Requests, Number IDT 2014/15-L

(E.C.35146)

CS-5: EMPLOYEE RECOGNITION AWARD

(No Additional Information Required)

D. ANNOUNCEMENTS FROM CLOSED SESSION:

Board President Calvin Harwood announced that on Closed Session Item CS-4 the Board unanimously voted 3-0 to approve inter-district transfer request number IDT 2014/15-L.

Additionally, on Closed Session Item CS-5 Board President Calvin Harwood announced that the Board selected an employee to be recognized at the May board meeting.

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 Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

G. CORRESPONDENCE: None.

H. PUBLIC INPUT: Susan Bradley thanked the Board and the District on behalf of the Friends of the Long Valley Public Library for letting the Mendocino County Department of Libraries park the old Bookmobile on the Old High School property for public use.

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter shared that the District Tech Plan expires at the end of the school year. Currently the District Tech Plan is under review by the site councils, DAC and the District Tech. Next, Mrs. Potter shared that on April 22nd there will be a reception at the Seabiscuit Ranch where the District will formally be awarded the grant from the Mendocino Community Foundation. Next, she explained that Mock Trial participated in the state competition last month in Riverside, California. The team received over \$14,000 in donations that were used to help fund the cost of traveling to the state competition. Mrs. Potter thanked the community and all of the supporters for these donations and for giving the kids the chance to go to the state competition. Lastly, Mrs. Potter shared that the District is currently advertising for a few teaching positions for next year, including for Branscomb school which the District is looking to reopen for 2015/16.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

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

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Student of the Month, Manish Khatri, for Laytonville High School.
- **Motion** to recognize Manish Khatri as the Student of the Month by Shannon Ford, seconded Tina Tineo, unanimously approved with a 3-0 vote.

K.2. Resolution No. 469 for Specification of Election Order

- Three trustee terms expire in December: Shannon Ford, Tina Tineo and Meagen Hedley are completing full terms. Education code Section 5304 requires that Governing Boards order elections and identify the process for resolving tie votes. Ed. Code 5322 specifies that Governing Boards deliver a resolution known as the "Specifications of the Elections Order" to the County Superintendent and Ed. Code 5340 requires that school board elections be consolidated with other elections in the County. Resolution No. 469 provides for these requirements.
- **Motion** to approve Resolution No. 469 for Specification of Election Order by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

L. DISCUSSION / ACTION:

L.1. School Level Parent Involvement Plan, School-Parent Compact

- The District's Board Policy and Administrative Regulations 6020 require that Title 1 schools have parent involvement policies and procedures, including school-parent compacts that participating parents and school staff agree to abide by. The principals reviewed their policies and compacts for the Board.
- **Motion** to approve the school level policies and school-parent compacts with the understanding that they may be modified from time to time, and reviewed with the Board on an annual basis by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

L.2. Annual Review of BP and E 5132 – Dress Codes

- Education Code Section 35183 provides for school dress codes that address gang related attire and school safety. BP 5132 and Exhibit 5132 outline the dress code for the district. BP 5132 was last revised in 2013 and Exhibit 5132 was last revised in September of 2014; they require an annual review by the Board. Mr. Henry and Ms. Stange will share the school community's thoughts related to the current policy.
- Ms. Stange requested that E 5132 be labeled "Laytonville Unified School District" instead of "Laytonville High School" in the header.
- The Board reviewed BP and E 5132.
- **Motion** to approve to change the title of E 5132 from "Laytonville High School" to "Laytonville Unified School District" by Shannon, seconded by Tina Tineo, unanimously approved with a 3-0 vote. .

L.3. Annual Review of BP and AR 6145 – Extra and Cocurricular Activities

- Education Code Section 35160.5 calls for an annual review of the District's extracurricular policies. These are found in BP 6145 and AR 6145. The District revised BP 6145 in 2011 and have reviewed it annually since. AR 6145 was revised last year. Both of these policies remain pertinent to the program. School sites are making efforts to ensure that everyone is aware of and adhering to these policies.
- No changes were requested by site councils.
- The Board reviewed BP and AR 6145.

L.4. 2015 Summer School Program

- LES will be offering a four week program between July 13th and August 7th. One class for 1st-4th grades and one for 5th-8th grades. The program will focus on academic intervention in Language Arts and Math.
- LHS will offer a four week Independent Study program starting July 13th and ending August 11th. Students will meet with the instructor 1 day/week to receive and turn in assignments. Additionally, the high school will offer a Freshman Academy.
- Healthy Start will continue their summer activities program three days per week, on Mondays, Tuesdays and Wednesdays beginning on June 22, 2015 and ending on July 22, 2015.
- **Motion** to approve the 2015 Summer School Program by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.5. Resolution No. 470 for Education Protection Account Requirements

- “Pursuant to Article XIII, Section 36 of the California Constitution, school districts, county offices of education, and community college districts are required to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided that the governing board makes the spending determinations in an open session of a public meeting. The language in the constitutional amendment requires that funds shall not be used for the salaries or benefits of administrators or any other administrative costs... There is also a requirement that districts must annually post on its website an accounting of how much money was received from EPA and how that money was spent.” The District has budgeted these funds to be used for teacher’s salaries.
- **Motion** to adopt Resolution No. 470 for Education Protection Account by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

L.6. Resolution No. 471 for Layoffs, Classified Position

- Due to the uncertainty of preschool funding and enrollment for the 2015/16 school year, the District will be eliminating 4 (four) classified positions.
- **Motion** to adopt Resolution No. 471 for Layoffs, Classified Position by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.7. Resolution No. 472 for Concurrent Enrollment Partnership with Mendocino Community College District

- Mendocino College is working with county high schools to provide courses on high school campuses. It is required for schools to adopt a resolution regarding the requirements for conducting college classes on a high school campus.
- **Motion** to approve Resolution No. 472 for Concurrent Enrollment Partnership with Mendocino Community College District by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote.

L.8. BP 6142 for Health Education, First Reading

- The Student Nutrition Advisory Committee (SNAC) has been reviewing the District’s current various wellness and physical education policies. The District does not currently have a BP 6142. New guidelines and policies have also been reviewed to ensure compliance with current laws and Ed Code.
- BP 6142 was reviewed and will be brought back to the May Board Meeting for a second reading and approval.

L.9. BP 6142.7 for Physical Education and Activity, First Reading

- The Student Nutrition Advisory Committee (SNAC) has been reviewing the District’s various wellness and physical education policies. The District does not currently have a BP 6142.7. New guidelines and policies have also been reviewed to ensure compliance with current laws and Ed Code.
- BP 6142.7 was reviewed by the Board and will be brought back to the May Board Meeting for a second reading and approval.

L.10. Revised BP and AR 3460 for Financial Reports and Accountability, First Reading

- Since the District adopted BP and AR 3460 there have been many policy changes. The most recent change updated the current regulation to reflect new Title 5 regulations and

align the state standards and criteria for interim reports with the Local Control Funding Formula (LCFF). Additionally, regulations were also updated to reflect a new law which requires the annual audit to include a determination as to whether funds were expended in accordance with the district's LCAP.

- BP and AR 3460 were reviewed by the Board and brought back to the May Board Meeting for a second reading and approval.

L.11. Approval of Prop 39 Expenditure Plan

- The State of California passed Proposition 39 to promote the implementation of energy efficiency measures at public schools. In doing so they have set aside about \$50 thousand dollars per year for 5 years (\$ 250,000 total), starting with fiscal year 2013/14 for "small" school districts. Laytonville Unified qualifies as a small school district. Small school districts are allowed to apply for planning funds (the first two year allotment at one time) of which the district has previously done so.
- While the funds are set aside each year, the amount is not guaranteed until each fiscal year. While larger school district's allotment may change each fiscal year, its unlikely the small school district allotment will vary.
- In order for a school district to receive their allotment the school district must submit an expenditure plan for the use of those funds and gain approval from the California Energy Commission.
- Don Alameida has developed an expenditure plan for the District's Prop 39 funds. Upon the Board's approval the plan will be submitted to the California Energy Commission.
- **Motion** to approve the Prop 39 Expenditure Plan by Tina Tineo, seconded by Shannon Ford, unanimously approved with a 3-0 vote.

M. INFORMATION ITEMS:

M.1. Facilities Update

- Don Alameida provided an update on the Elementary School Project.

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

O. COMMENTS FROM THE BOARD: Sophia shared that she really liked the proposed design of the new Laytonville Elementary School campus. Shannon shared that she is excited for the new elementary school. Calvin shared that he is ready to finally see this project begin.

P. ADJOURNMENT:

Motion to adjourn the meeting by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 3-0 vote. The meeting was adjourned at 8:08 pm. The next regular meeting will be held on May 7, 2015.

Respectfully submitted,

Adopted as Final
May 7, 2015

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #10 2014/15

May 7, 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> | | | |
| <u>Classified/Confidential Appointment</u> | | | |
| <u>Classified/Confidential Resignation</u> | | | |
| <u>Classified/Confidential Reduction</u> | | | |
| Gordon, Malila 12 M to 11 M Dist. Admin. Assist. | Perm. | \$44,168/yr | 07/01/2015 |
| <u>Classified Transfer</u> | | | |
| <u>Classified Resignation/Retirement</u> | | | |
| Pence, Deb Sp. Ed. IA | Perm. | \$14.78/hr | 06/11/2015 |
| <u>Classified Layoff</u> | | | |
| <u>Coaching Positions</u> | | | |

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #10 2014/15

May 7, 2015

| <u>DATE</u> | <u>CHECK #</u> | <u>PAYEE</u> | <u>REFERENCE</u> | <u>AMOUNT</u> |
|-------------|----------------|--------------|------------------|---------------|
| 04/08/2015 | 2048 | VOID | VOID | VOID |
| 04/09/2015 | 2049 | Karl Mahurin | Payroll Advance | \$200.00 |
| 04/15/2015 | 2050 | U.S.P.S. | Postage | \$147.00 |

LAYTONVILLE UNIFIED SCHOOL DISTRICT
WARRANT LIST
May 7, 2015

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/02/2015

04/01/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0067 JB

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE | LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|----------|---------------------|-----------------------------|----|-----------------------------------|------|---|------|-----|------|------|------|---------|----------------------------|------------|
| 15735973 | 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 |
| 15735974 | 006062/ | ELINA AGNOLI | | | | | | | | | | | | |
| | | PV-150284 | | 01-0000-0-5800-003-1110-4100-6000 | | | | | | | | | REIMBURSEMENT | 57.75 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$57.75 |
| 15735975 | 000231/ | BLUE SHIELD OF CALIFORNIA | | | | | | | | | | | | |
| | | PO-019726 | 1. | 01-0000-0-9514-000-0000-0000-0000 | | | | | | | | | F05082, F05091 | 9,957.60 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$9,957.60 |
| 15735976 | 006076/ | EMIDIO CANTALUPO | | | | | | | | | | | | |
| | | PV-150285 | | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | | | REIMBURSEMENT | 21.15 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$21.15 |
| 15735977 | 005991/ | IRA CAUGHNOR III | | | | | | | | | | | | |
| | | PV-150289 | | 01-0740-0-5800-001-7110-3600-0000 | | | | | | | | | 3/23-3/27 | 432.40 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$432.40 |
| 15735978 | 003496/ | CDW GOVERNMENT INC. | | | | | | | | | | | | |
| | | PO-020031 | 1. | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | | | TD26403 | 256.60 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$256.60 |
| 15735979 | 001793/ | CLOVER STORNETTA FARMS INC. | | | | | | | | | | | | |
| | | PO-019812 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | | 100232742 | 148.56 |
| | | | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | | 100235557 | 80.50 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$229.06 |
| 15735980 | 002579/ | DANNY'S VACUUM SHOP | | | | | | | | | | | | |
| | | PO-020070 | 1. | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | | 16521 | 455.47 |
| | | | | WARRANT TOTAL | | | | | | | | | | \$455.47 |
| 15735981 | 005362/ | FERRELLGAS | | | | | | | | | | | | |
| | | PO-019809 | 1. | 01-0000-0-5520-001-0000-8200-0000 | | | | | | | | | 1086866455 | 111.64 |

