

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF OCTOBER 3, 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 October 3, 2013. Board President Calvin Harwood called the meeting to order at 6:16 pm.

ROLL CALL:

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

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

Student Representative: Heaven Gunter.

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

C. CLOSED SESSION AGENDA:

CS-1: Consideration of Inter-District Transfer Request, Number IDT 2013/14-F
(E.C. 35146)

CS-2: Consideration of Inter-District Transfer Request, Number IDT 2013/14-G
(E.C.35146)

CS-3: PUBLIC EMPLOYEE APPOINTMENT
Title: Preschool Assistant

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that the Board approved the following items: CS-1 for Consideration of Inter-District Transfer Request, Number IDT 2013/14-F and CS-2 for Consideration of Inter-District Transfer Request, Number IDT 2013/14-G. The Board did not take action on CS-3 for Public Employee Appointment of the Preschool Assistant.

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

F. ACCEPTANCE OF AGENDA:

- **Motion** to remove Rosa Jackson from the Consent Agenda and approve the Consent Agenda by Shannon Ford, seconded by Tina Tineo, unanimously approved.

G. CORRESPONDENCE: Mrs. Potter shared a letter to Captain Jaeger.

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent's Report: Mrs. Potter first welcomed Heaven Gunter as the new Student Representative and introduced her to the Board. Mrs. Potter then explained that the governor has signed a bill that will eliminate STAR testing for the 2013/14 school year and discussed the transition and implementation of the SmarterBalance Testing that will be oriented around the new Common Core Standards. She shared that with this implementation the District will also

Laytonville Unified School District
November 7, 2013

receive additional funds to spend on Staff Development, Technology and curriculum materials to aid in the transition to the Common Core. Mrs. Potter explained that Sites and Site Councils will be looking at how the funding should be spent and a proposed plan will be presented in November. Next Mrs. Potter shared that the District is looking for a new teacher for the new 1st/2nd Grade classroom. She explained that the new classroom is a very positive and productive learning environment and will have a positive influence on the students' learning. She shared that on CBEDS day the district-wide student enrollment was 412 and the Free and Reduced Lunch count, (which is used to determine socio-economic standing for supplemental funds,) was 69% of the student population, up from 55.6% last year. Lastly, Mrs. Potter shared that a facilities report will be given in November.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

- **Motion** to remove Rosa Jackson from Item No. 2 of the Consent Agenda and accept the amended Consent Agenda by Tina Tineo, seconded by Shannon Ford, unanimously approved.

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Student of the Month, Vanessa Shelton, for Laytonville High School and introduced her family.
- **Motion** to recognize Vanessa Shelton as the Student of the Month by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

K.2. GANN Limit and Resolution No. 441

- 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. 441 for the GANN Limit by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

L. DISCUSSION / ACTION:

L.1. Resolution No. 440 for Compliance with Ed Code Section 60119 for the 2013-14 School Year and Certification of Provisions of Standards-Aligned Instructional Materials

- At the September Board Meeting the Board was provided a copy of EC 60119, and the Textbook Matrix and held a Public Hearing to determine the sufficiency of textbooks and instructional materials in specified subject areas consistent with the content and cycles of the curriculum frameworks adopted by the state. During that Public Hearing it was determined that sufficient materials did not exist as many items were backordered. The

district now has sufficient materials as prescribed by law in all the subject areas listed in EC 60119.

- **Motion** to adopt Resolution No. 440 for Certification of Provisions of Standards-Aligned Materials by Tina Tineo, seconded by Meagen Hedley, unanimously approved.

L.2. BP and AR 5116.1 for Intradistrict Transfer Policy/Open Enrollment, Second Reading and Approval

- As California Ed. Code requirements have changed, the District's BP and AR 5116.1 needed revising. Sample policies were presented at the September Board Meeting and have been revised to be specific to Laytonville Unified School District.
- **Motion** to adopt BP and AR 5116.1 for Intradistrict Transfer Policy/Open Enrollment by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

L.3. Unaudited Actuals for 2012-13

- The 2012-13 unaudited actuals represent the expenditures completed and revenues received when the books were closed. The 2012-13 unaudited actuals have an impact on the 2013-14 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 2012-13 actuals is required.
- **Motion** to approve the Unaudited Actuals for 2012-13 by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

L.4. BP and E 4133/4233/4333 for Travel Reimbursement, First Reading

- The BP 4133/4233/4333 is somewhat antiquated and the travel reimbursement guidelines have not yet been adapted as an Exhibit.
- The Board reviewed the attached BP and E and requested to bring them back for a second reading and approval in November.

L.5. Food Service Increase in Breakfast Price

- Mat Paradis, Food Service Director, has done an analysis of the District's current breakfast and lunch expenses. In his analysis he has determined that the District is not charging enough for breakfast. He is proposing that the District approve increasing the charge for breakfast from \$1.25 to \$1.50.
- The Board discussed the potential increase and decided that \$0.25 was not a sufficient increase and that instead the new breakfast price should be \$1.75.
- **Motion** to approve the increase of breakfast charges from \$1.25 to \$1.75 by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

M. INFORMATION ITEMS:

M.1. Employee Appreciation Award

- The Governing Board recognizes two employees each year for their contributions to the improvement and effectiveness of the District's educational program. One award is presented in January and one is presented in May.
- Nominations are due in November and the Board will select the award recipient in December for recognition in January. Recipients are presented a certificate and a special gift.

M.2. Community Services

- Per Cecelia Gillespie's request the Board reviewed the District's current community service/volunteer opportunities for students. The principals provided an overview of what currently exists.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: Board President Calvin Harwood expressed that he would like to discuss ways to reduce the amount of paper used in the printing of the Board Packets. He also shared that he would like to review the policy relating to in-house suspensions.

O. COMMENTS FROM THE BOARD: Heaven said she had fun. Meagen Hedley welcomed Heaven Gunter as the new student representative and shared that she is excited about bringing community service into the school setting. Cecelia Gillespie and Shannon Ford also welcomed Heaven Gunter. Mrs. Potter expressed her gratitude for having such helpful and cooperative site principals.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved. The meeting was adjourned at 8:22p.m. The next regular meeting will be held on November 7, 2013.

Respectfully submitted,

Adopted as Final
November 7, 2013

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #4 2013-14

November 7, 2013

	<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>				
Cantalupo, Emidio	.14 FTE Teacher	Prob.	\$4,695.79/yr	10/11/2013
Joens-Poulton, Mary	1.0 FTE Teacher	Prob.	\$41,646/yr	10/31/2013

Certificated Resignation

Certificated Leave of Absence:

Certificated Transfer

Classified Appointment

Evans, Tai	Computer Lab Assist.	Prob.	\$10.73/hr	10/14/2013
Trahan, Hailey	Preschool Assist.	Prob.	\$9.75/hr	10/31/2013

Classified/Confidential Appointment

Classified Resignation

Classified Layoff

Coaching Positions

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #4 2013-14

November 7, 2013

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
10/2/2013	2011	U.S.P.S.	Postage	\$138.00
10/17/2013	2012	U.S.P.S.	Postage	\$139.72

LAYTONVILLE UNIFIED SCHOOL DISTRICT

WARRANT LIST

November 7, 2013

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/26/2013

09/25/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0018 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14789679	000197/	ADMINISTRATIVE SRV CORP											
		PO-019302	1.	68-0000-0-5600-001-0000-6000-0000								DENTAL	168.00
			2.	69-0000-0-5600-001-0000-6000-0000								VISION	82.50
				WARRANT TOTAL									\$250.50
14789680	005277/	AMAZON											
		PO-019263	1.	01-0756-0-4100-001-1110-1000-0000								2575229627	239.80
		PO-019268	1.	01-0756-0-4100-001-1110-1000-0000								58519494427	204.85
			1.	01-0756-0-4100-001-1110-1000-0000								278949559189	37.94
				WARRANT TOTAL									\$482.59
14789681	000231/	BLUE SHIELD OF CALIFORNIA											
		PO-019303	1.	01-0000-0-9514-000-0000-0000-0000								F05082-0000, OCBA, F05091	9,169.78
				WARRANT TOTAL									\$9,169.78
14789682	001895/	BUREAU OF EDUCATION & RESEARCH											
		PO-019352	1.	01-0729-0-5200-001-1110-1000-0000								4460558	235.00
				WARRANT TOTAL									\$235.00
14789683	005991/	IRA CAUGHNOR III											
		PV-140068		01-7240-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	531.10
				WARRANT TOTAL									\$531.10
14789684	006042/	CHROMARK CORP.											
		PO-019134	1.	01-0676-0-4300-003-1110-1000-0000								13-335	18.00
			1.	01-0676-0-4300-003-1110-1000-0000								13-335	12.00
				WARRANT TOTAL									\$30.00
14789685	001793/	CLOVER STORNETTA FARMS INC.											
		PO-019348	1.	13-5310-0-4700-001-0000-3700-0000								7470216, 7474384	375.57
				WARRANT TOTAL									\$375.57
14789686	003373/	DISCOUNT SCHOOL SUPPLY											
		PO-019133	1.	01-0676-0-4300-003-1110-1000-0000								D18156130101	226.85
				WARRANT TOTAL									\$226.85

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM DESCRIPTION	ACCOUNT NUM	AMOUNT
14789687	005074/	EUREKA OXYGEN				
		PO-019344	1. 01-1100-0-4300-003-1110-4200-0000	U109791		205.56
			WARRANT TOTAL			\$205.56
14789688	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-019378	1. 01-3310-0-4300-001-5770-1120-0000	0151: ACCT. 1209		16.92
			WARRANT TOTAL			\$16.92
14789689	000124/	PACIFIC GAS & ELECTRIC				
		PO-019298	1. 01-0000-0-5510-001-0000-8200-0000	ACCT. 0991326276-3		10,540.89
			WARRANT TOTAL			\$10,540.89
14789690	006043/	PETERSON TRUCKS				
		PO-019389	1. 01-7230-0-5600-001-0000-3600-0000	500692		404.12
			WARRANT TOTAL			\$404.12
14789691	003078/	SOLID WASTE OF WILLITS				
		PO-019306	1. 01-0000-0-5540-001-0000-8200-0000	L21901: ACCT. 411087		31.00
			WARRANT TOTAL			\$31.00
14789692	000043/	VERIZON CALIFORNIA				
		PO-019326	1. 01-0000-0-5903-001-0000-7200-0000	707-984-6904		106.26
			WARRANT TOTAL			\$106.26
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS: 14	TOTAL AMOUNT OF WARRANTS:		\$22,606.14*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS: 14	TOTAL AMOUNT OF WARRANTS:		\$22,606.14*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 10/03/2013

10/02/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0021 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14790188	002727/	BRANSCOMB STORE												
		PO-019339	1.	01-0000-0-5600-008-1110-1000-0000									#6-OCT. 2013 RENT	700.00
													WARRANT TOTAL	\$700.00
14790189	005991/	IRA CAUGHNOR III												
		PV-140070		01-7240-0-5800-001-7110-3600-0000									MILEAGE REIMBURSEMENT	531.10
													WARRANT TOTAL	\$531.10
14790190	003496/	CDW GOVERNMENT INC.												
		PO-019269	1.	01-7090-0-4300-002-1110-1000-0000									FT55711	364.47
		PO-019386	1.	01-0756-0-4300-001-1110-1000-0000									FW96874	8,273.97
													WARRANT TOTAL	\$8,638.44
14790191	000039/	CHEVRON BUSINESS CARD SERVICES												
		PO-019311	1.	01-0000-0-4361-001-0000-8110-0000									ACCT. 7898860577	593.77
			2.	01-7230-0-4361-001-0000-3600-0000									ACCT. 7898860577	316.48
													WARRANT TOTAL	\$910.25
14790192	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019348	1.	13-5310-0-4700-001-0000-3700-0000									7476899	145.85
													WARRANT TOTAL	\$145.85
14790193	005914/	DEPT OF FORESTRY/FIRE PROTECT.												
		PO-019394	1.	01-0000-0-5800-001-0000-8100-0000									115561	1,578.78
													WARRANT TOTAL	\$1,578.78
14790194	003893/	DEVCO HEATING AND AIR												
		PO-019345	1.	14-0620-0-5600-001-0000-8110-0000									35663	844.44
													WARRANT TOTAL	\$844.44
14790195	006045/	SHAYLA DEWOLF												
		PV-140071		01-6300-0-4300-003-1110-1000-0000									REIMBURSEMENT	43.59
													WARRANT TOTAL	\$43.59
14790196	005135/	JANICE DOWNES												
		PV-140072		01-0000-0-4300-003-1110-1000-2000									REIMBURSEMENT	114.83

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL														\$114.83
14790197	006044/	IRENE ENGBER												
		PO-019403	1.	13-5310-0-4700-001-0000-3700-0000								785769, 785777		176.90
WARRANT TOTAL														\$176.90
14790198	005749/	KELLEY AUTOMOTIVE												
		PO-019392	1.	01-7230-0-5800-001-0000-3600-0000								BUS 1-7,CARS,VANS 1,2,5-7, #2		1,352.48
WARRANT TOTAL														\$1,352.48
14790199	004358/	BETTE LOFLIN												
		PV-140073		01-0000-0-5200-001-0000-7200-0000								MILEAGE REIMBURSEMENT		102.27
WARRANT TOTAL														\$102.27
14790200	005891/	LONG VALLEY AUTO SUPPLY												
		PO-019342	1.	01-7230-0-4364-001-0000-3600-0000								56770, 56782, 57132		278.00
WARRANT TOTAL														\$278.00
14790201	003278/	MCCAFFREY'S LAYTONVILLE												
		PO-019402	1.	01-7230-0-5800-001-0000-3600-0000								MOUNT & BALANCE 2 TIRES		30.00
WARRANT TOTAL														\$30.00
14790202	005022/	MCGRAW-HILL SCHOOL EDUCATION												
		PO-019353	1.	01-6300-0-4100-001-1110-1000-0000								76421977001		333.07
WARRANT TOTAL														\$333.07
14790203	000622/	MENDOCINO COUNTY OFFICE OF ED												
		PV-140074		01-0000-0-5800-001-0000-8100-0000								140034		486.09
WARRANT TOTAL														\$486.09
14790204	004505/	MENDOCINO SOLID WASTE												
		PO-019401	1.	01-0000-0-5540-001-0000-8200-0000								6475		29.51
WARRANT TOTAL														\$29.51
14790205	001308/	JOAN POTTER												
		PV-140076		01-0000-0-5200-001-0000-7200-0000								REIMBURSEMENT		29.31
				01-0727-0-5200-001-0000-2100-0000								REIMBURSEMENT		64.66
WARRANT TOTAL														\$93.97
14790206	005513/	REDWOOD EMPIRE OFFICIALS												
		PO-019393	1.	01-1100-0-5800-003-1110-4200-0000								2013 FALL SPORTS		5,070.00
WARRANT TOTAL														\$5,070.00
14790207	002696/	RITCHIES FOOD SERVICE												
		PO-019379	2.	13-5310-0-4300-001-0000-3700-0000								682930, 682946		116.70
			1.	13-5310-0-4700-001-0000-3700-0000								682930, 682946		123.80
WARRANT TOTAL														\$240.50
14790208	003434/	SYSCO FO SCVS OF SAN FRANCISCO												
		PO-019335	1.	13-5310-0-4700-001-0000-3700-0000								309090298, 309230283		3,787.80
WARRANT TOTAL														\$3,787.80
14790209	000043/	VERIZON CALIFORNIA												
		PO-019326	1.	01-0000-0-5903-001-0000-7200-0000								707-984-1155		45.15
WARRANT TOTAL														\$45.15
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		22		TOTAL AMOUNT OF WARRANTS:		\$25,533.02*					
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		22		TOTAL AMOUNT OF WARRANTS:		\$25,533.02*					

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0022 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14790765	005381/	ADVANCED SECURITY SYSTEMS				
		PO-019305	1. 01-0640-0-5800-003-0000-8300-0000	241351		135.00
			WARRANT TOTAL			\$135.00
14790766	006046/	ALAMEIDA ARCHITECTURE				
		PO-019406	1. 40-0000-0-5800-001-0000-8100-0000	LUSD 01-01		8,170.47
			WARRANT TOTAL			\$8,170.47
14790767	003682/	AT&T				
		PO-019297	1. 01-0000-0-5903-001-0000-7700-0000	4712553		526.65
			WARRANT TOTAL			\$526.65
14790768	002129/	BAY WEST SUPPLY INC				
		PO-019395	1. 01-0000-0-4300-001-0000-8200-0000	289142		181.37
			WARRANT TOTAL			\$181.37
14790769	003112/	CALIF. SCHOLARSHIP FEDERATION				
		PO-019364	1. 01-0714-0-5300-003-1110-1000-0000	CHAPTER 632N		75.00
			WARRANT TOTAL			\$75.00
14790770	005991/	IRA CAUGHRON III				
		PV-140077	01-7240-0-5800-001-7110-3600-0000	REIMBURSEMENT		531.10
			WARRANT TOTAL			\$531.10
14790771	003496/	CDW GOVERNMENT INC.				
		PO-019386	1. 01-0756-0-4300-001-1110-1000-0000	F247255		900.00
			WARRANT TOTAL			\$900.00
14790772	001793/	CLOVER STORNETTA FARMS INC.				
		PO-019348	1. 13-5310-0-4700-001-0000-3700-0000	7481118, 7483631, 7487875		641.84
			WARRANT TOTAL			\$641.84
14790773	004792/	DEPT. OF JUSTICE				
		PO-019333	1. 01-0000-0-5814-001-0000-7400-0000	995446		96.00
			WARRANT TOTAL			\$96.00
14790774	003893/	DEVCO HEATING AND AIR				
		PO-019419	1. 14-0620-0-4300-001-0000-8110-0000	35629		2,422.91

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL													\$2,109.24
14790792	002696/	RITCHIES FOOD SERVICE											
		PO-019379	2.	13-5310-0-4300-001-0000-3700-0000							682973		94.74
			1.	13-5310-0-4700-001-0000-3700-0000							682973		34.75
WARRANT TOTAL													\$129.49
14790793	005987/	MARBRY SIPILA											
		PO-019377	1.	13-5310-0-4700-001-0000-3700-0000							575945, 785792, 575946		190.50
WARRANT TOTAL													\$190.50
14790794	003078/	SOLID WASTE OF MILLITS											
		PO-019306	1.	01-0000-0-5540-001-0000-8200-0000							279: ACCT. 5145-6		792.63
			2.	01-9010-0-5540-001-0000-8200-5375							212: ACCT. 9921-6		175.75
WARRANT TOTAL													\$968.38
14790795	002582/	SPORT & CYCLE											
		PO-019357	1.	01-1100-0-4300-003-1110-4200-0000							188771		58.48
WARRANT TOTAL													\$58.48
14790796	005340/	SPRINT											
		PO-019324	1.	01-0000-0-5903-001-0000-7200-0000							CUST. #924289408		151.40
			2.	01-9010-0-5903-001-0000-2100-5375							CUST. 924289408		44.90
WARRANT TOTAL													\$196.30
14790797	003434/	SYSCO FO SCVS OF SAN FRANCISCO											
		PO-019335	1.	13-5310-0-4700-001-0000-3700-0000							310070429		2,772.30
WARRANT TOTAL													\$2,772.30
14790798	004056/	TAG/AMS INC											
		PO-019374	1.	01-7230-0-5800-001-0000-3600-0000							2658768		195.00
WARRANT TOTAL													\$195.00
14790799	000043/	VERIZON CALIFORNIA											
		PO-019326	2.	01-9010-0-5903-001-0000-2100-5375							707-984-8089		85.57
		PO-019434	1.	01-9010-0-5903-001-0000-2100-5375							707-984-8089		103.59
WARRANT TOTAL													\$189.16
14790800	003863/	XEROX CORPORATION											
		PO-019327	4.	01-0000-0-5600-001-0000-7200-0000							070411736		203.29
			2.	01-0000-0-5600-003-1110-1000-0000							070411735		550.97
WARRANT TOTAL													\$754.26
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		36	TOTAL AMOUNT OF WARRANTS:		\$29,408.12*					
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		36	TOTAL AMOUNT OF WARRANTS:		\$29,408.12*					

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0024 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14791459	005991/	IRA CAUGHROW III												
		PV-140088		01-7240-0-5800-001-7110-3600-0000									MILEAGE REIMBURSEMENT	531.10
													WARRANT TOTAL	\$531.10
14791460	005933/	CENTER FOR HEARING HEALTH INC.												
		PO-019404	1.	01-0811-0-5800-001-0000-3140-0000								11701		489.75
													WARRANT TOTAL	\$489.75
14791461	005795/	CLEARLY MENDOCINO WATER CO.												
		PO-019421	1.	01-0000-0-5530-008-0000-8200-0000								25312		22.50
													WARRANT TOTAL	\$22.50
14791462	001793/	CLOVER STORNETTA FARMS INC.												
		PO-019348	1.	13-5310-0-4700-001-0000-3700-0000								7490353		191.40
			1.	13-5310-0-4700-001-0000-3700-0000								7494969		263.88
													WARRANT TOTAL	\$455.28
14791463	004873/	SUZANNE DUNHAM												
		PV-140089		01-7090-0-4300-002-1110-1000-0000									REIMBURSEMENT	41.43
													WARRANT TOTAL	\$41.43
14791464	000063/	GEIGER'S LONG VALLEY MARKET												
		PO-019300	2.	01-0000-0-4300-001-0000-8200-0000								0803: ACCT. 1221		3.31
													WARRANT TOTAL	\$3.31
14791465	000220/	LAYTONVILLE WATER DISTRICT												
		PO-019322	1.	01-0000-0-5530-001-0000-8200-0000								LES, LHS-OLD, AG		2,630.53
													WARRANT TOTAL	\$2,630.53
14791466	006048/	MENDOCINO GRAIN PROJECT												
		PO-019435	1.	13-5310-0-4700-001-0000-3700-0000								ONE FULL SHARE OF MILLED GRAIN		250.00
													WARRANT TOTAL	\$250.00
14791467	006049/	M2Y												
		PO-019271	1.	01-3310-0-4300-001-5770-1120-0000								521099		149.00
													WARRANT TOTAL	\$149.00
14791468	006041/	PCM-G INC.												
		PO-019383	1.	01-9010-0-4300-001-1110-1000-8888								582691460101		299.40
													WARRANT TOTAL	\$299.40
14791469	004793/	PETERSON												
		PO-019436	1.	01-7230-0-5600-001-0000-3600-0000								PC060113428		197.31
													WARRANT TOTAL	\$197.31
14791470	003078/	SOLID WASTE OF WILLITS												
		PO-019306	1.	01-0000-0-5540-001-0000-8200-0000								L22299, L22497		224.13
													WARRANT TOTAL	\$224.13
14791471	003808/	STATE BOARD OF EQUALIZATION												
		PO-019433	1.	01-7230-0-4361-001-0000-3600-0000								7/13-9/13 DIESEL FUEL TAXES		15.18
													WARRANT TOTAL	\$15.18
14791472	003863/	XEROX CORPORATION												
		PO-019327	1.	01-0000-0-5600-002-1110-1000-0000								070411734		921.44
			3.	01-0790-0-5600-010-3200-1000-0000								070528857		51.05
													WARRANT TOTAL	\$972.49
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		14		TOTAL AMOUNT OF WARRANTS:		\$6,281.41*					
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		14		TOTAL AMOUNT OF WARRANTS:		\$6,281.41*					

