

LAYTONVILLE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
LAYTONVILLE, CALIFORNIA

BOARD ROOM
DISTRICT OFFICE
October 4, 2012
CLOSED SESSION: None
OPEN SESSION: 6:30 P.M.

AGENDA - REGULAR MEETING

PAGE

- A. **Call to order / Roll Call:** 6:30 P.M. (Harwood)
- B. **Public Input re: Closed Session Items**
- C. **Closed Session Agenda:**
ADJOURNMENT TO CLOSED SESSION DURING THIS MEETING TO CONSIDER
AND/OR TAKE ACTION UPON THE FOLLOWING CONSENT ITEMS: None
- D. **Announcements from Closed Session:** (Harwood)
- E. **Patriotic Observance** (Harwood)
- F. **Acceptance of Agenda** (Harwood)
- G. **Correspondence:** Todd Letter, Williams Letter
- H. **Public Input:**
15 minutes are reserved for members of the public to address the Board on items not listed on the agenda and within the jurisdiction of the Board of Education. The Board is prohibited by law from taking action on matters not on the agenda, but may ask questions to clarify the speaker's comment, briefly answer questions, and refer the speaker to the Superintendent for further clarification.
- I. **Reports and comments:** (5 minutes limit for each)
1. Superintendent Report
 2. Principals' Reports
 3. Healthy Start Report
 4. LES/LMS Site Council
 5. LHS Site Council
 6. DAC Report (District Advisory Committee)
 7. Comments from C.S.E.A
 8. Comments from L.V.T.A.
 9. Student Representative
- J. **ACTION: Consent Agenda:**
1. Minutes of Regular Board Meeting September 13, 2012 1
 2. Personnel List with Assignments and Salaries #3 2
 3. Revolving Cash Fund #3 3
 4. Warrant List 4
 5. Monthly Budget Report 5
 6. Budget Transfers 6
 7. 1st Quarter Uniform Complaints 7
 8. Interdistrict Transfers 8

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	1. Students of the Month	9
	2. Resolution #422 Honoring Retiree	10
L.	<u>DISCUSSION / ACTION:</u>	
	1. Unaudited Actuals Update	11
M.	<u>INFORMATION ITEMS:</u>	
	1. Employee Recognition Program	12
	2. Facilities and Modernization	13
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N.	<u>Items Board Members Wish on Future Agendas</u>	
O.	<u>Comments from the Board</u>	
P.	<u>Adjournment</u>	

Agenda Packet & Supporting Documents Notice: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Laytonville Unified School District Office, 150 Ramsey Road. For more information please call 707-984-6414.



MENDOCINO COUNTY OFFICE OF EDUCATION

PAUL A. TICHININ, SUPERINTENDENT OF SCHOOLS

2240 Old River Road • Ukiah, CA 95482-6156 • 707 467-5000 • Fax 707 462-0379

September 4, 2012

Board of Trustees
Laytonville Unified School District
P.O. Box 868
Laytonville, CA 95454

SEP 13 2012

SUBJECT: REVIEW OF 2012-13 LAYTONVILLE UNIFIED SCHOOL DISTRICT BUDGET

Dear Members of the Board:

In accordance with the provisions of Education Code Section 42127, prior to approving school district budgets, the Mendocino County Superintendent of Schools is required to review the budget to see that expenditures will not exceed available resources, and that projected revenues are realistic. Education Code Section 33127 further explains that the guide used to monitor the fiscal stability of school districts shall be the adopted State Board of Education Standards and Criteria. School districts shall also use these same standards and criteria in developing their budgets and managing their expenditures. AB1200 and AB2756 charge County Offices of Education with certain fiscal oversight responsibilities for school districts. In order to comply with these requirements, MCOE must assure that all budget documents are complete and accurate. Any technical corrections to the budget that may have come to our attention are being addressed with the district Business Manager.

As a result of our review, the July 1, 2012 Adopted Budget has been approved by the Mendocino County Superintendent with the following comments:

2012-13 State Budget

This is the second year of an on-time State Budget and once again the budget relies on subsequent events to provide revenues equal to the expenditure level approved in the budget. This budget closes a state budget deficit of \$15.7 billion and rebuilds a nearly \$1 billion reserve. The final budget closed this gap with numerous solutions including \$8 billion in additional expenditure reductions, \$6 billion in increased revenues (primarily from temporary taxes), and \$2.5 billion in "other miscellaneous solutions" (borrowing, new fees and interest payments).

The cornerstone of this budget assumes passage of a new tax initiative proposed by the Governor named "Schools and Local Public Safety Protection Act of 2012," which is on the November 2012 ballot. The final 2012-13 budget assumes the initiative will generate \$8.5 billion through 2012-13. The Governor promised flat funding for education if, and only if, the taxes pass. If the taxes do not pass, the Governor plans massive cuts to education.

In Governor Brown's signing message, he reiterated his commitment to a balanced budget that prioritizes education as a core public service: "This budget reflects tough choices that will help get California back on track. My revenue proposal is fair and temporary. Our state budget problem was built up over a

decade, and it won't be fixed overnight. These temporary increases will ensure funding for our schools until the economy improves."

The State Budget provides for 2012-13 "trigger reductions" of \$5.4 billion to K-14 education should the Governor's tax initiative not pass on the November 2012 election ballot.

These reductions would become effective on January 1, 2013. The reduction to K-12 school districts would represent approximately <6.542%> reduction to the per ADA state funding, or <\$213,716> for Laytonville Unified.

In an attempt to mitigate this loss of ADA state funding, the budget allows more flexibility for school districts and the possibility of reducing the school year up to 15 more days below the current minimum of 175 in 2012-13 and in 2013-14 (subject to negotiations) if the Governor's tax measure fails in November.

The Department of Finance's (DOF) *Finance Bulletin* just released the July *Cash Update* which reported a shortfall of \$376 million or -6.9%. The shortfall was largely due to weakness in personal income tax collections. This indicates that the recovery continues to be below expectations.

During these difficult times, it is more important than ever for districts to be diligent in maintaining their long-term fiscal health. When you prepare your 1st Interim budget report, the outcome of the election will be known, at that point we will know if state revenue will be budgeted flat or with trigger cuts.

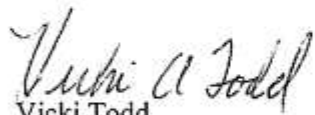
Your District's Fiscal Crisis Indicators include the following risk factors that must be monitored and addressed to ensure the district's fiscal solvency:

- **Deficit Spending:** Your MYP reflects deficit spending in the unrestricted general fund for the current and two subsequent years, resulting in a decline of fund balance of over <\$1 MILLION> over the 3-year period. Spending one-time reserves for current year operational cost is very risky. **It is essential that you plan to reduce deficit spending to bring expenditures in alignment with projected revenues over the next two years.** The earlier action is taken to correct deficit spending, the greater the impact will be on your multi-year financial outlook: In other words one dollar of ongoing expenditure eliminated this year will result in three dollars of ongoing savings in the MYP and thus a three dollar improvement in reserves.
- **Reserves:** The MYP indicates that the ending unrestricted fund balance will be adequate to meet the state required minimum 4% Reserve for Economic Uncertainties of \$175,000 for the current year and 2013-14 only. A **negative fund balance** is projected however for the next year, leaving the district short of minimum reserve levels by over <\$300,000> for the 2014-15 year. The board approved 6% Stabilization Reserve has also been eliminated by the 2013-14 budget.
- **Cash Flow:** Cash flow remains a major problem as the state continues to defer payment of funds due to school districts in order to hold on to cash to pay its own obligations. This year's cash deferral will be worse than last year 40% late payment of the state apportionment. Your cash flow projection indicates that your cash has declined by over \$600,000 or 90% since July 2011. These cash management challenges make it even more imperative that we maintain reserves higher than the minimum and eliminate deficit spending. Due to cross-year deferrals, your district's cash should be less than projected in June. An updated 2012-13 cash flow projection is imperative after the books are closed in September.