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|-------------------------|---------------------|--------------------------------|---------------------------|-----------------------------------|----|------|---------------------------|------|--------------|------|---------|----------------------------|------------|
| WARRANT TOTAL | | | | | | | | | | | | | \$111.64 |
| 15735982 | 002129/ | MENDES SUPPLY COMPANY | | | | | | | | | | | |
| | | PO-020079 | 1. | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | M077453-00 | 425.23 |
| WARRANT TOTAL | | | | | | | | | | | | | \$425.23 |
| 15735983 | 000622/ | MENDOCINO COUNTY OFFICE OF ED | | | | | | | | | | | |
| | | PV-150286 | | 01-7405-0-5800-001-1110-1000-0000 | | | | | | | | 150241 | 166.93 |
| WARRANT TOTAL | | | | | | | | | | | | | \$166.93 |
| 15735984 | 003171/ | NASCO MODESTO | | | | | | | | | | | |
| | | PO-020012 | 1. | 01-0000-0-4300-002-1110-1000-2111 | | | | | | | | 33691 | 15.00 |
| | | PV-150288 | | 01-0000-0-4300-002-1110-1000-2111 | | | | | | | | 33691 | 4.57 |
| WARRANT TOTAL | | | | | | | | | | | | | \$19.57 |
| 15735985 | 000124/ | PACIFIC GAS & ELECTRIC | | | | | | | | | | | |
| | | PO-019775 | 1. | 01-0000-0-5510-001-0000-8200-0000 | | | | | | | | ACCT. 0991326276-3 | 9,446.03 |
| WARRANT TOTAL | | | | | | | | | | | | | \$9,446.03 |
| 15735986 | 002582/ | SPORT & CYCLE | | | | | | | | | | | |
| | | PO-020028 | 1. | 01-1100-0-4300-003-1110-4200-0000 | | | | | | | | 196439 | 331.48 |
| WARRANT TOTAL | | | | | | | | | | | | | \$331.48 |
| 15735987 | 003434/ | SYSCO FD SCVS OF SAN FRANCISCO | | | | | | | | | | | |
| | | PO-019815 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | 503230038 | 2,794.19 |
| WARRANT TOTAL | | | | | | | | | | | | | \$2,794.19 |
| 15735988 | 006056/ | TIM HURT | | | | | | | | | | | |
| | | PO-019806 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | 247268 | 850.00 |
| WARRANT TOTAL | | | | | | | | | | | | | \$850.00 |
| 15735989 | 003657/ | PAT VANOVEN | | | | | | | | | | | |
| | | PV-150287 | | 01-0740-0-4361-001-0000-3600-0000 | | | | | | | | REIMBURSEMENT | 50.02 |
| WARRANT TOTAL | | | | | | | | | | | | | \$50.02 |
| 15735990 | 001370/ | WEATHERTOP NURSERY | | | | | | | | | | | |
| | | PO-019793 | 1. | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | | TRAN. #116009: ACCT. 40 | 24.51 |
| WARRANT TOTAL | | | | | | | | | | | | | \$24.51 |
| 15735991 | 003657/ | HEROK CORPORATION | | | | | | | | | | | |
| | | PO-019775 | 1. | 01-0000-0-5600-002-1110-1000-0000 | | | | | | | | 07548778 | 857.40 |
| WARRANT TOTAL | | | | | | | | | | | | | \$857.40 |
| *** BATCH TOTALS *** | | | TOTAL NUMBER OF WARRANTS: | | 19 | | TOTAL AMOUNT OF WARRANTS: | | \$25,715.12* | | | | |
| *** DISTRICT TOTALS *** | | | TOTAL NUMBER OF WARRANTS: | | 19 | | TOTAL AMOUNT OF WARRANTS: | | \$25,715.12* | | | | |

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/09/2015

04/08/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0069 JB

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | DEPOSIT TYPE | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|----------|---------------------|------------------------------|----|-----------------------------------|---|------|-----|------|------|------|--------------|---------|----------------------------|--------------|
| 15736470 | 003381/ | SUE CARBERRY | | | | | | | | | | | | |
| | | PV-150296 | | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | | REIMBURSEMENT | 81.18 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$81.18 |
| 15736471 | 003496/ | CDW GOVERNMENT INC. | | | | | | | | | | | | |
| | | PO-020036 | 1. | 01-7405-0-4300-001-1110-1000-0000 | | | | | | | | | TL09327 | 12,647.39 |
| | | | 1. | 01-7405-0-4300-001-1110-1000-0000 | | | | | | | | | TL87120 | 945.00 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$13,592.39 |
| 15736472 | 005945/ | CHRISTY WHITE | | | | | | | | | | | | |
| | | PO-019762 | 1. | 01-0000-0-5801-001-0000-7110-0000 | | | | | | | | | 12192 | 1,700.00 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$1,700.00 |
| 15736473 | 003893/ | DEVCO HEATING AND AIR | | | | | | | | | | | | |
| | | PO-020062 | 1. | 14-0620-0-5600-001-0000-8110-0000 | | | | | | | | | 38082 | 264.72 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$264.72 |
| 15736474 | 000220/ | LAYTONVILLE WATER DISTRICT | | | | | | | | | | | | |
| | | PO-020073 | 1. | 01-0000-0-5530-001-0000-8200-0000 | | | | | | | | | LES, LMS, LHS-OLD | 742.70 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$742.70 |
| 15736475 | 000061/ | LONG VALLEY LUMBER | | | | | | | | | | | | |
| | | PO-020022 | 1. | 01-0000-0-4300-001-0000-8110-0000 | | | | | | | | | ACCT. 1273 | 68.08 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$68.08 |
| 15736476 | 003136/ | MATHESON TRI-GAS INC | | | | | | | | | | | | |
| | | PO-019728 | 1. | 01-0740-0-5600-001-0000-3600-0000 | | | | | | | | | 11041340 | 40.73 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$40.73 |
| 15736477 | 000124/ | PACIFIC GAS & ELECTRIC | | | | | | | | | | | | |
| | | PO-019792 | 1. | 01-9010-0-5510-001-0000-8200-5375 | | | | | | | | | ACCT. 7979025834-1 | 158.04 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$158.04 |
| 15736478 | 005600/ | PERKOWSKI SCREENPRINT | | | | | | | | | | | | |
| | | PO-020102 | 1. | 01-0000-0-4300-003-1110-4100-6000 | | | | | | | | | 12915 | 35.61 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$35.61 |
| 15736479 | 006138/ | PEDRO SALMERON | | | | | | | | | | | | |
| | | PV-150297 | | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | | REIMBURSEMENT | 56.14 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$56.14 |
| 15736480 | 003078/ | SOLID WASTE OF WILLITS | | | | | | | | | | | | |
| | | PO-019752 | 1. | 01-0000-0-5540-001-0000-8200-0000 | | | | | | | | | 276 | 801.41 |
| | | | | | | | | | | | | | WARRANT TOTAL | \$801.41 |
| *** | BATCH TOTALS *** | | | | | | | | | | | | | |
| | | | | | | | | | | | | | TOTAL NUMBER OF WARRANTS: | 11 |
| | | | | | | | | | | | | | TOTAL AMOUNT OF WARRANTS: | \$17,541.00* |
| *** | DISTRICT TOTALS *** | | | | | | | | | | | | | |
| | | | | | | | | | | | | | TOTAL NUMBER OF WARRANTS: | 11 |
| | | | | | | | | | | | | | TOTAL AMOUNT OF WARRANTS: | \$17,541.00* |

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/16/2015

04/15/15 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0072 JB

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|----------|---------------------|------------------------------|----|-----------------------------------|---|------|-----|------|------|------|----------------------------|----------------------------|------------|
| 15737070 | 005381/ | ADVANCED SECURITY SYSTEMS | | | | | | | | | | | |
| | | PO-019724 | 1. | 01-0000-0-5800-001-0000-8300-0000 | | | | | | | 296619 | | 142.50 |
| | | | | | | | | | | | | WARRANT TOTAL | \$142.50 |
| 15737071 | 003755/ | BUSINESS CARD | | | | | | | | | | | |
| | | PV-150309 | | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 153.97 |
| | | | | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 269.16 |
| | | | | 01-0000-0-4300-003-1110-4100-6000 | | | | | | | ACCT. 4339-XXX-1997 | | 2,090.79 |
| | | | | 01-0000-0-5800-003-1110-4100-6000 | | | | | | | ACCT. 4339-XXX-1997 | | 3,259.50 |
| | | | | 01-0740-0-5800-001-0000-3600-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 25.00 |
| | | | | 01-4510-0-5800-001-1110-1000-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 663.03 |
| | | | | 01-6300-0-4300-003-1110-1000-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 346.10 |
| | | | | 13-5310-0-5200-001-0000-3700-0000 | | | | | | | ACCT. 4339-XXX-1997 | | 188.76 |
| | | | | | | | | | | | | WARRANT TOTAL | \$6,996.31 |
| 15737072 | 005991/ | IRA CAUGHNOR III | | | | | | | | | | | |
| | | PV-150310 | | 01-0740-0-5800-001-7110-3600-0000 | | | | | | | 4/7-4/10 MILEAGE REIMBURSE | | 378.35 |
| | | | | | | | | | | | | WARRANT TOTAL | \$378.35 |
| 15737073 | 003496/ | CDW GOVERNMENT INC. | | | | | | | | | | | |
| | | PO-020038 | 1. | 01-7405-0-4300-001-1110-1000-0000 | | | | | | | TM39588 | | 521.89 |
| | | | | 01-7405-0-4300-001-1110-1000-0000 | | | | | | | TN46265 | | 417.54 |
| | | | | | | | | | | | | WARRANT TOTAL | \$939.43 |
| 15737074 | 001793/ | CLOVER STORNETTA FARMS INC. | | | | | | | | | | | |
| | | PO-019812 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | 100235560, 100243911 | | 372.90 |
| | | | | | | | | | | | | WARRANT TOTAL | \$372.90 |
| 15737075 | 004792/ | DEPT. OF JUSTICE | | | | | | | | | | | |
| | | PO-020107 | 1. | 01-0000-0-5814-001-0000-7400-0000 | | | | | | | 091629 | | 96.00 |
| | | | | | | | | | | | | WARRANT TOTAL | \$96.00 |
| 15737076 | 003893/ | DEVCO HEATING AND AIR | | | | | | | | | | | |
| | | PO-020062 | 1. | 14-0620-0-5600-001-0000-8110-0000 | | | | | | | 38125 | | 895.43 |

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE | LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|---------------|---------------------|-----------------------------|----|-----------------------------------|------|---|------|-----|------|------|------|-------------------------|----------------------------|------------|
| WARRANT TOTAL | | | | | | | | | | | | | | \$895.43 |
| 15737077 | 005362/ | FERRELLGAS | | | | | | | | | | | | |
| | | PO-019809 | 1. | 01-0000-0-5520-001-0000-8200-0000 | | | | | | | | 1087041317, RNT5907516 | | 779.45 |
| | | | 2. | 01-9010-0-5520-001-0000-8200-5375 | | | | | | | | 1087041314 | | 59.91 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$839.36 |
| 15737078 | 000063/ | GEIGER'S LONG VALLEY MARKET | | | | | | | | | | | | |
| | | PO-020103 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | ACCT. 2004 | | 41.70 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$41.70 |
| 15737079 | 005762/ | KANDICE GOLIGHTLY | | | | | | | | | | | | |
| | | PV-150314 | | 01-0740-0-4361-001-0000-3600-0000 | | | | | | | | REIMBURSEMENT | | 20.00 |
| | | | | 01-0740-0-5800-001-0000-3600-0000 | | | | | | | | REIMBURSEMENT | | 5.00 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$25.00 |
| 15737080 | 000899/ | KELLY MOORE PAINT CO INC | | | | | | | | | | | | |
| | | PO-020104 | 1. | 01-0000-0-4300-003-1110-4200-0000 | | | | | | | | 910-00000212804 | | 375.74 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$375.74 |
| 15737081 | 000258/ | LAYTONVILLE DISPOSAL CO | | | | | | | | | | | | |
| | | PO-020108 | 1. | 01-0000-0-5530-001-0000-8200-0000 | | | | | | | | PUMP 7200 GALLONS | | 2,100.00 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$2,100.00 |
| 15737082 | 000220/ | LAYTONVILLE WATER DISTRICT | | | | | | | | | | | | |
| | | PO-020073 | 1. | 01-0000-0-5530-001-0000-8200-0000 | | | | | | | | LHS-AG, NEW | | 381.63 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$381.63 |
| 15737083 | 005891/ | LONG VALLEY AUTO SUPPLY | | | | | | | | | | | | |
| | | PO-019751 | 2. | 01-0740-0-4364-001-0000-3600-0000 | | | | | | | | 83327, 30, 36, 818, 839 | | 252.02 |
| | | PO-020113 | 1. | 01-0740-0-4364-001-0000-3600-0000 | | | | | | | | 84587, 83839 CONT. | | 450.95 |
| | | WARRANT TOTAL | | | | | | | | | | | | \$702.97 |
| 15737084 | 000061/ | LONG VALLEY LUMBER | | | | | | | | | | | | |
| | | PO-019920 | 1. | 01-0000-0-4300-001-1110-1000-0000 | | | | | | | | ACCT. 1274 | | 489.14 |
| | | PO-019925 | 1. | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | | ACCT. 1276 | | 98.39 |

