

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF AUGUST 15, 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 August 15, 2013. In Board President Calvin Harwood's absence, Shannon Ford called the meeting to order at 6:08 pm.

ROLL CALL:

Trustees Present: Shannon Ford, Cecelia Gillespie, and Meagen Hedley.

Administrators Present: Joan Potter and Lorre Stange.

Student Representative: None.

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

C. CLOSED SESSION AGENDA:

CS-1: PUBLIC EMPLOYEE APPOINTMENT

Title: Laytonville High School Principal

CS-2: PUBLIC EMPLOYEE APPOINTMENT

Title: Elementary School Teacher

CS-3: PUBLIC EMPLOYEE APPOINTMENT

Title: Elementary School Teacher

CS-4: PUBLIC EMPLOYEE APPOINTMENT

Title: Elementary School Teacher

CS-5: PUBLIC EMPLOYEE APPOINTMENT

Title: Speech and Language Pathologist

CS-6: CONFERENCE WITH LABOR NEGOTIATOR

Name of Agency Negotiator: Superintendent

Name of Organization Representing Employees: LVTA

D. ANNOUNCEMENTS FROM CLOSED SESSION: In Board President Calvin Harwood's absence, Board Secretary Shannon Ford announced that the Board approved the following items: CS-1: PUBLIC EMPLOYEE APPOINTMENT of the Laytonville High School Principal Mr. Tim Henry; CS-2: PUBLIC EMPLOYEE APPOINTMENT of Elementary School Teacher Kate Ruprecht; CS-3: PUBLIC EMPLOYEE APPOINTMENT of Elementary School Teacher Pamela Thorpe; CS-4: PUBLIC EMPLOYEE APPOINTMENT of Elementary School Teacher Alex Cantalupo; CS-5: PUBLIC EMPLOYEE APPOINTMENT of the Speech and Language Pathologist Mrs. Jamie Stuth; and item CS-6 for an MOU between Laytonville Unified School District and Long Valley Teacher's Association regarding two additional staff development days.

E. PATRIOTIC OBSERVANCE: Board Secretary Shannon Ford led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

G. CORRESPONDENCE: Mrs. Potter shared a letter from Paul Tichinin regarding the 4th Quarter Williams Report.

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent's Report: Mrs. Potter shared that the district has been doing a lot of hiring over the summer. She explained that she is still working on hiring a teacher for the Spy Rock School, the Computer Applications Instructor position at the high school, and two Instructional Assistants at the elementary school. She also explained the district may be advertising for a three to four hours per day Computer Lab Assistant at the elementary school, pending who is hired at the high school. Lastly, Mrs. Potter shared that it appears that enrollment has grown since last year, but officially we won't know the final numbers until school begins.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

K. ACTION:

K.1. Declaration of Need for Fully Qualified Teachers

- This Declaration of Need must be filed with the California Commission for Teacher Credentialing (CCTC) when a District anticipates having to employ teachers who are not fully credentialed. With this Declaration on file the district may consider teacher interns who have met certain minimum requirements. The Board's approval of the Declaration of Need provides the Board and public an "*opportunity to see the number of emergency permits that the district reasonably expects to request in each category and understand the reasons for such requests.*"
- The District's application is for five permits that will provide certification for the two interns at Laytonville High School and three permits to provide for the possibility of a vacancy or mid-year leave at either the elementary or secondary level.
- **Motion** to approve the Declaration of Need by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

K.2. Staff Development Plans for 2013-14

- Staff development days this year include August 26th and November 1st, 2013, and May 16, 2014 for Certificated Staff and August 26th and 27th, 2013 for Classified Instructional Staff.

- Staff development activities meet Education Code section 52127 requirements for training (and apportionment) in:
 - Individualized instruction
 - Effective teaching and classroom management strategies
 - Identifying and responding to pupil needs
 - Opportunities for building on the individual strengths of students
 - Transitioning to Common Core
- **Motion** to approve the 2013-14 Staff Development Program by Meagen Hedley, seconded by Cecelia Gillespie, unanimously approved.

L. DISCUSSION / ACTION:

L.1. CSEA Longevity Salary Schedule

- Traditionally the CSEA Salary Schedule has had longevity as an add-on to the employee's salary. PERS now requires that Longevity be built into the Salary Schedule. Bette has created a Salary Schedule to reflect these new requirements. Salaries have not changed.
- **Motion** to approve the revised CSEA Salary Schedule by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

L.2. Facilities

- As we continue to pursue the Modernization project, it has become increasingly evident that we need to have a Facilities Master Plan in order to accurately plan and prioritize improvement projects. Mrs. Potter has gotten many positive recommendations regarding Don Alameida's work. The District would not be beholden to using his architectural services if he were to create the Master Plan.
- Meanwhile, Mrs. Potter has spoken with him and a couple of schools regarding site visits. The Board will be selecting some dates to arrange visits to look at various architectural styles.
- **Motion** to approve the attached Facilities Master Plan for the Superintendent to allocate \$18,000 on this project from the Special Reserve Capital Outlay Fund by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved.

M. INFORMATION ITEMS:

M1. Summer School Report

- Summer school focused on both Language Arts and Math at the Elementary level and on graduation requirements at the High School level. The high school offered its program through Independent Study due to a smaller number of students needing to take summer school, and to reduce costs to the District. Healthy Start also offered their after-school summer program again this year.
- All programs were once again extremely successful and well attended.

M2. Summer Maintenance Projects Report

- The custodial, grounds and maintenance staff have worked extremely hard this summer to make the District's campuses clean and inviting places for our school community. This is a status report on current and recent projects.
- Grounds

- Melody, Mike, Gloria and Pedro kept both of the campuses green, mowed and filled with beautiful flowers throughout the summer while they waxed floors, cleaned carpets, painted walls and washed windows in all of the classrooms and other facilities. They are to be commended for their hard work and dedication to our school sites. Sparky had the task of doing many different things at once including keeping the irrigation going, replacing many light bulbs, fixing the kiln, mowing fields and a variety of many other things. The Chamberlain Creek Crew was here for a couple of weeks to help with cutting down weeds, painting some structures and general fire prevention maintenance. Additionally the crew built a fence around the High School garden.
- High School Drain Projects
 - Fort Bragg Electric has been here for a few weeks working on installing more drains, grading the path around the culvert, and other mitigation measures. QKA is paying for all repairs. The work is expected to be completed this week.
- Roofing
 - Mrs. Potter met with a roof repair person who will be providing the District with an estimate for repairing the variety of leaks we have throughout the district.
- Painting
 - Various rooms and the outsides of buildings have been painted throughout the district.
- Spy Rock and Branscomb
 - Regular summer maintenance at both sites has been completed.
- Buses/Vans
 - Thanks to the additional efforts of Sue Carberry, Transportation Coordinator, the buses/vans are all up to date with maintenance and inspections except for Bus 2 which is still in the Body Shop after it was rear ended this spring. The bus mechanic position is still being advertised.

M3. Superintendent's Goals

- Each year the Superintendent presents the Board with specific goals for the upcoming school year. Topics included budget, employee relations, student learning, infrastructure, student attendance, and negotiations. Mrs. Potter shared her goals for the 2013-14 school year.