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0025 JB

WARRANT	VENDOR/ADOR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14792063	000197/	ADMINISTRATIVE SRV CORP													
		PO-019302	1.	68	0000	0	5600	001	0000	6000	0000			DENTAL	165.00
			2.	69	0000	0	5600	001	0000	6000	0000			VISION	82.50
														WARRANT TOTAL	\$247.50
14792064	005277/	AMAZON													
		PO-019132	1.	01	6300	0	4100	001	1110	1000	0000			090618853986	68.99
		PO-019268	1.	01	0756	0	4100	001	1110	1000	0000			112529050798	40.97
		PO-019397	1.	01	6300	0	4300	003	1110	1000	0000			168578431175, 63439, 16449	329.64
		PO-019405	2.	01	0000	0	4300	001	0000	8200	0000			053169770112	13.46
			1.	01	0676	0	4300	003	1110	1000	0000			088562736842	30.19
														WARRANT TOTAL	\$483.25
14792065	000231/	BLUE SHIELD OF CALIFORNIA													
		PO-019303	1.	01	0000	0	9514	000	0000	0000	0000			F05082, OCBA, F05091	9,325.20
														WARRANT TOTAL	\$9,325.20
14792066	003755/	BUSINESS CARD													
		PV-140090		01	0000	0	4300	001	0000	7110	0000			ACCT. 4339-XXX-9835	28.59
				01	0000	0	4300	001	0000	8110	0000			ACCT. 4339-XXX-9835	163.14
				01	0000	0	4300	001	0000	8110	0000			ACCT. 4339-XXX-9835	150.00
				01	0640	0	4300	001	0000	8300	0000			ACCT. 4339-XXX-9835	398.77
				01	0676	0	4300	001	1110	1000	0000			ACCT. 4339-XXX-9835	162.59
				01	0714	0	5300	002	1110	4100	0000			ACCT. 4339-XXX-9835	135.00
				01	6500	0	5200	001	5770	1191	0000			ACCT. 4339-XXX-9835	664.00
				01	7090	0	4300	003	1110	1000	0000			ACCT. 4339-XXX-9835	223.95
														WARRANT TOTAL	\$1,926.04
14792067	005991/	IRA CAUGHNOR III													
		PV-140095		01	7240	0	5800	001	7110	3600	0000			REIMBURSEMENT	531.10
														WARRANT TOTAL	\$531.10
14792068	001793/	CLOVER STORNETTA FARMS INC.													
		PO-019348	1.	13	5310	0	4700	001	0000	3700	0000			7497423	167.10
			1.	13	5310	0	4700	001	0000	3700	0000			7501561	211.24
														WARRANT TOTAL	\$378.34
14792069	006044/	IRENE ENGBER													
		PO-019403	1.	13	5310	0	4700	001	0000	3700	0000			702962	55.50
														WARRANT TOTAL	\$55.50
14792070	000063/	GEIGER'S LONG VALLEY MARKET													
		PO-019378	1.	01	3310	0	4300	001	5770	1120	0000			5027: ACCT. 1209	16.46
		PO-019437	1.	01	0811	0	4300	002	0000	3140	0000			3900: ACCT. 1204	6.44
														WARRANT TOTAL	\$22.90
14792071	000083/	HOUGHTON MIFFLIN COMPANY													
		PO-019240	1.	01	0756	0	4100	001	1110	1000	0000			949763806	853.65
		PO-019258	1.	01	6300	0	4100	001	1110	1000	0000			949721087	10.64
			1.	01	6300	0	4100	001	1110	1000	0000			949750126, 1600224981	178.37
		PO-019266	1.	01	0756	0	4100	001	1110	1000	0000			949876695	345.56
			1.	01	0756	0	4100	001	1110	1000	0000			949890237	123.66
														WARRANT TOTAL	\$1,511.88
14792072	000191/	LAYTONVILLE UNIFIED REVOLVING													
		RC-140006		01	0000	0	5904	001	0000	7200	0000			U.S. POSTMASTER	1.72
				13	5310	0	5904	001	0000	3700	0000			U.S. POSTMASTER	138.00
														WARRANT TOTAL	\$139.72
14792073	005891/	LONG VALLEY AUTO SUPPLY													
		PO-019313	1.	01	8150	0	4300	001	0000	8110	0000			7251	4.53
														WARRANT TOTAL	\$4.53
14792074	004329/	TAMMY LYONS													
		PV-140091		01	0635	0	4300	003	1110	1000	0000			REIMBURSEMENT	255.31

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ASA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		01-0676-0-4300-001-1110-1000-0000				REIMBURSEMENT	656.60
		WARRANT TOTAL					\$911.91
14792075	005022/	MCGRAW-HILL SCHOOL EDUCATION					
		PO-019267 1. 01-6300-0-4100-001-1110-1000-0000			76195697001		1,334.40
		WARRANT TOTAL					\$1,334.40
14792076	004314/	PEARSON EDUCATION					
		PO-019239 1. 01-0756-0-4100-001-1110-1000-0000			4022654290		226.66
		1. 01-0756-0-4100-001-1110-1000-0000			4022680033		21.18
		PO-019262 1. 01-0756-0-4100-001-1110-1000-0000			4022778892		1,155.92
		PO-019265 1. 01-6300-0-4100-001-1110-1000-0000			4022731582		1,801.22
		1. 01-6300-0-4100-001-1110-1000-0000			4022754680		22.17
		WARRANT TOTAL					\$3,227.15
14792077	002696/	RITCHIES FOOD SERVICE					
		PO-019379 2. 13-5310-0-4300-001-0000-3700-0000			727325		93.26
		1. 13-5310-0-4700-001-0000-3700-0000			727325		90.20
		WARRANT TOTAL					\$183.46
14792078	000018/	SCHOOL SPECIALTY					
		PV-140092 01-6012-0-4300-001-1110-4100-0000			208111431242 P.O. 19235		47.55
		WARRANT TOTAL					\$47.55
14792079	005987/	MARBRY SIPILA					
		PO-019377 1. 13-5310-0-4700-001-0000-3700-0000			0311901		150.00
		WARRANT TOTAL					\$150.00
14792080	003078/	SOLID WASTE OF WILLITS					
		PO-019306 1. 01-0000-0-5540-001-0000-8200-0000			L22687, L22741		161.82
		WARRANT TOTAL					\$161.82
14792081	003434/	SYSCO FO SCVS OF SAN FRANCISCO					
		PO-019335 1. 13-5310-0-4700-001-0000-3700-0000			309300440		1,926.80
		WARRANT TOTAL					\$1,926.80
14792082	004963/	TOUCHSTONES					
		PO-019359 1. 01-6300-0-4100-001-1110-1000-0000			7436		301.35
		1. 01-6300-0-4100-001-1110-1000-0000			7436		25.00
		WARRANT TOTAL					\$326.35
14792083	000043/	VERIZON CALIFORNIA					
		PO-019326 1. 01-0000-0-5903-001-0000-7200-0000			DISTRICT PHONES		45.31
		PO-019438 1. 01-0000-0-5903-001-0000-7200-0000			DISTRICT PHONES		1,204.69
		1. 01-0000-0-5903-001-0000-7200-0000			707-984-6904		105.89
		1. 01-0000-0-5903-001-0000-7200-0000			707-984-1155		44.97
		WARRANT TOTAL					\$1,400.86
14792084	001370/	WEATHERTOP NURSERY					
		PO-019363 1. 01-0002-0-4300-001-1110-1000-0000			1-100-101605		102.23
		WARRANT TOTAL					\$102.23
14792085	003870/	WIESER EDUCATIONAL					
		PO-019270 1. 01-0000-0-4300-002-1110-1000-0000			62051		53.76
		WARRANT TOTAL					\$53.76
***	BATCH TOTALS ***	TOTAL NUMBER OF WARRANTS:	23		TOTAL AMOUNT OF WARRANTS:		\$26,452.25*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF WARRANTS:	23		TOTAL AMOUNT OF WARRANTS:		\$24,452.25*

LAYTONVILLE UNIFIED SCHOOL DISTRICT

MONTHLY BUDGET REPORT

November 7, 2013

48 Laytonville Unified School Dis J1654		BUDGET REPORT		BDX110	H.00.30 11/01/13 11:27 PAGE	
FUND :01 GENERAL FUND		FROM 07/01/2013 TO 06/30/2014		UNAPPROVED TRANSACTIONS INCLUDED		
OBJECT CLASSIFICATION	APPROVED BUDGET	CURRENT	EXPENDED/RECEIVED YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE
8000 BEGINNING BALANCE	994,126.39	0.00	0.00	.0	0.00	994,126.39 100.0
8011 REV LIMIT STATE AID - CURR YR	786,862.00	201,639.00	201,639.00	25.6	0.00	585,223.00 74.3
8012 EDUCATION PROTECTION ACCOUNT	0.00	118,208.00	118,208.00	100.0	0.00	118,208.00-.0
8021 HOMEOWNERS' EXEMPTION	18,822.00	0.00	0.00	.0	0.00	18,822.00 100.0
8022 TIMBER YIELD TAX	4,264.00	0.00	0.00	.0	0.00	4,264.00 100.0
8041 SECURED ROLLS TAX	1,748,324.00	1,743.16	1,743.16	.0	0.00	1,746,580.84 99.9
8042 UNSECURED ROLL TAXES	60,917.00	0.00	0.00	.0	0.00	60,917.00 100.0
8043 PRIOR YEARS' TAXES	3,068.00	0.00	0.00	.0	0.00	3,068.00 100.0
8044 SUPPLEMENTAL TAXES	0.00	57.38-	57.38-	.0	0.00	57.38 .0
8045 EDUC REVENUE AUGMENTATION FUND	17,082.00	0.00	0.00	.0	0.00	17,082.00 100.0
8110 MAINTENANCE & OPER (PL 81-874)	25,000.00	0.00	0.00	.0	0.00	25,000.00 100.0
8181 SPECIAL EDUCATION -ENTITLEMENT	72,335.00	18,234.00	18,234.00	25.2	0.00	54,101.00 74.7
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	800.00	800.00	25.0	0.00	2,400.00 75.0
8290 ALL OTHER FEDERAL REVENUE	225,701.76	15,608.38	15,608.38	6.9	0.00	210,093.38 93.0
8311 OTHER STATE APPORT - CURR YEAR	220,600.00	0.00	0.00	.0	0.00	220,600.00 100.0
8434 CLASS SIZE REDUCTION, GRDS K-3	77,461.00	0.00	0.00	.0	0.00	77,461.00 100.0
8560 STATE LOTTERY REVENUE	54,000.00	0.00	0.00	.0	0.00	54,000.00 100.0
8590 ALL OTHER STATE REVENUE	452,861.00	83,356.25	83,356.25	18.4	0.00	369,504.75 81.5
8650 LEASES & RENTALS	12,500.00	2,700.00	2,700.00	21.6	0.00	9,800.00 78.4
8660 INTEREST	2,500.00	0.00	0.00	.0	0.00	2,500.00 100.0
8677 INTERAGENCY SERVICES BETW LEAS	100,349.12	0.00	0.00	.0	0.00	100,349.12 100.0
8699 ALL OTHER LOCAL REVENUE	158,040.45	21,092.90	21,092.90	13.3	0.00	136,947.55 86.6
8792 TP OF APPORTIONMENT FROM COBS	225,555.69	51,967.00	51,967.00	23.0	0.00	173,588.69 76.9
8980 CONTRIBUTIONS PR UNRESTRUCT REV	2,583.50-	0.00	0.00	100.0	0.00	2,583.50-.0
TOTAL: 8XXX	5,260,985.91	515,291.31	515,291.31	9.7	0.00	4,745,694.60 90.2
1100 TEACHERS' SALARIES	1,451,200.22	384,354.62	384,354.62	26.4	0.00	1,066,845.60 73.5
1170 TEACHER - SUBSTITUTE	30,500.00	5,659.20	5,659.20	18.5	0.00	24,840.80 81.4
1200 CERT FUEL SUPPORT SALARIES	29,728.00	8,230.53	8,230.53	27.6	0.00	21,497.47 72.3
1300 CERT SUPERVISOR/ADMIN SALARIES	291,721.00	94,810.49	94,810.49	32.5	0.00	196,910.51 67.4
1900 OTHER CERTIFICATED SALARIES	4,000.00	0.00	0.00	.0	0.00	4,000.00 100.0
TOTAL: 1XXX	1,807,149.22	493,054.84	493,054.84	27.2	0.00	1,314,094.38 72.7
2100 INSTRUCTIONAL AIDES' SALARIES	244,893.77	59,075.46	59,075.46	24.1	0.00	185,818.31 75.8
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	580.00	150.67	150.67	25.9	0.00	429.33 74.0
2200 CLASSIFIED SUPPORT SALARIES	242,492.34	76,480.06	76,480.06	31.5	0.00	166,012.28 68.4
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,500.00	531.62	531.62	21.2	0.00	1,968.38 71.1
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	452.43	452.43	12.9	0.00	3,047.57 87.1
2270 CLASSIFIED SUPPORT -SUBSTITUTE	4,500.00	0.00	0.00	.0	0.00	4,500.00 100.0
2300 CLASS. SUPRVRS/ADMIN SALARIES	119,366.00	33,399.00	33,399.00	27.9	0.00	85,967.00 72.0