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE | LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | DEPOSIT TYPE | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|----------|---------------------|---------------------------|----|-----------------------------------|------|---|------|-----|------|------|------|---------------|---------|----------------------------|------------------------|
| | | PO-020030 | 1. | 01-0000-0-4300-001-1110-1000-5453 | | | | | | | | WARRANT TOTAL | | ACCT. 1274 | 1,597.32 \$2,184.85 |
| 15737085 | 001701/ | AMARYLLIS MCHENRY | | | | | | | | | | | | | |
| | | PV-150311 | | 01-0000-0-4300-003-0000-3110-0000 | | | | | | | | WARRANT TOTAL | | REIMBURSEMENT | 108.11 \$108.11 |
| 15737086 | 002129/ | MENDES SUPPLY COMPANY | | | | | | | | | | | | | |
| | | PO-020079 | 1. | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | | | M077453-01 | 96.23 |
| | | PO-020110 | 1. | 01-0000-0-4300-001-0000-8200-0000 | | | | | | | | WARRANT TOTAL | | M078312-00 | 720.72 \$816.95 |
| 15737087 | 004924/ | NOVA COLOR | | | | | | | | | | | | | |
| | | PO-020039 | 1. | 01-0635-0-4300-003-1110-1000-0000 | | | | | | | | WARRANT TOTAL | | 72574 | 101.41 \$101.41 |
| 15737088 | 005962/ | MAT PARADIS | | | | | | | | | | | | | |
| | | PV-150312 | | 13-5310-0-5200-001-0000-3700-0000 | | | | | | | | WARRANT TOTAL | | REIMBURSEMENT | 187.45 \$187.45 |
| 15737089 | 002696/ | RITCHIES FOOD SERVICE | | | | | | | | | | | | | |
| | | PO-019852 | 2. | 13-5310-0-4300-001-0000-3700-0000 | | | | | | | | | | 281872 | 99.00 |
| | | | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | WARRANT TOTAL | | 281872 | 22.05 \$121.05 |
| 15737090 | 006125/ | WOODLAND SCHULTZE | | | | | | | | | | | | | |
| | | PV-150313 | | 01-0000-0-4300-002-1110-1000-0000 | | | | | | | | WARRANT TOTAL | | REIMBURSEMENT | 99.67 \$99.67 |
| 15737091 | 003078/ | SOLID WASTE OF WILLITS | | | | | | | | | | | | | |
| | | PO-019752 | 1. | 01-0000-0-5540-001-0000-8200-0000 | | | | | | | | | | L36797: ACCT. 411087 | 48.75 |
| | | | 2. | 01-9010-0-5540-001-0000-8200-5375 | | | | | | | | WARRANT TOTAL | | 217: ACCT. 9921-6 | 181.88 \$230.63 |
| 15737092 | 002582/ | SPORT & CYCLE | | | | | | | | | | | | | |
| | | PO-020078 | 1. | 01-1100-0-4300-004-1110-4200-0000 | | | | | | | | | | 196482 | 191.36 |

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE | LN | FU | RESO | P | OBJE | SCH | GOAL | FUNC | DIST | DEPOSIT TYPE | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT | |
|----------|---------------------|--------------------------------|----|-----------------------------------|------|---|------|-----|------|------|------|--------------|-------------------------------|----------------------------|--------------|--|
| | | | 1. | 01-1100-0-4300-004-1110-4200-0000 | | | | | | | | | 197542 | | 140.95 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$332.31 | |
| 15737093 | 005340/ | SPRINT | | | | | | | | | | | | | | |
| | | PO-019789 | 1. | 01-0000-0-5903-001-0000-7200-0000 | | | | | | | | | CUST. #924289408 | | 159.00 | |
| | | | 2. | 01-9010-0-5903-001-0000-2100-5375 | | | | | | | | | CUST. #924289408 | | 34.55 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$193.55 | |
| 15737094 | 003808/ | STATE BOARD OF EQUALIZATION | | | | | | | | | | | | | | |
| | | PO-019908 | 1. | 01-0740-0-4361-001-0000-3600-0000 | | | | | | | | | JAN-MARCH '15 DIESEL FUEL TAX | | 12.70 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$12.70 | |
| 15737095 | 005984/ | STATE BOARD OF EQUALIZATION | | | | | | | | | | | | | | |
| | | PO-020111 | 1. | 40-0000-0-5800-001-0000-8100-0000 | | | | | | | | | NOTICE ID: 0002 0655 963 | | 117.33 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$117.33 | |
| 15737096 | 003434/ | SYSCO FD SCVS OF SAN FRANCISCO | | | | | | | | | | | | | | |
| | | PO-019815 | 1. | 13-5310-0-4700-001-0000-3700-0000 | | | | | | | | | 503020254, 504060452 | | 4,624.28 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$4,624.28 | |
| 15737097 | 005993/ | TEACHER CREATED RESOURCES | | | | | | | | | | | | | | |
| | | PO-019998 | 1. | 01-0000-0-4300-002-1110-1000-2111 | | | | | | | | | 5817100 | | 204.00 | |
| | | PO-020010 | 1. | 01-0000-0-4300-002-1110-1000-2111 | | | | | | | | | 5815957 | | 194.58 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$398.58 | |
| 15737098 | 001370/ | WEATHERTOP NURSERY | | | | | | | | | | | | | | |
| | | PO-019793 | 1. | 01-0000-0-4300-003-1110-1000-0000 | | | | | | | | | ACCT. 40 | | 36.41 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$36.41 | |
| 15737099 | 005110/ | WYATT IRRIGATION CO. | | | | | | | | | | | | | | |
| | | PO-020105 | 1. | 14-0620-0-4300-001-0000-8110-0000 | | | | | | | | | 201199 00 | | 397.05 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$397.05 | |
| 15737100 | 003863/ | XEROX CORPORATION | | | | | | | | | | | | | | |
| | | PO-019778 | 4. | 01-0000-0-5600-001-0000-7200-0000 | | | | | | | | | 078961778 | | 148.58 | |
| | | | 2. | 01-0000-0-5600-003-1110-1000-0000 | | | | | | | | | 078961777 | | 361.73 | |
| | | PO-020112 | 1. | 01-0000-0-5600-002-1110-1000-0000 | | | | | | | | | 078961776 | | 883.68 | |
| | | | | WARRANT TOTAL | | | | | | | | | | | \$1,393.99 | |
| *** | BATCH TOTALS *** | | | | | | | | | | | | | | | |
| | | | | TOTAL NUMBER OF WARRANTS: | | | 31 | | | | | | TOTAL AMOUNT OF WARRANTS: | | \$25,643.64* | |
| *** | DISTRICT TOTALS *** | | | | | | | | | | | | | | | |
| | | | | TOTAL NUMBER OF WARRANTS: | | | 31 | | | | | | TOTAL AMOUNT OF WARRANTS: | | \$25,643.64* | |

APY250 H.02.09

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0073 JBMENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/23/2015

04/22/15 PAGE 1

| WARRANT | VENDOR/ADDR REQ# | NAME (REMIT) REFERENCE LN | DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST | ABA NUM | ACCOUNT NUM DESCRIPTION | AMOUNT |
|----------|---------------------|-------------------------------|---|---------|-----------------------------|----------|
| 15737525 | 005277/ | AMAZON | | | | |
| | | PO-020032 | 1. 01-6300-0-4100-001-1110-1000-0000 | | 4722432680 | 148.58 |
| | | | 1. 01-6300-0-4100-001-1110-1000-0000 | | 4726725084 | 131.48 |
| | | | WARRANT TOTAL | | | \$280.06 |
| 15737526 | 005991/ | IRA CAUGHNOR III | | | | |
| | | PV-150319 | 01-0740-0-5800-001-7110-3600-0000 | | 4/13-4/17 MILEAGE REIMBURSE | 432.40 |
| | | | WARRANT TOTAL | | | \$432.40 |
| 15737527 | 001793/ | CLOVER STORNETTA FARMS INC. | | | | |
| | | PO-019812 | 1. 13-5310-0-4700-001-0000-3700-0000 | | 100245204, 100248011 | 382.54 |
| | | | WARRANT TOTAL | | | \$382.54 |
| 15737528 | 000063/ | GEIGER'S LONG VALLEY MARKET | | | | |
| | | PO-020117 | 1. 01-0000-0-4300-001-0000-2100-0000 | | 1632: ACCT. 1221 | 57.11 |
| | | | WARRANT TOTAL | | | \$57.11 |
| 15737529 | 000191/ | LAYTONVILLE UNIFIED REVOLVING | | | | |
| | | RC-150008 | 01-0000-0-5904-001-0000-7200-0000 | | REVOLVING CASH | 117.90 |
| | | | 01-0000-0-5904-003-1110-4100-6000 | | REVOLVING CASH | 29.10 |
| | | | WARRANT TOTAL | | | \$147.00 |
| 15737530 | 004358/ | BETTE LOFLIN | | | | |
| | | PV-150320 | 01-0000-0-5200-001-0000-7200-0000 | | MILEAGE REIMBURSEMENT | 56.35 |
| | | | WARRANT TOTAL | | | \$56.35 |
| 15737531 | 000061/ | LONG VALLEY LUMBER | | | | |
| | | PO-019614 | 1. 01-0635-0-4300-003-1110-1000-0000 | | ACCT. 1276 | 14.16 |
| | | | WARRANT TOTAL | | | \$14.16 |
| 15737532 | 002129/ | MENDES SUPPLY COMPANY | | | | |
| | | PO-020110 | 1. 01-0000-0-4300-001-0000-8200-0000 | | M078312-01, M078631-00 | 100.50 |
| | | | WARRANT TOTAL | | | \$100.50 |
| 15737533 | 001810/ | BRUCE POTTER | | | | |
| | | PV-150321 | 01-0000-0-4300-003-1110-1000-0000 | | REIMBURSEMENT | 41.74 |

Page 4.7

LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

May 7, 2015

48 Laytonville Unified School Dis J1579

BUDGET REPORT

HDX110 H.00.30 04/30/15 15:12 PAGE 1

FROM 07/01/2014 TO 06/30/15
UNAPPROVED TRANSACTIONS INCLUD...