M4. Budget Update

- Since our June 27, 2013 adoption of the 2013-14 LUSD budget, the state has released the Local Control Funding Formula (LCFF). Our District should receive \$85,824 more in revenue than in 2012-13. As the District awaits guidance from the state, changes are expected to be reflected in the First Interim Budget in December.
- Clarifications include:
 - LCFF replaces the Revenue Limit calculation as the model by which the State funds are allocated.
 - LCFF eliminates Revenue Limits and almost all categoricals
 - LCFF establishes base grants by grade span
 - LCFF establishes supplemental/concentration grants for supplemental services to low income and English learners
 - The LCFF target phases in over 8 years
 - There are no state statutes that specify an appropriation of LCFF.
 - Transportation is an add-on to LCFF

- Special Ed, Child Nutrition, and federal programs stay outside of the formula
- CSR at 24:1 receives \$723 per student in grades K-3. Cannot exceed in any class or all funding is lost.
- The District has applied for the Prop 39 Energy Grant
- The District will receive approximately \$75,000 for Common Core to be used for staff development, technology, and instructional materials.

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

O. COMMENTS FROM THE BOARD: Meagan Hedley welcomed Ronnie Terrill, the new Student Representative. Cecelia Gillespie welcomed Ronnie Terrill and all the new staff members. Shannon Ford shared that the Booster Club has a new president, Jessica Diaz, and that Anna Salmeron will be the new concession's manager. Shannon shared her appreciation for the fellow board members and thanked the staff.

P. ADJOURNMENT:

Motion to adjourn the meeting by Cecelia Gillespie, seconded by Meagen Hedley, unanimously approved. The meeting was adjourned at 7:41 p.m. The next regular meeting will be held on September 12, 2013.

Respectfully submitted,

Adopted as Final
September 12, 2013

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #2 2013-14

September 12, 2013

	<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>				
Cantalupo, Alexandra	1.0 FTE Teacher	Prob.	\$44,146/yr	08/23/13
Gamble, Sara	1.0 FTE Teacher	Prob.	\$44,146/yr	08/23/13
Lyons, Tammy	0.5 FTE Teacher	Prob.	\$21,385/yr	08/23/13
Ruprecht, Katherine	1.0 FTE Teacher	Prob.	\$41,646/yr	08/23/13
Stuth, Jamie	1.0 FTE Spch & Lang. Path.	Prob.	\$52,271/yr	08/22/13
Thorpe, Pamela	1.0 FTE Teacher	Prob.	\$55,316/yr	08/23/13

Certificated Resignation

Certificated Leave of Absence:

Certificated Transfer

Classified Appointment

Gullett, Angie	Vocational Tech	Perm.	\$14.44/hr	08/26/13
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Classified/Confidential Appointment

Brewer, Tracy	Instructional Assist.	Prob.	\$9.51/hr	08/26/13
Empyrion, Jade	Instructional Assist.	Prob.	\$9.99/hr	08/28/13
Gullett, Kelsey	Instructional Assist.	Prob.	\$9.51/hr	08/26/13

Classified Resignation

Classified Layoff

Coaching Positions

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #2 2013-14

September 12, 2013

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
8/13/2013	2007	LWE	Rental Maintenance	\$1515.00
8/14/2013	2008	U.S.P.S.	Postage	\$92.00
8/20/2013	2009	Laytonville Lioness	Calendar/Ad	\$35.50

LAYTONVILLE UNIFIED SCHOOL DISTRICT**WARRANT LIST**

September 12, 2013

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 08/08/2013

08/07/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0005 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14785421	000247/	ACSA											
		PO-019315	1.	01-0000-0-5300-001-0000-7100-0000								J. POTTER'S ACSA DUES 7/1-6/30	1,243.73
												WARRANT TOTAL	\$1,243.73
14785422	003682/	AT&T											
		PO-019297	1.	01-0000-0-5903-001-0000-7700-0000								4541654	1,053.30
												WARRANT TOTAL	\$1,053.30
14785423	003496/	CDW GOVERNMENT INC.											
		PO-019312	1.	01-0000-0-4300-001-0000-2700-0000								DR42205	176.49
												WARRANT TOTAL	\$176.49
14785424	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-019311	1.	01-0000-0-4361-001-0000-8110-0000								ACCT. 7898860577	178.30
			2.	01-7230-0-4361-001-0000-3600-0000								ACCT. 7898860577	132.84
												WARRANT TOTAL	\$311.14
14785425	002074/	FISHER WIRELESS											
		PO-019320	1.	01-0640-0-5600-001-0000-8300-0000								219021	150.00
												WARRANT TOTAL	\$150.00
14785426	003655/	GRAVIER'S TIRE & AUTO											
		PO-019321	1.	01-0000-0-5600-001-0000-8110-0000								1322630	21.81
												WARRANT TOTAL	\$21.81
14785427	000220/	LAYTONVILLE WATER DISTRICT											
		PO-019322	1.	01-0000-0-5530-001-0000-8200-0000								LES, LMS, LHS-AG & NEW	2,175.33
												WARRANT TOTAL	\$2,175.33
14785428	005891/	LONG VALLEY AUTO SUPPLY											
		PO-019313	1.	01-8150-0-4300-001-0000-8110-0000								54311	7.52
												WARRANT TOTAL	\$7.52
14785429	003136/	MATHESON TRI-GAS INC											
		PO-019323	1.	01-7230-0-5600-001-0000-3600-0000								7411484	31.61
												WARRANT TOTAL	\$31.61

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE	SCH GOAL	DEPOSIT TYPE FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14785430	000622/	MENDOCINO COUNTY OFFICE OF ED						
		CL-130035	01-3010-0-5200-001-1110-1000-0000			130422		55.00
			WARRANT TOTAL					\$55.00
14785431	000124/	PACIFIC GAS & ELECTRIC						
		PO-019298	1. 01-0000-0-5510-001-0000-8200-0000			ACCT. 7979025834-1		217.87
			1. 01-0000-0-5510-001-0000-8200-0000			ACCT. 5075063012-6		30.08
			WARRANT TOTAL					\$247.95
14785432	002022/	PRINTING PLUS						
		CL-130033	01-0000-0-4300-003-0000-2700-0000			15610		71.03
			WARRANT TOTAL					\$71.03
14785433	000018/	SCHOOL SPECIALTY						
		CL-130036	01-6012-0-4300-001-1110-4100-0000			208110707585		79.58
			01-6012-0-4300-001-1110-4100-0000			208110733550		2.47
			WARRANT TOTAL					\$82.05
14785434	003078/	SOLID WASTE OF WILLITS						
		PO-019306	1. 01-0000-0-5540-001-0000-8200-0000			279		752.89
			2. 01-9010-0-5540-001-0000-8200-5375			216		175.75
			WARRANT TOTAL					\$928.64
14785435	005340/	SPRINT						
		PO-019324	1. 01-0000-0-5903-001-0000-7200-0000			CUST. 924289408		98.29
			2. 01-9010-0-5903-001-0000-2100-5375			CUST. 924289408		37.35
			WARRANT TOTAL					\$135.64
14785436	001651/	LORRE STANGE						
		PV-140008	01-6535-0-5200-001-7110-1120-0000			REIMBURSEMENT		154.81
			WARRANT TOTAL					\$154.81
14785437	005068/	STAPLES CONTRACT & COMMERCIAL						
		PO-019314	1. 01-0000-0-4300-001-0000-7200-0000			7000747992		668.93
		PO-019319	1. 01-0000-0-4300-001-0000-7200-0000			7000753590		16.13
			2. 01-0000-0-4300-003-0000-2700-0000			7000753590		40.22
			WARRANT TOTAL					\$725.28
14785438	004819/	TEAMTALK NETWORK						
		PO-019325	1. 01-7230-0-5800-001-0000-3600-0000			32665		1,156.68
			WARRANT TOTAL					\$1,156.68
14785439	000043/	VERIZON CALIFORNIA						
		PO-019326	1. 01-0000-0-5903-001-0000-7200-0000			707-984-1155		6.16
			WARRANT TOTAL					\$6.16
14785440	003863/	XEROX CORPORATION						
		CL-130034	01-0790-0-5600-010-3200-1000-0000			069103022		67.53
		PO-019327	4. 01-0000-0-5600-001-0000-7200-0000			069426245		132.56
			1. 01-0000-0-5600-002-1110-1000-0000			069426243		609.44
			2. 01-0000-0-5600-003-1110-1000-0000			069426244		301.58
			3. 01-0790-0-5600-010-3200-1000-0000			069426241		38.58
			WARRANT TOTAL					\$1,149.69
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS:	20		TOTAL AMOUNT OF WARRANTS:		\$9,883.86*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS:	20		TOTAL AMOUNT OF WARRANTS:		\$9,883.86*

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0007 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14785894	005686/	FORT BRAGG ELECTRIC INC.												
		PO-019227	1.	01-0000-0-5600-001-0000-8110-0000								269754		4,100.00
														\$4,100.00
14785895	000063/	GEIGER'S LONG VALLEY MARKET												
		PO-019329	1.	13-5310-0-4700-001-0000-3700-0000								7180, 0291		19.85
														\$19.85
14785896	004620/	HARWOOD MEMORIAL PARK ASSOC												
		CL-130037		01-1100-0-5600-003-1110-4200-0000								2013 BALL FIELD RENTAL		500.00
														\$500.00
14785897	000191/	LAYTONVILLE UNIFIED REVOLVING												
		RC-140002		40-0000-0-4300-001-0000-8100-0000								RENTAL INSTALL & REPAIR		715.00
				40-0000-0-5600-001-0000-8100-0000								RENTAL INSTALL & REPAIR		800.00
														\$1,515.00
14785898	000220/	LAYTONVILLE WATER DISTRICT												
		PO-019322	1.	01-0000-0-5530-001-0000-8200-0000								LHS OLD		204.36
														\$204.36
14785899	004358/	BETTE LOFLIN												
		PV-140011		01-0000-0-5200-001-0000-7200-0000								REIMBURSEMENT		110.74
				01-0000-0-5800-001-0000-7200-0000								REIMBURSEMENT		16.00
														\$126.74
14785900	000061/	LONG VALLEY LUMBER												
		PO-019183	1.	01-0000-0-4300-001-0000-8110-0000								ACCT. 1273		259.22
			2.	01-0002-0-4300-001-1110-1000-0000								ACCT. 1273		167.18
														\$426.40
14785901	004464/	MENDOCINO COMMUNITY NETWORK												
		PO-019304	1.	01-0002-0-5901-001-1110-1000-0000								1415176		10.00
														\$10.00
14785902	006036/	SKUTT CERAMIC PRODUCTS INC.												
		PO-019316	1.	01-0000-0-4300-003-1110-1000-3663								0230515		121.53
														\$121.53
*** BATCH TOTALS ***														
				TOTAL NUMBER OF WARRANTS:				9	TOTAL AMOUNT OF WARRANTS:				\$7,023.88*	
*** DISTRICT TOTALS ***														
				TOTAL NUMBER OF WARRANTS:				9	TOTAL AMOUNT OF WARRANTS:				\$7,023.88*	

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0009 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14786424	005196/	BLICK ART MATERIALS												
		PO-019253	1.	01-0676-0-4300-008-1110-1000-0000								1985462		6.81
		WARRANT TOTAL												\$6.81
14786425	004792/	DEPT. OF JUSTICE												
		PO-019333	1.	01-0000-0-5814-001-0000-7400-0000								984362		32.00
		WARRANT TOTAL												\$32.00
14786426	005406/	HEARTLAND PAYMENT SYSTEMS INC												
		PO-019334	1.	13-5310-0-5800-001-0000-3700-0000								NKD0000010648		1,135.00
		WARRANT TOTAL												\$1,135.00
14786427	000083/	HOUGHTON MIFFLIN COMPANY												
		PO-019240	1.	01-0756-0-4100-001-1110-1000-0000								949643942		527.91
		WARRANT TOTAL												\$527.91
14786428	000191/	LAYTONVILLE UNIFIED REVOLVING												
		RC-140003		01-0000-0-5904-001-0000-7200-0000								LUSD REVOLVING		92.00
		WARRANT TOTAL												\$92.00
14786429	005713/	LD PRODUCTS/4INKJETS.COM												
		PO-019328	1.	01-7090-0-4300-002-1110-1000-0000								SIP-000790126		229.96
			1.	01-7090-0-4300-002-1110-1000-0000								SIP-000795026		191.82
		WARRANT TOTAL												\$421.78
14786430	005978/	LWE												
		PV-140021		14-0620-0-5600-001-0000-8110-0000								INSTALL DOOR & REPAIR DOOR		1,300.00
		WARRANT TOTAL												\$1,300.00
14786431	002742/	GLORIA MATHESON												
		PV-140020		01-0000-0-4300-001-0000-8200-0000								REIMBURSEMENT		20.56
		WARRANT TOTAL												\$20.56
14786432	005022/	MCGRAW-HILL SCHOOL EDUCATION												
		PO-019257	1.	01-6300-0-4100-001-1110-1000-0000								75101608001		1,017.84
		WARRANT TOTAL												\$1,017.84

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14786433	004314/	PEARSON EDUCATION				
		PO-019239	1. 01-0756-0-4100-001-1110-1000-0000		4022557604	1,516.22
			1. 01-0756-0-4100-001-1110-1000-0000		4022563314	203.99
			WARRANT TOTAL			\$1,720.21
14786434	000099/	PETTY CASH				
		PV-140019	01-0000-0-5904-003-0000-2700-0000		LHS PETTY CASH	497.03
			WARRANT TOTAL			\$497.03
14786435	000018/	SCHOOL SPECIALTY				
		PO-019235	1. 01-6012-0-4300-001-1110-4100-0000		208110884786	84.15
		PO-019252	1. 01-7090-0-4300-002-1110-1000-0000		208110955061	111.71
			WARRANT TOTAL			\$195.86
14786436	000043/	VERIZON CALIFORNIA				
		PO-019326	1. 01-0000-0-5903-001-0000-7200-0000		707-984-6904	45.20
			2. 01-9010-0-5903-001-0000-2100-5375		707-984-8089	34.93
			WARRANT TOTAL			\$80.13
14786437	005748/	WILLITS MOBILE LOCK & KEY				
		PO-019330	1. 01-0640-0-5600-001-0000-8300-0000		RM. 13, SE 1-4	99.26
			1. 01-0640-0-5600-001-0000-8300-0000		RE-KEY CYLINDER, NEW KEYS	116.73
			WARRANT TOTAL			\$215.99
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS: 14		TOTAL AMOUNT OF WARRANTS:	\$7,263.12*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS: 14		TOTAL AMOUNT OF WARRANTS:	\$7,263.12*

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0011 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
14787037	000197/	ADMINISTRATIVE SRV CORP											
		PO-019302	1.	68-0000-0-5600-001-0000-6000-0000								DENTAL	153.00
			2.	69-0000-0-5600-001-0000-6000-0000								VISION	75.00
				WARRANT TOTAL									\$228.00
14787038	002129/	BAY WEST SUPPLY INC											
		PO-019331	1.	01-0000-0-4300-001-0000-8200-0000								287334, C287703	4,229.07
				WARRANT TOTAL									\$4,229.07
14787039	000231/	BLUE SHIELD OF CALIFORNIA											
		PO-019303	1.	01-0000-0-9514-000-0000-0000-0000								F05082, OCBA, F05091	8,548.10
				WARRANT TOTAL									\$8,548.10
14787040	002727/	BRANSCOMB STORE											
		PO-019339	1.	01-0000-0-5600-008-1110-1000-0000								#5 SEPT. 2013	700.00
				WARRANT TOTAL									\$700.00
14787041	003755/	BUSINESS CARD											
		PV-140022		01-0000-0-5800-001-0000-7200-0000								ACCT. 4339-9310-9151-9835	25.00
				01-6535-0-5200-001-7110-1120-0000								ACCT. 4339-9310-9151-9835	865.95
				WARRANT TOTAL									\$890.95
14787042	005991/	IRA CAUGHRON III											
		PV-140023		01-7240-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	531.10
				WARRANT TOTAL									\$531.10
14787043	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-019311	1.	01-0000-0-4361-001-0000-8110-0000								ACCT. 7898860577	274.79
			2.	01-7230-0-4361-001-0000-3600-0000								ACCT. 7898860577	71.52
				WARRANT TOTAL									\$346.31
14787044	003290/	DEPT. OF SOCIAL SERVICES											
		PV-140024		12-6105-0-5300-002-7110-1000-0000								FACILITY #233004397	440.00
				WARRANT TOTAL									\$440.00
14787045	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-019300	1.	14-0620-0-4300-001-0000-8110-0000								6210: ACCT. 1228	2.68

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL													\$2.68
14787046	000083/	HOUGHTON MIFFLIN COMPANY											
		PO-019240	1.	01-0756-0-4100-001-1110-1000-0000							949711487		3,259.83
WARRANT TOTAL													\$3,259.83
14787047	005382/	JOHNSON'S CUSTOM LANDSCAPING											
		PO-019340	1.	01-0640-0-4300-001-0000-8300-0000							7410		2,350.00
WARRANT TOTAL													\$2,350.00
14787048	000191/	LAYTONVILLE UNIFIED REVOLVING											
		RC-140004		01-0000-0-5800-001-0000-7110-0000							AD IN CALENDAR		35.50
WARRANT TOTAL													\$35.50
14787049	005891/	LONG VALLEY AUTO SUPPLY											
		PO-019313	2.	01-7230-0-4364-001-0000-3600-0000							056008		149.03
		PO-019342	1.	01-7230-0-4364-001-0000-3600-0000							56010, 56016, 56025, 56027		155.79
WARRANT TOTAL													\$304.82
14787050	000124/	PACIFIC GAS & ELECTRIC											
		PO-019298	1.	01-0000-0-5510-001-0000-8200-0000							ACCT. 0991326276-3		5,503.98
WARRANT TOTAL													\$5,503.98
14787051	004314/	PEARSON EDUCATION											
		PO-019239	1.	01-0756-0-4100-001-1110-1000-0000							4022589868		1,130.18
WARRANT TOTAL													\$1,130.18
14787052	005931/	CORINA RICE											
		PV-140025		01-0000-0-4300-001-0000-8110-0000							REIMBURSEMENT		45.14
WARRANT TOTAL													\$45.14
14787053	000018/	SCHOOL SPECIALTY											
		PO-019259	1.	01-7090-0-4300-002-1110-1000-0000							308101718115		281.43
		PO-019260	1.	01-7090-0-4300-002-1110-1000-0000							308101718120		249.41
WARRANT TOTAL													\$530.84
14787054	005068/	STAPLES CONTRACT & COMMERCIAL											
		PO-019337	1.	01-0000-0-4300-001-0000-7110-0000							7000788090		29.04
WARRANT TOTAL													\$29.04
14787055	003434/	SYSCO FD SCVS OF SAN FRANCISCO											
		PO-019335	1.	13-5310-0-4700-001-0000-3700-0000							307080298		517.12
WARRANT TOTAL													\$517.12
14787056	005748/	WILLITS MOBILE LOCK & KEY											
		PO-019330	1.	01-0640-0-5600-001-0000-8300-0000							2472		155.15
		PO-019341	2.	01-0640-0-4300-001-0000-8300-0000							2471		397.77
			1.	01-0640-0-4400-001-0000-8300-0000							2471		1,925.86
			3.	01-0640-0-5800-002-0000-8300-0000							2471		200.00
WARRANT TOTAL													\$2,678.78
***	BATCH TOTALS ***					TOTAL NUMBER OF WARRANTS:	20				TOTAL AMOUNT OF WARRANTS:		\$32,301.44*
***	DISTRICT TOTALS ***					TOTAL NUMBER OF WARRANTS:	20				TOTAL AMOUNT OF WARRANTS:		\$32,301.44*

LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

September 12, 2013

48 Laytonville Unified School Dis J1293		BUDGET REPORT		B0110 H.00.30 09/05/13 11:13 PAGE	
FUND :01 GENERAL FUND		FROM 07/01/2013 TO 06/30/2014			
UNAPPROVED TRANSACTIONS INCLUDED					
OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE	\$	ENCUMBERED	UNENCUMBERED BALANCE
8000 BEGINNING BALANCE	921,234.79	0.00	0.00	0.00	921,234.79 100.0
8011 REV LIMIT STATE AID - CURR YR	786,862.00	53,063.00	53,063.00	6.7	733,799.00 93.2
8021 HOMEOWNERS' EXEMPTION	18,822.00	0.00	0.00	0.00	18,822.00 100.0
8022 TIMBER YIELD TAX	4,264.00	0.00	0.00	0.00	4,264.00 100.0
8041 SECURED ROLLS TAX	1,748,324.00	1,743.16	1,743.16	0.00	1,746,580.84 99.9
8042 UNSECURED ROLL TAXES	60,917.00	0.00	0.00	0.00	60,917.00 100.0
8043 PRIOR YEARS' TAXES	3,068.00	0.00	0.00	0.00	3,068.00 100.0
8045 EDUC REVENUE AUGMENTATION FUND	17,082.00	0.00	0.00	0.00	17,082.00 100.0
8092 PERS REDUCTION TRANSFER	7,775.00	0.00	0.00	0.00	7,775.00 100.0
8110 MAINTENANCE & OPER (PL 81-874)	25,000.00	0.00	0.00	0.00	25,000.00 100.0
8181 SPECIAL EDUCATION - ENTITLEMENT	80,009.00	0.00	0.00	0.00	80,009.00 100.0
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	0.00	0.00	0.00	3,200.00 100.0
8290 ALL OTHER FEDERAL REVENUE	220,340.00	3,575.02	3,575.02	1.6	216,764.98 98.3
8311 OTHER STATE ADPOPT - CURR YEAR	220,600.00	0.00	0.00	0.00	220,600.00 100.0
8434 CLASS SIZE REDUCTION, CROS K-3	77,461.00	0.00	0.00	0.00	77,461.00 100.0
8560 STATE LOTTERY REVENUE	54,000.00	0.00	0.00	0.00	54,000.00 100.0
8590 ALL OTHER STATE REVENUE	371,461.00	0.00	0.00	0.00	371,461.00 100.0
8650 LEASES & RENTALS	12,500.00	0.00	0.00	0.00	12,500.00 100.0
8660 INTEREST	2,500.00	0.00	0.00	0.00	2,500.00 100.0
8677 INTERAGENCY SERVICES BETW LEAS	36,977.02	0.00	0.00	0.00	36,977.02 100.0
8699 ALL OTHER LOCAL REVENUE	193,584.21	3,981.81	3,981.81	2.0	189,602.40 97.9
8792 TP OF APPORTIONMENT FROM COEs	220,000.00	0.00	0.00	0.00	220,000.00 100.0
TOTAL: 8xxx	5,085,981.02	62,362.99	62,362.99	1.2	5,023,618.03 98.7
TEACHERS' SALARIES	1,404,304.00	126,649.95	126,649.95	9.0	1,277,654.05 90.9
TEACHER - SUBSTITUTE	28,100.00	0.00	0.00	0.00	28,100.00 100.0
CERT PUPIL SUPPORT SALARIES	29,728.00	2,743.51	2,743.51	9.2	26,984.49 90.7
CERT SUPERVISOR/ADMIN SALARIES	297,531.00	43,541.61	43,541.61	14.6	253,989.39 85.3
OTHER CERTIFICATED SALARIES	4,000.00	0.00	0.00	0.00	4,000.00 100.0
TOTAL: 1xxx	1,763,663.00	172,935.07	172,935.07	9.8	1,590,727.93 90.1
INSTRUCTIONAL AIDES' SALARIES	239,192.26	20,035.64	20,035.64	8.3	219,156.62 91.6
INSTRUCTIONAL AIDE -SUBSTITUTE	400.00	0.00	0.00	0.00	400.00 100.0
CLASSIFIED SUPPOT SALARIES	241,452.34	32,595.39	32,595.39	13.4	208,856.95 86.5
CLASSIFIED SUPP - P.T./ADDIT'L	2,500.00	158.59	158.59	6.3	2,341.41 93.6
CLASSIFIED SUPPORT - OVER-TIME	3,500.00	0.00	0.00	0.00	3,500.00 100.0
CLASSIFIED SUPPORT -SUBSTITUTE	4,500.00	0.00	0.00	0.00	4,500.00 100.0
CLASS. SUPERVISOR/ADMIN SALARIES	119,366.00	16,699.50	16,699.50	13.9	102,666.50 86
CLERICAL, TECH, OFFICE SALARIES	178,820.38	27,056.18	27,056.18	15.1	151,764.20 85
OTHER CLASSIFIED SALARIES	8,971.56	812.28	812.28	9.0	8,159.28 90.8

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

FUND : 01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED		ENCUMBERED	UNENCUMBERED BALANCE
		CURRENT	YEAR TO DATE		
2970 OTHER CLASSIFIED - SUBSTITUTE	420.00	0.00	0.00	0.00	420.00
TOTAL: 2xxx	799,162.54	97,357.58	97,357.58	0.00	701,804.96
3101 STRS, CERTIFICATED	137,191.00	13,190.22	13,190.22	0.00	124,000.78
3201 PERS, CERTIFICATED	0.00	222.45	222.45	0.00	222.45
3202 PERS, CLASSIFIED	81,278.17	10,731.07	10,731.07	0.00	70,547.10
3301 GASDI, CERTIFICATED	0.00	120.16	120.16	0.00	120.16
3302 GASDI, CLASSIFIED	47,977.72	5,880.24	5,880.24	0.00	42,097.48
3311 MEDICARE, CERTIFICATED	25,479.00	2,409.66	2,409.66	0.00	23,069.34
3312 MEDICARE, CLASSIFIED	11,853.49	1,375.19	1,375.19	0.00	10,478.30
3401 HEALTH & WELFARE, CERTIFICATED	237,533.00	36,565.49	36,565.49	0.00	200,967.51
3402 HEALTH & WELFARE, CLASSIFIED	263,613.11	41,146.86	41,146.86	0.00	222,466.25
3501 UNEMPLOYMENT INS, CERTIFICATED	896.00	55.46	55.46	0.00	840.54
3502 UNEMPLOYMENT INS, CLASSIFIED	476.58	46.58	46.58	0.00	430.00
3601 WORKERS' COMP, CERTIFICATED	85,001.42	8,034.04	8,034.04	0.00	76,967.38
3602 WORKERS' COMP, CLASSIFIED	37,470.00	4,589.28	4,589.28	0.00	32,880.72
3701 OPEB ALLOCATED CERTIFICATED	25,052.00	0.00	0.00	0.00	25,052.00
3702 OPEB ALLOCATED CLASSIFIED	2,400.00	0.00	0.00	0.00	2,400.00
3801 PERS REDUCTION, CERTIFICATED	1,007.16	0.00	0.00	0.00	1,007.16
3802 PERS REDUCTION, CLASSIFIED	6,272.84	0.00	0.00	0.00	6,272.84
3901 OTHER BENEFITS, CERTIFICATED	22,000.00	0.00	0.00	0.00	22,000.00
3902 OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	0.00	500.00
TOTAL: 3xxx	986,001.49	124,365.70	124,365.70	0.00	861,634.79
4100 APPRVD TEXTBOOKS/CORE CURRICULA	19,600.00	7,655.97	7,655.97	3,088.46	8,855.57
4300 MATERIALS & SUPPLIES	125,935.26	14,148.91	14,148.91	3,301.57	108,484.78
4361 FUEL - GASOLINE, DIESEL	35,000.00	657.45	657.45	8,342.55	26,000.00
4362 TRANSP - OIL, GREASE	1,500.00	0.00	0.00	0.00	1,500.00
4363 TIRES & ACCESSORIES	2,500.00	0.00	0.00	243.57	2,256.43
4364 REPLACEMENT PARTS	5,000.00	304.82	304.82	344.21	4,350.97
4365 TRANSP - OTHER SUPPLIES	3,000.00	0.00	0.00	0.00	3,000.00
4400 NON-CAPITALIZED EQUIPMENT	2,000.00	1,925.86	1,925.86	0.00	74.14
TOTAL: 4xxx	194,535.26	24,693.01	24,693.01	15,320.36	154,521.89
5200 TRAVEL & CONFERENCES	18,423.02	3,885.14	3,885.14	0.00	14,536.88
5300 DUES & MEMBERSHIPS	1,760.00	1,843.73	1,843.73	0.00	83.73
5450 OTHER INSURANCE	43,100.00	44,874.00	44,874.00	0.00	1,774.00
5510 LIGHTS & POWER	96,500.00	12,227.06	12,227.06	84,272.94	0.00
5520 HEATING FUEL	51,200.00	0.00	0.00	41,500.00	9,700.00
5530 WATER & SEWER	19,300.00	5,879.69	5,879.69	9,620.31	3,800.00
TOTAL: 5xxx	238,383.04	78,816.62	78,816.62	54,603.31	105,163.11

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
5540 WASTE DISPOSAL	11,000.00	1,692.40	1,692.40	15.3	9,307.60
5600 RENT, LEASES, REPAIR, MAINT, CAP IMP	40,598.00	12,734.80	12,734.80	31.3	20,824.14
5750 TRANSFER DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0	0.00
5800 PROFES'L/CONSULTG SVCS/OP EXP	225,147.70	4,833.70	4,833.70	2.1	6,865.00
5801 AUDIT FEES	18,000.00	8,352.90	8,352.90	46.4	10,209.10
5802 LEGAL FEES	8,500.00	0.00	0.00	0.0	8,500.00
5811 ADVERTISING	1,000.00	0.00	0.00	0.0	730.21
5814 FINGERPRINTING	750.00	32.00	32.00	4.2	468.00
5901 COMMUNIC - INTERNET SVCS/LINES	1,150.00	20.00	20.00	1.7	1,000.00
5903 COMMUNIC - TELEPHONE SERVICES	4,550.00	1,320.38	1,320.38	29.0	4,829.62
5904 COMMUNIC - POSTAGE/DELIVERY	3,500.00	681.03	681.03	19.4	0.00
TOTAL: 5XXX	539,478.72	98,377.83	98,377.83	18.2	188,826.92
TOTAL: 1XXX - 5XXX	4,282,841.01	517,730.19	517,730.19	12.0	204,147.28
7350 TRANSFER INDIRECT COSTS-INTERFD	2,800.00-	0.00	0.00	100.0	0.00
7615 INT-FD TF GEN, SPRES, BLDG TO DM	20,000.00	0.00	0.00	0.0	20,000.00
7616 INT-FD TF FR GENERAL TO CAFE	29,312.84	0.00	0.00	0.0	29,312.84
7911 BUDG FUND BAL-RESERVE REV CASH	5,000.00	0.00	0.00	0.0	5,000.00
7950 BUDG FUND BAL- STABILIZATION	247,816.00	0.00	0.00	0.0	247,816.00
7980 BUDG FUND BAL-OTHER ASSIGNMENT	324,103.51	0.00	0.00	0.0	324,103.51
7989 BUDG FUND BAL- RSEV ECON UNCR	179,707.66	0.00	0.00	0.0	179,707.66
TOTAL: 7XXX	803,140.01	0.00	0.00	0.0	803,140.01
TOTAL: 1XXX - 7XXX	5,085,981.02	517,730.19	517,730.19	10.1	204,147.28
					4,364,103.55
					85.8

48 Laytonville Unified School Dis J1293		BUDGET REPORT		BD1110	H.00.30	09/05/13	11:13	PAGE	4
FROM 07/01/2013 TO 06/30/2014									
UNAPPROVED TRANSACTIONS INCLUDED									
Summary									
FUND	:01	GENERAL FUND	APPROVED BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED	
OBJECT CLASSIFICATION								BALANCE	%

TOTAL INCOME	(8000 - 8999)		5,085,981.02	62,362.99	62,362.99	1.2	0.00	5,023,618.03	98.7
TOTAL:	1xxx - 5xxx		4,282,841.01	517,730.19	517,730.19	12.0	204,147.28	3,560,963.54	83.1
TOTAL:	1xxx - 6xxx		4,282,841.01	517,730.19	517,730.19	12.0	204,147.28	3,560,963.54	83.1
TOTAL:	1xxx - 7xxx		5,085,981.02	517,730.19	517,730.19	10.1	204,147.28	4,364,103.55	85.8
TOTAL EXPENSES	(1000 - 7999)		5,085,981.02	517,730.19	517,730.19	10.1	204,147.28	4,364,103.55	85.8

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BUDGET TRANSFERS

September 12, 2013

48 Laytonville Unified School Dis Budget Transfer Transactions J1294 BT0100 H.00.04 09/05/13 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	FU RESO P OBJE SCH GOAL FUNC DIST	Debit	Credit
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NO RECORDS FOUND

BOARD ACTION ITEM K1

Board Meeting Date: September 12, 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 DISCUSSION/ACTION ITEM L1

Board Meeting Date: September 12, 2013
Subject: Proposed Adoption of English 9-12 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 will be on display in the District Office for the next 30 days and have been presented to the Laytonville High School Site Council for a recommendation of approval.

Recommendations:

Review 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
September 12, 2013

DISCUSSION/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
September 12, 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 DISCUSSION/ACTION ITEM L 2

Board Meeting Date: September 12, 2013

Subject: Public Hearing: Notification of Compliance with EC 60119 (Instructional Materials) for 2013-14.

From: Joan Potter, Superintendent

Explanation

The Board must conduct a Public Hearing per EC Section 60119 to encourage participation by parents, teachers, bargaining unit leaders and members of the community interested in the affairs of the schools regarding the sufficiency of textbooks or instructional materials, or both, in each subject consistent with the content and cycles of the curriculum frameworks adopted by the state, and shall make a determination that funds designated for instructional materials have been expended for that purpose. Governing Boards that have met the requirements of EC 60119 and have also certified compliance with the IMFRP requirements regarding provision of adopted standards-aligned instructional materials for all students (EC 60411) may spend 100% of any remaining IMFRP funds from that year's allocation for other approved purposes. A Public Hearing Notice regarding this topic has been posted for 10 days.

EC 60119 specifies there must be sufficient materials in the following subject areas:

- English /Language Arts (including an English language development component)
- Mathematics
- History/Social Science
- Science

We have sufficient texts and instructional materials and they are listed on the Core Curriculum Adopted Textbook Matrix. The Board must also determine whether pupils enrolled in foreign language or health courses have sufficient textbooks or instructional materials, and that laboratory science classes have been provided with sufficient science equipment for courses in grades 9-12. The principals will report on the status of instructional materials in the specified subject areas.

Recommendation:

Declare a Public Hearing to encourage participation by members of the school and community at large regarding sufficiency of textbooks and instructional materials for the 2013-14 school year.

Attachments:

Core Curriculum Adopted Textbook Matrix
EC 60119

**EC 60119 - Pupil Textbook and Instructional Materials Incentive Program;
Eligibility for funds**

(a) In order to be eligible to receive funds available for the purposes of this article, the governing board of a school district shall take the following actions:

(1) (A) The governing board shall hold a public hearing or hearings at which the governing board shall encourage participation by parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders, and shall make a determination, through a resolution, as to whether each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the state board:

(i) Mathematics.

(ii) Science.

(iii) History-social science.

(iv) English/language arts, including the English language development component of an adopted program.

(B) The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school for that year. A school district that operates schools on a multitrack, year-round calendar shall hold the hearing on or before the end of the eighth week from the first day pupils attend school for that year on any tracks that begin a school year in August or September.

(C) As part of the hearing required pursuant to this section, the governing board shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects. The governing board shall also determine the availability of laboratory science equipment as applicable to science laboratory courses offered in grades 9 to 12, inclusive. The provision of the textbooks, instructional materials, or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision.

(2) (A) If the governing board determines that there are insufficient textbooks or instructional materials, or both, the governing board shall provide information to classroom teachers and to the public setting forth, in the resolution, for each school in which an insufficiency exists, the percentage of pupils who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each pupil does not have sufficient textbooks or instructional materials, or both, and take any action, except an action that would require reimbursement by the Commission on State Mandates, to ensure that each pupil has sufficient textbooks or instructional materials, or both, within two months of the beginning of the school year in which the determination is made.

(B) In carrying out subparagraph (A), the governing board may use money in any of the following funds:

(i) Any funds available for textbooks or instructional materials, or both, from categorical programs, including any funds allocated to school districts that have been appropriated in the annual Budget Act.

- (ii) Any funds of the school district that are in excess of the amount available for each pupil during the prior fiscal year to purchase textbooks or instructional materials, or both.
- (iii) Any other funds available to the school district for textbooks or instructional materials, or both.

(b) The governing board shall provide 10 days' notice of the public hearing or hearings set forth in subdivision (a). The notice shall contain the time, place, and purpose of the hearing and shall be posted in three public places in the school district. The hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours.

(c) (1) For purposes of this section, "sufficient textbooks or instructional materials" means that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home. This paragraph does not require two sets of textbooks or instructional materials for each pupil.

(2) Sufficient textbooks or instructional materials as defined in paragraph (1), does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.

(d) Except for purposes of Section 60252, governing boards of school districts that receive funds for instructional materials from any state source, are subject to the requirements of this section only in a fiscal year in which the Superintendent determines that the base revenue limit for each school district will increase by at least 1 percent per unit of average daily attendance from the prior fiscal year.

(Amended by Stats. 2006, Ch. 704, Sec. 8.)

Reference:

Education Code 60252 Education Code 60605

**Core Curriculum Adopted Textbook Matrix
2013-14**

Subject	Grade	Publisher	Series	LUSD Adoption Date	Implementation Date
Algebra I		McDougal Littell	CA Algebra	5/2008	9/2008
Algebra II	10-12	McDougal Littell	Algebra & Trigonometry, Structure & Method	4/2003	9/2003
Calculus	11-12	McGraw Hill	Calculus With Analytic Geometry	4/2003	9/2003
English 9-12	9-12	Glencoe	Literature The Reader's Choice Grade 9; Literature The Reader's Choice Grade 10; Literature The Reader's Choice, Grades 11-12	11/2004	9/2004
Geometry	9-12	Glencoe	Geometry – Integration, Applications, Connections	4/2003	9/2003
Integrated Science	9-12	It's About Time, Herff-Jones	Integrated Coordinated Science for the 21 st Century	11/2004	11/2004
Trigonometry	11-12	Houghton-Mifflin	Algebra and Trigonometry	4/2003	9/2003
Biology	9-12	Pearson Prentice Hall	Biology	1/2007	1/2007
Chemistry	10-12	Pearson Prentice Hall	Chemistry – California	1/2007	1/2007
Economics	11-12	EMC Publishing	Economics – New Ways of Thinking	1/2007	1/2007
US History	11	McGraw Hill Glencoe	American Odyssey – the 20 th Century and Beyond	1/2007	1/2007
World History	10	Pearson Prentice Hall	World History – Connections to Today	1/2007	1/2007
Earth Science	9-12	Pearson Prentice Hall	Earth Science	6/2007	9/2007
Consumer Math	9-12	Glencoe	Mathematics, with Business Applications	8/2007	9/2007
World History	10	McDougal-Littell	Modern World History Patterns of Interaction	9/2009	8/2010
American Government	12	EMC Publishing	American Government Citizenship & Power	8/2009	9/2009
AP American Government	12	Pearson	Government in America Fifteenth Edition	8/2011	8/2011
Physics	10-12	Addison-Wesley	The High School Physics Program, Conceptual Physics 2 nd edition	1/2007	1/2007
Environmental Science	10-12	Miller/Spoolman	Living in the Environment, 17 th Edition	11/2012	11/2012

LUSD K-8
Core Curriculum
Adopted Textbook Matrix
2013-14

Subject	Grade	Publisher	Series	State Adoption Date	LUSD Adoption Date	Implementation Date
English/Language Arts	K-6	Houghton-Mifflin	Legacy of Literacy	2002/ 2005 rev.	6/2002	9/2002
English/Language Arts	7-8	Holt, Rinehart and Winston	Literature and Language Arts	2002/ 2005 rev.	6/2002	9/2002
Mathematics	K-6	Scott Foresman	enVision Math	2008	5/2008	9/2008
Mathematics	7-8	McDougal Littell	CA Middle School Math, 1 & 2	2008	5/2008	9/2008
Algebra		McDougal Littell	CA Algebra	2008	5/2008	9/2008
Science	K-6	McMillan-McGraw Hill	California Science	2008	6/2008	9/2008
Science	7-8	Holt	Calif. Life Science (7 th); Calif. Physical Science (8 th)	2008	6/2008	9/2008
Social Studies	K-5	Houghton-Mifflin	History- Social Science California Series	2005	3/2007	8/2007
Social Studies	6-8	Teachers' Curriculum Institute	History Alive! The Ancient World (6), History Alive! The Medieval World (7), History Alive! The U.S. Through Industrialism	2005	3/2007	8/2007

BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: September 12, 2013

Subject: 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

From: Joan Potter, Superintendent

Explanation:

The Board has been 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.

If the Board has determined that there are sufficient materials as prescribed by law in all the subject areas listed in EC 60119, and that the textbook adoptions follow the state cycles, then Resolution No. 440 can indicate the Board's findings and state that we are in compliance with EC 60119.

Recommendation:

Adopt Resolution No. 440 for Certification of Provisions of Standards-Aligned Materials

Attachments:

Resolution No. 440 for Certification of Provisions of Standards-Aligned Materials

RESOLUTION NO. 440
SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Whereas, the local governing board of the Laytonville Unified School District, pursuant to Education Code § 60119, held a public hearing on September 12, 2013 to provide the public and board of education detailed information regarding the sufficiency of textbooks and instructional materials for all students; and

Whereas, the public hearing was held within eight weeks of the opening of school and did not take place during or immediately after school hours; and

Whereas, the local governing board provided at least ten (10) days notice of the public hearing posted in at least three (3) public places within the district that stated the time, place and purpose of the hearing; and

Whereas, the local governing board encouraged participation by parents, teachers, members of the community and bargaining unit leaders in the public hearing; and

Whereas, information provided at the public hearing and to the local governing board at the public meeting detailed that sufficient textbooks and instructional materials in all subjects and core areas consistent with the cycles and content of the curriculum frameworks were provided to all students, including English learners, in the classrooms operated by the Laytonville Unified School District; and

Whereas, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home; and

Whereas, sufficient textbooks and instructional materials as listed on the attached Adopted Textbook Matrix were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, that are aligned to the academic content standards and are consistent with the cycles and content of the curriculum frameworks; and

Whereas, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes and sufficient laboratory science equipment was available for science laboratory classes offered in grades 9-12;

Now Therefore Be It Resolved, by the Laytonville Unified Board of Education, that for the 2013-14 school year, the Laytonville Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycle and content of the curriculum frameworks.

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Certification of Provision of Standards-Aligned Instructional Materials

The Governing Board of the Laytonville Unified School District hereby certifies that as of this date, September 12, 2013, each pupil in the district, in kindergarten through grade twelve, has

been provided with a standards-aligned textbook or basic instructional materials in each of the following areas:

- History/Social Science
- Mathematics
- Reading/Language Arts
- Science

By Order of the Laytonville Unified School District Board of Education

Dated September 12, 2013

Joan Viada Potter, Secretary to the Board
Superintendent, Laytonville USD

Calvin Harwood, President
Laytonville USD Board of Education

BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: September 12, 2013

Subject: BP and AR 5116.1 for Intradistrict Transfer Policy/Open Enrollment, First Reading

From: Joan Potter, Superintendent

Explanation:

“An intradistrict transfer/open enrollment is when parents/guardians wish to register/admit/enroll their student(s) at a school other than the designated school that is in their attendance area **within** their district.

California [Education Code Section 35160.5\(b\)](#) permits parents to indicate a preference for the school which their child will attend, irrespective of the child’s place of residence **within** the district, and requires the district to honor this parental preference if the school has sufficient capacity without displacing other currently enrolled students.

Districts are encouraged to give preference to siblings attending the same school and to consider the location of parents’ places of employment or established child care arrangements in determining enrollment priority. Districts are allowed to make case-by-case exceptions in order to ameliorate harmful or dangerous situations.”

