

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF SEPTEMBER 10, 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 September 10, 2015. Board President Calvin Harwood called the meeting to order at 6.00 PM

**ROLL CALL:**

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

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

Student Representative: Harmony Hardwick

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

**C. CLOSED SESSION AGENDA:**

<i>CS-1:</i>	<b>CONSIDERATION OF INTRA-DISTRICT TRANSFER REQUEST</b>	<i>CS-1</i>
	<b>NUMBER, IDT 2015/16-C, IDT 2015/16 D, IDT 2015/16 E, IDT 2015/16 F, IDT 2015/16 G, IDT 2015/16 H</b>	
<i>CS-2</i>	<b>CONSIDERATION OF STUDENT MATTER</b>	<i>CS-2</i>
<i>CS-3</i>	<b>PUBLIC EMPLOYEE APPOINTMENT</b>	<i>CS-3</i>
	Title: Preschool Teacher	
<i>CS-4</i>	<b>PUBLIC EMPLOYEE APPOINTMENT</b>	<i>CS-4</i>
	Title: Preschool Assistant	
<i>CS-5</i>	<b>PUBLIC EMPLOYEE APPOINTMENT</b>	<i>CS-5</i>
	Title: Cook	
<i>CS-6</i>	<b>PUBLIC EMPLOYEE APPOINTMENT</b>	<i>CS-6</i>
	Title: Native American Coordinator	
<i>CS-7</i>	<b>PUBLIC EMPLOYEE APPOINTMENT</b>	<i>CS-7</i>
	Title: Middle School Volleyball Coach	
<i>CS-8</i>	<b>PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE</b>	<i>CS-8</i>

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** On Closed Session Item CS-1, Consideration of Inter-District Transfer Requests, Number IDT 2015/16-C – Number IDT 2015/16-H the Board unanimously approved all inter-district transfer requests. On Closed Session Item CS-2, Consideration of a Student Matter the Board approved Student #2015/16 TK-1 entering into early admission to Transitional Kindergarten following the terms of EC 48000 (C) (3). On Closed Session Item CS-3, Public Employee Appointment/Employment of a Preschool Teacher the Board approved Hiring Jennifer Sizemore with a 4-0 vote, pending she acquire the appropriate credentials. She will be hired as a preschool assistant until her credentialing is complete. On Closed Session Item CS-4 Public Employee Appointment/Employment of a Preschool Assistant the Board approved hiring Johnie Lynn Moffett with a 4-0 vote. On Closed Session Item CS-5, Public Employee Appointment/Employment of a Cook the Board unanimously approved hiring Wendy Zumwalt. On Closed Session Item CS-6, Public Employee Appointment/Employment of Native American Coordinator the Board approved hiring Cristy Nelson with a 4-0 vote. On Closed Session Item

CS-7 Public Employee Appointment/Employment of Middle School Girls Volleyball Coach the Board unanimously approved hiring Jose Reyes. On Closed Session Item CS-8, Public Employee Discipline/Dismissal/Release, the Board approved the resignation of Mat Paradis with a 4-0 vote.

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

**F. ACCEPTANCE OF AGENDA:**

- **Motion** to move item M-3 and M-4 in front of K-1 and approve the amended Agenda by Shannon Ford, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

**G. CORRESPONDENCE:**

1. Mrs. Potter shared with the Board a letter from Warren Galletti regarding Tom Torlakson's (State Superintendent of Public Instruction) visit to MCOE. Also shared was a letter written by Mrs. Potter, on behalf of the Board, to Weathertop Nursery thanking them for their generous donation of soil for the garden.

**H. PUBLIC INPUT: None**

**I. REPORTS AND COMMENTS:**

Superintendent's Report:

Mrs. Potter informed the Board about the current state of the mound project, including additional obstacles that had occurred. Next, Mrs. Potter shared that the Smarter Balance test scores have been released online. Mrs. Potter explained to the Board that once the scores arrive they will be sent to parents in the mail along with a letter explaining how the test scores are to be read. Next Mrs. Potter shared that the high school Exit Exam may be suspended for 2015/16. For students graduating in 2015 who had not passed the exit exam, the state is now allowing those students to receive a high school diploma due to the state's cancellation of the July 2015 exam.

The following reports were given:

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

**J. ACTION: CONSENT AGENDA**

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

M.3. Welcoming New Employees

- We have hired many new employees for the 2015/16 school year.
  1. Lindsay Hansen-LHS Culinary Arts
  2. Jessica Knight-Graham- K-12 Counselor

3. Marco Archundia- Custodian
4. Rosie Marquez- Custodian
5. Lindsey Van Loan- Bus Driver
6. Alena Musgrave- Sub Bus Driver
7. Amanda McCrum- Branscomb Teacher
8. Cindy Lassotovitch- Health Tech/Secretary Registrar
9. Jennifer Sizemore- IA
10. Priscilla Comer-Branscomb IA
11. Julie Gardenhire- IA
12. Noel Woodhouse- (Mendocino College)- Woodshop

All employees were invited to meet the Board at this board meeting.

- Amanda McCrum, the newly hired teacher from Branscomb attended the meeting. She gave a brief report on how things are going in her class.

#### M.4. Recognition of Newly Tenured Employees

- Alex Saxon successfully completed 2 years as a probationary employee in June of 2015. She is an exceptional teacher and has earned tenured status.

#### K.1. Resolution No. 483 for GANN Limit

California voters approved Proposition 4, the Gann Initiative, in November of 1979. The purpose of the initiative is to place “limits on the growth of expenditures for publicly funded programs.”

Ed Code sections 1629 & 42132 specify that district governing boards must adopt a resolution that identifies the estimated appropriations limit for the current year and the actual appropriations limit for the preceding year.

- **Motion** to adopt Resolution No. 483 for the GANN Limit by Meagen Hedley, seconded by Shannon Ford, unanimously approved with a 4-0 vote.

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

#### L.1. Adoption of Middle School Math Textbooks

A sample 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade math textbook and supplemental materials have been on display in the Elementary School Staff Room for review. After reviewing a few different texts which meet the California State Common Core Standards, the elementary school is recommending the following Math texts for adoption:

6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade California Math 1<sup>st</sup> edition, McGraw Hill, 2015

- Courses 1, 2, and 3

6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade Supplemental Materials, McGraw Hill, 2015

Principal Stange has brought these materials to the Elementary School Site Council for review and approval prior to this meeting. The textbooks are now ready for adoption.

- **Motion** to approve and adopt the middle school math textbooks by Meagen Hedley, seconded by Tina Tineo, unanimously approved with a 4-0 vote.

### L.2. Approval of Unaudited Actuals

The 2014/15 unaudited actuals represent the expenditures completed and revenues received when the books were closed. The 2014/15 unaudited actuals have an impact on the 2015/16 budget which will be reflected in the First Interim Budget Report. The First Interim will be presented at the December meeting. Board review and adoption of the 2014/15 actuals is required.

The 2014/15 unaudited actuals include the following changes to:

- The unrestricted ending balance increased by \$73,395.
- The general fund contributions to restricted accounts decreased \$52,030.
- Cafeteria encroachment increased \$4,876.
- The restricted ending balance increased \$67,407.

The next budget revision occurs with the First Interim Budget on October 31; the report will be presented in December.

- **Motion** to approve Unaudited Actuals by Meagen Hedley, seconded by Shannon Ford, unanimously approved with a 4-0 vote

### L.3. Board Member Health Benefits

Mrs. Potter was asked to research the topic of providing Board Members with Health Benefits. She surveyed all of the other school districts in the county and of the eleven districts four of them provide benefits; Fort Bragg, Ukiah, Round Valley and MCOE. Within the Staywell health plan there are specific bylaws that apply to School Board member benefits as follows

1. *Such elected officials who have been covered by the Staywell health plan shall only be eligible for benefits required under COBRA upon leaving active status on their respective board.*
2. *If the district provides the same paid health coverage as full time employees for active trustee/board members, all such members shall be enrolled.*

The current total cost of medical, dental and vision coverage for each member is \$12,757.00.

Example cost to the district: If the district provided 50% of the cost of the benefit to all five board members it would be \$31,892.50 per year.

## **M. INFORMATION ITEMS:**

### M.1. Opening Enrollments

Enrollment has declined at LES/Spyrock/Branscomb and remains steady at the high school.

<b>Enrollment</b>	<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
*K-8, ISOP	280	249	236	243	258	259	268	274	286	280	278
LHS, ISOP	177	161	148	127	132	129	126	131	125	119	119
Continuation High	4	2	1	2	3	2	2	2	2	1	1
Com. Day School	5	5	8	9	6	6	9	0	0	0	0
<b>District Totals</b>	<b>466</b>	<b>417</b>	<b>393</b>	<b>381</b>	<b>399</b>	<b>396</b>	<b>405</b>	<b>407</b>	<b>413</b>	<b>400</b>	<b>398</b>

\*Note: K-8 includes Spy Rock (11), and Branscomb (4).

### M.2. Fall Sports Program

The fall sports program has great participation again this year. In football we have 18 Varsity players. The team is being coached by Jon Nielsen, assisted by Robert Campbell (Volunteer). Katie Cabezut is coaching 8 Varsity volleyball players and Abbe Arkelian is coaching 10 JV volleyball girls, assisted by Crystal Finnegan (Volunteer). Additionally, Middle School volleyball is just getting under way and is being coached by Jose Reyes.

### M.5. Facilities Report

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

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

- Prior to comments from the Board, Cecelia Gillespie announced that she must regretfully resign from her position on the Board

**O. COMMENTS FROM THE BOARD:** The Board thanked Cecelia for all that she did as a Board Member and expressed that they will miss her. Everyone unanimously agreed that they would like the power to come back on because the Board Room was getting very hot. The electricity had been out throughout Laytonville since 4 PM the day of the meeting.

## **P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Cecelia Gillespie, seconded by Tina Tineo, unanimously approved with a 4-0 vote. The meeting was adjourned at 7:44 pm. The next regular meeting will be held on October 1, 2015.

Respectfully submitted,

Adopted as Final  
October 1, 2015

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Joan Viada Potter  
Secretary to the Board

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Shannon Ford  
Clerk of the Board