FUND :01 GENERAL FUND

| OBJECT CLASSIFICATION | APPROVED BUDGET | EXPENDED/RECEIVED | | % | ENCUMBERED | UNENCUMBERED BALANCE | % |
|-------------------------------------|-----------------|-------------------|--------------|-------|------------|----------------------|-------|
| | | CURRENT | YEAR T | | | | |
| 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 | 1,144,902.00 | 868,126.00 | 868,126.00 | 75.8 | 0.00 | 276,776.00 | 24.1 |
| 8012 EDUCATION PROTECTION ACCOUNT | 584,741.00 | 447,294.00 | 447,294.00 | 76.4 | 0.00 | 137,447.00 | 23.5 |
| 8019 REV LIMIT STATE AID-PRIOR YRS | 0.00 | 1,004.00- | 1,004.00- | .0 | 0.00 | 1,004.00 | .0 |
| 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 | 1,722,712.56 | 1,722,712.56 | 93.8 | 0.00 | 113,196.44 | 6.1 |
| 8042 UNSECURED ROLL TAXES | 64,424.00 | 58,524.39 | 58,524.39 | 90.8 | 0.00 | 5,899.61 | 9.1 |
| 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 | 5,833.37 | 5,833.37 | 100.0 | 0.00 | 4,283.37- | .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 | 21,514.12 | 21,514.12 | 86.0 | 0.00 | 3,485.88 | 13.9 |
| 8181 SPECIAL EDUCATION -ENTITLEMENT | 71,138.00 | 55,501.00 | 55,501.00 | 78.0 | 0.00 | 15,637.00 | 21.9 |
| 8182 SPECIAL EDUCATION- DISC GRANTS | 3,200.00 | 2,400.00 | 2,400.00 | 75.0 | 0.00 | 800.00 | 25.0 |
| 8290 ALL OTHER FEDERAL REVENUE | 227,580.15 | 140,201.84 | 140,201.84 | 61.6 | 0.00 | 87,378.31 | 38.3 |
| 8550 MANDATED COSTS REIMBURSEMENTS | 36,469.00 | 36,469.00 | 36,469.00 | 100.0 | 0.00 | 0.00 | .0 |
| 8560 STATE LOTTERY REVENUE | 59,329.00 | 32,002.73 | 32,002.73 | 53.9 | 0.00 | 27,326.27 | 46.0 |
| 8590 ALL OTHER STATE REVENUE | 65,725.53 | 42,756.78 | 42,756.78 | 65.0 | 0.00 | 22,968.75 | 34.9 |
| 8650 LEASES & RENTALS | 12,500.00 | 7,725.00 | 7,725.00 | 61.8 | 0.00 | 4,775.00 | 38.2 |
| 8660 INTEREST | 2,500.00 | 1,315.07 | 1,315.07 | 52.6 | 0.00 | 1,184.93 | 47.3 |
| 8677 INTERAGENCY SERVICES BETW LEAS | 86,019.00 | 0.58- | 0.58- | .0 | 0.00 | 86,019.58 | 100.0 |
| 8689 ALL OTHER FEES & CONTRACTS | 769.69 | 769.69 | 769.69 | 100.0 | 0.00 | 0.00 | .0 |
| 8699 ALL OTHER LOCAL REVENUE | 226,270.36 | 103,040.84 | 103,040.84 | 45.5 | 0.00 | 123,229.52 | 54.4 |
| 8792 TF OF APPORTIONMENT FROM CORP | 218,630.00 | 164,152.00 | 164,152.00 | 75.0 | 0.00 | 54,478.00 | 24.9 |
| TOTAL: 8xxx | 5,991,968.23 | 3,724,914.38 | 3,724,914.38 | 62.1 | 0.00 | 2,267,053.85 | 37.8 |
| 1100 TEACHERS' SALARIES | 1,433,034.80 | 1,147,851.87 | 1,147,851.87 | 80.0 | 0.00 | 285,182.93 | 19.9 |
| 1150 TEACHER - P.T./ADDIT'L DUTY | 150.00 | 730.39 | 730.39 | 100.0 | 0.00 | 580.39- | .0 |
| 1170 TEACHER - SUBSTITUTE | 47,800.00 | 22,642.50 | 22,642.50 | 47.3 | 0.00 | 25,157.50 | 52.6 |
| 1200 CERT PUPIL SUPPORT SALARIES | 32,209.00 | 26,462.52 | 26,462.52 | 82.1 | 0.00 | 5,746.48 | 17.8 |
| 1300 CERT SUPERVISOR/ADMIN SALARIES | 307,417.00 | 261,451.70 | 261,451.70 | 85.0 | 0.00 | 45,965.30 | 14.9 |
| TOTAL: 1xxx | 1,820,610.80 | 1,459,138.98 | 1,459,138.98 | 80.1 | 0.00 | 361,471.82 | 19.8 |
| 2100 INSTRUCTIONAL AIDES' SALARIES | 273,369.74 | 216,537.28 | 216,537.28 | 79.2 | 0.00 | 56,832.46 | 20.7 |
| 2170 INSTRUCTIONAL AIDE -SUBSTITUTE | 1,200.00 | 1,737.75 | 1,737.75 | 100.0 | 0.00 | 537.75- | .0 |
| 2200 CLASSIFIED SUPPORT SALARIES | 258,041.00 | 205,581.59 | 205,581.59 | 79.6 | 0.00 | 52,459.41 | 20.3 |
| 2240 CLASSIFIED SUPPORT- EXTRA HIRE | 2,000.00 | 1,516.32 | 1,516.32 | 75.8 | 0.00 | 483.68 | 24.1 |
| 2250 CLASSIFIED SUPP - P.T./ADDIT'L | 2,000.00 | 586.05 | 586.05 | 29.3 | 0.00 | 1,413.95 | 70.6 |
| 2260 CLASSIFIED SUPPORT - OVER-TIME | 4,000.00 | 1,704.66 | 1,704.66 | 42.6 | 0.00 | 2,295.34 | 57.3 |

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 | % |
| 2270 | CLASSIFIED SUPPORT -SUBSTITUTE | 14,500.00 | 14,900.79 | 14,900.79 | 100.0 | 0.00 | 400.79- | .0 |
| 2300 | CLASS. SUPRVRS/ADMIN SALARIES | 130,259.05 | 88,414.20 | 88,414.20 | 67.8 | 0.00 | 41,844.85 | 32.1 |
| 2400 | CLERICAL,TECH,OFFICE SALARIES | 211,842.99 | 163,766.43 | 163,766.43 | 77.3 | 0.00 | 48,076.56 | 22.6 |
| 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 | 7,225.99 | 7,225.99 | 76.6 | 0.00 | 2,197.01 | 23.3 |
| 2970 | OTHER CLASSIFIED - SUBSTITUTE | 250.00 | 238.87 | 238.87 | 95.5 | 0.00 | 11.13 | 4.4 |
| TOTAL: 2xxx | | 910,885.78 | 704,360.15 | 704,360.15 | 77.3 | 0.00 | 206,525.63 | 22.6 |
| | | | | | | | | |
| 3101 | STRS, CERTIFICATED | 155,243.40 | 117,142.32 | 117,142.32 | 75.4 | 0.00 | 38,101.08 | 24.5 |
| 3102 | STRS, CLASSIFIED | 0.00 | 427.44 | 427.44 | 100.0 | 0.00 | 427.44- | .0 |
| 3201 | PERS, CERTIFICATED | 5,091.00 | 3,716.22 | 3,716.22 | 72.9 | 0.00 | 1,374.78 | 27.0 |
| 3202 | PERS, CLASSIFIED | 99,409.93 | 72,656.43 | 72,656.43 | 73.0 | 0.00 | 26,753.50 | 26.9 |
| 3301 | OASDI, CERTIFICATED | 2,212.00 | 2,033.26 | 2,033.26 | 91.9 | 0.00 | 178.74 | 8.0 |
| 3302 | OASDI, CLASSIFIED | 57,836.36 | 42,033.93 | 42,033.93 | 72.6 | 0.00 | 15,802.43 | 27.3 |
| 3311 | MEDICARE, CERTIFICATED | 26,409.36 | 20,095.77 | 20,095.77 | 76.0 | 0.00 | 6,313.59 | 23.9 |
| 3312 | MEDICARE, CLASSIFIED | 13,530.94 | 9,904.25 | 9,904.25 | 73.1 | 0.00 | 3,626.69 | 26.8 |
| 3401 | HEALTH & WELFARE, CERTIFICATED | 240,925.80 | 196,137.11 | 196,137.11 | 81.4 | 0.00 | 44,788.69 | 18.5 |
| 3402 | HEALTH & WELFARE, CLASSIFIED | 256,611.91 | 194,795.07 | 194,795.07 | 75.9 | 0.00 | 61,816.84 | 24.0 |
| 3501 | UNEMPLOYMENT INS, CERTIFICATED | 984.20 | 693.42 | 693.42 | 70.4 | 0.00 | 290.78 | 29.5 |
| 3502 | UNEMPLOYMENT INS, CLASSIFIED | 480.82 | 341.51 | 341.51 | 71.0 | 0.00 | 139.31 | 28.9 |
| 3601 | WORKERS' COMP, CERTIFICATED | 92,329.44 | 64,560.72 | 64,560.72 | 69.9 | 0.00 | 27,768.72 | 30.0 |
| 3602 | WORKERS' COMP, CLASSIFIED | 46,640.12 | 31,827.61 | 31,827.61 | 68.2 | 0.00 | 14,812.51 | 31.7 |
| 3701 | OPER ALLOCATED CERTIFICATED | 13,400.00 | 9,328.50 | 9,328.50 | 69.6 | 0.00 | 4,071.50 | 30.3 |
| 3702 | OPER ALLOCATED CLASSIFIED | 500.00 | 317.83 | 317.83 | 63.5 | 0.00 | 182.17 | 36.4 |
| 3901 | OTHER BENEFITS, CERTIFICATED | 11,583.00 | 6,589.66 | 6,589.66 | 56.8 | 0.00 | 4,993.34 | 43.1 |
| 3902 | OTHER BENEFITS, CLASSIFIED | 500.00 | 250.02 | 250.02 | 50.0 | 0.00 | 249.98 | 49.9 |
| TOTAL: 3xxx | | 1,023,688.28 | 772,851.07 | 772,851.07 | 75.4 | 0.00 | 250,837.21 | 24.5 |
| | | | | | | | | |
| 4100 | APPRVD TEXTBOOKS/CORE CURRICULA | 25,403.03 | 21,910.07 | 21,910.07 | 86.2 | 152.16 | 3,340.80 | 13.1 |
| 4200 | BOOKS/OTHER REFERENCE MATERIAL | 168.00 | 167.67 | 167.67 | 99.8 | 0.00 | 0.33 | .1 |
| 4300 | MATERIALS & SUPPLIES | 199,271.50 | 128,652.56 | 128,652.56 | 64.5 | 8,717.21 | 61,901.73 | 31.0 |
| 4361 | FUEL - GASOLINE,DIESEL | 29,432.64 | 27,862.89 | 27,862.89 | 94.6 | 3,680.42 | 2,110.67- | .0 |
| 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 | 1,479.32 | 1,479.32 | 42.2 | 420.68 | 1,600.00 | 45.7 |
| 4365 | TRANSP - OTHER SUPPLIES | 700.00 | 708.40 | 708.40 | 100.0 | 0.00 | 8.40- | .0 |
| 4400 | NON-CAPITALIZED EQUIPMENT | 30,700.00 | 10,238.79 | 10,238.79 | 33.3 | 0.00 | 20,461.21 | 66.6 |
| TOTAL: 4xxx | | 291,175.17 | 192,499.60 | 192,499.60 | 66.1 | 12,970.47 | 85,705.10 | 29.4 |
| | | | | | | | | |
| 5200 | TRAVEL & CONFERENCES | 43,624.21 | 16,892.95 | 16,892.95 | 38.7 | 300.00 | 26,431.26 | 60.5 |