FROM 07/01/2013 TO 06/30/2014

UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED		\$	UNENCUMBERED	
		CURRENT	YEAR TO DATE		ENCUMBERED	BALANCE
2400 CLERICAL, TECH, OFFICE SALARIES	178,847.38	61,963.88	61,963.88	34.6	0.00	116,883.50
2900 OTHER CLASSIFIED SALARIES	8,971.56	2,446.02	2,446.02	27.2	0.00	6,525.54
2970 OTHER CLASSIFIED - SUBSTITUTE	420.00	11.48	11.48	2.7	0.00	408.52
TOTAL: 2XXX	806,071.05	234,510.62	234,510.62	29.0	0.00	571,560.43
3101 STRS, CERTIFICATED	139,740.46	37,405.63	37,405.63	26.7	0.00	102,334.83
3102 STRS, CLASSIFIED	0.00	20.47	20.47	100.0	0.00	20.47-
3201 PERS, CERTIFICATED	0.00	691.09	691.09	100.0	0.00	691.09-
3202 PERS, CLASSIFIED	82,129.48	25,180.75	25,180.75	30.6	0.00	56,948.73
3301 CASDI, CERTIFICATED	0.00	393.79	393.79	100.0	0.00	393.79-
3302 CASDI, CLASSIFIED	48,744.95	14,162.33	14,162.33	29.0	0.00	34,582.62
3311 MEDICARE, CERTIFICATED	25,926.91	6,850.46	6,850.46	26.4	0.00	19,076.45
3312 MEDICARE, CLASSIFIED	12,032.93	3,315.68	3,315.68	27.5	0.00	8,717.25
3401 HEALTH & WELFARE, CERTIFICATED	234,833.00	79,534.78	79,534.78	33.8	0.00	155,298.22
3402 HEALTH & WELFARE, CLASSIFIED	263,613.11	81,495.50	81,495.50	30.9	0.00	182,117.61
3501 UNEMPLOYMENT INS, CERTIFICATED	948.80	208.57	208.57	21.9	0.00	740.23
3502 UNEMPLOYMENT INS, CLASSIFIED	482.77	113.48	113.48	23.5	0.00	369.29
3601 WORKERS' COMP, CERTIFICATED	84,007.43	22,853.95	22,853.95	27.2	0.00	61,153.48
3602 WORKERS' COMP, CLASSIFIED	38,068.81	11,065.49	11,065.49	29.0	0.00	27,003.32
3701 OPEB ALLOCATED CERTIFICATED	25,052.00	0.00	0.00	.0	0.00	25,052.00
3702 OPEB ALLOCATED CLASSIFIED	2,400.00	0.00	0.00	.0	0.00	2,400.00
3901 OTHER BENEFITS, CERTIFICATED	22,000.00	0.00	0.00	.0	0.00	22,000.00
3902 OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00
TOTAL: 3XXX	980,480.65	283,291.97	283,291.97	28.8	0.00	697,188.68
4100 APPRVD TEXTBOOKS/CORE CURRICULA	19,600.00	15,185.20	15,185.20	77.4	2,199.45	2,215.35
4300 MATERIALS & SUPPLIES	147,321.85	38,031.06	38,031.06	25.8	4,776.94	104,513.85
4361 FUEL - GASOLINE, DIESEL	35,000.00	3,052.83	3,052.83	8.7	6,022.17	25,925.00
4362 TRANSP - OIL, GREASE	1,500.00	0.00	0.00	.0	0.00	1,500.00
4363 TIRES & ACCESSORIES	2,500.00	243.57	243.57	9.7	0.00	2,256.43
4364 REPLACEMENT PARTS	5,000.00	716.15	716.15	14.3	964.11	3,319.74
4365 TRANSP - OTHER SUPPLIES	3,000.00	0.00	0.00	.0	0.00	3,000.00
4400 NON-CAPITALIZED EQUIPMENT	41,542.44	3,613.86	3,613.86	8.6	0.00	37,928.58
TOTAL: 4XXX	255,464.29	60,842.67	60,842.67	23.8	13,962.67	180,658.95
5200 TRAVEL & CONFERENCES	31,405.67	6,249.90	6,249.90	19.9	0.00	25,155.77
5300 DUES & MEMBERSHIPS	2,394.00	2,053.73	2,053.73	85.7	0.00	340.27
5450 OTHER INSURANCE	43,100.00	44,874.00	44,874.00	100.0	0.00	1,774.00-
5510 LIGHTS & POWER	96,500.00	31,280.97	31,280.97	32.4	65,219.03	0.00
5520 HEATING FUEL	51,200.00	2,415.27	2,415.27	4.7	39,084.73	9,700.00
						18.9

FROM 07/01/2013 TO 06/30/2014
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	\$
5530 WATER & SEWER	19,300.00	10,949.81	10,949.81	56.7	4,850.19	3,500.00	18.1
5540 WASTE DISPOSAL	11,000.00	3,190.94	3,190.94	29.0	7,838.57	29.51-	.0
5600 RENT, LEASES, REPAIR NON CAP IMP	43,662.00	19,715.38	19,715.38	45.1	14,544.99	9,401.63	21.5
5750 TRANSFR DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0	0.00	5,000.00-	.0
5800 PROFES'L/CONSULTG SVCS/OP EXP	236,397.58	30,165.88	30,165.88	12.7	3,050.52	203,181.18	85.9
5801 AUDIT FEES	18,562.00	8,352.90	8,352.90	45.0	10,209.10	0.00	.0
5802 LEGAL FEES	8,500.00	1,673.44	1,673.44	19.6	0.00	6,826.56	80.3
5811 ADVERTISING	1,092.00	462.86	462.86	42.3	628.81	0.33	.0
5814 FINGERPRINTING	750.00	256.00	256.00	34.1	244.00	250.00	33.3
5901 COMMUNIC - INTERNET SVCS/LINES	1,150.00	40.00	40.00	3.4	80.00	1,030.00	89.5
5903 COMMUNIC - TELEPHONE SERVICES	7,550.00	5,121.43	5,121.43	67.8	4,428.57	2,000.00-	.0
5904 COMMUNIC - POSTAGE/DELIVERY	3,500.00	823.39	823.39	23.5	0.00	2,676.61	76.4
TOTAL: 5xxx	571,063.25	167,625.90	167,625.90	29.3	150,178.51	253,258.84	44.3
TOTAL: 1xxx - 5xxx	4,420,228.46	1,239,326.00	1,239,326.00	28.0	164,141.18	3,016,761.28	68.2
7350 TRANSFER INDIRECT COSTS-INTRPD	2,800.00-	0.00	0.00	100.0	0.00	2,800.00-	.0
7615 INT-PD TF GEN, SPRES, BLDG TO DM	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
7616 INT-PD TF FR GENERAL TO CAPE	16,312.84	0.00	0.00	.0	0.00	16,312.84	100.0
7911 BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
7950 BUDG FUND BAL- STABILIZATION	247,816.00	0.00	0.00	.0	0.00	247,816.00	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	374,720.95	0.00	0.00	.0	0.00	374,720.95	100.0
7989 BUDG FUND BAL- RSRV ECON UNCER	179,707.66	0.00	0.00	.0	0.00	179,707.66	100.0
TOTAL: 7xxx	840,757.45	0.00	0.00	.0	0.00	840,757.45	100.0
TOTAL: 1xxx - 7xxx	5,260,985.91	1,239,326.00	1,239,326.00	23.5	164,141.18	3,857,518.73	73.3
TOTAL INCOME (8000 - 8999)	5,260,985.91	515,291.31	515,291.31	9.7	0.00	4,745,694.60	90.2
TOTAL: 1xxx - 5xxx	4,420,228.46	1,239,326.00	1,239,326.00	28.0	164,141.18	3,016,761.28	68.2
TOTAL: 1xxx - 6xxx	4,420,228.46	1,239,326.00	1,239,326.00	28.0	164,141.18	3,016,761.28	68.2
TOTAL: 1xxx - 7xxx	5,260,985.91	1,239,326.00	1,239,326.00	23.5	164,141.18	3,857,518.73	73.3
TOTAL EXPENSES (1000 - 7999)	5,260,985.91	1,239,326.00	1,239,326.00	23.5	164,141.18	3,857,518.73	73.3

LAYTONVILLE UNIFIED SCHOOL DISTRICT BUDGET TRANSFERS

November 7, 2013

48 Laytonville Unified School Dis Budget Transfer Transactions J1660 BT0100 H.00.04 11/01/13 PAGE 1

Date last used from: 00/00/0000 To 99/99/9999
Transaction Number from: 140000 To 149999
Date entered from: 00/00/0000 To 99/99/9999
Approved and Unapproved Transactions

Number	Date	Date Entered	Description	PU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit

140001	10/14/2013	10/14/2013	Common core										
1.			Common Core										
2.			Subs for Common Core										
3.													
4.													
5.													
6.													
7.													
8.													
9.													
10.													
11.													
Entered by: BL48 Unapproved												81,400.00	
													2,400.00
													15,000.00
													35,000.00
													13,737.08
													8,000.00
													6,000.00
													693.00
													121.80
													42.00
													406.12
TOTAL:												81,400.00*	81,400.00*

140002	10/14/2013	10/14/2013	Delete FERS reduction										
1.													
2.													
3.													
4.													
5.													
6.													
7.													
8.													
9.													
10.													
11.													
12.													
13.													
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16.													
17.													
18.													
19.													
20.													
21.													
22.													
23.													
24.													
25.													
26.													
27.													
28.													
29.													
30.													
Entered by: BL48 Unapproved												1,007.16	
												249.00	
												69.00	
												399.00	
												1,043.84	
												1,015.00	
												90.00	
												430.00	
												200.00	
												55.00	
												3,217.00	7,775.00
												5.00	5.00
												25.00	25.00
												1.00	
												2.00	
												4.00	
												4.00	7.00
												4.00	
												103.00	4.00
												181.00	
													284.00
												1.00	
												1.00	
												2.00	
												1.00	
													5.00

Budget Transfer Transactions
 Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 140000 To 149999
 Date entered from: 00/00/0000 To 99/99/9999
 Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FV	RSO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140002	CONTINUED												
31.			01-0795-0-3802-002-1110-1000-0000									175.00	175.00
32.			01-0795-0-4300-002-1110-1000-0000										
33.			01-6500-0-3802-002-5750-1110-0000									198.00	
34.			01-6500-0-3802-002-5750-1130-0000									69.00	
35.			01-6500-0-3802-002-5770-1120-0000									163.00	
36.			01-6500-0-3802-002-5770-1191-0000									117.00	
37.			01-6500-0-5800-001-5770-1191-0000										547.00
38.			01-7090-0-3802-002-1110-1000-0000									179.00	
39.			01-7090-0-4300-002-1110-1000-0000										
40.			01-7230-0-3802-001-0000-3600-0000									611.00	
41.			01-7230-0-5600-001-0000-3600-0000										
42.			01-7240-0-3802-001-7110-3600-0000									86.00	
43.			01-7240-0-5800-001-7110-3600-0000										
44.			01-8150-0-3802-001-0000-8110-0000									331.00	
45.			01-8150-0-5600-001-0000-8110-0000										
46.			01-9010-0-3802-001-0000-2100-5375									390.00	
47.			01-9010-0-7980-000-0000-0000-5375										
48.			01-9010-0-3802-001-0000-2100-5555									22.00	
49.			01-9010-0-2400-001-0000-2100-5555										
50.			01-9010-0-3802-002-8500-5900-5555									51.00	
51.			01-9010-0-7980-000-0000-0000-5555										51.00
			TOTAL:									10,497.00*	10,497.00*
140003	10/14/2013	10/14/2013	Remove PERS reduction										
			Entered by: BL48										
1.			12-0000-0-3802-002-0001-1000-0000									75.00	
2.			12-0000-0-2100-002-0001-1000-0000										75.00
3.			12-6105-0-3802-002-7110-1000-0000									420.00	
4.			12-6105-0-2170-002-7110-1000-0000										420.00
			TOTAL:									495.00*	495.00*
140004	10/15/2013	10/16/2013	RS0000 1st Interim										
			Entered by: BL48										
1.			Red, Spyrock teacher									16,011.00	
2.			01-0000-0-1100-007-1110-1000-0000									1,320.00	
3.			01-0000-0-3101-007-1110-1000-0000									232.00	
4.			01-0000-0-3111-007-1110-1000-0000									8.00	
5.			01-0000-0-3501-007-1110-1000-0000									774.00	
6.			01-0000-0-3601-007-1110-1000-0000										177.00
7.			01-0000-0-4300-001-0000-2700-0000										65.00
8.			01-0000-0-4300-003-0000-2420-0000									500.00	
9.			01-0000-0-4300-003-1110-4200-0000									1,700.00	
10.			01-0000-0-5300-001-0000-7100-0000									634.00	
11.			Spyrock parent dentn for IA									5,548.24	
12.			Spyrock 2nd IA										4,930.06
13.			01-0000-0-2100-007-1110-1000-0000									305.66	
14.			01-0000-0-3302-007-1110-1000-0000									71.49	
15.			01-0000-0-3312-007-1110-1000-0000										2.47

Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 140000 To 149999
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 Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	Debit	Credit
140004			CONTINUED										
16.			01-0000-0-3602-007-1110-1000-0000									238.56	
17.			01-0000-0-2200-001-0000-8110-0000									1,000.00	
18.			01-0000-0-3202-001-0000-8110-0000									114.17	
19.			01-0000-0-3302-001-0000-8110-0000									62.00	
20.			01-0000-0-3312-001-0000-8110-0000									14.50	
21.			01-0000-0-3502-001-0000-8110-0000									0.50	
22.			01-0000-0-3602-001-0000-8110-0000									48.39	
23.			01-0000-0-3202-001-0000-3140-0000									661.55	
24.			01-0000-0-3302-001-0000-3140-0000									358.61	
25.			01-0000-0-3502-001-0000-3140-0000									83.87	
26.			01-0000-0-3602-001-0000-3140-0000									2.89	
27.			01-0000-0-3602-001-0000-3140-0000									279.89	
28.			01-0000-0-5600-001-0000-8110-0000									2,122.00	
29.			01-0000-0-5800-001-0000-2100-0000									1,962.00	
30.			01-0000-0-5800-001-0000-3160-0000									405.00	
31.			01-0000-0-5800-001-0000-8100-0000									565.00	
32.			01-0000-0-5801-001-0000-7110-0000									562.00	
33.			01-0000-0-5811-001-0000-7400-0000									92.00	
34.			01-0000-0-5903-001-0000-7700-0000									3,000.00	
35.			01-0000-0-1100-002-1110-1000-0000									34,908.00	
36.			01-0000-0-3101-002-1110-1000-0000									2,880.00	
37.			01-0000-0-3111-002-1110-1000-0000									506.00	
38.			01-0000-0-3401-002-1110-1000-0000									5,371.00	
39.			01-0000-0-3501-002-1110-1000-0000									17.00	
40.			01-0000-0-3601-002-1110-1000-0000									1,689.00	
41.			Part LES princ to sp Ed direct									22,469.00	
42.			Inc LHS princ									18,659.00	
43.			01-0000-0-1300-003-0000-2700-0000									2,302.00	
44.			01-0000-0-3401-003-1110-1000-0000									3,467.00	
45.			01-0000-0-3401-002-0000-2700-0000									2,302.00	
46.			01-0000-0-3601-003-1110-1000-0000									1,634.00	
47.			01-0000-0-3601-007-1110-1000-0000									855.00	
48.			01-0000-0-7616-001-0000-9300-0000									13,000.00	
49.			01-0000-0-7980-000-0000-0000-0000									29,366.65	
50.			01-0000-0-4300-001-0000-2430-0000									2,184.00	
51.			Inc beg balance									45,617.02	
			TOTAL:									115,539.26*	115,539.26*
140005	10/16/2013	10/16/2013	Adjust beginning balances										
1.			Dec beg bal									40.58	
2.			01-0002-0-8000-000-0000-0000-2002									377.93	
3.			site block beg bal									17.36	
4.			01-0004-0-4300-007-1110-1000-0000										
5.			01-0024-0-8000-000-0000-0000-0000										
6.			01-0024-0-4300-001-1110-1000-0000										
7.			01-0057-0-8000-000-0000-0000-0000										

Date last used from: 00/00/0000 To 99/99/9999
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 Date entered from: 00/00/0000 To 99/99/9999
 Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	PUNC	DIST	Debit	Credit
140005	CONTINUED												
8.			01-0057-0-4300-001-1110-1000-0000									474.17	739.49
9.			01-0058-0-8000-000-0000-0000-0000										474.17
10.			01-0058-0-4300-003-1110-1000-0000									2,842.44	
11.			01-0640-0-8000-000-0000-0000-0000										2,842.44
12.			01-0640-0-4400-001-0000-8300-0000									2,565.21	
13.			01-0676-0-8000-000-0000-0000-0000										2,565.21
14.			01-0676-0-4300-001-1110-1000-0000									85.85	
15.			01-0725-0-8000-000-0000-0000-0000										85.85
16.			01-0725-0-2100-002-1110-1000-0000									376.43	
17.			01-0727-0-8000-000-0000-0000-0000										376.43
18.			01-0727-0-7980-000-0000-0000-0000									3,245.81	
19.			01-0728-0-8000-000-0000-0000-0000										3,245.81
20.			01-0728-0-7980-000-0000-0000-0000									2,007.06	
21.			01-0729-0-8000-000-0000-0000-0000										2,007.06
22.			01-0729-0-7980-000-0000-0000-0000									811.68	
23.			01-0755-0-8000-000-0000-0000-0000										811.68
24.			01-0755-0-1100-003-1110-1000-0000									646.20	
25.			01-0756-0-8000-000-0000-0000-0000										646.20
26.			01-0756-0-7980-000-0000-0000-0000									6,262.46	
27.			01-0790-0-8000-000-0000-0000-0000										6,262.46
28.			01-0790-0-7980-000-0000-0000-0000									3,213.65	
29.			01-0792-0-8000-000-0000-0000-0000										3,213.65
30.			01-0792-0-7980-000-0000-0000-0000									410.03	
31.			01-0793-0-8000-000-0000-0000-0000										410.03
32.			01-0793-0-7980-000-0000-0000-0000									410.03	
33.			01-0795-0-8000-000-0000-0000-0000									6,304.40	
34.			01-0795-0-7980-000-0000-0000-0000										6,304.40
35.			01-0811-0-8000-000-0000-0000-0000									2,492.40	
36.			01-0811-0-5800-001-0000-3140-0000										2,492.40
37.			01-0811-0-7980-000-0000-0000-0000										489.75
38.			01-3010-0-8290-000-0000-0000-9652									2,594.03	
39.			01-3010-0-1100-001-1120-1000-0000										2,594.03
40.			01-4035-0-8290-000-0000-0000-9652									765.43	
41.			01-4035-0-5200-001-1110-1000-0000										765.43
42.			01-5640-0-8000-000-0000-0000-0000									764.29	
43.			01-5640-0-5800-000-0000-2100-0000										764.29
44.			01-5826-0-8290-000-0000-0000-9652									3,533.16	
45.			01-5826-0-7980-000-0000-0000-0000										94.16
46.			01-5826-0-8000-000-0000-0000-0000										94.16
47.			01-7090-0-8000-000-0000-0000-0000									1,394.97	
48.			01-7090-0-4300-002-1110-1000-0000										1,394.97
TOTAL:												41,965.03*	41,965.03*
140006	10/16/2013	10/16/2013	Dist defined beg balances										776.62
1.			01-0000-0-8000-000-0000-0000-0016										776.62
2.			01-0000-0-4300-002-1110-1000-0016										

Entered by: BL48 Unapproved

Budget Transfer Transactions
 Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 140000 To 149999
 Date entered from: 00/00/0000 To 99/99/9999
 Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUNC DIST	Debit	Credit
140006			CONTINUED			
3.			01-0000-0-8000-000-0000-0000-2000		120.85	120.85
4.			01-0000-0-4300-003-1110-1000-2000			2,665.91
5.			01-0000-0-8000-000-0000-0000-2111		2,665.91	
6.			01-0000-0-4300-002-1110-1000-2111		392.14	
7.			01-0000-0-8000-000-0000-0000-2662			392.14
8.			01-0000-0-4300-002-1110-1000-2662		1,211.97	
9.			01-0000-0-8000-000-0000-0000-3000			1,211.97
10.			01-0000-0-4300-003-1110-1000-3000		1,495.91	
11.			01-0000-0-8000-000-0000-0000-3663			1,495.91
12.			01-0000-0-4300-003-1110-1000-3663		1,716.90	
13.			01-0000-0-8000-000-0000-0000-6000			5.75
14.			01-0000-0-4300-003-1110-4100-6000		50.00	
15.			01-0000-0-8000-000-0000-0000-6012			50.00
16.			01-0000-0-4300-002-1110-4100-6012			50.00
17.			01-0000-0-8000-000-0000-0000-6500			50.00
18.			01-0000-0-4300-002-5770-1120-6500			50.00
			TOTAL:		8,436.05*	8,436.05*

140007 10/21/2013 10/21/2013 Special Ed

Entered by: EL48 Unapproved

1. Inc to allocation	01-6500-0-8792-000-5001-0000-0000	468.00	
2. Extended session reimb	01-6500-0-8792-000-5001-0000-0000	5,087.69	
3. Signing bonus reimb	01-6500-0-8677-000-7110-0000-0000	15,000.00	
4. Extended session	01-6500-0-1100-002-5751-1110-0000		3,593.51
5. Extended session	01-6500-0-3101-002-5751-1110-0000		296.46
6. Extended session	01-6500-0-3311-002-5751-1110-0000		52.11
7.	01-6500-0-3501-002-5751-1110-0000		1.80
8.	01-6500-0-3601-002-5751-1110-0000		173.69
9. Extended session IA	01-6500-0-2100-002-5751-1110-0000		660.60
10. Extended session IA	01-6500-0-3202-002-5751-1110-0000		75.59
11. Extended session IA	01-6500-0-3302-002-5751-1110-0000		40.96
12.	01-6500-0-3212-002-5751-1110-0000		9.58
13.	01-6500-0-3502-002-5751-1110-0000		0.33
14.	01-6500-0-3602-002-5751-1110-0000		31.97
15. Speech path signing bonus	01-6500-0-1100-001-5770-1191-0000		15,000.00
16. Dec director-start Aug	01-6500-0-1300-001-5001-2100-0000	2,000.00	
17. Move rev to obj 8677	01-6500-0-8699-000-5001-0000-0000		48,372.10
18. Pm other districts for speech	01-6500-0-8677-000-7110-0000-0000		36,589.70
19. Chng to G	01-6500-0-1100-001-5770-1191-0000		3,018.40
20.	01-6500-0-3101-001-5770-1191-0000		530.60
21.	01-6500-0-3311-001-5770-1191-0000		6,444.90
22.	01-6500-0-3401-001-5770-1191-0000		18.20
23.	01-6500-0-3501-001-5770-1191-0000		1,770.30
24.	01-6500-0-3601-001-5770-1191-0000		
25. Speech for Covelo&Leggett	01-6500-0-1100-001-7110-1191-0000		36,589.70
26. Speech for Covelo&Leggett	01-6500-0-3101-001-7110-1191-0000		3,018.40
27. Speech for Covelo&Leggett	01-6500-0-3311-001-7110-1191-0000		530.60

CONTINUED

Budget Transfer Transactions
 Date last used from: 00/00/0000 To 99/99/9999
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 Approved and Unapproved Transactions

Number	Date	Date Entered	Description	FU	RESO	P	OBJE	SCH	GOAL	PUNC	DIST	Debit	Credit
140007			CONTINUED										
28.				01-6500-0-3401-001-7110-1191-0000								6,444.90	
29.				01-6500-0-3501-001-7110-1191-0000								18.20	
30.				01-6500-0-3601-001-7110-1191-0000								1,770.30	
31.			Dec contribution	01-6500-0-8980-000-5001-0000-0000								2,583.50	
32.			Reduce allocation	01-3310-0-8181-000-5001-0000-0000								7,674.00	
33.			Move exp to RS6500	01-3310-0-2100-002-5750-1130-0000									
34.			Move exp to RS6500	01-3310-0-3202-002-5750-1130-0000								4,144.60	
35.			Move exp to RS6500	01-3310-0-3302-002-5750-1130-0000								473.19	
36.			Move exp to RS6500	01-3310-0-3312-002-5750-1130-0000								256.97	
37.			Move exp to RS6500	01-3310-0-3402-002-5750-1130-0000								60.10	
38.			Move exp to RS6500	01-3310-0-3502-002-5750-1130-0000								2,178.00	
39.			Move exp to RS6500	01-3310-0-3602-002-5750-1130-0000								2.07	
40.				01-3310-0-4300-001-5770-1120-0000								200.56	
41.			Subs	01-3310-0-2170-000-5770-1120-0000								538.51	
42.				01-6500-0-2100-002-5750-1130-0000									180.00
43.				01-6500-0-3202-002-5750-1130-0000								4,144.60	
44.				01-6500-0-3302-002-5750-1130-0000								473.19	
45.				01-6500-0-3402-002-5750-1130-0000								256.97	
46.				01-6500-0-3502-002-5750-1130-0000								60.10	
47.				01-6500-0-3602-002-5750-1130-0000								2,178.00	
48.				01-6500-0-3602-002-5750-1130-0000								2.07	
TOTAL:												127,153.89*	127,153.89*
DISTRICT TOTAL												385,486.23**	385,486.23**
GRAND TOTAL												385,486.23***	385,486.23**

BOARD ACTION ITEM K1

Board Meeting Date: November 7, 2013
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Henry will present the Students of the Month for Laytonville High School and introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:

None

BOARD ACTION ITEM K2

Board Meeting Date: November 7, 2013
Subject: Adoption of 9th-12th Grade Core Literature Books
From: Joan Potter, Superintendent

Explanation:

Shayla DeWolf is proposing the adoption of the following books for grades 9 through 12.

