

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 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 13, 2012. Board President Calvin Harwood called the meeting to order at 6:16pm.

ROLL CALL:

Trustees Present: Calvin Harwood, Shannon Ford, Cecelia Gillespie, Meagen Hedley and Tina Tineo.

Administrators Present: Joan Potter, Lorre Stange and Dan Regelbrugge.

Student Representative: None.

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

C. CLOSED SESSION AGENDA:

CS-1: EMPLOYEE RECOGNITION AWARD *(No Additional Information Required)* CS-1

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that the Board voted on an employee to receive the Employee Recognition Award, which will be announced next month.

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 Cecelia Gillespie, unanimously approved.

G. CORRESPONDENCE: Williams Quarterly Report and Letter from Paul Tichinin: Mrs. Potter shared the Williams Quarterly Report Letter, explaining that the main area of concern is the facilities site inspection, where LUSD received a rating of “fair”. Second Letter: Mrs. Potter read a second letter stating that the main concern with the facilities is the restrooms, which are old and need to be replaced. Additionally the light bulbs being out throughout the school is another area of concern. Mrs. Potter stated that since this letter has been received, a few things have been replaced, but more will be completed over Christmas break, including the lights and ceiling tiles.

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent’s Report:

- There was a drainage system failure at the High School on Sunday, December 2nd. SERVPRO, a water damage specialist, has been at the school repairing the damage since that time. So far they have removed all flooring, plywood, and insulation, and dried out all water. Currently there is no sign of mold anywhere. Work is proceeding as scheduled.

By the 16th they will be repairing the plywood around the perimeter of all the rooms. Carpet and flooring will be put in on the 23rd and 24th, followed by all cleaning. They are scheduled to be finished by the end of break. The Science room is the only room that they anticipate won't be completed in time. The next step that needs to be taken is to alleviate the problem that lead to the drainage system failure.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

- **Motion** to hire Dwayne Ford as the LHS Varsity Girls Basketball Coach by Meagen Hedley, seconded by Tina Tineo, unanimously approved. Shannon Ford was excluded from voting as this would be a conflict of interest.
- **Motion** to accept the Consent Agenda by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

K. ACTION:

K.1. Students of the Month:

- Students of the Month were not present because of prior commitments. In January the November, December, and January Students of the Month will be honored.

K.2. Annual Organization 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, Calvin Harwood conducted the annual organizational meeting.
 - **Motion** to nominate Calvin Harwood for Board President by Shannon Ford, seconded by Meagan Hedley, unanimously approved.
 - **Motion** to nominate Shannon Ford as Board Clerk by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved.
 - **Motion** to nominate Cecelia Gillespie and Tina Tineo as trustees to serve as Board Representatives at the District Advisory Committee (DAC) meetings by Shannon Ford, seconded by Meagan Hedley, unanimously approved.
 - **Motion** to nominate Cecelia Gillespie as trustee to serve as Board Representative to the Family Resource Center (Healthy Start) Board by Cecelia Gillespie, seconded by Meagan Hedley, unanimously approved.

K.3. Resolution No. 423 – 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. 423 certifies these signatures.

- **Motion** to adopt Resolution No. 423 by Meagan Hedley, seconded by Shannon Ford, unanimously approved.

K.4. Designation of Regular Board Meeting Dates for 2013

- The Board reviewed the Regular Board Meeting Dates for 2013.
- **Motion** to adopt the Regular Board Meetings Dates for 2013 by Tina Tineo, seconded by Meagan Hedley, unanimously approved.

K.5. Resolution No. 424 – Emergency Resolution Pursuant to Public Contract Code 20113 for Award of Contract without Bidding and Advertisement to Remediate Water Damage at Laytonville High School

- Laytonville High School experienced significant water damage due to an overwhelmed drainage system. All classrooms have major water damage and have to be evacuated while repairs are made. The floors must be removed in order to remove the insulation that is saturated and to completely dry out both underneath and inside the buildings. SERVPRO, a company specializing in restoration services for water damage, was contacted and the company immediately took action to address the overabundance of water.
- **Motion** to adopt Resolution No. 424 by Meagan Hedley, Seconded by Cecelia Gillespie, unanimously approved.

K.6. Adoption of Touching Spirit Bear

- Touching Spirit Bear by Ben Mikaelson has been on display at the District Office for the past month for review. This novel by Ben Mikaelson teaches many themes, including; justice, the power of nature, anger, redemption, culture, and healing. These are all areas to which students can relate to and start to understand. There are writing activities, vocabulary development, and group projects that can be incorporated into the teaching of this book.
- Binet Payne has requested the adoption of this book and the Elementary school is recommending that it be adopted.
- Motion to adopt Touching Spirit Bear by Tina Tineo, seconded by Shannon Ford, unanimously approved.

L. DISCUSSION / ACTION:

L.1. PUBLIC HEARING: State Categorical Funds Flexibility Authorized by SBX 34

- Board President Calvin Harwood opened the public hearing.
- Public Hearing
 - Mrs. Potter explained that since 2008 the economic crisis has resulted in state regulations regarding categorical program funds. Some program funding is now considered unrestricted through 2014-2015; the regulations also suspend the program mandates and reporting requirements. In effect, Districts can either fund the programs or shut them down and use the money for other purposes. At this time the District plans to continue funding the programs with the reclassified unrestricted money, and to use any unexpended funds from these programs for any educational purpose.

- The Board reviewed a listing of the affected programs and an accounting of how the District is spending the funds.
- Mrs. Potter explained that sometimes there is carryover. For example, looking at the instructional materials category the district has been spending as little as possible in order to save money for when the district adopts the Common Core Standards and inquires the large expense of new instructional materials.
- Board President Calvin Harwood closed the public hearing.

L.2. First Interim Budget Report

- Mrs. Potter reported the First Interim Budget Overview
 - The enacted 2012-2013 State Budget assumed passage of a new tax initiative named the “Schools and Local Public Safety Protection Act of 2012”, Proposition 30. This initiative was approved in the November election. However, this does not generate **new** funding for schools, the tax increase is temporary, and schools are still funded significantly below 2007-08 levels. Additionally Proposition 30 requires that funds generated be placed in the Education Protection Act (EPA) Account and has some restrictions. The good news is the \$211,310 in anticipated ‘triggered’ cuts has been restored to our budget.
 - Cash flow and deficit spending continue to be concerns.
- First Interim Budget highlights include:
 - Revenues are up from July by \$297,781: Revenue limit up due to Prop 30 and increased ADA per enrollment at LES; Federal revenue decreased due to the loss of the McKinney Vento grant; State revenue is up due to budgeting the full School Safety allocation; and local revenue increased due to CTE increase and Sp Ed transportation
 - Expenditures are up by \$151,350 (most of this is carryover, newly assigned to expenditure accounts). Some is due to reinstating staff and adding a Sp Ed IA
 - We have a 4.0% percent economic uncertainty reserve with a 6% stabilization
 - We expect to maintain the band at the high school for 12/13 which allows us to use prior year for 2013/14.
 - No salary schedule increases included; step/column increases are included.
- **Motion** to adopt the First Interim Budget Report by Meagen Hedley, seconded by Shannon, unanimously approved.

L.3. BP and AR 3541: Transportation Routes and Services, Second Reading/Approval

- At last month’s meeting the Board reviewed the current BP and AR 3541 and an updated proposed new BP and AR 3541. This is the second reading.
- **Motion** to adopt BP and AR 3541: Transportation Routes and Services by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

M. INFORMATION ITEMS: None.

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

O. COMMENTS FROM THE BOARD: Cecelia is glad that everything is going smoothly with the High School’s water damage remediation work. Shannon expressed how appreciative she is of everyone coming together to deal with the emergency situation at the High School.

Calvin thanked Joanie for her efforts. Joanie reminded the Board of the Holiday party on Friday the 14th.

P. ADJOURNMENT:

Motion to adjourn the meeting, by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved. The meeting was adjourned at 7:48 p.m. The next regular meeting will be held January 10, 2013.

Respectfully submitted,

Adopted as Final
January 10, 2012

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board