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 | % |
|---------------------------------------|-----------------|------------------------------|--------------|-------|------------|-------------------------|-------|
| 5300 DUES & MEMBERSHIPS | 2,375.00 | 1,566.04 | 1,566.04 | 65.9 | 0.00 | 808.96 | 34.0 |
| 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 | 83,173.79 | 83,173.79 | 82.7 | 8,757.54 | 8,568.67 | 8.5 |
| 5520 HEATING FUEL | 51,000.00 | 14,695.13 | 14,695.13 | 28.8 | 29,649.48 | 6,655.39 | 13.0 |
| 5530 WATER & SEWER | 26,000.00 | 25,486.47 | 25,486.47 | 98.0 | 2,375.67 | 1,862.14 | .0 |
| 5540 WASTE DISPOSAL | 14,100.00 | 9,642.80 | 9,642.80 | 68.3 | 4,403.80 | 53.40 | .3 |
| 5600 RENT, LEASES, REPAIR NON CAP IMP | 52,350.00 | 41,661.67 | 41,661.67 | 79.5 | 3,382.14 | 7,306.19 | 13.9 |
| 5710 TRANSFER OF DIRECT COSTS | 5,018.94 | 0.00 | 0.00 | .0 | 0.00 | 5,018.94 | 100.0 |
| 5750 TRANSFR DIRECT COSTS-INTERFUND | 10,000.00 | 0.00 | 0.00 | 100.0 | 0.00 | 10,000.00 | .0 |
| 5800 PROFES'L/CONSULTG SVCS/OP EXP | 342,813.69 | 131,183.11 | 131,183.11 | 38.2 | 3,764.57 | 207,866.01 | 60.6 |
| 5801 AUDIT FEES | 19,500.00 | 17,000.00 | 17,000.00 | 87.1 | 1,562.00 | 938.00 | 4.8 |
| 5802 LEGAL FEES | 6,000.00 | 5,020.32 | 5,020.32 | 83.6 | 0.00 | 979.68 | 16.3 |
| 5811 ADVERTISING | 2,100.00 | 903.17 | 903.17 | 43.0 | 630.65 | 566.18 | 26.9 |
| 5814 FINGERPRINTING | 750.00 | 669.00 | 669.00 | 89.2 | 96.00 | 15.00 | .0 |
| 5901 COMMUNIC - INTERNET SVCS/LINES | 50.00 | 23.00 | 23.00 | 46.0 | 0.00 | 27.00 | 54.0 |
| 5903 COMMUNIC - TELEPHONE SERVICES | 15,700.00 | 8,893.10 | 8,893.10 | 56.6 | 730.38 | 6,076.52 | 38.7 |
| 5904 COMMUNIC - POSTAGE/DELIVERY | 3,500.00 | 1,709.18 | 1,709.18 | 48.8 | 0.00 | 1,790.82 | 51.1 |
| TOTAL: 5xxx | 721,684.84 | 404,780.18 | 404,780.18 | 56.0 | 55,652.23 | 261,252.43 | 36.2 |
| TOTAL: 1xxx - 5xxx | 4,768,044.87 | 3,533,629.98 | 3,533,629.98 | 74.1 | 68,622.70 | 1,165,792.19 | 24.4 |
| 6170 LAND IMPROVEMENTS | 0.00 | 163,348.00 | 163,348.00 | 100.0 | 0.00 | 163,348.00 | .0 |
| 6400 EQUIPMENT | 52,000.00 | 25,753.82 | 25,753.82 | 49.5 | 0.00 | 26,246.18 | 50.4 |
| TOTAL: 6xxx | 52,000.00 | 189,101.82 | 189,101.82 | 100.0 | 0.00 | 137,101.82 | .0 |
| TOTAL: 1xxx - 6xxx | 4,820,044.87 | 3,722,731.80 | 3,722,731.80 | 77.2 | 68,622.70 | 1,028,690.37 | 21.3 |
| 7350 TRANSFER INDIRECT COSTS-INTRPD | 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 TRNFS 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 | 457,108.74 | 0.00 | 0.00 | .0 | 0.00 | 457,108.74 | 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 | 1,171,923.36 | 0.00 | 0.00 | .0 | 0.00 | 1,171,923.36 | 100.0 |
| TOTAL: 1xxx - 7xxx | 5,991,968.23 | 3,722,731.80 | 3,722,731.80 | 62.1 | 68,622.70 | 2,200,613.73 | 36.7 |

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) | | 5,991,968.23 | 3,724,914.38 | 3,724,914.38 | 62.1 | 0.00 | 2,267,053.85 | 37.8 |
| | TOTAL: 1xxx - 5xxx | | 4,768,044.87 | 3,533,629.98 | 3,533,629.98 | 74.1 | 68,622.70 | 1,165,792.19 | 24.4 |
| | TOTAL: 1xxx - 6xxx | | 4,820,044.87 | 3,722,731.80 | 3,722,731.80 | 77.2 | 68,622.70 | 1,028,690.37 | 21.3 |
| | TOTAL: 1xxx - 7xxx | | 5,991,968.23 | 3,722,731.80 | 3,722,731.80 | 62.1 | 68,622.70 | 2,200,613.73 | 36.7 |
| TOTAL EXPENSES | (1000 - 7999) | | 5,991,968.23 | 3,722,731.80 | 3,722,731.80 | 62.1 | 68,622.70 | 2,200,613.73 | 36.7 |

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BUDGET TRANSFERS

May 7, 2015

Date last used from: 00/00/0000 To 99/99/9999

Transaction Number from: 150026 To 150099

Date entered from: 00/00/0000 To 99/99/9999

Approved and Unapproved Transactions

| Number | Date | Date Entered | Description | PU RESO P OBJE SCH GOAL FUNC DIST | Debit | Credit |
|--------|-----------------|--------------|-----------------------------------|-----------------------------------|------------|------------|
| 150026 | 04/09/2015 | 04/09/2015 | Cafeteria | Entered by: H148 Unapproved | | |
| | 1. | | 13-5310-0-8000-000-0000-0000-0000 | | | 250.00 |
| | 2. | | 13-5310-0-8220-001-0000-0000-0000 | | 15,000.00 | |
| | 3. | | 13-5310-0-8520-001-0000-0000-0000 | | 1,200.00 | |
| | 4. | | 13-5310-0-2200-001-0000-3700-0000 | | | 2,557.00 |
| | 5. | | 13-5310-0-2270-001-0000-3700-0000 | | | 1,000.00 |
| | 6. | | 13-5310-0-3202-001-0000-3700-0000 | | | 280.00 |
| | 7. | | 13-5310-0-4700-001-0000-3700-0000 | | | 11,013.00 |
| | 8. | | 13-5310-0-5600-001-0000-3700-0000 | | | 1,250.00 |
| | 9. | | 13-5310-0-5904-001-0000-3700-0000 | | | 100.00 |
| | 10. | | 13-5310-0-7911-000-0000-0000-0000 | | 250.00 | |
| | | | TOTAL: | | 16,450.00* | 16,450.00* |
| 150027 | 04/09/2015 | 04/09/2015 | Preschool | Entered by: H148 Unapproved | | |
| | 1. | | 12-6105-0-8677-002-7110-0000-0000 | | 3,000.00 | |
| | 2. | | 12-6105-0-2100-002-7110-1000-0000 | | | 4,047.00 |
| | 3. | | 12-6105-0-2170-002-7110-1000-0000 | | | 400.00 |
| | 4. | | 12-6105-0-3202-002-7110-1000-0000 | | 200.00 | |
| | 5. | | 12-6105-0-3302-002-7110-1000-0000 | | 170.00 | |
| | 6. | | 12-6105-0-3312-002-7110-1000-0000 | | 50.00 | |
| | 7. | | 12-6105-0-3402-002-7110-1000-0000 | | | 505.00 |
| | 8. | | 12-6105-0-3602-002-7110-1000-0000 | | 622.00 | |
| | 9. | | 12-6105-0-4300-002-7110-1000-0000 | | 750.00 | |
| | 10. | | 12-6105-0-5300-002-7110-1000-0000 | | 160.00 | |
| | | | TOTAL: | | 4,952.00* | 4,952.00* |
| 150028 | 04/13/2015 | 04/13/2015 | Mock Trial | Entered by: H148 Unapproved | | |
| | 1. | | 01-0000-0-8699-000-0000-0000-6000 | | 13,998.94 | |
| | 2. | | 01-0000-0-4300-003-1110-4100-6000 | | | 3,350.00 |
| | 3. | | 01-0000-0-5800-003-1110-4100-6000 | | | 9,630.00 |
| | 4. | | 01-0000-0-5710-003-1110-4100-6000 | | | 1,018.94 |
| | | | TOTAL: | | 13,998.94* | 13,998.94* |
| 150029 | 04/22/2015 | 04/22/2015 | MAA | Entered by: H148 Unapproved | | |
| | 1. | | 01-0811-0-8290-000-0000-0000-0000 | | 46,189.42 | |
| | 2. Van | | 01-0811-0-6400-001-0000-3600-0000 | | | 26,000.00 |
| | 3. HS staff | | 01-0811-0-2300-001-0000-2100-0000 | | | 5,833.50 |
| | 4. HS staff | | 01-0811-0-2400-001-0000-2100-0000 | | | 3,912.99 |
| | 5. | | 01-0811-0-3202-001-0000-2100-0000 | | | 1,148.00 |
| | 6. | | 01-0811-0-3302-001-0000-2100-0000 | | | 605.00 |
| | 7. | | 01-0811-0-3312-001-0000-2100-0000 | | | 142.00 |
| | 8. | | 01-0811-0-3402-001-0000-2100-0000 | | | 4,159.00 |
| | 9. | | 01-0811-0-3502-001-0000-2100-0000 | | | 5.00 |
| | 10. | | 01-0811-0-3602-001-0000-2100-0000 | | | 454.00 |
| | 11. Health tech | | 01-0811-0-2200-001-0000-3140-0000 | | | 1,382.00 |

CONTINUED

Date last used from: 00/00/0000 To 99/99/9999

Transaction Number from: 150026 To 150099

Date entered from: 00/00/0000 To 99/99/9999

Approved and Unapproved Transactions

| Number | Date | Date Entered | Description | PU RESO P OBJE SCH COAL FUNC DIST | Debit | Credit |
|--------|------------------------|--------------|---------------------|-----------------------------------|-----------------|----------------|
| 150029 | CONTINUED | | | | | |
| | 12. | | | 01-0811-0-3202-001-0000-3140-0000 | | 163.00 |
| | 13. | | | 01-0811-0-3302-001-0000-3140-0000 | | 86.00 |
| | 14. | | | 01-0811-0-3312-001-0000-3140-0000 | | 20.00 |
| | 15. | | | 01-0811-0-3502-001-0000-3140-0000 | | 1.00 |
| | 16. | | | 01-0811-0-3602-001-0000-3140-0000 | | 65.00 |
| | 17. | | | 01-0811-0-5800-001-0000-3140-0000 | | 500.00 |
| | 18. | | | 01-0811-0-7980-000-0000-0000-0000 | | 1,712.93 |
| | | | | TOTAL: | 46,189.42* | 46,189.42* |
| 150030 | 04/27/2015 | 04/27/2015 | Bond LES renovation | Entered by: BL48 Unapproved | | |
| | 1. Bond proceeds | | | 21-0000-0-8951-000-0000-0000-0000 | 5,500,000.00 | |
| | 2. | | | 21-0000-0-6200-001-0000-8500-0000 | | 100,000.00 |
| | 3. Cost of issuance | | | 21-0000-0-5800-000-0000-9100-0000 | | 110,000.00 |
| | 4. Reserve for project | | | 21-0000-0-7990-000-0000-0000-0000 | | 5,290,000.00 |
| | | | | TOTAL: | 5,500,000.00* | 5,500,000.00* |
| | | | | DISTRICT TOTAL | 5,581,590.36** | 5,581,590.36** |
| | | | | GRAND TOTAL | 5,581,590.36*** | 5,581,590.36** |

2015-2016 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 24, 2015.

Laytonville Unified School District School District/Governing Board at its May 7, 2015 meeting,
(Name of school district/governing board) (Date)
appointed the following individual(s) to serve for the 2015-2016 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Laytonville High School

| | |
|---|--|
| NAME OF REPRESENTATIVE <u>Sue Carberry</u> | POSITION <u>Athletic Director</u> |
| ADDRESS <u>250 Branscomb Rd</u> | CITY <u>Laytonville</u> ZIP <u>95454</u> |
| PHONE <u>(707) 984-6108</u> FAX <u>(707) 984-8066</u> | E-MAIL <u>scarberry2@gmail.com</u> |

NAME OF SCHOOL Laytonville High School

| | |
|---|--|
| NAME OF REPRESENTATIVE <u>Tim Henry</u> | POSITION <u>Principal</u> |
| ADDRESS <u>250 Branscomb Rd</u> | CITY <u>Laytonville</u> ZIP <u>95454</u> |
| PHONE <u>(707) 984-6108</u> FAX <u>(707) 984-8066</u> | E-MAIL <u>mr.tim.henry@gmail.com</u> |

NAME OF SCHOOL Laytonville High School

| | |
|---|--|
| NAME OF REPRESENTATIVE <u>Joan Potter</u> | POSITION <u>Superintendent</u> |
| ADDRESS <u>P.O. Box 868</u> | CITY <u>Laytonville</u> ZIP <u>95454</u> |
| PHONE <u>(707) 984-6414</u> FAX <u>(707) 984-8223</u> | E-MAIL <u>jvpotter@mcn.org</u> |

NAME OF SCHOOL _____

| | |
|------------------------------|----------------------|
| NAME OF REPRESENTATIVE _____ | POSITION _____ |
| ADDRESS _____ | CITY _____ ZIP _____ |
| PHONE _____ FAX _____ | E-MAIL _____ |

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. NOTE: League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Joan Potter Signature _____

Address P.O. Box 868 City Laytonville Zip 95454

Phone (707) 984-6414 Fax (707) 984-8223

BOARD ACTION ITEM K1

Board Meeting Date: May 7, 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: May 7, 2015

Subject: Resolution No. 473 for Employee Recognition Award

From: Joan Potter, Superintendent

Explanation:

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.