The Hunger Games (Book 1), Suzanne Collins, 2008

Catching Fire (Book 2), Suzanne Collins, 2009

Mockingjay (Book 3), Suzanne Collins, 2010

Between a Rock and a Hard Place, Aron Ralston

The four books have been on display in the District Office for the last 30 days and have been presented to the Laytonville High School Site Council for a recommendation of approval.

Recommendations:

Adopt the following core literature books:

The Hunger Games (Book 1), Suzanne Collins, 2008

Catching Fire (Book 2), Suzanne Collins, 2009

Mockingjay (Book 3), Suzanne Collins, 2010

Between a Rock and a Hard Place, Aron Ralston

Attachments:

Book Proposal by Shayla DeWolf

Laytonville Unified School District
November 7, 2013

ACTION
Page 8

Books for Approval

Proposed by Shayla DeWolf, Laytonville High School English Instructor

The Hunger Games Trilogy by Suzanne Collins:

The Hunger Games (Book 1)

In the ruins of a place once known as North America lies the nation of Panem, a shining Capitol surrounded by twelve outlying districts. Long ago the districts waged war on the Capitol and were defeated. As part of the surrender terms, each district agreed to send one boy and one girl to appear in an annual televised event called, "The Hunger Games," a fight to the death on live TV. Sixteen-year-old Katniss Everdeen, who lives alone with her mother and younger sister, regards it as a death sentence when she is forced to represent her district in the Games.

Catching Fire (Book 2)

Against all odds, Katniss Everdeen has won the annual Hunger Games with fellow district tribute Peeta Mellark. But it was a victory won by defiance of the Capitol and their harsh rules. Katniss and Peeta should be happy. After all, they have just won for themselves and their families a life of safety and plenty. But there are rumors of rebellion among the subjects, and Katniss and Peeta, to their horror, are the faces of that rebellion. The Capitol is angry. The Capitol wants revenge.

Mockingjay (Book 3)

Against all odds, Katniss Everdeen has survived the Hunger Games twice. But now that she's made it out of the bloody arena alive, she's still not safe. The Capitol is angry. The Capitol wants revenge. Who do they think should pay for the unrest? Katniss. And what's worse, President Snow has made it clear that no one else is safe, either. Not Katniss' family, not her friends, not the people of District 12.

Reasoning for using The Hunger Games trilogy in my classroom: The Hunger Games Trilogy touches on many themes that easily align with the new Common Core Standards, and that are important for students to think critically about while reading, completing projects, writing

Laytonville Unified School District
November 7, 2013

about, and seminar on such as: historical links between the Hunger Games and Ancient Rome, totalitarianism, and environmental issues.

Between a Rock and a Hard Place by Aron Ralston:

Hiking into the remote Utah Canyonlands, Aron Ralston felt perfectly at home in the beauty of the natural world. Then, at 2:41 P.M., eight miles from his truck, in a deep and narrow slot canyon, an eight-hundred-pound boulder tumbled loose, pinning Aron's right hand and wrist against the canyon wall. Through six days of hell, with scant water, food, or warm clothing, and the terrible knowledge that no one knew where he was, Aron eliminated his escape option one by one. Then a moment of stark clarity helped him to solve the riddle of the boulder--and commit one of the most extreme and desperate acts imaginable.

Reasoning for using Between a Rock and a Hard Place in my classroom: After reading Edward Abbey's Desert Solitaire, I would like students to continue to look at the epiphanies experienced by those who seek clarity in nature. I want students to consider ways they can find out more about how they really feel about their lives and relationships, and the impact our surroundings have on these realizations. These activities will integrate the Common Core Standards

BOARD ACTION ITEM K3

Board Meeting Date: November 7, 2013

Subject: Scheduling of Annual Organizational Meeting

From: Joan Potter, Superintendent

Explanation:

Education Code Section 35143 requires the Board of Trustees to hold an annual organizational meeting; this traditionally occurs in December during the regularly scheduled Board meeting. We will elect a President and Clerk, make committee assignments, adopt a calendar of meeting dates for 2014, and obtain signatures from each Board member.

Recommendation:

Schedule the Board's annual organizational meeting for December 12, 2013

Attachments:

None

BOARD DISCUSSION/ACTION ITEM L1

Board Meeting Date: November 7, 2013

Subject: Presentation of Facilities Master Plan

From: Joan Potter, Superintendent

Explanation:

Donald Alameida has completed the Facility Assessment and Master Plan for Laytonville Unified School District. The document includes a needs assessment of the elementary/middle school and the old and new high school facilities. Branscomb and Spy Rock Schools have not been included at this point. Also included in the report is an overview of potential energy reduction strategies as well as funding information.

Michael Riemenschneider and Shin Green have been working with Don Alameida in preparing this plan. They are here tonight to share with you an overview of what is in the plan and to answer any questions you may have.

Recommendation:

Attachments:

None

BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: November 7, 2013

Subject: PUBLIC HEARING: Federal Impact Aid Program, BP 1261 and AR 1261

From: Joan Potter, Superintendent

Explanation:

LUSD is one of approximately 630 school districts that receive Federal Impact Aid funding. Federal regulations including Section 8004 of the Elementary and Secondary Education Act and Board Policy 1261 call for an annual Public Hearing to be held in November to allow an opportunity for American Indian parents to discuss the educational programs supported by Impact Aid funds. We have posted a Public Hearing Notice for 10 days, including at the Tribal Center.

Federal Impact Aid funding is provided to districts with tax free entities in their jurisdictions such as Indian reservations and military bases. The purpose of the money is to offset the loss of tax revenue, to support the district's instructional program and to ensure that Indian children receive educational services equal to those received by non-Indian children. The revenue is based on a complex formula and has ranged from \$25,000 to \$45,000 over the past 10 years. BP and AR 1261, known as Indian Policies and Procedures (IPP's), provide Indian parents with the opportunity to participate in the discussions related to their students' instruction, and they provide the Board an opportunity to gather information concerning the American Indian community and its views on education.

Recommendation:

Conduct the Public Hearing

Attachment:

BP and AR 1261 for Impact Aid Programs

Community Relations**Impact Aid Programs****Annual Impact Aid Public Hearing and Advisory Committee Formation**

In compliance with the requirements contained in Title I of Public Law PL-874 and Amendments contained in Public Law 95-561 as set forth in 34 CFR, Section 223.109, an annual meeting shall be held to discuss the use of impact aid funds prior to the submission of the district's application for Federal Impact Aid (PL-874) funds. The uses of these funds by the district shall be discussed at a regular meeting of the Governing Board. When program and funding changes are to be made, tribal officials and parents or guardians will be encouraged to make recommendations and to present their views regarding the uses of the funds. Notice of the meeting shall be sent to the Tribal Council and all PL-874 parents or guardians 10 days prior to the date upon which the meeting is to be held.

When specific recommendations are made as to modifications, deletions or additions to program or services offered to students with these funds, they shall be given serious consideration by the Board. All recommendations will be studied as to their impact upon personnel and other programs or services, and if appropriate, the Board shall appoint an advisory committee to study the issues involved and make a report to the Board. The advisory committee shall be composed of a representative cross-section of the community, including Tribal Council members and PL-874 parents/guardians.

The advisory committee's report shall be provided to the Tribal Council and the PL-874 parents or guardians. Any community members may attend the advisory committee sessions and shall have the right to comment during the meetings upon the recommendations, their effect upon personnel, programs, or services and upon the report of the advisory committee. The recommendations shall be forwarded to the Board which will deliberate and act upon them. The Board's decision regarding to the recommendations shall be final.

Adopted: 9/9/04
Reviewed: 11/6/08
Reviewed: 11/5/09
Reviewed: 11/4/10
Reviewed: 11/3/11
Reviewed: 11/8/12
Reviewed: 11/7/13

Laytonville Unified School District
Laytonville, California

Community Relations

Impact Aid Programs

Policies and Procedures

The Superintendent or designee shall ensure that the following policies and procedures are enacted:

- 1) all federally impacted students claimed under Section 8002 will participate on an equal basis in the school program with all other children served by the Laytonville Unified School District;
- 2) information on applications and program plans are adequately disseminated to parents of all federally impacted students;
- 3) all federally impacted students and parents claimed under Section 8002 and parents of other children served by Laytonville Unified School District are:
 - a) afforded an opportunity to present their views with respect to the Impact Aid Program application, and to make recommendations concerning the needs of their children and the ways by which they can assist their children in realizing the benefits to be derived from the core educational programs supported by the Impact Aid Program;
 - b) actively consulted and involved in the planning and development of programs supported by the Impact Aid Program;
 - c) afforded an opportunity to present their overall views on the district's core educational program, including its operation and the degree of parental participation allowed.

Impact Aid Program

1. The Cahto Tribe, or their designee, and parents of federally impacted students served in the Laytonville Unified School District shall be provided with the opportunity to comment on the participation of their children on an equal basis in school programs with all other children educated by the District.

In November of each year, Laytonville Unified School District shall hold a public meeting for the express purpose of permitting the Cahto Tribe and all parents of federally impacted students the opportunity to:

- a) comment on the participation of all federally impacted students on an equal basis in the school program with all other children educated by LUSD.
- b) make recommendations, if needed, on how LUSD might modify its core educational program to ensure that federally impacted students participate on an equal basis;
- c) provide meaningful input into the planning and development of any education program that the school is considering for implementation or elimination;
- d) make recommendations concerning the needs of their children;

- e) discuss with school personnel how all federally impacted parents can assist their children in realizing the benefits of programs offered by LUSD.
- 2. LUSD will disseminate to parents of federally impacted students any written information relating to school district plans for the implementation or elimination of educational programs not later than the date of the November public meeting.
- 3. Dissemination of materials concerning changes to these policies and related programs shall be delivered to the appropriate Tribal representative and parents either by mail or handout not less than 30 days prior to the date of a meeting where formal action is expected to be made on such issues. The dissemination process will include:
 - a) providing the Impact Aid application to the tribal administrator;
 - b) providing planned program revisions to all parents.
- 4. At a subsequent meeting the Board shall resolve any issues remaining from the November meeting, and:
 - (1) discuss recommendations for equal participation;
 - (2) provide the opportunity to parents for meaningful input on any relevant issues;
 - (3) discuss recommendations for modifications to school policies and procedures, if needed.
- 5. Laytonville Unified School District may hold a public meeting at any time during the year when events suggest the need for significant changes which will affect the delivery of education services to federally impacted students.
- 6. LUSD holds preliminary budget meetings at which time the general public, including Federal Impact Aid parents provide input into the general funds of the school district. These meetings shall be noticed at all regular agenda posting places.
- 7. Any other public meeting called by the district for the purposes set forth in these policies and procedures shall be noticed per district procedures.
- 8. Meetings called for issues addressed by the policies and procedures regarding the Impact Aid Program must meet the requirements of the "Open Meeting" statutes of the State of California.
- 9. The officials or representatives designated by the Cahto Tribe may file or register a complaint or grievance with the Laytonville Unified School District regarding any matter addressed in the Impact Aid Program policies. The following procedures shall govern such complaints;

Level 1: Level 1 is informal and may be written or verbally expressed to the Superintendent's designee. The objective is a quick and informal resolution of the concern.

