

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF MAY 5, 2016**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on May 5, 2016. Board President Calvin Harwood called the meeting to order at 6:02 p.m.

ROLL CALL:

Trustees Present: Calvin Harwood, Meagen Hedley, Tina Tineo, Shelagh Deveney

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

Student Representative: Harmony Hardwick

B. PUBLIC INPUT re CLOSED SESSION ITEMS:

C. CLOSED SESSION AGENDA:

- CS-1 CONSIDERATION OF INTER-DISTRICT TRANSFER REQUEST, NUMBER
IDT 2015/16-M
- CS-2 CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
*Significant exposure to litigation pursuant to subdivision (b) of Government Code
Section 54956.9*
- CS-3 CONFERENCE WITH LABOR NEGOTIATOR:
*Name of Agency Negotiator: Superintendent
Name of Organization Representing Employees: LVTA*
- CS-4: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(No additional information required):

D. ANNOUNCEMENTS FROM CLOSED SESSION: The Board President announced that during Closed Session the Board voted unanimously on Closed Session Item CS-1 to approve inter-district transfer request number IDT 2015/16-M. Also in Closed Session the Board voted unanimously on Closed Session Item CS-4 to grant Michael DeMartini a one year leave of absence. No other action was taken in Closed Session.

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

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Meagen Hedley, Seconded by Tina Tineo, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE:

1. Letter from Samantha Travis regarding Assignment Monitoring
2. Letter from Warren Galletti, County Superintendent of Schools, regarding Williams Quarterly Report, 2nd Quarter

H. PUBLIC INPUT: Middle School Student Council members presented to the Board a PowerPoint with various ideas for improvement within the Elementary/middle school campus.

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter shared with the Board that she and Bette have been working hard on the LCAP and looking at expenditures that the District has had this year and compiling the data on how the District has spent the money, etc. DAC will be reviewing the LCAP on May 18th and then at the 1st June Board meeting Mrs. Potter will go over the LCAP with the Board with final approval happening at the 2nd June Board meeting. Next Mrs. Potter shared with the Board that she has been working on Student Voice and part of that was doing seminar with the high school English classes. The overall message that Mrs. Potter received from the seminars was that the students are happy with their school experience. They feel they are gaining the skills that they need and that they have the support they need in school and when it comes time to decide on what they want to do when they graduate. Next, Mrs. Potter shared that a Special Board meeting will be held on May 18 at 6:00pm for awarding contracts the general contractor, project inspector and abatement contractor for the Incline Building Replace Project. Next Mrs. Potter explained that we have started recruiting for the open positions we know will be available for the 2016/17 school year. Lastly, Mrs. Potter shared that Scholarship Night is June 8th; 8th grade graduation is on June 9th; and High School graduation is June 10th.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Tina Tineo, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

K. ACTION:

K.1. Students of the Month

- Mr. Henry presented the Students of the Month, Delilah Galli and Michael Budreaux and asked them to introduce his family.
- **Motion** to recognize Delilah Galli and Michael Budreaux as the Students of the Month by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

K.2. Resolution No. 490 for Employee Recognition Award

- Twice a year the Board of Trustees receives recommendations for the Board's Employee Recognition Awards. Staff, students and community members can recommend employees for the award. The award recipients are recognized with a Board Resolution in their honor, a gift and their name is placed on a perpetual plaque which hangs in the

District Office. We are very pleased to present this year's second Employee Recognition Award.

- **Motion** to adopt Resolution No. 490 for Employee Recognition Award and recognize Marcia Sanderson by Meagen Hedley, Seconded by Tina Tineo, unanimously approved with a 4-0 vote.