We are very pleased to present this year's second Employee Recognition Award.

Recommendation:

Adopt Resolutions No. 473 for Employee Recognition Award and recognize the recipient

Attachments:

Resolution No. 473 for Employee Recognition Award

Laytonville Unified School District
May 7, 2015

ACTION
Page 9

BOARD ACTION ITEM K3

Board Meeting Date: May 7, 2015

Subject: Resolution No. 474 and 475 for Classified Employee's Week and Teacher Appreciation Day

From: Joan Potter, Superintendent

Explanation:

May is the traditional month for honoring school employees. The Governing Board has asked that we recognize the hard work, dedication and caring all staff provide to the students of our community.

Resolution No. 474 recognizes our classified staff and declares the week of May 17-23 to be Classified Employees Week.

Resolution No. 475 recognizes our teachers and declares Wednesday, May 13 as Teacher Appreciation Day in the Laytonville Unified School District.

The School Site Councils, the Board and the community traditionally celebrate these days and honor our employees by providing a delightful banquet.

Recommendation:

Adopt Resolution No. 474 recognizing Classified Employee's Week and Resolution No. 475 recognizing Teacher Appreciation Day

Attachments:

Resolution No. 474 and 475 for Classified Employee's Week and Teacher Appreciation Day

LAYTONVILLE UNIFIED SCHOOL DISTRICT
Resolution Number 474

Classified Employees Week

The week of May 17 through 23, 2015, has been designated as Classified School Employee Week in California by the California School Employees Association and the California State Legislature. In recognition of our classified employees, the Laytonville Board of Trustees adopts the following resolution:

Whereas, classified school employees provide valuable services to the schools and students of the District, *and*

Whereas, classified school employees contribute to the establishment and promotion of a positive instructional environment, *and*

Whereas, classified school employees play a vital role in providing for the welfare and safety of students,

Now therefore be it resolved, that the Laytonville Unified School District hereby recognizes and wishes to honor the contribution of classified school employees to quality education in the Laytonville Unified School District; *and*

that the Board of Trustees of Laytonville Unified School District hereby declares the week of May 17-23rd as the Classified School Employee Week in the Laytonville Unified School District.

Joan Potter, Superintendent

Calvin Harwood, President

Shannon Ford, Clerk

LAYTONVILLE UNIFIED SCHOOL DISTRICT
Resolution Number 475

Day of the Teacher

Whereas, our teachers play a vital role in preparing young people to be good and productive citizens, and

Whereas, our teachers constantly strive to improve their instructional strategies, and

Whereas, our teachers endeavor to provide a caring and supportive learning environment for each and every child, and

Whereas, teachers represent our hope for the future,

Now therefore be it resolved, that the Board of Trustees of Laytonville Unified School District hereby declares May 13, 2015 to be Day of the Teacher in the Laytonville Unified School District.

Joan Potter, Superintendent

Calvin Harwood, President

Shannon Ford, Clerk

BOARD ACTION ITEM K4

Board Meeting Date: May 7, 2015

Subject: Resolution No. 476 for Participation in Staywell Health Plan JPA

From: Joan Potter, Superintendent

Explanation:

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. This is the fifth year that Staywell and its Districts are self-funded. This means our own premiums pay for the members' claims, although claims which exceed \$200,000 are paid by a secondary insurance fund.

The attached Resolution No. 476 provides for our district's continued participation in the JPA.

Recommendation:

Adopt Resolution No. 476 for Participation in Staywell Health Plan JPA

Attachments

Resolution No. 476 for Participation in Staywell Health Plan JPA

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Resolution Number 476

STAYWELL HEALTH PLAN JPA

In order to ensure the continued operations of the Staywell Health Plan and to support the participating management unique in this plan;

BE IT RESOLVED that the Board of Education commits itself to support the Staywell JPA by:

1. supporting attendance of (3) representatives to the Staywell Board;
2. enforcing all policies of the JPA in accordance with its by-laws;
3. maintaining the standard Staywell coverage and deductibles in accordance with the current provider contract for all eligible employees;
4. supporting a district wellness committee to address employee wellness.

THIS RESOLUTION WAS ADOPTED at a regular public meeting of the Laytonville Unified School District on May 7, 2015.

AYES:

NOES:

ABSTAIN:

ABSENT:

Attested by: _____
Shannon Ford, Clerk of the Board

Joan Potter, Superintendent

BOARD ACTION ITEM K5

Board Meeting Date: May 7, 2015

Subject: Approval of the Amended 2014/15 Instructional Minutes for Laytonville High School

From: Joan Potter, Superintendent

Explanation:

Upon reviewing our current 2014/15 Instructional Minutes for Laytonville High School some discrepancies were noted. We need to review and approve the new Instructional Minutes, which are attached.

Recommendation:

Approve the amended 2014/15 Instructional Minutes Schedule for LHS

Attachments

Proposed Instructional Minutes Schedule for LHS

Laytonville Unified School District
May 7, 2015

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**Laytonville High School Minutes
Schedule 2014-15**

**Monday, Wednesday, Thursday, Friday
Schedule
3:30 Day**

| | | |
|------------------------|-------------|---------------|
| 1 st Period | 8:10-9:01 | 51 min |
| Passing | 9:01-9:06 | 5 |
| 2 nd Period | 9:06-9:57 | 51 |
| BREAK | 9:57-10:07 | 10 |
| Passing | 10:07-10:12 | 5 |
| 3 rd Period | 10:12-11:03 | 51 |
| Passing | 11:03-11:08 | 5 |
| 4 th Period | 11:08-11:59 | 51 |
| LUNCH | 11:59-12:39 | 40 |
| Passing | 12:39-12:44 | 5 |
| 5 th Period | 12:44-1:35 | 51 |
| Passing | 1:35-1:40 | 5 |
| 6 th Period | 1:40-2:31 | 51 |
| Passing | 2:31-2:36 | 5 |
| 7 th Period | 2:36-3:30 | 54 |
| | | 390 |

**Tuesday/Minimum Day Schedule
1:45 Day**

| | | |
|------------------------|-------------|----------------|
| 1 st Period | 8:10-8:47 | 37 min. |
| Passing | 8:47-8:52 | 5 |
| 2 nd Period | 8:52-9:29 | 37 |
| BREAK | 9:29-9:39 | 10 |
| Passing | 9:39-9:44 | 5 |
| 3 rd Period | 9:44-10:20 | 36 |
| Passing | 10:20-10:25 | 5 |
| 4 th Period | 10:25-11:02 | 37 |
| Passing | 11:02-11:07 | 5 |
| 5 th Period | 11:07-11:44 | 37 |
| LUNCH | 11:44-12:22 | 38 |
| Passing | 12:22-12:27 | 5 |
| 6 th Period | 12:27-1:03 | 36 |
| Passing | 1:03-1:08 | 5 |
| 7 th Period | 1:08-1:45 | 37 |
| | | 287 |

**Finals Schedule
2:30 Day**

| | | |
|---------|-------------|----------------|
| Final | 8:10-9:00 | 50 min. |
| Passing | 9:00-9:05 | 5 |
| Final | 9:05-10:50 | 105 |
| BREAK | 10:50-11:00 | 10 |
| Passing | 11:00-11:05 | 5 |
| Final | 11:05-12:05 | 60 |
| LUNCH | 12:05-12:45 | 40 |
| Passing | 12:45-12:50 | 5 |
| Final | 12:50-2:30 | 100 |
| | | 330 |

**Activity Schedule
3:30 day**

| | | |
|------------------------|-------------|---------------|
| 1 st Period | 8:10-8:57 | 47 min |
| Passing | 8:57-9:02 | 5 |
| 2 nd Period | 9:02-9:49 | 47 |
| Break | 9:49-9:59 | 10 |
| Passing | 9:59-10:04 | 5 |
| 3 rd Period | 10:04-10:51 | 47 |
| Passing | 10:51-10:56 | 5 |
| 4 th Period | 10:56-11:43 | 47 |
| Lunch | 11:43-12:23 | 40 |
| Passing | 12:23-12:28 | 5 |
| 5 th Period | 12:28-1:15 | 47 |
| Passing | 1:15-1:20 | 5 |
| 6 th Period | 1:20-2:07 | 47 |
| Passing | 2:07-2:12 | 5 |
| 7 th Period | 2:12-3:00 | 48 |
| Activity | 3:00-3:30 | 30 |
| | | 360 |

| | | |
|----------------|-----|-----------------------|
| 3:30 Days = | 120 | 46,800 minutes |
| 3:30 Activity= | 10 | 3,600 minutes |
| 1:45 Days = | 46 | 13,202 minutes |
| 2:30 Days = | 4 | 1,320 minutes |
| Total Days = | 180 | 64,922 minutes |

Total minutes required by Ed Code= 64,800
Excess minutes: 122

BOARD ACTION ITEM K6

Board Meeting Date: May 7, 2015

Subject: Approval of 2015/16 Instructional Minutes for Laytonville School District
From: Joan Potter, Superintendent

Explanation:

The State requires minimum instructional minutes for each grade level. Our instructional minutes schedules for 2015-16 are attached.

Recommendation:

Approve the 2015/16 Instructional Minutes Schedules for LES, Spy Rock, CDS, and LHS.

Attachments

Instructional Minutes Schedules for 2015/16

Laytonville Unified School District
May 7, 2015

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BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: May 7, 2015

Subject: BP 6142 for Health Education, Second Reading/Approval

From: Joan Potter, Superintendent

Explanation:

During last month's meeting we reviewed the proposed BP 6142 for Health Education.

Recommendation:

Approve the proposed BP 6142 for Health Education

Attachments:

BP 6142 for Health Education

The Governing Board believes that health education should foster the knowledge, skills and behaviors that students need in order to lead healthy, productive lives. The District's health education program shall teach personal responsibility for one's own lifelong health, respect for and promotion of the health of others, the process of growth and development and informed use of health-related information, products and services.

The District shall provide a planned, sequential health education curriculum for students in grades K-12 that is research based and age appropriate. The content of health instruction shall be offered in accordance with the law, Board policy, administrative regulation and state curriculum frameworks.

The Board intends for health education to be part of a comprehensive District program to promote the health and well-being of students and staff. Instruction in health-related topics shall be supported by physical education, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment.

Adopted May 7, 2015

Laytonville Unified School District
Laytonville, CA

Laytonville Unified School District
May 7, 2015

DISCUSSION/ACTION
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BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: May 7, 2015

Subject: BP 6142.7 for Physical Education and Activity, Second Reading/Approval

From: Joan Potter, Superintendent

Explanation:

During last month's meeting we reviewed the proposed BP 6142.7 for Physical Education and Activity.

Recommendation:

Approve the proposed BP 6142.7 for Physical Education and Activity

Attachments:

BP 6142.7 for Physical Education and Activity

Laytonville Unified School District

May 7, 2015

DISCUSSION/ACTION

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The Governing Board recognizes the positive benefits of physical activity on student health and academic achievement. The district shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity throughout the school day. The district's physical education and activity programs shall support the district's coordinated student wellness program and encourage students' lifelong fitness.

The district's physical education program shall provide a developmentally appropriate sequence of instruction aligned with the state's model content standards and curriculum framework. The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law.