We thank you for your budget presentation and assumptions, and support you in your efforts to maintain the fiscal health of your school district. We recognize that these are extraordinary economic times and it

is difficult to gauge the future. School district budgets should be managed with a great degree of conservatism over the next few years. Please feel free to call on us if we may be of assistance.

Sincerely,

A handwritten signature in cursive script, reading "Vicki A. Todd".

Vicki Todd
Associate Superintendent
Business Services/Admin

cc: Joan Potter, District Superintendent
Bette Loflin, Business Manager



MENDOCINO COUNTY OFFICE OF EDUCATION

PAUL A. TICHININ, SUPERINTENDENT OF SCHOOLS

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Williams Quarterly Report – 4th Quarter 2011-12

September 17, 2012

SEP 19 2012

Joan Potter, Superintendent
Laytonville Elementary School District
P O Box 325
Laytonville CA 95454

Dear Joannie:

I am pleased to provide, for submission to your governing board at a regularly scheduled meeting, the third quarterly report for fiscal year 2011-12 which outlines the results of my visits and reviews at Laytonville Elementary / Middle School for the period of April through June 2012.

Based on new requirements found in California *Education Code* Section 1240(c)(2)(G) pursuant to the Williams Settlement, requires that the County Superintendent of Schools or designee (s), visit all Decile 1-3 schools in Mendocino County and review information in the areas noted below, and report the results of the visit (s) and review (s) on a quarterly basis.

Please note- All of the quarterly reports will be posted to the MCOE website.

The purpose of my visit(s) as specified in California Education Code 1240 was to:

1. Determine if students have "sufficient" standards-aligned instructional materials in four core subject areas (English language arts, mathematics, history/social science and science), including science laboratory equipment in grades 9-12, and, as appropriate, in foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff"; and
3. Determine if the school has provided accurate data on the annual school accountability report card (SARC) related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."

The law further requires that the county superintendent or designee (s):

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2009 Base API); and
2. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, emergency or urgent facilities issues and CAHSEE Intensive Instruction & Services under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms:

- "Sufficient textbooks or instructional materials" means each pupil, including English language learners, has a standards-aligned textbook, or instructional materials, or both, to use in class and to take home.
- A school facility condition that poses an "emergency or urgent threat" is a "condition that poses a threat to the health or safety of pupils or staff while at school."
- "Good Repair" means the school facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument (FIT Form) developed by the Office of Public School Construction. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in "good repair."

Please Note- During the facilities site inspection, the school facilities will be rated on a set of 15 categories as determined on the FIT form which will determine an overall facilities rating for the school (exemplary, good, fair, poor). Schools that receive an overall facilities rating of fair or poor will immediately receive a follow up letter from the County Superintendent and another inspection will be scheduled within 30 days of the initial visit.

The specific findings are outlined on the attached quarterly report. Please extend to your governing board, administration and site staff my appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul A. Tichinin". The signature is stylized with a large, looped initial "P" and a trailing flourish.

Paul A. Tichinin, County Superintendent of Schools

PAT/vlg

Attachment: Williams Quarterly Report, 4th Quarter 2011-12

Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
2011-2012 FISCAL YEAR

This report summarizes the results of the Williams Site Visits and documentation reviews at decile 1, 2, and 3 schools (2009 Base API) for the 4th Quarter, April – June, 2011-2012 school year.

INSTRUCTIONAL MATERIALS: No review conducted during this quarter.

Schools were reviewed for sufficient textbooks and instructional materials** as noted below:

School	Review Date	# of Classrooms Visited	Subject/ Course	Textbook/Instructional Materials Needed	Grade	Period	Room #	# of Material Missing	Corrected on

* Unannounced school(s)

**Sufficient textbooks and instructional materials” means each pupil, including English Language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas(including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

SCHOOL FACILITIES: No review conducted during this quarter.

Schools were reviewed for condition of facilities, whether they were in “good repair”* or pose an “emergency”** as noted below:

School	Review Date	Room/ Area	Facility Deficiencies Identified	Emergency	Correction/ Action Taken	Corrected On	Overall Facilities Score

Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
 2011-2012 FISCAL YEAR

SCHOOL ACCOUNTABILITY REPORT CARD (SARC): A review was conducted during this quarter.

The 2010-2011 School Accountability Report Cards (SARC) for the following schools were reviewed to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including "good repair":

School	SARC Review Date	Instructional Materials Discrepancies	Facility Conditions Discrepancies
Laytonville Elementary	6/30/12	No discrepancies.	No discrepancies.

TEACHER MISASSIGNMENTS AND TEACHER VACANCIES: No review was conducted during this quarter.

The results of teacher misassignments* and teacher vacancy** reviews for the following schools were:

Schools	Laytonville Elementary
Number of misassignments for the 2011-12	0
Number of misassignments that were corrected within 30 calendar days	0
Number of classes in which the teacher was lacking the appropriate authorization and training to teach English Language Learners and 20% or more of students were English Language Learners	0
Number of Teacher Vacancies for the 2011-12	0
Number of Teacher Vacancies Filled in the 2011-12	0

Mendocino County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT
 2011-2012 FISCAL YEAR

UNIFORM COMPLAINTS:

The number of complaints filed within the district during the 4th Quarter 2011-2012 their nature, and resolution are noted below:

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Misassignments or Vacancies	0	0	0
Facilities Conditions	0	0	0
CAHSEE Intensive Instruction & Services	0	0	0
TOTALS	0	0	0

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF SEPTEMBER 13, 2012**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on September 13, 2012. Board President Harwood called the meeting to order at 6:20 p.m. The Board Members adjourned to closed session at 6:21 p.m. and returned to open session at 6:32 p.m.

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

Administrators Present: Joan Potter, Lorre Stange, Daniel Regelbrugge

Student Representative: Mitzi Pierson was present.

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

C. CLOSED SESSION AGENDA:

CS-1: Public Employee Discipline/Dismissal/Release

D. ANNOUNCEMENTS FROM CLOSED SESSION:

- CS-1: Motion by Shannon Ford, seconded by Tina Tineo and unanimously approved to provide retiring Administrative Assistant Libby Manion with 50% coverage of health insurance benefits for 2 years, not to exceed a total of \$5,400.

E. PATRIOTIC OBSERVANCE: Calvin Harwood led the pledge of allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- Motion to accept the agenda by Shannon Ford, seconded by Cecelia Gillespie and unanimously approved.

G. CORRESPONDENCE: None

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

- Mrs. Potter stated that the first days of school have been great and even the middle school students are smiling (teachers, too).
- Mrs. Potter reported that Ira Pilgrim's memorial was today. Lu is selling their place on Spy Rock and will be greatly missed.
- Mrs. Potter said that she had met today with consultants regarding modernization or new construction. They discussed timelines, bonding capacity and steps to take.
- Mrs. Potter reported that the Williams inspection was today, and thanks to Covelo, we have sufficient texts. The restrooms still need rebuilding, which has been an inspection request for several years.
- Mrs. Potter discussed the need to set up a facilities planning group.
- Mrs. Potter gave an overview of the Career Tech Education program.

Meeting Minutes September 13, 2012 Page 2

- Mrs. Potter reported that SAL soccer and SAL football are both underway and that she is happy to partner with SAL to provide sports opportunities for so many students.

The following reports were given:

Elementary Principal
LES/LMS Site Council
Student Representative

High School Principal
LHS Site Council
LVTA

Healthy Start
DAC
CSEA - no report

J. ACTION: CONSENT AGENDA

- Motion to accept the consent agenda by Tina Tineo, seconded by Mitzi Pierson and unanimously approved.

K. ACTION:

K.1. Students of the Month

- None selected.

K.2. Tenure Recognition for Corina Rice

- Motion by Cecelia Gillespie, seconded by Meagen Hedley and unanimously approved to grant tenure to Corina Rice. A short reception followed.

K.3. Resolution No. 421-GANN Limit

- Motion by Shannon Ford, seconded by Meagen Hedley and unanimously approved to adopt Resolution No. 421-GANN.

L. DISCUSSION / ACTION:

L.1. Public Hearing to Discuss Compliance with Ed. Code Section 60119 regarding Sufficiency of Texts and Instructional Materials:

- A Public Hearing was held to discuss compliance with Ed. Code Section 60119.

L.2. Resolution No. 420-Compliance with Ed Code Section 60119 for the 2012-13 School Year and Certification of Provision of Standards-Aligned Instructional Materials:

- Motion by Shannon Ford, seconded by Mitzi Pierson and unanimously approved to adopt Resolution No. 397-Compliance with Ed Code Section 60119 for the 2012-13 School Year and Certification of Provision of Standards-Aligned Instructional Materials.

L.3. BP 5123 and AR 5123-Promotion/Acceleration/Retention (Final Reading and Adoption).

- Motion by Tina Tineo, seconded by Cecelia Gillespie and unanimously approved to adopt BP 5123 and AR 5123-Promotion/Acceleration/Retention as revised.

L.4. BP/AR 5112.1 and BP/AR 5113-Attendance (Second Reading and Adoption).

- Motion by Shannon Ford, seconded by Mitzi Pierson and unanimously approved to adopt BP/AR 5112.1 and BP/AR 5113.

L.5. Approval of Unaudited Actuals.

- Motion by Shannon Ford, seconded by Cecelia Gillespie and unanimously adopted to approve the unaudited actual for 2011-12.

M. INFORMATION ITEMS:

M.1. Opening Enrollments:

- Mrs. Potter gave a report on the opening day enrollments.

M.2. Fall Sports Program:

- Mrs. Potter reported on the fall sports program.

M.3. 2011-12 Williams Site Visit by MCOE team:

- Mrs. Potter reported that the Williams Site visit by MCOE was conducted today.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:

- Mrs. Potter would like to form a facilities planning group and discuss this at the October meeting.
- Mrs. Potter would like to put approval of the AP Environmental Science text on the November agenda.

O. COMMENTS FROM THE BOARD:

- Shannon announced the Booster Club is struggling and they need new recruits. She would like to retire from Booster Club. On a lighter note, she wanted someone else besides Calvin to be in charge of the air conditioning controls in the Board Room.
- Meagen thanked Mitzi for coaching one of the SAL soccer teams.
- Tina had no comment.
- Cecelia reminded everyone of the Chili Cookoff this weekend and the Art Walk next weekend.
- Calvin stated that since students were coming here from other schools we must be doing something right.
- Mitzi apologized for being late, that she had a dental appointment.
- Mrs. Potter spoke of Lu Pilgrim and her plans to go to Spy Rock School to present the school with an award of \$1,000 in Ira's memory. Mrs. Potter also wished Calvin a happy late birthday.

P. ADJOURNMENT:

- Motion to adjourn the meeting by Meagen Hedley, seconded by Mitzi Pierson and unanimously approved. The meeting was adjourned at 8:06 p.m. The next regular meeting will be held October 4, 2012.

Respectfully submitted,

Adopted as Final
October 4, 2012

Joan Viada Potter
Secretary to the Board

Shannon Ford
Clerk of the Board

LAYTONVILLE UNIFIED SCHOOL DISTRICT
PERSONNEL ASSIGNMENT ORDER #3 2012-13

October 4, 2012

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
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Certificated Appointment

Certificated Resignation

Certificated Leave of Absence:

Certificated Transfer

Classified Appointment

Classified/Confidential Appointment

Gordon, Malila District Administrative Assistant Probationary

10/22/2012

Classified Layoff

Coaching Positions

LAYTONVILLE UNIFIED SCHOOL DISTRICT
REVOLVING CASH FUND #3 2012-13

October 4, 2012

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
09/12/2012	1985	Cindy Gunter	Payroll Advance	\$400.00

APY250 H.02.09

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0008 JBMENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/06/2012

09/05/12

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13758706	002129/	BAY WEST SUPPLY INC												
		PO-018902	1.	01-0000-0-4300-001-0000-8200-0000								273735		181.16
														\$181.16
13758707	005196/	BLICK ART MATERIALS												
		PO-018684	1.	01-0000-0-4300-003-1110-1000-3663								938667		408.56
														\$408.56
13758708	003694/	CAROLYN CARPENTER												
		PV-130011		01-0000-0-4300-003-1110-1000-3663									REIMBURSEMENT	41.09
				01-0676-0-4300-003-1110-1000-0000									REIMBURSEMENT	43.69
														\$84.78
13758709	000039/	CHEVRON BUSINESS CARD SERVICES												
		PO-018856	2.	01-0000-0-4361-001-0000-8110-0000									ACCT. 7898860577	26.94
			1.	01-7230-0-4361-001-0000-3600-0000									ACCT. 7898860577	236.01
														\$262.95
13758710	005945/	CHRISTY WHITE												
		PO-018919	1.	01-0000-0-5801-001-0000-7110-0000								10294		6,165.43
														\$6,165.43
13758711	005884/	MICHAEL DEMARTINI												
		PV-130012		01-0729-0-5200-001-1110-1000-0000									REIMBURSEMENT	822.30
														\$822.30
13758712	003893/	DEVCO HEATING AND AIR												
		PO-018920	1.	14-0620-0-4300-001-0000-8110-0000								33739		76.51
			2.	14-0620-0-5600-001-0000-8110-0000								33739		1,380.00
														\$1,456.51
13758713	000063/	GEIGER'S LONG VALLEY MARKET												
		PO-018922	1.	01-0024-0-4300-001-1110-1000-0000								9817: ACCT. 1221		111.32
														\$111.32
13758714	000899/	KELLY MOORE PAINT CO INC												
		PO-018955	1.	14-0620-0-4300-001-0000-8110-0000								910-00000155087		\$26.58
														\$526.58
13758715	000098/	LAYTONVILLE GAS COMPANY INC												
		PO-018956	1.	40-0000-0-5800-001-0000-8100-0000								12627		32.50
														\$32.50
13758716	005891/	LONG VALLEY AUTO SUPPLY												
		PO-018957	1.	01-7230-0-4364-001-0000-3600-0000								38628, 38720		119.57
														\$119.57
13758717	003028/	SUELLEN LONGCRIER												
		PV-130013		01-7090-0-4300-002-1110-1000-0000									REIMBURSEMENT	97.78
														\$97.78
13758718	005923/	LISBE MADSEN												
		PV-130014		01-9065-0-5800-001-7110-3110-0000								7/12-7/26		250.00
														\$250.00
13758719	002446/	MENDO HILL												
		PO-018958	2.	01-0000-0-4300-001-0000-8110-0000								387408/2		32.97
			1.	40-0000-0-4300-001-0000-8110-0000								387408/2		32.35
														\$65.32
13758720	000622/	MENDOCINO COUNTY OFFICE OF ED												
		PO-018959	1.	01-0725-0-5800-002-0000-2100-0000								130025		2,725.00
			2.	01-4035-0-5800-003-0000-2100-0000								130025		2,230.00
														\$4,955.00
13758721	005409/	NATIONAL TRAINING CONSULTANTS												
		PV-130015		01-9065-0-5800-001-7110-3110-0000								LHS-B-025		300.00
														\$300.00
13758722	000124/	PACIFIC GAS & ELECTRIC												
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000									BRANCONB SCHOOL, RAMSEY HOUSE	38.16
			2.	01-0811-0-5510-001-0000-8200-0000									HEALTHY START	151.97
														\$190.13

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0008 JB

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/06/2012

09/05/12

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU RESO P OBJE SCH GOAL FUNC DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13758723	003078/	SOLID WASTE OF WILLITS					
		PO-018868	1.	01-0000-0-5540-001-0000-8200-0000		275, 13184	798.21
				WARRANT TOTAL			\$798.21
13758724	002582/	SPORT & CYCLE					
		PO-018732	1.	01-1100-0-4300-003-1110-4200-0000		183426	532.10
				WARRANT TOTAL			\$532.10
13758725	004488/	STAPLES CREDIT PLAN					
		PO-018855	1.	01-9010-0-4300-001-0000-2100-5375		3181021001	171.79
			1.	01-9010-0-4300-001-0000-2100-5375		3181021002	258.96
		PO-018860	1.	01-0000-0-4300-001-0000-7200-0000		3385961001	212.73
			3.	01-0676-0-4300-003-1110-1000-0000		3385961001	310.12
			2.	01-7090-0-4300-002-1110-1000-0000		3385961001	309.15
		PO-018877	1.	01-0000-0-4300-002-0000-2700-0000		1715064001	253.94
				WARRANT TOTAL			\$1,516.69
13758726	003434/	SYSCO FD SCVS OF SAN FRANCISCO					
		PO-018924	1.	13-5310-0-4300-001-0000-3700-0000		208270255	98.41
			2.	13-5310-0-4700-001-0000-3700-0000		208270255	2,153.59
				WARRANT TOTAL			\$2,252.00
13758727	005748/	WILLITS MOBILE LOCK & KEY					
		PO-018915	1.	01-0640-0-5600-001-0000-8300-0000		2246	75.00
				WARRANT TOTAL			\$75.00
13758728	001377/	WORLD BOOK DIRECT MARKETING					
		PO-018930	1.	01-5826-0-4300-003-0000-2420-0000		WBE 01016	45.40
				WARRANT TOTAL			\$45.40
***	BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$21,249.31*
***	DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$21,249.31*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13759293	005381/	ADVANCED SECURITY SYSTEMS INC.											
		PO-018932	3.	01-0640-0-5800-002-0000-8300-0000								204213	70.50
		2.	01-7230-0-5800-001-0000-3600-0000									204213	70.50
		WARRANT TOTAL											\$141.00
13759294	002129/	BAY WEST SUPPLY INC											
		PO-018902	1.	01-0000-0-4300-001-0000-8200-0000								273078, C273191	1,735.06
		1.	01-0000-0-4300-001-0000-8200-0000									273127	185.67
		WARRANT TOTAL											\$1,920.73
13759295	003755/	BUSINESS CARD											
		PV-130020		01-0000-0-4300-001-0000-8110-0000								ACCT. 4339-XXX-9466	51.68
				01-0000-0-5800-001-0000-2100-0000								ACCT. 4339-XXX-9466	3.99
				01-0676-0-4300-003-1110-1000-0000								ACCT. 4339-XXX-9466	129.43
				01-6300-0-4300-003-1110-1000-0000								ACCT. 4339-XXX-9466	970.78
				40-0000-0-4300-001-0000-8100-0000								ACCT. 4339-XXX-9466	172.42
		WARRANT TOTAL											\$1,328.30
13759296	003381/	SUE CARBERRY											
		PV-130016		01-7230-0-4365-001-0000-3600-0000								REIMBURSEMENT	69.31
		WARRANT TOTAL											\$69.31
13759297	005981/	CENGAGE LEARNING											
		PO-018733	1.	01-6300-0-4100-001-1110-1000-0000								97094438	1,360.55
		WARRANT TOTAL											\$1,360.55
13759298	001793/	CLOVER STORNETTA FARMS INC.											
		PO-018962	1.	13-5310-0-4700-001-0000-3700-0000								7113034, 7109162	387.24
		WARRANT TOTAL											\$387.24
13759299	003009/	CMC-ASILMAR											
		PO-018929	1.	01-0729-0-5200-001-1110-1000-0000								REGISTRATION ID: 245	170.00
		WARRANT TOTAL											\$170.00
13759300	005059/	COMMITTEE FOR CHILDREN											
		PO-018953	1.	01-9065-0-4300-001-7110-1000-0000								242437	229.00
		WARRANT TOTAL											\$229.00
13759301	002579/	DANNY'S VACUUM SHOP											
		PO-018961	1.	01-0000-0-4300-001-0000-8200-0000								45491	448.49
		WARRANT TOTAL											\$448.49
13759302	005884/	MICHAEL DEMARTINI											
		PV-130017		01-0676-0-4300-003-1110-1000-0000								REIMBURSEMENT	52.10
				01-0729-0-5200-001-1110-1000-0000								REIMBURSEMENT	9.81
		WARRANT TOTAL											\$61.91
13759303	002474/	EMC PUBLISHING											
		PO-018952	1.	01-6300-0-4100-001-1110-1000-0000								10482639	351.89
		WARRANT TOTAL											\$351.89
13759304	005362/	FERRELLGAS											
		PO-018960	1.	01-0000-0-5520-001-0000-8200-0000								RMT4556820	50.00
		WARRANT TOTAL											\$50.00
13759305	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-018910	1.	01-3310-0-4300-001-5770-1120-0000								ACCT. 1209	54.24
		WARRANT TOTAL											\$54.24
13759306	000083/	HOUGHTON MIFFLIN COMPANY											
		PO-018883	1.	01-0756-0-4100-001-1110-1000-0000								948747903	382.31
		WARRANT TOTAL											\$382.31
13759307	005749/	KELLEY AUTOMOTIVE											
		PO-018963	1.	01-7230-0-5800-001-0000-3600-0000								100	766.18
		WARRANT TOTAL											\$766.18
13759308	000220/	LAYTONVILLE WATER DISTRICT											
		PO-018862	1.	01-0000-0-5530-001-0000-8200-0000								LES, LMS, LRS: AG, OLD, NEW, MOUS	1,972.69
		WARRANT TOTAL											\$1,972.69

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0009 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LW	FU	RESO	P	OBJE	SCH	GOAL	FLNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13759309	005891/	LONG VALLEY AUTO SUPPLY												
		PO-018957	1.	01-7230-0-4364-001-0000-3600-0000									38416,736,9036,43,187,9230	177.22
		PO-018967	1.	01-7230-0-4362-001-0000-3600-0000									38723	1,636.15
		WARRANT TOTAL												\$1,813.37
13759310	000061/	LONG VALLEY LUMBER												
		PO-018863	2.	01-8150-0-4300-001-0000-8110-0000									ACCT. 1273	336.96
			4.	40-0000-0-4300-001-0000-8110-0000									ACCT. 1273	60.36
		WARRANT TOTAL												\$397.32
13759311	005923/	LISBE MADSEN												
		PV-130018		01-9065-0-5800-001-7110-3110-0000									CONTRACT #1305 8/9-8/29	500.00
		WARRANT TOTAL												\$500.00
13759312	005286/	LIBBY MANION												
		PV-130019		01-0000-0-5200-001-0000-7200-0000									REIMBURSEMENT	27.19
		WARRANT TOTAL												\$27.19
13759313	003136/	MATHESON TRI-GAS INC.												
		PO-018864	1.	01-7230-0-5600-001-0000-3600-0000									05362128	28.82
		WARRANT TOTAL												\$28.82
13759314	004464/	MENDOCINO COMMUNITY NETWORK												
		PO-018841	1.	01-0002-0-5901-001-1110-1000-0000									1338064	10.00
		WARRANT TOTAL												\$10.00
13759315	000240/	MENDOCINO COUNTY OBSERVER												
		PO-018865	1.	01-0000-0-5811-001-0000-7400-0000									2 CA #13 A05	32.30
		WARRANT TOTAL												\$32.30
13759316	005409/	NATIONAL TRAINING CONSULTANTS												
		PV-130021		01-9065-0-5800-001-7110-3110-0000									LHS-B-026	1,225.00
		WARRANT TOTAL												\$1,225.00
13759317	000124/	PACIFIC GAS & ELECTRIC												
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000									ACCT. 6419126159-9	25.13
		WARRANT TOTAL												\$25.13
13759318	002582/	SPORT & CYCLE												
		PO-018734	1.	01-1100-0-4300-003-1110-4200-0000									184168	102.74
		WARRANT TOTAL												\$102.74
13759319	005340/	SPRINT												
		PO-018869	1.	01-0000-0-5903-001-0000-7200-0000									CUST# 924289408	114.65
			2.	01-0811-0-5903-001-0000-2100-0000									CUST# 924289408	46.75
		WARRANT TOTAL												\$161.40
13759320	001651/	LOBRE STANGE												
		PV-130022		01-0000-0-4300-003-0000-2700-0000									REIMBURSEMENT	21.58
		WARRANT TOTAL												\$21.58
13759321	004488/	STAPLES CREDIT PLAN												
		PO-018879	1.	01-7090-0-4300-002-1110-1000-0000									D04076022690: 7000112096	26.84
			1.	01-7090-0-4300-002-1110-1000-0000									D04076022690: 7000115376	104.99
		WARRANT TOTAL												\$131.83
13759322	004054/	TAG/AMS INC												
		PO-018964	1.	01-7230-0-5800-001-0000-3600-0000									2646066	65.00
		WARRANT TOTAL												\$65.00
13759323	003855/	WAKE MECHANICAL SERVICES												
		PO-018965	1.	13-5310-0-5600-001-0000-3700-0000									360605	164.32
		WARRANT TOTAL												\$164.32
13759324	004871/	WELLS FARGO BANK												
		PO-018966	1.	01-0000-0-5800-001-0000-7200-0000									886681	500.00
		WARRANT TOTAL												\$500.00
13759325	003863/	XEROX CORPORATION												
		PO-018872	1.	01-0790-0-5600-010-3200-1000-0000									063699975	37.80
		PO-018873	1.	01-0000-0-5600-003-1110-1000-0000									063699978	361.66
		PO-018876	1.	01-3010-0-5600-002-1110-1000-0000									063699977	693.93

APY250 H.02.09

HENDOCING COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/13/2012

09/12/12

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0009 JB

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT						
REQW	REFERENCE	LM	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DESCRIPTION	
WARRANT TOTAL												\$1,093.39
13759326	003863/01	XEROX CORPORATION										
		PO-018839	1	01-0000-0-5600-001-0000-7200-0000							063699974	220.37
WARRANT TOTAL												\$220.37
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		34	TOTAL AMOUNT OF WARRANTS:		\$16,213.60*				
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		34	TOTAL AMOUNT OF WARRANTS:		\$16,213.60*				

APY250 #.02.09

MENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/20/2012

09/19/12

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0010 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
13759882	005795/	CLEARLY MENDOCINO WATER CO.				
		PO-018959	1. 01-0000-0-5530-008-0000-8200-0000	21529		22.50
			WARRANT TOTAL			\$22.50
13759883	003290/	DEPT. OF SOCIAL SERVICES				
		PV-130028	12-6105-0-5300-002-7110-1000-0000		FACILITY #233004397	440.00
			WARRANT TOTAL			\$440.00
13759884	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-018904	1. 13-5310-0-4700-001-0000-3700-0000		ACCT. 2004	109.32
		PO-018922	1. 01-0024-0-4300-001-1110-1000-0000	9942:	ACCT. 1205	16.62
		PO-018971	1. 01-0000-0-4300-001-0000-7110-0000	4772:	ACCT. 1221	26.98
			2. 01-0000-0-4300-001-0000-8200-0000	5332:	ACCT. 1228	12.86
			3. 01-0811-0-4300-001-0000-2100-0000	3256:	ACCT. 810	11.11
			WARRANT TOTAL			\$176.89
13759885	005090/	KATHERINE HARPER				
		PV-130023	01-0676-0-4300-003-1110-1000-0000		REIMBURSEMENT	91.52
			WARRANT TOTAL			\$91.52
13759886	000083/	HOUGHTON HIFLIN COMPANY				
		PO-018778	1. 01-6300-0-4100-001-1110-1000-0000	948515370,1600224981,910637610		2,433.36
		PO-018780	1. 01-6300-0-4100-001-1110-1000-0000	948515366		345.37
		PO-018781	1. 01-6300-0-4100-001-1110-1000-0000	948515367		1,251.63
			1. 01-6300-0-4100-001-1110-1000-0000	948515371		148.02
			1. 01-6300-0-4100-001-1110-1000-0000	948575252		274.61
		PO-018789	1. 01-6300-0-4100-001-1110-1000-0000	948709464		772.46
		PO-018881	1. 01-0756-0-4300-001-1110-1000-0000	948705291		111.46
			WARRANT TOTAL			\$5,336.91
13759887	005982/	ADSHIPE IKEN				
		PV-130024	01-0714-0-4100-003-1110-1000-0000		REIMBURSEMENT	183.25
			WARRANT TOTAL			\$183.25
13759888	003284/	MCGRAW-HILL				
		PO-018880	1. 01-0756-0-4300-001-1110-1000-0000	69268714001		1,173.29
			WARRANT TOTAL			\$1,173.29
13759889	000622/	MENDOCINO COUNTY OFFICE OF ED				
		CL-120041	01-6500-0-5800-001-5770-1191-0000	120530		17,172.58
			WARRANT TOTAL			\$17,172.58
13759890	001534/	ORIENTAL TRADING COMPANY				
		PO-018901	1. 01-0000-0-4300-001-0000-8110-0000	652457247-01		340.00
			1. 01-0000-0-4300-001-0000-8110-0000	652457247-01		34.00
			WARRANT TOTAL			\$374.00
13759891	004314/	PEARSON EDUCATION				
		PO-018785	1. 01-6300-0-4100-001-1110-1000-0000	4021637992		696.92
		PO-018786	1. 01-6300-0-4100-001-1110-1000-0000	4021625387		173.01
			WARRANT TOTAL			\$869.93
13759892	005510/	JIONGYI PIERSON				
		PV-130025	01-0714-0-4100-003-1110-1000-0000		REIMBURSEMENT	328.77
			WARRANT TOTAL			\$328.77
13759893	002696/	RITCHIES FOOD SERVICE				
		PO-018970	1. 13-5310-0-4300-001-0000-3700-0000	616991		69.45
			2. 13-5310-0-4700-001-0000-3700-0000	616991		7.95
			WARRANT TOTAL			\$77.40
13759894	004842/	SAN DIEGO CTY OFFICE OF ED				
		PO-187501	1. 01-4035-0-5200-001-1110-1000-0000	VPS3-2352		400.00
			WARRANT TOTAL			\$400.00
13759895	000018/	SCHOOL SPECIALTY				
		PO-018787	1. 01-7090-0-4300-002-1110-1000-0000	208108673614		124.49
			1. 01-7090-0-4300-002-1110-1000-0000	208108690632		96.18

