

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF FEBRUARY 2, 2017**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on February 2, 2017. Board President Calvin Harwood called the meeting to order at 6:18 p.m.

ROLL CALL:

Trustees Present: Calvin Harwood, Tina Tineo, Shannon Ford, Shelagh Deveney.

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

Student Representative: Zane Elizondo

B. PUBLIC INPUT re CLOSED SESSION ITEMS:

C. CLOSED SESSION AGENDA:

CS-1	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE <i>(No Additional Information Required)</i>	CS-1
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CS-2	CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION <i>Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9</i>	CS-2
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CS-3	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Name of Organization Representing Employees: LVTA	CS-3
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D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that no action was taken in Closed Session.

E. PATRIOTIC OBSERVANCE: Calvin Harwood led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Tina Tineo, Seconded by Shannon Ford, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE: Letter from Nicole French, Deputy Clerk of the Board II regarding consolidation of District's elections.

H. PUBLIC INPUT: Nancy Golightly shared that she presented a workshop at a STEM Conference

I. REPORTS AND COMMENTS:

Superintendent's Report:

First Mrs. Potter discussed the temporary placement of The Friends of the Library in the old high school office. They have been having book sales every Friday and have been making improvements to the rooms that are being used for the Library. However, they are wanting to expand to include an additional book sale day, reading to the preschool and the afterschool program and are looking into options for funding for a new facility from the County in order to put a modular in the parking lot of the old high school. There are various other issues on the old high school campus such as leaky roofs, water issues, breakers are old, etc. The District has been maintaining the main building that Harwood Park Association rents from us, however Mrs. Potter advised that it will become a hardship for the District to continue to put money into a building that can no longer be used as a school. Mrs. Potter brought up the option of working with Healthy Start/HPA to take over the old high school site as a community center. Next, Mrs. Potter discussed the budget which unfortunately is not looking good. There is a decrease in funding for Special Education, however there is an increase in the number of students in Special Ed and an increase in high incidence students. There is an increase in PERS/STRS contributions which will have a significant impact on local budgets. Although there has not been an increase in five years, a predicted increase in health benefits is expected. Lastly, one item that does look good for our district is the State Bond budgeted \$7 billion for school projects and our District is in line to receive funding.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

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

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Student of the Month, Bronwyn Gilfillan and asked her to introduce her family
- **Motion** to recognize Bronwyn Gilfillan as the Student of the Month by Shannon Ford, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L. DISCUSSION / ACTION:

L.1. LCAP Annual Update/New Accountability System

- As shared previously, CDE has revised the LCAP template and they are in the process of introducing the new accountability system. Mrs. Potter prepared a synopsis/presentation of those changes and the steps that we will need to take to address them. The accountability system is a work in progress and will be adjusted over the next few years. A "Data Dashboard" with

accountability measures for each school district will be released to the public in late February. Mrs. Potter reviewed the components that will be shared in the Dashboard.

L.2. Review & Internet Distribution of 2015/16 LHS and LES School Accountability Report Cards (SARC)

- The Principals have completed the School Accountability Report Cards (SARC) for the 2015/16 school year. The reports provide an overview of the schools including statistics regarding the number of students and staff, credentialing information, test results, facilities, budgets and much more. Ed Code requires that the Board review each school's SARC and approve its posting on the Internet. The principals reviewed their SARC highlights for the Board.
- **Motion** to approve the posting of the 2015/16 LHS and LES SARC's on the internet by Shannon Ford, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

L.3. BP & AR 6020 for Title I Parent Involvement Policies

- Our Board Policy and Administrative Regulations 6020 require that Title I schools have parent involvement policies and procedures that participating parents and school staff agree to abide by. We are required to review these policies annually.
- LES Site Council suggested that the elocution contest be removed
- LHS Site Council had not yet reviewed their Title I Policies so they will be brought back to the meeting on March 2, 2017.

L.4. Resolution No. 504 for Uniform Public Construction Cost Accounting Procedures

- The Board reviewed a Resolution during the October 6th, 2016 meeting regarding the Uniform Public Construction Cost Accounting Procedures. Currently, we are required to go out to bid for any construction project that will exceed \$15,000. The CUPCCA procedures raises the threshold to \$45,000 when specific guidelines are followed. The benefits of adopting these procedures include a more streamlined and efficient process for completing smaller construction projects.
- **Motion** to adopt Resolution No. 504 for Uniform Public Construction Cost Accounting by Tina Tineo, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.5. AR 3311 for Advertised/Competitive bids for Public Works in accordance with the CUPCCA, Second Reading/Approval

- During our October 6, 2016 Board meeting the Board reviewed the CUPCCA regulations, this AR and the Board Resolution regarding adoption of CUPCCA. Mrs. Potter anticipated some projects that could exceed the \$15,000 bid threshold, so having more flexibility in not having to go out to bid for projects up to \$45,000 would be in the best interest of the district.
- **Motion** to adopt the proposed AR 3311 for Advertised/Competative bid for Public Works in Accordance with the CUPCCA by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.6. PUBLIC HEARING: Notice of Compliance with Govt. Code Section 3547- Collective Bargaining
RE: the 2017-2020 LVTA successor contract, including LUSD and LVTA Initial Proposals

- The Public Hearing was opened.
- No input from the public
- The Public Hearing was closed

L.7. MOU between Laytonville CSEA Chapter 80 and LUSD

- Mrs. Potter met with the CSEA Chapter 80 negotiating team and they agreed to the attached Memorandum of Understanding regarding placement on the salary schedule for the College and Career Readiness Vocational Technician position that was approved in our January meeting.
- **Motion** to approve the Memorandum of Understanding between Laytonville CSEA Chapter 80 and LUSD by Shelagh Deveney, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

M. INFORMATION ITEMS:

M.1. P-1 ADA Report

- Below is a chart comparing the differences between our attendance rate for the 2015/16 and 2016/17 school years during the first four school months.

Year	15/16	2015/16		16/17	2016/17		15/16-16/17 Change	15/16-16/17 Change	15/16-16/17 Change
	ENR as of 12/2015	ADA	% ADA	ENR as of 12/9/16	ADA	% ADA	ENR	ADA	% ADA
TK/K	34	30.75	92.57%	29	24.76	85.41%	-5	-5.99	-7.16%
1-3	89	80.88	92.57%	92	86.05	91.53%	+3	+5.17	-1.04%
4-6	104	95.19	93.63%	97	89.20	93.26%	-7	-5.99	-0.37%
7-8	58	53.71	92.32%	57	52.62	94.30%	-1	-1.09	+1.98%
9-12	109	105.35	93.34%	120	112.12	93.78%	+11	+6.77	+0.44%
Cont.	7	1.94		1	0.99		-6	-0.95	
Total	401	367.82	93.03 %	396	365.75	93.05%	-5	-2.07	+0.02%

BREAKDOWN OF TK-8 SCHOOL SITES

School Site	2015/16	2016/17	ADA Change
LES	247.47	241.21	-6.26
Spyrock	9.73	11.53	+1.80

M.2. Facilities Update

- Mrs. Potter provided us with an update on the Elementary project.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: None

O. COMMENTS FROM THE BOARD:

Zane Elizondo said that this particular meeting was the most entertaining meeting by far. Tina Tineo said she definitely laughed the most at this meeting. Shannon Ford commented that knowing how finances work, she's very appreciative of CSEA and LVTA for working with us on salaries. Calvin Harwood commented on all of the regulations there are to deal with.

P. ADJOURNMENT:

Motion to adjourn the meeting by Shannon Ford, seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 9:05 p.m. The next regular meeting will be held on March 2, 2017.

Respectfully submitted,

Adopted as Final
March 2, 2017

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board