The overall course of study for grades 9-12 shall include the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives. (Education Code 333352.5 CCR 10060.)

The Board shall approve the courses in grades 9-12 for which physical education credit may be granted.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

Students with disabilities shall be provided instruction in physical education in accordance with their individualized education program or Section 504 accommodation plan.

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

During air pollution episodes, extreme weather, or other inclement conditions, physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education.

(cf. 3514 - Environmental Safety)

(cf. 5141.7 - Sun Safety)

Staffing

Physical education instruction shall be delivered by appropriately credentialed teachers who may be assisted by instructional aides, paraprofessionals, and/or volunteers.

(cf. 1240 - Volunteer Assistance)

(cf. 4112.2 - Certification)

(cf. 4222 - Teacher Aides/Paraprofessionals)

Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education to students in grades 5, 7, and 9.

(Education Code 60800; 5 CCR 1041)

Laytonville Unified School District

May 7, 2015

DISCUSSION/ACTION

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Temporary Exemptions

The Superintendent or designee may grant a temporary exemption from physical education under either of the following conditions:

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

Other Exemptions

The Superintendent or designee may grant an exemption from physical education under the following special circumstances:

1. The student in grades 10-12 attends a regional occupational center or program and attendance in physical education courses results in hardship because of the travel time involved.
2. The student is in high school and is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours.

Program Evaluation

The Superintendent or designee shall annually report to the Board the results of the state physical fitness testing for each school and applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, and any other data agreed upon by the Board and the Superintendent or designee to evaluate program quality and the effectiveness of the district's program in meeting goals for physical activity.

(cf. 0500 - Accountability)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

33126 School accountability report card

33350-33354 CDE responsibilities re: physical education

35256 School accountability report card

49066 Grades; physical education class

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51241 Temporary, two-year or permanent exemption from physical education

51242 Exemption from physical education for athletic program participants

52316 Excuse from attending physical education classes

60800 Physical performance test

CODE OF REGULATIONS, TITLE 5

1040-1048 Physical performance test

3051.5 Adapted physical education for individuals with exceptional needs

10060 Criteria for high school physical education programs

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42
1751 Note Local wellness policy
ATTORNEY GENERAL OPINIONS
53 Ops.Cal.Atty.Gen. 230 (1970)

Adopted May 7, 2015

Laytonville Unified School District
Laytonville, California

Laytonville Unified School District
May 7, 2015

DISCUSSION/ACTION
Page 15.3

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: May 7, 2015

Subject: BP and AR 3460 for Financial Reports and Accountability, Second Reading/Approval

From: Joan Potter, Superintendent

Explanation:

During last month's meeting we reviewed the proposed BP and AR 3460 for Financial Reports and Accountability.

Recommendation:

Approve the proposed BP and AR 3460 for Financial Reports and Accountability

Attachments:

Proposed BP and AR 3460 for Financial Reports and Accountability

Laytonville Unified School District
May 7, 2015

FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is committed to ensuring public accountability and the fiscal health of the district. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

(cf. 3100 - Budget)
(cf. 3110 - Transfer of Funds)
(cf. 3300 - Expenditures and
Purchases) (cf. 3430 - Investing)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 9000 - Role of the Board)

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

(cf. 3400 - Management of District Assets/Accounts)

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When any such report must be approved by the Board prior to its submission to a local, state, and/or federal agency, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report and meet any applicable submission deadline.

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

(cf. 1340 - Access to District Records)

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this

statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction. (Education Code 42100)

Gann Appropriations Limit Resolution

On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

(cf. 9322 - Agenda/Meeting Materials)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and certify, on the basis of the interim report and any additional financial information known by the Board, whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County

Superintendent under the authority granted to him/her pursuant to Education Code 42131.

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

At any time during the year when the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendation. (Education Code 42637)

Audit Report

DISCUSSION/ACTION

By April 1 of each year, the Board shall provide for an annual audit c Page 20.4
and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years. (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

14500-14508 Financial and compliance audits

17150-17150.1 Public disclosure of non-voter-approved debt

17170-17199.5 California School Finance Authority

33127 Standards and criteria for local budgets and expenditures

33128 Standards and criteria; inclusions

33129 Standards and criteria; use by local agencies

35035 Powers and duties of superintendent

41010-41023 Accounting system
 41326 Emergency apportionment
 41344 Repayment of apportionment significant audit exceptions
 41344.1 Appeals of audit findings
 41455 Examination of financial problems of local districts 42100-
 42105 Requirement to prepare and file annual statement 42120-
 42129 Budget requirements
 42130-42134 Financial reports and certifications 42140-
 42142 Public disclosure of fiscal obligations
 42637 County superintendent review of district's financial and budgetary conditions 42652
 Revocation or suspension of warrant authority
 48300-48316 Student attendance alternatives GOVERNMENT
 CODE
 3540.2 School district; qualified or negative certification; proposed agreement review and comment
 7900-7914 Appropriations limit
 16429.1 Local agency investment fund
 53646 Reports of investment policy and compliance CODE OF
 REGULATIONS, TITLE 5
 15060 Standardized account code structure
 15070 Submission of reports using standardized account code structure
 15440-15451 Criteria and standards for school district budgets
 15453-15464 Criteria and standards for school district interim reports
 19810-19816.1 Audits
UNITED STATES CODE, TITLE 31
 7501- 7507 Single audits of federal program funds

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Fiscal Accountability, 2006 CALIFORNIA

DEPARTMENT OF EDUCATION COMMUNICATIONS

New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007

Audit Resolution Process: Repayment Plans, December 8, 2000

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS (continued)

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local

Governments, June 1999

STATE CONTROLLER PUBLICATIONS

Standards and Procedures for Audits of California K-12 Local Educational Agencies (annual publication)

U.S. GOVERNMENT ACCOUNTABILITY OFFICE AND PRESIDENT'S COUNCIL ON INTEGRITY AND EFFICIENCY (PCIE) PUBLICATIONS

Government Auditing Standards, 2011

Financial Audit Manual, revised 2008

U.S. OFFICE OF MANAGEMENT AND BUDGET CIRCULARS

A-133 Audits of States, Local Governments, and Non-Profit Organizations WEB

SITES

CSBA: <http://www.csba.org>

California Association of School Business Officials: <http://www.casbo.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>
Governmental Accounting Standards Board: <http://www.gasb.org> School
Services of California: <http://www.sscal.com>
State Controller's Office: <http://www.sco.ca.gov>
U.S. Government Accountability Office: <http://www.gao.gov>
U.S. Office of Management and Budget: <http://www.whitehouse.gov/omb>

Adopted May 7, 2015

Laytonville Unified School District
Laytonville, California

Laytonville Unified School District
May 7, 2015

DISCUSSION/ACTION
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FINANCIAL REPORTS AND ACCOUNTABILITY**Interim Reports**

Each interim fiscal report developed pursuant to Education Code 42130 shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding fiscal year. The report shall be based on State Board of Education (SBE) criteria and standards which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, and facilities maintenance. For purposes of assessing projections of LCFF revenue, the first interim report shall be compared to the adopted district budget, and the second interim report shall be compared to the projections in the first interim report. (Education Code 42130; 5 CCR 15453-15464)

The report shall also provide supplemental information regarding contingent liabilities, use of onetime revenues for ongoing expenditures, contingent revenues, contributions (i.e., projected contributions from unrestricted general fund resources to restricted general fund resources, projected transfers to or from the general fund to cover operating deficits in the general fund or any other fund, and capital project cost overruns that may impact the general fund budget), longterm commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds. (Education Code 42130; 5 CCR 15453, 15464)

(cf. 3100 - Budget)

(cf. 3220.1 - Lottery Funds)

(cf. 3300 - Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

(cf. 3110 - Transfer of Funds)

Audit Report

The Superintendent or designee shall establish a timetable for the completion and review of the audit within the deadlines established by law.

The Superintendent or designee shall provide the necessary financial records and cooperate with the auditor selected by the Governing Board to ensure that the audit report contains all information required by law and the Governmental Accounting Standards Board (GASB).

The audit shall include an audit of income and expenditures by source of funds for all funds of the district, including the student body and cafeteria funds and accounts and any other funds under the control or jurisdiction of the district, as well as an audit of student attendance procedures. The audit shall also include a determination of whether

LCFF funds were expended in accordance with the district's local control and accountability plan or an approved annual update of the plan. (Education Code 41020)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3430 - Investing)

(cf. 3451 - Petty Cash Funds)

(cf. 3452 - Student Activity Funds)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

When required by federal law, specified records pertaining to the audit of federal funds received and expended by the district shall be transmitted to the federal clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the fiscal year, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (31 USC 7502)

If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report. (Education Code 41344, 41344.1)

While a public accounting firm is performing the audit of the district, it shall not provide any nonauditing, management or other consulting services except as provided in Government Accounting Standards, Amendment #3, published by the U.S. Government Accounting Office. (Education Code 41020)

Fund Balance

In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:

1. Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact
2. Restricted fund balance, including amounts constrained to specific purposes by their providers or by law
3. Committed fund balance, including amounts constrained to specific purposes by the Board
4. Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose

5. Unassigned fund balance, including amounts that are available for any purpose

Negative Balance Report

Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year. (Education Code 42127.5)

Non-Voter-Approved Debt Report

Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction, pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent of Schools and the County Auditor. The Superintendent or designee shall provide the Board, the County Auditor, the County Superintendent and the public with related repayment schedules and evidence of the District's ability to repay the obligation. (Education Code 17150)

(cf. 7214 - General Obligation Bonds)

When the Board is considering the issuance of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, the Superintendent or designee shall provide notice to the County Superintendent and County Auditor no later than 30 days before the Board's approval to proceed with issuance. The Superintendent or designee shall provide the Board, the County Auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the debt issuance, including related repayment schedules, evidence of the district's ability to repay the obligation, and the issuance costs. (Education Code 17150.1)

Other Postemployment Benefits Report (GASB 45)

In accordance with GASB Statement 45, the district's financial statements shall report the annual expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over retiree's active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at a public meeting of the Board. (Education Code 42140)

The amount of the district's financial obligation for OPEBs shall be reevaluated every two or three years in accordance with GASB 45 depending on the number of members in the OPEB plan.

Adopted May 7, 2015

Laytonville Unified School District
May 7, 2015

Laytonville Unified School District
Laytonville, California

DISCUSSION/ACTION
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BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: May 7, 2015

Subject: Single School Plan for Student Achievement (SPSA) Review and Revision

From: Joan Potter, Superintendent

Explanation:

Each site has a Single School Plan for Student Achievement which is revised annually by the Site Council and approved by the Board. The SSPSA's for next year have been revised by staff and the Site Councils. Ms. Stange will review the LES Single School Plan for Student Achievement for the Board.

Recommendation:

Approve the LES Single School Plan for Student Achievement (the LES Plan includes Spy Rock School).

Attachments:

The LES Single School Plans for Student Achievement

BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: May 7, 2015

Subject: Revised BP 5030 for Student Wellness, First Reading

From: Joan Potter, Superintendent

Explanation:

The Student Nutrition Advisory Committee has reviewed the current BP 5030. The attached draft incorporates required changes.

Recommendation:

Review BP 5030 and bring back to the June 4, 2015 Board Meeting

Attachments:

Proposed Revised BP 5030

STUDENT WELLNESS

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for all students. The Superintendent or designee shall build a coordinated school health system that supports and reinforces health literacy through health education, physical education, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

(cf. [0000](#) - Vision) (cf. [0200](#) - Goals for the School District) (cf. [3513.3](#) - Tobacco-Free Schools) (cf. [3514](#) - Environmental Safety) (cf. [5131.6](#) - Alcohol and Other Drugs) (cf. [5131.61](#) - Drug Testing) (cf. [5131.62](#) - Tobacco) (cf. [5131.63](#) - Steroids) (cf. [5141](#) - Health Care and Emergencies) (cf. [5141.23](#) - Infectious Disease Prevention) (cf. [5141.3](#) - Health Examinations) (cf. [5141.31](#) - Immunizations) (cf. [5141.32](#) - Health Screening for School Entry) (cf. [5141.6](#) - Student Health and Social Services) (cf. [5142](#) - Safety) (cf. [5146](#) - Married/Pregnant/Parenting Students) (cf. [6142.1](#) - Sexual Health and HIV/AIDS Prevention Education) (cf. [6164.2](#) - Guidance/Counseling Services)

Student Wellness Committee

The Board's policy related to student wellness shall be developed with the involvement of parents/guardians, students, school food service professionals, school administrators, Board representatives, and members of the public. (42 USC [1751](#) Note)

The Superintendent or designee may appoint a District Student Wellness committee consisting of representatives of the above groups. The committee may also include district administrators, health professionals, school nurses, health educators, physical education teachers, counselors, and/or others interested in school health issues.