APY250 H.02.09

DISTRICT: 48 LAYTONVILLE UNIFIED
BATCH: 0010 JBMENDOCINO COUNTY SCHOOLS
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 09/20/2012

09/19/12

WARRANT	VENDOR/ADDR REF#	NAME (REMIT) REFERENCE	LW	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
			1.	01-7090-0-4300-002-1110-1000-0000									208108690633	157.38
	PO-018788		1.	01-7090-0-4300-002-1110-1000-0000									208108690628	161.87
			1.	01-7090-0-4300-002-1110-1000-0000									308101352429	93.34
	PO-018878		1.	01-0714-0-4300-002-1110-1000-0000									208109035011	48.32
				WARRANT TOTAL										\$679.58
13759896	004093/	PATRICIA STEEL												
	PV-130026			01-0714-0-4100-003-1110-1000-0000									REIMBURSEMENT	85.80
				WARRANT TOTAL										\$85.80
13759897	003434/	SYSO FD SCVS OF SAN FRANCISCO												
	PO-018924		1.	13-5310-0-4300-001-0000-3700-0000									209030277	40.90
			2.	13-5310-0-4700-001-0000-3700-0000									209030277	1,820.67
			2.	13-5310-0-4700-001-0000-3700-0000									209100246	1,330.01
				WARRANT TOTAL										\$3,191.58
13759898	003784/	TEACHERS' CURRICULUM INSTITUTE												
	PO-018790		1.	01-6300-0-4100-001-1110-1000-0000									211170	606.83
				WARRANT TOTAL										\$606.83
13759899	000043/	VERIZON CALIFORNIA												
	PO-018907		1.	01-0000-0-5903-001-0000-7200-0000									707-984-8718	73.83
				WARRANT TOTAL										\$73.83
13759900	005922/	SHELLY WHITELY												
	PV-130027			01-0000-0-4300-003-1110-1000-3000									REIMBURSEMENT	16.95
				WARRANT TOTAL										\$16.95
13759901	003863/	XEROX CORPORATION												
	PO-018876		1.	01-3010-0-5600-002-1110-1000-0000									63131100	584.13
				WARRANT TOTAL										\$584.13
***	BATCH TOTALS ***													
				TOTAL NUMBER OF WARRANTS:			20						TOTAL AMOUNT OF WARRANTS:	\$31,885.74*
***	DISTRICT TOTALS ***													
				TOTAL NUMBER OF WARRANTS:			20						TOTAL AMOUNT OF WARRANTS:	\$31,885.74*

FROM 07/01/2012 TO 06/30/2013
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION		APPROVED BUDGET	EXPENDED/RECEIVED		%	ENCUMBERED	UNENCUMBERED	%
			CURRENT	YEAR TO DATE			BALANCE	
8000	BEGINNING BALANCE	1,071,223.85	0.00	0.00	.0	0.00	1,071,223.85	100.0
8011	REV LIMIT STATE AID - CURR YR	525,146.00	4,533.00	4,533.00	.8	0.00	520,613.00	99.1
8021	HOMEOWNERS' EXEMPTION	18,297.00	0.00	0.00	.0	0.00	18,297.00	100.0
8022	TIMBER YIELD TAX	4,257.00	0.00	0.00	.0	0.00	4,257.00	100.0
8041	SECURED ROLLS TAX	1,718,223.00	0.00	0.00	.0	0.00	1,718,223.00	100.0
8042	UNSECURED ROLL TAXES	65,453.00	0.00	0.00	.0	0.00	65,453.00	100.0
8043	PRIOR YEARS' TAXES	4,890.00	0.00	0.00	.0	0.00	4,890.00	100.0
8044	SUPPLEMENTAL TAXES	4,216.00	0.00	0.00	.0	0.00	4,216.00	100.0
8045	EDUC REVENUE AUGMENTATION FUND	20,106.00	0.00	0.00	.0	0.00	20,106.00	100.0
8052	PERS REDUCTION TRANSFER	7,003.00	1,633.73	1,633.73	24.1	0.00	5,369.27	75.8
8110	MAINTENANCE & OPER (PL 81-874)	25,000.00	1,358.30	1,358.30	5.4	0.00	23,641.70	94.5
8181	SPECIAL EDUCATION - ENTITLEMENT	50,009.00	0.00	0.00	.0	0.00	50,009.00	100.0
8182	SPECIAL EDUCATION - DISC GRANTS	3,200.00	0.00	0.00	.0	0.00	3,200.00	100.0
8285	INTERAGENCY CONTRACTS BETW LEAS	140,156.00	0.00	0.00	.0	0.00	140,156.00	100.0
8290	ALL OTHER FEDERAL REVENUE	324,405.00	0.00	0.00	.0	0.00	324,405.00	100.0
8311	OTHER STATE APPOINT - CURR YEAR	219,382.00	0.00	0.00	.0	0.00	219,382.00	100.0
8434	CLASS SIXX REEXNCTION, GRDS K-3	78,631.00	54.09	54.09	.0	0.00	78,576.91	99.9
8560	STATE LOTTERY REVENUE	49,800.00	0.00	0.00	.0	0.00	49,800.00	100.0
8590	ALL OTHER STATE REVENUE	163,854.00	1,365.00	1,365.00	.3	0.00	162,489.00	99.6
8650	LEASES & RENTALS	12,500.00	2,000.00	2,000.00	16.0	0.00	10,500.00	84.0
8660	INTEREST	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
8677	INTERAGENCY SERVICES BETW LEAS	52,203.00	0.00	0.00	.0	0.00	52,203.00	100.0
8699	ALL OTHER LOCAL REVENUE	136,116.13	4,850.36	4,850.36	3.8	0.00	131,265.77	96.1
8792	TF OF APPOINTMENT FROM COGS	223,727.00	0.00	0.00	.0	0.00	223,727.00	100.0
TOTAL: 8xxx		5,140,297.98	15,854.48	15,854.48	.3	0.00	5,124,443.50	99.6
1100	TEACHERS' SALARIES	1,377,379.91	244,391.74	244,391.74	17.7	0.00	1,132,988.17	82.2
1170	TEACHER - SUBSTITUTE	30,774.00	0.00	0.00	.0	0.00	30,774.00	100.0
1200	CERT PUPIL SUPPORT SALARIES	28,699.00	5,344.50	5,344.50	18.6	0.00	23,354.50	81.3
1300	CERT SUPERVISOR/ADMIN SALARIES	289,432.00	74,044.26	74,044.26	25.5	0.00	215,387.74	74.4
1900	OTHER CERTIFICATED SALARIES	5,639.64	0.00	0.00	.0	0.00	5,639.64	100.0
TOTAL: 1xxx		1,731,924.55	223,780.50	223,780.50	18.6	0.00	1,408,144.05	81.3
2100	INSTRUCTIONAL AIDES' SALARIES	242,727.26	41,159.32	41,159.32	16.9	0.00	201,567.94	83.0
2170	INSTRUCTIONAL AIDE - SUBSTITUTE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
2200	CLASSIFIED SUPPORT SALARIES	273,350.00	60,199.88	60,199.88	22.0	0.00	213,150.12	77.9
2250	CLASSIFIED SUPP - P.T./ADDIT'L	2,000.00	355.09	355.09	17.7	0.00	1,644.91	82.2
2260	CLASSIFIED SUPPORT - OVER-TIME	4,000.00	93.03	93.03	2.3	0.00	3,906.97	97.4
2270	CLASSIFIED SUPPORT - SUBSTITUTE	3,500.00	1,330.55	1,330.55	38.0	0.00	2,169.45	61.9
2300	CLASS. SUPERVISOR/ADMIN SALARIES	142,681.00	38,092.31	38,092.31	26.7	0.00	104,588.69	73.3
2400	CLERICAL, TECH, OFFICE SALARIES	185,076.00	41,293.44	41,293.44	22.3	0.00	143,782.56	77.6
2900	OTHER CLASSIFIED SALARIES	8,793.00	1,599.12	1,599.12	18.1	0.00	7,193.88	81.8
2970	OTHER CLASSIFIED - SUBSTITUTE	420.00	0.00	0.00	.0	0.00	420.00	100.0
TOTAL: 2xxx		863,547.26	174,122.64	174,122.64	20.1	0.00	689,424.62	79.8
3101	STRS, CERTIFICATED	128,307.25	24,220.22	24,220.22	18.8	0.00	104,087.03	81.1
3102	STRS, CLASSIFIED	1,444.00	0.00	0.00	.0	0.00	1,444.00	100.0
3201	PERS, CERTIFICATED	5,965.00	1,064.51	1,064.51	18.1	0.00	4,890.49	81.8
3203	PERS, CLASSIFIED	85,813.00	18,750.56	18,750.56	21.8	0.00	67,062.44	78.1
3301	GASOL, CERTIFICATED	4,139.00	546.92	546.92	13.2	0.00	3,592.08	86.7
3302	GASOL, CLASSIFIED	51,149.00	10,501.79	10,501.79	20.5	0.00	40,647.21	79.4
3311	MEDICARE, CERTIFICATED	24,644.00	4,465.60	4,465.60	18.1	0.00	20,178.40	81.8
3312	MEDICARE, CLASSIFIED	12,310.00	2,463.44	2,463.44	20.0	0.00	9,846.56	79.9
3401	HEALTH & WELFARE, CERTIFICATED	222,293.00	62,311.52	62,311.52	28.0	0.00	160,981.48	73.1
3402	HEALTH & WELFARE, CLASSIFIED	267,559.94	61,311.30	61,311.30	22.9	0.00	206,248.64	77.0
3501	UNEMPLOYMENT INS, CERTIFICATED	18,589.00	3,387.71	3,387.71	18.2	0.00	15,201.29	81.7
3502	UNEMPLOYMENT INS, CLASSIFIED	9,130.00	1,868.74	1,868.74	20.4	0.00	7,261.26	79.5
3599	SUI - NO BENEFIT MAP	0.00	25.94	25.94	100.0	0.00	25.94	.0
3601	WORKERS' COMP, CERTIFICATED	86,081.00	15,777.41	15,777.41	18.3	0.00	70,303.59	81.4
3602	WORKERS' COMP, CLASSIFIED	42,207.00	8,703.58	8,703.58	20.6	0.00	33,503.42	79.3
3701	OPRS ALLOCATED CERTIFICATED	40,081.00	3,138.66	3,138.66	7.8	0.00	36,942.34	92.1
3801	PERS REDUCTION, CERTIFICATED	526.00	95.56	95.56	18.1	0.00	430.44	81.8
3802	PERS REDUCTION, CLASSIFIED	4,116.00	1,501.77	1,501.77	36.5	0.00	2,614.23	63.4
3901	OTHER BENEFITS, CERTIFICATED	28,000.00	0.00	0.00	.0	0.00	28,000.00	100.0
3902	OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3xxx		1,044,774.19	220,157.23	220,157.23	21.0	0.00	824,616.96	78.9
4100	APPROV TEXTBOOKS/CORE CURRICULA	43,339.34	9,447.24	9,447.24	21.7	4,922.23	33,892.11	78.2
4200	MATERIALS & SUPPLIES	149,430.79	18,587.53	18,587.53	12.4	9,038.85	130,843.21	87.6
4361	FUEL - GASOLINE, DIESEL	36,385.00	20,864.48	20,864.48	57.3	6,020.01	15,520.51	42.7
4362	TRANSF - OIL, GREASE	1,640.00	1,636.15	1,636.15	99.7	0.00	3.85	.2
4364	REPLACEMENT PARTS	8,500.00	348.99	348.99	4.1	6,451.01	2,048.99	24.1
4365	TRANSF - OTHER SUPPLIES	1,500.00	69.31	69.31	4.6	0.00	1,430.69	95.3
4400	NON-CAPITALIZED EQUIPMENT	0.00	0.00	0.00	.0	749.99	749.99	100.0
TOTAL: 4xxx		240,795.13	58,953.70	58,953.70	24.4	27,382.09	154,459.34	64.1
5200	TRAVEL & CONFERENCES	18,180.52	3,578.29	3,578.29	19.6	400.00	14,602.23	78.1
5300	DUES & MEMBERSHIPS	1,358.00	1,207.50	1,207.50	88.9	0.00	150.50	11.0
5450	OTHER INSURANCE	43,755.00	42,992.00	42,992.00	98.2	0.00	763.00	1.7
5510	LIGHTS & POWER	91,500.00	11,675.54	11,675.54	12.7	74,724.46	16,724.46	18.3

FROM 07/01/2012 TO 06/30/2013
UNAPPROVED TRANSACTIONS INCLUDED

FUND :01 GENERAL FUND

OBJECT CLASSIFICATION	APPROVED BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	UNENCUMBERED BALANCE	%
5520 HEATING FUEL	56,500.00	125.16	125.16	.2	44,874.84	11,500.00	20.3
5530 WATER & SEWER	16,100.00	5,465.78	5,465.78	33.9	9,434.22	1,000.00	6.1
5540 WASTE DISPOSAL	11,900.00	1,668.89	1,668.89	14.0	7,751.11	2,080.00	18.0
5600 RENT, LEASES, REPAIR NON CAP IMP	42,550.00	6,567.23	6,567.23	15.4	17,507.36	18,475.41	43.6
5750 TRANSPR DIRECT COSTS INTERFUND	5,000.00-	0.00	0.00	100.0	0.00	5,000.00-	.0
5800 PROFES'L/CONSULTG SVCS/CP EXP	248,491.11	13,553.52	13,553.52	5.4	10,266.82	224,670.77	90.4
5801 AUDIT FEES	18,000.00	8,109.45	8,109.45	45.0	9,911.55	21.00-	.0
5802 LEGAL FEES	8,500.00	0.00	0.00	.0	0.00	8,500.00	100.0
5811 ADVERTISING	1,000.00	226.05	226.05	22.6	273.95	500.00	50.0
5814 FINGERPRINTING	750.00	0.00	0.00	.0	0.00	750.00	100.0
5901 COMMUNIC - INTERNET SVCS/LINES	1,119.25	219.85	219.85	21.0	719.55	179.85	15.7
5903 COMMUNIC - TELEPHONE SERVICES	1,700.00	396.50	396.50	10.7	3,078.50	225.00	6.0
5904 COMMUNIC - POSTAGE/DELIVERY	1,600.00	442.00	442.00	12.2	0.00	1,158.00	87.7
TOTAL: 5000	561,823.88	96,247.76	96,247.76	17.1	179,743.36	286,233.76	50.9
TOTAL: 1000 - 5000	4,442,865.01	873,261.83	873,261.83	19.6	206,725.45	1,162,877.13	75.6
7150 TRANSFER INDIRECT COSTS-INTFRD	2,805.00-	0.00	0.00	100.0	0.00	2,805.00-	.0
7615 INT-FD TF GEN, SPRES, BLDG TO DM	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
7616 INT-FD TF FR GENERAL TO CAFE	14,349.00	0.00	0.00	.0	0.00	14,349.00	100.0
7619 OTHER AUTH INTERFUND TRNFS OUT	71,475.00	0.00	0.00	.0	0.00	71,475.00	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	193,162.20	0.00	0.00	.0	0.00	193,162.20	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	220,657.77	0.00	0.00	.0	0.00	220,657.77	100.0
7989 BUDG FUND BAL- SERV SCEN UNDER	175,194.00	0.00	0.00	.0	0.00	175,194.00	100.0
TOTAL: 7000	697,432.97	0.00	0.00	.0	0.00	697,432.97	100.0
TOTAL: 1000 - 7000	5,140,297.98	873,261.83	873,261.83	16.9	206,725.45	4,060,110.70	78.9

