

**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