(cf. [1220](#) - Citizen Advisory Committees) (cf. [9140](#) - Board Representatives)

The Student Wellness Committee shall assist with policy development and advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the committee's charges may include planning and implementing activities to promote health within the school or community. Since 2004, these activities have been performed by the Student Nutrition Advisory Committee (SNAC), which has reported to the District Advisory Committee (DAC).

Nutrition Education and Physical Activity Goals

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate.

(42 USC [1751](#) Note)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. [6010](#) - Goals and Objectives) (cf. [6011](#) - Academic Standards) (cf. [6143](#) - Courses of Study)

~~Nutrition education shall be provided as part of the health education program in grades K-12 and, as appropriate, shall be integrated into core academic subjects and offered through before-school and after-school programs.~~

The nutrition education program shall include, but not be limited to, information about the benefits of healthy eating for learning, disease prevention, weight, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate,

shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

(cf. [6142.8](#) - Comprehensive Health Education)

All students in grades K-12 shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, extracurricular programs, before- and after-school programs, and other structured and unstructured activities.

(cf. [6142.7](#) - Physical Education) (cf. [6145](#) - Extracurricular and Cocurricular Activities) (cf. [6145.2](#) - Athletic Competition)

Professional development shall be regularly offered to health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

~~The Superintendent or designee shall encourage staff to serve as positive role models. Professional development shall include instructional strategies that assess health knowledge and skills and promote healthy behaviors.~~ (cf. [4131](#) - Staff Development) (cf. [4331](#) - Staff Development)

~~To encourage consistent health messages between the home and school environment, the Superintendent or designees shall regularly disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.~~ (cf. [1113](#) - District and School Web Sites) (cf. [6020](#) - Parent Involvement)

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 6020 - Parent Involvement)

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness programs and may provide opportunities for regular physical activity among employees

The Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means. (cf. [1325](#) - Advertising and Promotion)

Nutrition Guidelines for Foods Available at School

The Board shall adopt nutrition guidelines selected by the district for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity. (42 USC [1751](#) Note)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutrition standards.

(cf. [3312](#) - Contracts) (cf. [3550](#) - Food Service/Child Nutrition Program) (cf. [3554](#) - Other Food Sales)

(cf. [5148](#) - Child Care and Development) (cf. [6300](#) - Preschool/Early Childhood Education)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for student's academic performance, accomplishments, or classroom behavior. (cf. [1230](#) - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet nutritional standards to no more than one food or beverage per party. Teachers shall endeavor to hold class parties or celebrations after the lunch period.

Guidelines for Reimbursable Meals

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC [1758](#)(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools. (42 USC [1751](#) Note)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs, to the extent possible. cf. [3553](#) - Free and Reduced Price Meals)

Program Implementation and Evaluation

The Board shall establish a plan for measuring implementation of the policy. The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that the school sites implement the district's wellness policy. (42 USC [1751](#) Note) (cf. [0500](#) - Accountability)

~~The Superintendent or designee shall recommend for Board approval specific quality indicators that will be used to measure the implementation of the policy districtwide and at each district school. These measures shall include, but not be limited to, an analysis of the nutritional content of meals served; student participation rates in school meal programs; any sales of non-nutritious foods and beverages in fundraisers or other venues outside the district's meal programs; and feedback from food service personnel, school administrators, the school health council, parents/guardians, students, and other appropriate persons.~~

The Superintendent or designee shall report to the Board at least every two years on the implementation of this policy and any other Board policies related to nutrition and physical activity. This report will be scheduled on the Board Action Calendar (BAC) effective with the 07/08 school year.

~~The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)~~

The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but not be limited to:

- 1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements*
 - 2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records*
 - 3. Student participation rates in all school meal and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program*
 - 4. Extent to which foods sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with nutritional standards*
 - 5. Results of the state's physical fitness test at applicable grade levels*
 - 6. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity*
 - 7. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program*
 - 8. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate*
- The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the school health council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.*

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates. The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and assessment results. (42 USC 1758b)

In addition, the assessment results shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code [49432](#))

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

Legal Reference:

EDUCATION CODE

[49430-49436](#) Pupil Nutrition, Health, and Achievement Act of 2001 [49490-49493](#) School breakfast and lunch programs
[49500-49505](#) School meals [49510-49520](#) Nutrition [49530-49536](#) Child Nutrition Act [49540-49546](#) Child care food program
[49547-49548.3](#) Comprehensive nutrition services [49550-49560](#) Meals for needy students [49565-49565.8](#) California Fresh Start pilot program
[49570](#) National School Lunch Act [51222](#) Physical education [51223](#) Physical education, elementary schools

CODE OF REGULATIONS, TITLE 5

[15500-15501](#) Food sales by student organizations [15510](#) Mandatory meals for needy students [15530-15535](#) Nutrition education
[15550-15565](#) School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

[1751-1769](#) National School Lunch Program, especially: [1751](#) Note Local wellness policy [1771-1791](#) Child Nutrition Act, including:
[1773](#) School Breakfast Program [1779](#) Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

[210.1-210.31](#) National School Lunch Program [220.1-220.21](#) National School Breakfast Program

Adopted Jan 11, 2007

Revised June 4, 2015

Laytonville Unified School District
Laytonville, CA

BOARD DISCUSSION/ACTION ITEM L6

Board Meeting Date: May 7, 2015

Subject: AR 6142.7 for Physical Education and Activity, First Reading

From: Joan Potter, Superintendent

Explanation:

The Student Nutrition Advisory Committee has reviewed the proposed AR 6142.7. The attached draft incorporates required changes.

Recommendation:

Review AR 6142.7 and bring back to the June 4, 2015 Board Meeting

Attachments:

Proposed AR 6142.7

Laytonville Unified School District
May 7, 2015

**Instruction
AR 6142.7**

PHYSICAL EDUCATION AND ACTIVITY

Definitions

Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetimes, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work.

Physical activity is bodily movement that is produced by the contraction of skeletal muscle and that substantially increases energy expenditure, including exercise, sport, dance, and other movement forms.

Moderate physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, walking briskly, dancing, swimming, or bicycling on level terrain. A person should feel some exertion but should be able to carry on a conversation comfortably during the activity.

Vigorous physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, jogging, participating in high-impact aerobic dancing, swimming continuous laps, or bicycling uphill. Vigorous physical activity may be intense enough to result in a significant increase in heart and respiration rate.

Instructional Time

Instruction in physical education shall be provided for a total period of time of not less than 200 minutes each 10 school days for students in grades 1-6 and not less than 400 minutes each 10 school days for students in grades 7-12.
(Education Code 51210, 51222)

Students in a regional occupational program or center who are exempted from physical education pursuant to Education Code 52316 shall have a minimum school day of 180 minutes. (Education Code 52316)

(cf. 6178.2 - Regional Occupational Center/Program)

Physical Fitness Testing

During the annual assessment window between the months of February through May, students in grades 5, 7, and 9 shall be administered the physical fitness test designated by the State Board of Education. (Education Code 60800; 5 CCR 1041)

(cf. 6162.5 - Student Assessment)

The Superintendent or designee may provide a make-up date for students who are unable to take the test based on absence or temporary physical restriction or limitations, such as students recovering from illness or injury. (5 CCR 1043)

On or before November 1 of each school year, the Superintendent may designate an employee to serve as the district's physical fitness test coordinator and so notify the test contractor. The test coordinator shall serve as the liaison between the district and California Department of Education for all matters related to the physical fitness test. His/her duties shall be those specified in 5 CCR 1043.4, including, but not limited to, overseeing the administration of the test and the collection and return of all test data to the test contractor. (5 CCR 1043.4)

Students shall be provided with their individual results after completing the physical performance testing. The test results may be provided in writing or orally as the student completes the testing and shall be included in his/her cumulative record. (Education Code 60800; 5 CCR 1043.10, 1044)

(cf. 5125 - Student Records)

The Superintendent or designee shall report the aggregate results of the physical fitness testing in the annual school accountability report card required by Education Code 33126 and 35256. (Education Code 60800)

(cf. 0510 - School Accountability Report Card)

Testing Variations

All students may be administered the state's physical fitness test with the following test variations: (5 CCR 1047)

1. Extra time within a testing day
2. Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom: (5 CCR 1047)

1. Audio amplification equipment
2. Separate testing for individual students provided that they are directly supervised by the test examiner
3. Manually Coded English or American Sign Language to present directions for test administration

Students with a physical disability and students who are physically unable to take all of the test shall undergo as much of the test as their physical condition will permit. (Education Code 60800; 5 CCR 1047)

Students with disabilities may be provided the following accommodations if specified in their individualized education program (IEP) or Section 504 plan: (5 CCR 1047)

1. Administration of the test at the most beneficial time of day to the student after consultation with the test contractor
2. Administration of the test by a test examiner to the student at home or in the hospital
3. Any other accommodation specified in the student's IEP or Section 504 plan for the physical fitness test

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

Identified English learners may be allowed the following additional test variations if regularly used in the classroom: (5 CCR 1048)

1. Separate testing with other English learners, provided that they are directly supervised by the test examiner
2. Test directions translated into their primary language, and the opportunity to ask clarifying questions about the test directions in their primary language

Physical Activity

Teachers and other school community personnel will not use physical activity (e.g., running laps, push-ups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment. (Education Code 49001)

Integrating Physical Activity into the Classroom

Schools shall discourage extended periods (i.e., periods of two or more hours) of inactivity. For example, when activities such as mandatory school wide testing necessitate that students remain indoors for long periods of time, schools shall give students periodic breaks during which they are encouraged to stand and be moderately active.

Safe Routes to School

The school district shall assess and, if necessary, improve students' ability to safely walk and bike to school. When appropriate, the district shall collaborate with local public works, public safety, and/or police departments to achieve safe routes for walking and biking to school.

The school district shall encourage students to use public transportation when available and appropriate for travel to and from school and shall work with the local transit agency to provide transit passes for students.

Student Safety during Physical Activity

The school/district shall establish rules and procedures concerning safety for students and staff and assign responsibility for these rules and procedures appropriately.

The school/district, working in collaboration with community health officials, shall establish local standards for weather and air quality regarding students' participation in outdoor physical activity.

The school/district shall ensure that students and staff have access to appropriate hydration such as water. The school/district shall develop an emergency response system to expedite aid to students and/or staff that are injured or become ill at school. The emergency response system shall be communicated to the school community, and the necessary training and practice shall take place on a regular basis.

Facilities and equipment used for physical activity shall be properly monitored and maintained to ensure participants' safety.

School staff shall receive opportunities for training in first aid and cardiopulmonary resuscitation (CPR). School staff shall receive notification and be trained, as allowed by law, in the use of any necessary medications that students are authorized to carry and/or use.

Physical Activity for School Staff

The school/district shall plan, establish, and implement activities to promote physical activity among staff and provide staff with convenient opportunities to engage in regular physical activity.

Adopted June 4, 2015

Laytonville Unified School District
Laytonville, CA

BOARD INFORMATION ITEM M1

Board Meeting Date: May 7, 2015
Subject: Bond Closing Presentation
From: Joan Potter, Superintendent

Explanation:

Shin Green and Michael Riemenschneider of Eastshore Consulting will be here for a wrap up presentation of the completed bond sales.

Recommendation:

Attachments:

BOARD INFORMATION ITEM M2

Board Meeting Date: May 7, 2015

Subject: Title VII Indian Ed. Formula Grant Application

From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present information regarding the Title VII Indian Ed. Formula Grant Application.

Recommendation:

Attachments: