

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF DECEMBER 12, 2013**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on December 12, 2013. In Board President Calvin Harwood's absence, Shannon Ford called the meeting to order at 6:07 pm.

ROLL CALL:

Trustees Present: Shannon Ford, Cecelia Gillespie, and Meagen Hedley. Tina Tineo arrived late at 6:10 pm.

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

Student Representative: None.

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

C. CLOSED SESSION AGENDA:

CS-1	PUBLIC EMPLOYEE APPOINTMENT LHS Varsity Boys Basketball Coach	CS-1
CS-2:	PUBLIC EMPLOYEE APPOINTMENT Title: LHS JV Boys Basketball Coach	CS-2
CS-3:	PUBLIC EMPLOYEE APPOINTMENT Title: LHS Varsity and JV Girls Basketball Coach	CS-3
CS-4:	PUBLIC EMPLOYEE APPOINTMENT Title: LMS Boys Basketball Coach	CS-4
CS-5:	PUBLIC EMPLOYEE APPOINTMENT Title: LMS Girls Basketball Coach	CS-5
CS-6:	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (No Additional Information Required)	CS-6
CS-7:	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (No Additional Information Required)	CS-7
CS-8:	EMPLOYEE RECOGNITION AWARD (No Additional Information Required)	CS-8

D. ANNOUNCEMENTS FROM CLOSED SESSION: Shannon Ford announced that the Board approved the following items: CS-1 for Public Employee Appointment of the LHS Varsity Boys Basketball Coach , Corey James; CS-2 for Public Employee Appointment of the LHS JV Boys Basketball Coach, Josh Firs ; CS-3 for Public Employee Appointment of the LHS Varsity

and JV Girls Basketball Coach , Jezara James; CS-4 for Public Employee Appointment of the LMS Boys Basketball Coach, Joel Firks; and CS-5 for the Public Employee Appointment of the LMS Girls Basketball Coach, Dale Teem. Additionally, Shannon Ford announced no action was taken on item CS-6, and that the Board denied a request for leave in item CS-7. Lastly, Shannon Ford shared that the Board chose an employee to be recognized for the Employee Recognition Award at the January Board Meeting.

E. PATRIOTIC OBSERVANCE: Shannon Ford led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to move Information Item M1 to immediately Follow Action Item K2 and approve the amended Agenda by Tina Tineo, seconded by Meagen Hedley, unanimously approved.

G. CORRESPONDENCE: Mrs. Potter shared a letter from Paul Tichinin regarding the annual Williams Site Visit.

H. PUBLIC INPUT:

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter shared that currently there is a lot going on with the District facilities. The water system at Spy Rock is still being fixed after damages from the recent freeze, several roofs at the elementary and middle school sites are being repaired, and several heaters throughout the District are in the process of being repaired, as well. The locks at the elementary site are being replaced with intruder locks, which should occur over Winter Break. Additionally, PGE and the California Energy Commission is offering a Bright Schools grant which focuses on doing needs assessments for schools and provides specific solutions on how to become more energy efficient. The application has already been submitted and they have begun working on processing it. Mrs. Potter also shared that with the loss of the BRONCO funding the District needs to find a way to provide and fund mental health services. Lastly, Mrs. Potter announced that there will be a Special Board meeting next Thursday from 9am-12pm to discuss the facilities and participate in a facilities tour.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA	CSEA

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

K. ACTION:

K.1. Administration of Oaths of Office

- Incumbents Calvin Harwood and Cecelia Gillespie have signed on for another term.
- Superintendent Joan Potter administered the oath of office for Cecelia Gillespie and welcomed the return of Calvin Harwood and Cecelia Gillespie.
- Calvin Harwood was sworn in at a previous date as he was unable to attend the meeting.

K.2. Students of the Month

- Mr. Henry presented the Students of the Month, Rio Roberts and Anthony Boartfield, for Laytonville High School and introduced their families.
- **Motion** to recognize Rio Roberts and Anthony Boartfield as the Students of the Month by Meagen Hedley, seconded by Tina Tineo, unanimously approved.