K.3. Resolution No. 491 and 492 for Classified Employee's Week and Teacher Appreciation Day

- May is the traditional month for honoring school employees. The Governing Board has asked that we recognize the hard work, dedication and caring all staff provide to the students of our community.
- Resolution No. 491 recognizes our classified staff and declares the week of May 16-20th to be Classified Employees Week.
- Resolution No. 492 recognizes our teachers and declares Wednesday, May 11, 2016 as Teacher Appreciation Day in the Laytonville Unified School District.
- The School Site Councils, the Board and the community traditionally celebrate these days and honor our employees by providing a delightful buffet.
- **Motion** to adopt Resolution No. 491 for Classified Employee's Week and Resolution No. 492 for Teacher Appreciation Day by Tina Tineo, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

K.4. Resolution No. 493 for Participation in Staywell Health Plan JPA

- Our district, like most others in the County belongs to a health plan consortium known as the Staywell Health Plan JPA (Joint Powers Agreement). Staywell sets the policies and plan benefits and negotiates with Blue Shield for the member districts. This is the sixth year that Staywell and its Districts are self-funded. This means our own premiums pay for the members' claims, although claims which exceed \$200,000 are paid by a secondary insurance fund. The attached Resolution No. 493 provides for our district's continued participation in the JPA.
- **Motion** to adopt Resolution No. 493 for Participation in Staywell Health Plan JPA by Shelagh Deveney, Seconded by Tina Tineo, unanimously approved with a 4-0 vote.

K.5. Approval of 2016/17 Instructional Minutes for Laytonville School District

- The State requires minimum instructional minutes for each grade level. Our instructional minutes schedules for 2016-17 are attached.
- **Motion** to approve the 2016/17 Instructional Minutes Schedules for LES, Spy Rock, Branscomb and LHS by Tina Tineo, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L. DISCUSSION / ACTION:

L.1. BP 3515 for Reporting of Crimes, First Reading

- The current BP 3515 is outdated and needs to reflect current laws/procedures.

L.2. BP 3516 for Emergencies and Disaster Preparedness Plan, First Reading

- The current BP 3515 is outdated and needs to reflect current laws/procedures.

L.3. Food Service Increase in Breakfast/Lunch Prices

- We need to increase the amount we charge for both breakfast and lunch in order to be in compliance with state and federal procedures and to cover out food service expenses more effectively. Lunch prices would increase to \$2.60 and breakfast prices would increase to \$1.85 for the 2016/17 school year. Also, we must raise the price of adult lunch to \$3.10 because it must remain \$.50 higher than student lunch.
- **Motion** to approve the increase in price for student breakfast from \$1.75 to \$1.85 and student lunch from \$2.50 to \$2.60 for 2016/17 by Meagen Hedley, Seconded by Shelagh Deveney , unanimously approved with a 4-0 vote.
- **Motion** to approve the increase in adult lunch from \$3.00 to \$3.10 for 2016/17 by Meagen Hedley, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote.

L.4. PUBLIC HEARING: Comprehensive School Safety Plan

- Each school district and county office of education is responsible for the overall development of all school safety plans for its schools operating kindergarten or any of grades 1 to 12, inclusive. The Laytonville Unified School District Comprehensive Safety Plans bring together all of the elements of school safety to help meet our goal of providing a safe environment, both physical and social/emotional, that is conducive to learning. School districts are required to conduct a Public Hearing prior to approval of school site safety plans.
- Conduct the Public Hearing
- No input from the public
- Public Hearing was closed

L.5. Approval of Comprehensive School Safety Plan

- The Comprehensive School Safety Plans have been developed and reviewed by each school Site Council and the District Advisory Committee.
- **Motion** to approve the LES and LHS Comprehensive School Safety Plans by Shelagh Deveney, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

M. INFORMATION ITEMS:

M.1. Facilities Update

- Don Alameida provided us with an update on the Elementary project.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: Calvin would like to talk about having cooking classes added to the middle school course list. At a later date the Board members would like to discuss the cafeteria food options and work on integrating more organic and non-GMO food.

O. COMMENTS FROM THE BOARD: Meagen really enjoyed the middle school presenting and she feels lucky to have such great teachers and classified staff for our students. Calvin seconded Meagen's statement about great employees.

P. ADJOURNMENT:

Motion to adjourn the meeting by Tina Tineo, Seconded by Shelagh Deveney, unanimously approved with a 4-0 vote. The meeting was adjourned at 8:10 p.m. The next regular meeting will be held on June 2, 2016.

Respectfully submitted,

Adopted as Final
June 2, 2016

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board