Level 2: If the grievance is not resolved at Level 1, the grievant may submit the complaint in writing to the Superintendent of Schools. The grievance shall state the specific nature of the grievance, the specific resolution requested and must be signed by the grievant(s).

The Superintendent shall investigate and attempt to resolve the grievance. A written report regarding the decision of the Superintendent shall be sent to concerned parties within 30 days after receipt of the written grievance.

If the Superintendent does not satisfactorily resolve the grievance, either party may advance the grievance to level 3.

Level 3: A written appeal may be presented to the Superintendent for placement on the Board's agenda. The Board of Trustees shall attempt to resolve the grievance. A written report regarding the decision of the district shall be sent to all concerned parties within 30 school days. Discussions or committee meetings on the issue may extend the resolution process for another 30 day period.

If the Board does not satisfactorily resolve the grievance, either party may advance the grievance to Level 4.

Level 4: The grievant may refer the complaint to the Secretary of the Department of Education. Complaint procedures are found in the Impact Aid Program.

10. State law prohibits the Board from delegating its legal responsibility. The Trustees retain final authority for the established policies, procedures and school programs affected by this act.

Approved: 9/9/04
Reviewed: 11/6/08
Reviewed: 11/5/09
Reviewed: 11/4/10
Reviewed: 11/3/11
Reviewed: 11/8/12
Reviewed: 11/7/13

Laytonville Unified School District
Laytonville, California

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: November 7, 2013

Subject: BP and E 4133/4233/4333 for Travel Reimbursement, Second Reading and Approval

From: Joan Potter, Superintendent

Explanation:

At last month's meeting we reviewed the proposed BP and E 4133/4233/4333. This is the second reading.

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Recommendation:

Approve the revised BP 4133/4233/4333 and proposed E 4133/4233/4333 for Travel Reimbursement

Attachments:

Revised BP 4133/4233/4333

Proposed E 4133/4233/4333

Laytonville Unified School District

November 7, 2013

~~The Governing Board of any school district shall provide for the payment of pay for the actual and necessary expenses, including traveling expenses, of incurred by any employee of the district incurred in the course in the course of performing authorized services for the district, whether within or outside the district, under the direction of the governing board. The Superintendent or designee may authorize an advance of funds to cover necessary expenses.~~

The Superintendent or designee may approve employee requests to attend meetings in accordance with the adopted budget.

Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims.

The Board may establish an allowance on either a mileage or monthly basis to reimburse designated employees for the use of their own vehicles in the performance of assigned duties. Mileage will be reimbursed at the current Internal Revenue Services (IRS) rate.

Legal Reference:

EDUCATION CODE

44032 Travel expense payment

44033 Automobile allowance

44576 Remuneration of trainees in staff development projects

Adopted: January 11, 1990
Revised: November 7, 2013

Laytonville Unified School District
Laytonville, CA

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Regulations for Travel Reimbursements and Overnight Conferences

Reimbursement for travel and overnight conferences will be provided according to Ed. Code Section 44033 and the following regulations:

- Authorization for travel expenditures must be secured four weeks in advance of the activity; this timeline allows for purchase order processing, the preferred method of payment.
- When the four week requirement cannot be met due to extenuating circumstances, the use of a revolving cash advance or district credit card may be authorized by the Superintendent.
- This method of payment may be approved only in exceptional circumstances.
- The district credit card may be used where vendors do not accept purchase orders (examples include airlines and restaurants). **Itemized receipts are required** (receipts with a non-itemized total are not sufficient).
- The use of a personal credit card for travel expenses requires prior authorization and must conform to the guidelines.
- Transportation in district vehicles requires advance notice and the completion of a Transportation Request Form; vehicles vary in cost per mile and the program funding the activity will be charged for the mileage expense.
- Mileage reimbursement for the use of private vehicles requires advance authorization.
 - The reimbursement rate is the current IRS rate.
 - The district gasoline credit card may not be used for fueling private vehicles.
 - Personal credit card expenditures for fuel are not reimbursable.

Guidelines for Lodging, Food & Related Expenses

- **Itemized receipts are required** for reimbursements (credit card receipts or receipts with a non-itemized total are not sufficient).
- Expenditures are not cumulative; that is, not eating breakfast & lunch does not mean the dinner can be reimbursed for an amount greater than normally allowed.
- The allowable rates listed below include tax.
 - Lodging – \$125 (ask for government rate if available, or check the next nearest hotel)
 - Meals: -Breakfast \$12 -Lunch \$14 -Dinner \$25

- Park – use self-park (valet parking is not reimbursable except for approved extenuating circumstances)
 - Bridge Tolls – as required
 - Tips – up to 15% for meals; bellhops & parking attendants are not reimbursable
- Alcohol purchases are not reimbursable (or allowed on the district credit card).
- Reimbursement requests with itemized receipts from the vendor must be submitted to the Business Office within 30 days of the expenditure.
- Reimbursement is dependent on compliance with these regulations.
- Use of the district credit card, contrary to the regulations, will result in the employee's responsibility to reimburse the district.

Adopted: November 7, 2013
District

Laytonville Unified School
Laytonville, CA

BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: November 7, 2013

Subject: E 4020 for Alcohol and Other Drug-Free Workplace, First Reading

From: Joan Potter, Superintendent

Explanation:

Exhibit 4020 regarding Alcohol and other Drug free workplace policy needs to be updated with current personnel and contact information.

Recommendation:

Waive the first reading of E4020 and approve changes as presented.

Attachments:

E 4020 for Alcohol and Other Drug-Free Workplace

Notice to Employees

YOU ARE HEREBY NOTIFIED that it is a violation of Board policy for any employee at a school district workplace to unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance as defined in the Controlled Substances Act and Code of Federal Regulations.

"School district workplace" is defined as any place where school district work is performed, including a school building or other school premises; any school-owned or school-approved vehicle used to transport students to and from school or school activities; any off-school sites when accommodating a school-sponsored or school-approved activity or function, such as a field trip or athletic event, where students are under district jurisdiction; or during any period of time when an employee is supervising students on behalf of the district or otherwise engaged in district business.

As a condition of your continued employment with the district, you will comply with the district's policy on Drug and Alcohol-Free Workplace and will, any time you are convicted of any criminal drug or alcohol statute violation occurring in the workplace, notify your supervisor of this conviction no later than five days after such conviction.

Pursuant to the federal Omnibus Transportation Employee Testing Act of 1991, schoolbus drivers shall be subject to a drug and alcohol testing program that fulfills the requirements of the Code of Federal Regulations, Title 49, Part 382.

(cf. 4112.42 - Drug and Alcohol Testing for Schoolbus Drivers)

Pursuant to California Education Code 44836 and 45123, the Board may not employ or retain in employment persons convicted of a controlled substance offense as defined in Education Code 44011. If any such conviction is reversed and the person acquitted in a new trial or the charges dismissed, his/her employment is no longer prohibited.

Pursuant to Education Code 45123, the district may employ for classified service a person who has been convicted of a controlled substance offense only if it determines, from evidence presented, that the person has been rehabilitated for at least five years. The Board shall determine the type and manner of presentation of the evidence, and the Board's determination as to whether or not the person has been rehabilitated is final.

Pursuant to Education Code 44425, whenever the holder of any credential issued by the State Board of Education or the Commission for Teacher Preparation and Licensing has been convicted of a controlled substance offense as defined in Education Code 44011, the commission shall forthwith suspend the credential. When the conviction becomes final or when imposition of sentence is suspended, the commission shall revoke the credential. (Education Code 44425)

Pursuant to Education Code 44940, the district must immediately place on compulsory leave of absence any certificated employee charged with involvement in the sale, use or exchange to minors of certain controlled substances.

Pursuant to Education Code 44940, the district may immediately place on compulsory leave of absence any certificated employee charged with certain controlled substance offenses.

(cf. 4159 - Employee Assistance Programs)

The following drug and alcohol counseling, rehabilitation, and/or employee assistance programs are available locally:

<u>LAYTONVILLE:</u>	<u>Information:</u>
Alcoholics Anonymous	984-6419
Narcotics Anonymous	984-6419
Alcoholics Anonymous/Laytonville Rancheria	984-9128
Long Valley Health Center	984-6131
Laytonville Healthy Start	984-8089
ALANON	354-3122

<u>WILLITS:</u>	
United Way	456-9999 or 1-800-575-HELP
Alcohol & Other Drugs Program (Mendocino County Dept. of Health)	459-7895

<u>UKIAH:</u>	
Ford Street Project	462-1934 or 1-800-971-3673
Alcoholics Anonymous (Information)	462-7123
Narcotics Anonymous (Information)	1-800-836-8685 485-9110

Employees who need to discuss drug and alcohol issues may contact the following persons:

John Markatos <i>Joan Potter</i> , Superintendent	984-6414
Joan Potter <i>Tim Henry</i> , LHS Principal	984-6108
Paul Joens-Poulton <i>Lorre Stange</i> , LES Principal	984-6123

Employee Signature

Date

Employee signature requirement is satisfied by signing the Annual Employee Notification Packet receipt.

Adopted January 1990
Revised September 2001
Form Revised September 2002, October 2013

Laytonville USD

BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: November 7, 2013
Subject: Common Core Implementation Plan
From: Joan Potter, Superintendent

Explanation:

As a condition of receiving Common Core State Standards implementation funds school districts are required to:

1. *“Develop and adopt a plan delineating how the CCSS implementation funds will be spent. The plan must be explained in a public meeting of the governing board of the school district or county board of education, or governing body of the charter school, before its adoption in a subsequent public meeting.”*
2. *“On or before July 1, 2015, report detailed information to the California Department of Education (CDE), including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development.”*

The attached plan has been created by and reviewed by staff, school site councils and the District Advisory Committee. The District Advisory Committee voted to recommend this plan for approval by the LUSD Board of Trustees.

It is critically important to note that this funding plan only accounts for a *portion* of the funds that must be budgeted for Common Core Implementation. In our 2013/2014 budget we have budgeted close to \$70,000 for professional development and ~ \$100,000 for instructional materials. I anticipate needing to budget close to \$200,000 over the next three years for technology equipment and infrastructure. More specifics about the allocation of these funds will be addressed in the future through budget updates and the Local Control Accountability Plan.

Recommendation:

Review the Laytonville Unified School District Plan for Common Core State Standards Implementation Funds 2013/14 and 2014/15

Attachments:

Laytonville Unified School District Plan for Common Core State Standards Implementation Funds 2013/14 and 2014/15

Laytonville Unified School District
November 7, 2013

DISCUSSION/ACTION
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Laytonville Unified School District
Plan for
Common Core State Standards Implementation
Funds
2013/2014 and 2014/2015
Allocation: \$81,400

Goal 1: Professional development for teachers, administrators, and paraprofessional educators or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards adopted pursuant to Sections 60605.8, 60605.11, 60605.85, and 60811.3 of the Education Code.