K.3. Annual Organizational Meeting – Election of Officers

- Education Code Section 35143 provides for an annual organizational meeting at which the Officers of the Board are elected. The Board President will conduct the annual organizational meeting which includes the following tasks:
 - Shannon Ford nominated Calvin Harwood for Board President. **Motion** to approve Calvin Harwood as Board President by Tina Tineo, seconded by Cecelia Gillespie, unanimously approved.
 - Cecelia Gillespie nominated Shannon Ford as Board Clerk. **Motion** to approve Shannon Ford as Board Clerk by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.
 - Shannon Ford nominated herself and Meagen Hedley to serve as the Board representatives on the District Advisory Committee. **Motion** to approve Shannon Ford and Meagen Hedley as the DAC representatives by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.
 - Cecelia Gillespie nominated herself to serve as the Board representative to the Family Resource Center (Healthy Start) Board. **Motion** to approve Cecelia Gillespie as the Board representative by Meagen Hedley, seconded by Tina Tineo, unanimously approved.
 - The Superintendent serves as Secretary to the Board as provided by contract, no action is needed.

K.4. Resolution No. 443 Designation of Signatures of Members of the Governing Board

- The Board must annually file with the County Superintendent of Schools the verified signatures of each person, including members of the Governing Board, authorized to sign orders in its name. Resolution No. 443 certifies these signatures.
- Signatures were taken at the end of the meeting.
- **Motion** to Adopt Resolution No. 443 by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

K. 5. Designation of Regular Board Meeting Dates for 2014

- The Board reviewed a proposed calendar of regular meeting dates for 2014. The meeting dates can be revised at a later date, as needed.

- **Motion** to adopt the proposed Calendar of Regular Board Meeting Dates for 2014 by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

L. DISCUSSION / ACTION:

L.1. First Interim Budget Report

- The budget reporting process is ongoing throughout the year and includes:
 - June - Projected Budget for the next fiscal year
 - September - Update & disclosure of significant changes – based on the State's adopted budget (within 45 days of State adoption)
 - October - Presentation of the Unaudited Actuals for the previous year
 - December - First Interim Budget – as of October 31: it compares the budget approved in June with the latest figures
 - March - Second Interim Budget – as of January 31; includes funds received and expended since the First Interim Budget
- **Overview of Current Budget Situation:** The enacted 2013-14 State Budget changed the funding stream from Revenue Limit to Local Control Funding Formula (LCFF). Most categorical funding is now included in the LCFF. The accountability for these funds is still being determined with the Local Control Accountability Plan (LCAP) as part of this process.
- **First Interim Budget highlights include:**
 - Revenues are up from July by \$275,845: LCFF formerly Revenue Limit is up \$757,227; State revenue decreased due to categoricals moving to LCFF; and local revenue increased due to Spyrock donations, CTE carryover and Special Ed reimbursement for speech; beginning balance was higher due to local programs and flex carryover
 - Expenditures are up by \$184,278: hired new 1st/2nd teacher, speech bonus, staff development, Spyrock IA, FRC staff, ASES staff, and the addition of Common Core
 - We have a 4.0% percent economic uncertainty reserve with a 6% stabilization
- **Motion** to Adopt the 2013-14 First Interim Budget Report by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.

L.2. Resolution No. 444 for Layoffs & Reductions, Classified Position

- The district has hired a van driver to transport a student to and from Willits. The student is no longer needing this service. As the district does not currently have a need for a 3 hour van driver Mrs. Potter recommended that the position be eliminated.
- **Motion** to approve Resolution No. 444 for Layoffs & Reductions, Classified Position by Tina Tineo, seconded by Meagen Hedley, unanimously approved.

L.3. Common Core Implementation Plan

- **Motion** to approve the Laytonville Unified School District Plan for Common Core State Standards Implementation Funds 2013/14 and 2014/15 by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

M. INFORMATION ITEMS:

M.1. Student Photo Voice Projects: Safe Routes to School

- The Safe Routes to School grant -- awarded by Mendocino County Public Health to Healthy Start -- supports walking and bicycling activities to and from school in Laytonville. In addition to supporting Walk and Bike to School events, the grant program asks students to get involved in evaluating walking and biking conditions in their community. The Photo Voice projects developed by the High School Graphic Arts class give voice to some of the issues and opportunities encountered as students walk and bike in Laytonville.
- Alison Pernell and Tammy Lyons introduced the project and the students who participated in the presentation. Four high school students presented on how the community, county, and state can help to make the roads and public areas safer.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: LCAP

O. COMMENTS FROM THE BOARD: Meagen Hedley shared that she enjoyed the Safe Routes to School presentation and the solutions that the students provided. Shannon Ford shared that she got a compliment about the new High School Principal and thanked him for his dedication and hard work.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Tina Tineo, unanimously approved. The meeting was adjourned at 7:55pm. The next regular meeting will be held on January 16, 2014.

Respectfully submitted,

Adopted as Final
January 16, 2014

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board