<http://www.cde.ca.gov/re/di/fq/districttransfers.asp>

Our district does not currently have BP 5116.1 or an AR 5116.1 which address Intradistrict transfers. I have attached sample BP’s and AR’s for the Board to review.

I recommend that the board review these Policies and administrative regulations for a first reading and bring back revised copies to the October board meeting for a second reading and action.

Recommendation:

Review the attached Policies and Administrative Regulations for a first reading and bring back revised copies to the October 3, 2013 board meeting for a second reading and action.

Attachments:

BP 5116.1

AR 5116.1

BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: September 12, 2013

Subject: Approval of Course Description: Total Body Health

From: Joan Potter, Superintendent

Explanation:

Michael De Martini has created a new elective course to address needs and interests of the high school students. A course description for Total Body Health is attached for your review.

Recommendation:

Adopt the course description for Total Body Health.

Attachments:

A course description for Total Body Health.

Total Body Health

Period 7, 2013-2014

Mr. De Martini

I Course Title:	Total Body Health										
II Prerequisites:	Desire to live and be healthy										
III General Course Info:	This introductory course will expose students to how they can live and be healthy physically, nutritionally, emotionally, and mentally.										
IV Course Outcomes:	Students who successfully complete this class will 1) have practiced techniques leading to increased strength, stamina, and flexibility; 2) understand healthy living, proper dieting and nutrition; 3) be aware of strategies promoting emotional stability, proper balance, and resiliency; and 4) engaged in games and activities to develop problem solving, cause and effect, and tactics.										
V Student Expectations:	<ul style="list-style-type: none">-I expect you to attend and to participate.-I expect you to put forth concerted effort: work.-I expect you to be respectful, courteous, even helpful to those around you.										
VI Grading Policy:	<table><tr><td>30%</td><td>Attendance and Participation</td></tr><tr><td>30%</td><td>Improvement</td></tr><tr><td>30%</td><td>Sportsmanship and Comradery</td></tr><tr><td>10%</td><td>Final Project (at the end of the semesters)</td></tr><tr><td>100%</td><td>Total Grade</td></tr></table>	30%	Attendance and Participation	30%	Improvement	30%	Sportsmanship and Comradery	10%	Final Project (at the end of the semesters)	100%	Total Grade
30%	Attendance and Participation										
30%	Improvement										
30%	Sportsmanship and Comradery										
10%	Final Project (at the end of the semesters)										
100%	Total Grade										
VII Grading Scale:	<table><tr><td>100-90%</td><td>A</td></tr><tr><td>89-80%</td><td>B</td></tr><tr><td>79-70%</td><td>C</td></tr><tr><td>69-60%</td><td>D</td></tr><tr><td>59-0%</td><td>F</td></tr></table>	100-90%	A	89-80%	B	79-70%	C	69-60%	D	59-0%	F
100-90%	A										
89-80%	B										
79-70%	C										
69-60%	D										
59-0%	F										
VIII Contact Info:	senordemartini@gmail.com										

INFORMATION ITEM M1

Board Meeting Date: September 12, 2013

Subject: Opening Enrollments

From: Joan Potter, Superintendent

Explanation:

While we again anticipated a marked decline in enrollment at LHS, enrollment has remained fairly stable.

Enrollment	03	04	05	06	07	08	09	10	11	12	13
K-8, ISOP	307	298	280	249	236	243	258	259	268	274	286
LHS, ISOP	164	173	177	161	148	127	132	129	126	131	125
Continuation High	5	2	4	2	1	2	3	2	2	2	2
Com. Day School	6	6	5	5	8	9	6	6	9	0	0
District Totals	482	479	466	417	393	381	399	396	405	407	413

*Note: The 286 students under K-8 include Spy Rock (10) and Branscomb (9).

Attachments:

None

INFORMATION ITEM M2

Board Meeting Date: September 12, 2013

Subject: Fall Sports Program

From: Joan Potter, Superintendent

Explanation:

The Fall sports program has great participation again this year. In football we have 16 Varsity players. The team is being coached by Corey James, assisted by Phil Anderson and Cody Burke. Katie Cabezut is coaching 14 Varsity volleyball players and Evonne Elliott is coaching 10 JV volleyball girls. Middle School volleyball is just getting underway coached by Abbe Arkelian.

Attachments:

None

INFORMATION ITEM M3

Board Meeting Date: September 12, 2013

Subject: 2013-14 Williams Site Visit by MCOE Team

From: Joan Potter, Superintendent

Explanation:

Education Code requires that the County Superintendent of Schools (or designees) annually visit all Decile 1—3 schools to ensure the sites are clean, safe and appropriately equipped, supplied and staffed. A team from MCOE will conduct a visit at the Elementary School in September. The County Superintendent will present his findings to the LUSD Board later in the year. The visiting team will review the following criteria:

- Sufficiency of Instructional Materials
- Clean, Safe and Functional Facilities
- School Accountability Report Card (SARC) available
- Appropriate Teacher Assignments
- Uniform Complaint Procedure

Attachments:

None

INFORMATION ITEM M4

Board Meeting Date: September 12, 2013
Subject: AYP Reports
From: Joan Potter, Superintendent

Explanation:

The AYP reports, which reflect testing data from the 2012/2013 school year have been publicly released. The reports document if schools have met or not met the Federal Accountability Standards. The elementary school did not reach their goal. The high school did. Accountability processes are in transition as schools are implementing the Common Core Standards. At this point, it is unclear as to what specific accountability tools will be used over the next few years.

Terms related to Accountability

Academic Performance Reports (APR) represent a variety of data demonstrating student learning, performance levels and school achievement.

The Academic Performance Index (API) is a state indicator measuring growth on a scale of 200-1,000; the target for each school is 5% growth from the school's previous API toward the 800 mark; the State expects all schools to exceed 800.

Annual Yearly Performance (AYP) is the federal indicator measuring a school's progress; the California Standards Tests (CST'S) and the CAHSEE provide the elementary and high school benchmarks.

Program Improvement (PI) is for schools that do not meet the federal benchmarks (AYP). Schools in PI face various sanctions depending on how many years they are in the program.

Attachments:

LES AYP Report
LHS AYP Report

INFORMATION ITEM M5

Board Meeting Date: September 12, 2013
Subject: Recognition of Tenure
From: Joan Potter, Superintendent

Explanation:

Michael De Martini began working for the District in August of 2009. He is currently teaching Spanish I-IV and a new course, Total Body Health, at the high school and is providing English as a Second Language services district-wide. Additionally, he is the Student Activities Director and has coached track. Michael approaches all of his responsibilities with marked enthusiasm and strong teaching strategies. He is a valuable member of the staff who embraces collaboration in a positive manner. The District is pleased to have Michael as a permanent employee.

Attachments:

None

INFORMATION ITEM M6

Board Meeting Date: September 12, 2013
Subject: Welcoming of New Employees
From: Joan Potter, Superintendent

Explanation:

We have hired many new employees for the 2013-14 school year:

Alex Cantalupo
Kate Ruprecht
Pamela Thorpe
Kelsey Gullett
Sara Gamble
Tracy Brewer

All employees have been invited to meet you at this board meeting.

Attachments:

None

INFORMATION ITEM M7

Board Meeting Date: September 12, 2013

Subject: Facilities

From: Joan Potter, Superintendent

Explanation:

Michael Riemenschneider of Eastshore Consulting is here to discuss our facilities plans with us.

Attachments:

None