Professional Development that is aligned to the Common Core Standards

Who	Activity	Cost
<i>LUSD Certificated Staff</i>	<i>PLC-Bridge to the Common Core</i> - This series will concentrate on classroom implementation of the CCSS through instructional practices in ELA, Math and Literacy in the Content Areas.	\$2,000
	<i>Asilomar Math Conference</i> - 6-12 grade Math instructors will attend the conference to gain instructional strategies and curricular support for implementing the CCSS. Staff will share and model strategies learned with all LUSD math instructors K-12.	\$2,000
	<i>Common Core Conference</i> (Summer 2013)- K-12 staff will attend a 4 day workshop on developing curriculum to be implemented in classrooms during the 2013/2014 school year	\$5,600
	<i>NSTA Science Conference</i> - a high school science instructor will attend this conference to gain instructional strategies and curricular support for implementing the CCSS. Strategies learned will be shared with all LUSD science instructors K-12.	\$1,000
	<i>CA Reading Association Conference</i> - K-8 staff will attend the conference to gain instructional strategies and curricular support for implementing the English	\$2,500

<i>LUSD Certificated Staff (Continued)</i>	Language Arts CCSS. Staff will use this information to develop an implementation plan for each of the grade levels. This plan will be complete by Spring 2014 and fully implemented and refined in Fall 2014-Spring 2015.	
	<i>Socratic Seminar Trainings</i> - 6-12 grade staff will be trained in the Socratic Seminar method as a strategy used to implement ELA CCSS.	\$2,500
	<i>Common Core Conference</i> (Summer 2014)- K-12 staff will attend a 4 day workshop on developing curriculum to be implemented in classrooms during the 2014/2015 school year	\$5,600
	<i>Other Common Core Professional Development</i>	\$4,700
<i>Administrators</i>	<i>PLC-Bridge to the Common Core</i> - This series will concentrate on classroom implementation of the CCSS through instructional practices in ELA, Math and Literacy in the Content Areas. Administrators will be an integral part of this process.	\$600
	<i>Effective strategies for supporting the implementation of CCSS</i> - Administration will attend workshops focusing on Leadership and the implementation of the Common Core.	\$2,000
<i>Paraprofessionals involved in instruction</i>	<i>Common Core Non-Fiction Materials Workshop</i> - The Library Techs will attend a conference where the latest Non-Fiction Books approved for Common Core will be shared.	\$2,000
	<i>Common Core Implementation</i> - Workshops in literacy and Math instructional strategies for classroom instructional assistants.	\$2,000

Goal 2: Instructional materials aligned to the academic content standards adopted pursuant to Sections 60605.8, 60605.85, 60605.11, and 60811.3 of the Education Code, including, but not limited to, supplemental instructional materials as provided in Sections 60605.86, 60605.87, and 60605.88 of the Education Code.

Instructional Materials

Grade Levels	Materials	Cost
<i>K-8</i>	Purchase instructional materials to support the implementation of the Common Core. Materials may include such items as Math Replacement units; Marcy Cook Math; Marilyn Burns; and other materials as determined by a thoughtful analysis of what materials are needed to supplement the materials already in place within the school district.	\$7,500
<i>9-12</i>	Purchase instructional materials to support the implementation of the Common Core. Materials may include such items as Non Fiction Reading Materials to be used for reading and writing; research writing (as cited in Appendix B); Socratic Seminar Materials and Project Based Learning Materials.	\$7,500

Goal 3: Integration of the academic content standards through technology-based instruction for purposes of improving the academic performance of pupils, including, but not necessarily limited to, expenditures necessary to support the administration of computer-based assessments and provide high-speed, high-bandwidth Internet connectivity for the purpose of administration of computer-based assessments.

Technology

Goal	Products	Cost
<i>Internet Connectivity for testing</i>	TBD- Currently the County office is working on accessing increased band width for the high school campus. Specific costs to the district are not known but a possibility	?
<i>Hardware</i>	Hardware to support the implementation of the SBAC including 30 Chrome books for 6-8 grade; upgraded desktops, laptops and/or Chrome books/tablets. Additional hardware may include Science Data recorders.	\$30,000
<i>Software</i>	Software that supports the implementation of the CCSS will be purchased using Microsoft settlement funds for 2013/2014. Software that supports the implementation of the CCSS will be purchased using Common Core implementation funds for 2014/2015.	\$3,900

BOARD DISCUSSION/ACTION ITEM L6

Board Meeting Date: November 7, 2013
Subject: Suspensions
From: Joan Potter, Superintendent

Explanation:

The district's drug and alcohol policy requires that students who are found to be in violation of the policy be suspended from school for 5 days. The district's practice has been to assign out of school suspensions. We have had a number of 5 day suspensions related to drug use/possession this school year. Concerns over students missing so many days of school and being unattended during the school day have been raised. In-school suspension is an alternative placement that may be more effective. Board President Calvin Harwood asked to have this item put on the agenda for discussion.

Recommendation:

Attachments:

Excerpts from AR 5144.1 for Student Suspension/Expulsion Policy
Excerpts from BP and AR 5131.6 for Alcohol, Tobacco and Other Drugs

Laytonville Unified School District
November 7, 2013

STUDENT SUSPENSION/EXPULSION POLICY**G. Suspension: Supervised Suspension Classroom**

1. A pupil suspended from a school may be assigned, by the principal or the principal's designee, to a supervised suspension classroom for the entire period of suspension if the pupil poses no imminent danger or threat to the campus, pupils or staff, or if an action to expel the pupil has not been initiated.
2. Pupils assigned to a supervised classroom shall be separated from other pupils at the school site for the period of suspension in a separate classroom, building, or site for pupils under suspension.
3. Each pupil in the supervised suspension classroom is responsible for contacting his or her teacher or teachers to receive assignments to be completed while the pupil is assigned to the classroom. The teacher shall provide all assignments and tests that the pupil will miss while suspended. If no classroom work is assigned, the person supervising the suspension classroom shall assign schoolwork.
4. At the time a pupil is assigned to a supervised suspension classroom, a school employee shall notify, in person or by telephone, the pupil's parent or guardian. Whenever a pupil is assigned to a supervised suspension classroom for longer than one class period, a school employee shall notify the pupil's parent or guardian in writing. (Education Code Section 48911.1)

Alcohol, Tobacco and Other Drugs

positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and other drugs.

The Governing Board shall provide instruction regarding the effects of smoking on the human body and shall take steps to discourage students from smoking. Instruction shall also be provided on the effects of anabolic steroids. (Education Code 48901, 51202, 51262)

Teachers of science, health, physical education and drug education shall include a lesson on these hazards in instructional programs for grades 7-12. (Education Code 51262)

Students who participate in athletics shall also receive information about the hazards of anabolic steroids from their coaches. (cf. 6142.2 - AIDS Instruction) (cf. 6143 - Courses of Study)

Instruction for prenatal substance abuse prevention education will be provided in grades 6-8 in the integrated health courses; and in the integrated health/science courses for grades 9-12. (Ed Code 51203)

Intervention, Referral and Recovering Student Support

The Board believes that effective interventions should be available to assist students who use alcohol, tobacco or other drugs. School staff, students and parents/guardians shall be informed about signs and symptoms which may indicate alcohol and other drug use and about appropriate agencies offering intervention programs, counseling and rehabilitation for students and their family members. The district shall help recovering students to avoid reinvolvement with alcohol and other drugs by providing school and/or community service activities designed to increase students' sense of community.

(cf. 6124.4 - Learning Through Community Service)

The Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol, tobacco and other drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, tobacco or other drugs or related paraphernalia shall be subject to disciplinary procedures which will result in suspension or expulsion, and the revocation of extra and cocurricular activities and off campus privileges. Such students also may be referred to an appropriate rehabilitation program. (cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities will search students, school properties and student possessions if there is reasonable suspicion that controlled substances are in the student's possession as long as such searches are conducted in accordance with law, Board policy and administrative regulations.

(cf. 5145.12 - Search and Seizure)

Policy Adopted: January 11, 1990
DISTRICT

LAYTONVILLE UNIFIED SCHOOL

Amended: 12/5/1991; 12/10/1992; 12/13/2001; 5/15/2003

Enforcement/Discipline

Procedures:

These procedures implement the policy of the Governing Board of the Laytonville Unified School District. They are intended to eliminate the possession, use and sale of illegal drugs.

1. Rules and Regulations Relating to Students:

- a. For possessing or use of illegal drugs (including alcohol):
 - 1) Parents/guardians are notified immediately, if possible.
 - 2) Police are notified immediately.
 - 3) The student is suspended for five (5) days.
 - 4) A conference between parents/guardians and school administrators is arranged upon student's return.
 - 5) Students in grades 9 – 12 will be restricted from participation in all extra and cocurricular activities for a period of 45 school days. For students who are engaged in competitive activities, this will include the five days of suspension, followed by 30 days of activity exclusion and then 10 days of reintegration during which time the student will be eligible to practice, rehearse and travel with the team, but will not be able to compete. Students in grades six, seven and eight will be restricted from participation for a total of 30 days: five days suspension, 15 days of activity exclusion and 10 days of reintegration. Students who return to their activity are subject to the coach's or advisor's discretion for their assignment. (see AR 6145)
 - 6) The student will lose all off-campus privileges for a period of 45 school days.
 - 7) The student will be referred to counseling through the Principal and Healthy Start program.
 - 8) In the case of a second offense in this category, parents/guardians and police are notified. The student is removed from the school to an alternative school and is subject to expulsion.
- b. For sale of illegal drugs:
 - 1) Parents/guardians and police are notified.
 - 2) The student is removed from school to an alternative school and is subject to expulsion.

School officials may search a student, locker or desk whenever there is reasonable grounds to believe the student may have violated the law or school rules, or placed the health and safety of students or school employees in jeopardy, or that the student is in possession of a controlled substance or dangerous object.

In all such cases of search, the search must be within the school personnel's regular scope of duties and any property seized must be reported to the student immediately.

The above procedures apply when the offense occurs while a student is on school grounds, going to or coming from school, during the lunch period whether on campus or off campus and during or while going to or coming from a school-sponsored activity. These procedures also apply during the hours of the regular school day if a student has cut class and is off campus.

2. Rules and Regulations Governing the Relationship of the School to Law Enforcement Agencies:

- a. School officials will notify and work with the local police in all cases of possession, use or sale of illegal drugs.
- b. School officials will inform law enforcement personnel of suspected drug activities to develop information about the sources of drugs. The purpose of this is the direct apprehension of offenders and the elimination of drug activities in the schools.

Cooperative Prevention Program

The Superintendent or designee shall cooperate in the planning and implementation of county primary prevention programs. School and classroom oriented cooperative programs which may be offered shall be designed to further the cooperative efforts of school and community based personnel. School or community based nonclassroom alternative programs which may be offered included positive peer group programs, positive role model programs, programs involving youth and adults in constructive activities designed as alternatives to drug use, and programs for special target groups including ethnic minorities and high-risk, high-need populations. (Health and Safety Code 11372.7, 11802 and 11965.5)

Adopted January 11, 1990

Laytonville USD

Revised 12/13/01; 5/15/03

BOARD DISCUSSION/ACTION ITEM L7

Board Meeting Date: November 7, 2013

Subject: Resolution No. 442 for California Energy Commission's Bright Schools Program Application

From: Joan Potter, Superintendent

Explanation:

In order to apply for funding through PGE for technical assistance in energy savings projects the Board must pass a resolution verifying that the school district is actively working on energy efficiency programs. Attached is a resolution that, if approved, would allow the district to submit an application.

Recommendation:

Approve Resolution No. 442 for California Energy Commission's Bright Schools Program Application

Attachments:

Resolution No. 442 for California Energy Commission's Bright Schools Program Application

Laytonville Unified School District
November 7, 2013

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
BOARD RESOLUTION NO. 442
CALIFORNIA ENERGY COMMISSION – BRIGHT SCHOOLS PROGRAM**

WHEREAS, the California Energy Commission's Bright Schools Program provides technical assistance to school districts; and,

WHEREAS, Laytonville Unified School District Board of Trustees authorizes Laytonville Unified School District to apply for technical assistance; and,

WHEREAS, the Laytonville Unified School District recognizes that the California Energy Commission has limited funds available to provide technical assistance and that primary consideration will be given to those school districts that have a desire and willingness to seek funding to implement the feasible recommended energy-efficiency measure(s);

NOW, THEREFORE BE IT RESOLVED, that the Laytonville Unified School District is willing to seek funding to implement viable energy-saving measure(s) and therefore requests technical assistance to identify such measures as may be economically feasible.

BE IT ALSO RESOLVED, that Joan Potter, Superintendent, is hereby authorized and empowered to execute in the name of Laytonville Unified School District all necessary documents to implement and carry out the purpose of this resolution.

PASSED AND ADOPTED, on this 7th day of November, 2013, by the Governing Board of the Laytonville Unified School District.

Signatures of Board Members:

Calvin Harwood, Board President

Shannon Ford

Cecelia Gillespie

Tina Tineo

Meagen Hedley