48 Laytonville Unified School Dis

Budget Transfer Transactions
 Date last used from: 00/00/0000 To 99/99/9999
 Transaction Number from: 130004 To 130009
 Date entered from: 00/00/0000 To 99/99/9999
 Approved and Unapproved Transactions

J885 BT0100 H.00.04 09/26/12

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUND DIST	Debit	Credit
130004	09/06/2012	09/06/2012	Sp Ed transportation	Entered by: BL48 Unapproved		
			1. Sp Ed driver	01-7240-0-2200-001-7110-3600-0000		8,138.00
			2. Sp Ed driver	01-7240-0-3202-001-7110-3600-0000		930.00
			3. Sp Ed driver	01-7240-0-3302-001-7110-3600-0000		505.00
			4. Sp Ed driver	01-7240-0-3312-001-7110-3600-0000		118.00
			5. Sp Ed driver	01-7240-0-3502-001-7110-3600-0000		90.00
			6. Sp Ed driver	01-7240-0-3602-001-7110-3600-0000		417.00
			7. Sp Ed driver	01-7240-0-3802-001-7110-3600-0000		82.00
			8. Sp Ed trans rev	01-7240-0-8677-001-7110-0000-0000	10,280.00	
			TOTAL:		10,280.00*	10,280.00*
130005	09/07/2012	09/07/2012	Adjust beginning balances	Entered by: BL48 Unapproved		
			1. Red MAA beg bal	01-0811-0-8000-000-0000-0000-0000		30,724.63
			2. Red MAA contribution	01-0811-0-8980-000-0000-0000-0000	30,724.63	
			3. Inc cont	01-0000-0-8980-000-0000-0000-0000		30,724.63
			4. Inc beg bal	01-0000-0-8000-000-0000-0000-0000	55,218.13	
			5.	01-0000-0-5300-001-0000-7100-0000		708.00
			6. Inc to cover neg interest	01-0000-0-7619-000-0000-0000-0000		150.00
			7.	01-0000-0-7980-000-0000-0000-0000		23,635.50
			8.	01-0002-0-8000-000-0000-0000-2002	114.42	
			9.	01-0002-0-5800-001-0000-2100-2002		114.42
			TOTAL:		86,057.18*	86,057.18*
130006	09/17/2012	09/17/2012	Staff increases	Entered by: BL48 Unapproved		
			1. Inc custodian	01-0000-0-2200-001-0000-8200-0000		9,478.00
			2. Dec assigned	01-0000-0-7980-000-0000-0000-0000	9,478.00	
			3. Inc IA	01-0790-0-2100-002-1110-1000-0000		1,647.00
			4. Inc tutor	01-0790-0-2100-002-1120-1000-0000		1,737.00
			5. Dec assigned	01-0790-0-7980-000-0000-0000-0000	3,354.00	
			6. Inc IA	01-3010-0-2100-002-1110-1000-0000		762.00
			7. Dec supplies	01-3010-0-4300-001-1110-1000-0000	762.00	
			8. Inc REAP allocation	01-5826-0-8290-000-0000-0000-0000	5,663.00	
			9. Services	01-5826-0-5800-000-0000-2100-0000		5,113.00
			10. Indirect	01-5826-0-7310-001-0000-7210-0000		550.00
			11. Inc CTE teacher	01-0635-0-1100-003-1110-1000-0000		9,282.00
			12. Inc CTE rev	01-0635-0-8699-000-0000-0000-0000	10,158.00	
			13. Dec supplies	01-0635-0-4300-001-1110-1000-0000	529.00	
			14. Inc benefits	01-0635-0-3311-003-1110-1000-0000		135.00
			15. Inc benefits	01-0635-0-3401-003-1110-1000-0000		1,280.00
			TOTAL:		29,954.00*	29,954.00*
130007	09/26/2012	09/26/2012	Reduce indirect	Entered by: BL48 Unapproved		
			1. Red indirect	01-0000-0-7110-001-0000-7210-0000		210.00
			2. Reduce designated	01-0000-0-7980-000-0000-0000-0000	210.00	
			TOTAL:		210.00*	210.00*
130008	09/26/2012	09/26/2012	Transportation	Entered by: BL48 Unapproved		
			1.	01-7230-0-5800-001-0000-3600-0000		5,000.00
			2.	01-7230-0-4361-001-0000-3600-0000		7,895.00
			3.	01-7230-0-5710-001-0000-3600-0000	5,294.48	
			4.	01-7230-0-5500-001-0000-3600-0000	2,000.00	
			5.	01-7230-0-4364-001-0000-3600-0000	1,000.00	
			6.	01-7230-0-4363-001-0000-3600-0000	1,500.00	
			7.	01-7230-0-4362-001-0000-3600-0000		1,140.00
			8.	01-7230-0-8980-000-0000-3600-0000	4,230.52	
			9.	01-0003-0-8699-000-0000-0000-0000	5,000.00	
			10.	01-0003-0-5710-002-1110-1000-0000		3,000.00
			11.	01-0003-0-5710-003-1110-4200-0000		2,000.00
			12.	01-0000-0-8980-000-0000-0000-0000		4,230.52
			13.	01-0000-0-7980-000-0000-0000-0000	4,230.52	
			TOTAL:		23,255.52*	23,255.52*
130009	09/26/2012	09/26/2012	Inc beg bal per UnActuals	Entered by: BL48 Unapproved		
			1. Inc beg bal per UA	01-0000-0-8000-000-0000-0000-0000	3,064.88	
			2.	01-0000-0-7980-000-0000-0000-0000		3,064.88
			TOTAL:		3,064.88*	3,064.88*
			DISTRICT TOTAL		152,821.58**	152,821.58**
			GRAND TOTAL		152,821.58***	152,821.58**

Quarterly Report on Williams Uniform Complaints
[Education Code § 35186]

District: Laytonville Unified

Person completing this form: Libby Manion

Quarterly Report Submission Date: ☒ October 2012 (July, Aug, Sept 2012) **1st Quarter**
(check one) ☐ January 2013 (Oct, Nov, Dec 2012) **2nd Quarter**
☐ April 2013 (Jan, Feb, March 2012) **3rd Quarter**
☐ July 2012 (April, May, June 2012) **4th Quarter**

Date for information to be reported publicly at governing board meeting: October 4, 2012

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction & Services	0		
TOTALS	0		

Libby Manion 9/24/12
Signature of Person Completing this form Date

Signature of County Superintendent Date

☐ **Forwarded a copy of this completed report to the
County Board of Education**

For Office Use Only

Date Received _____

Initial _____

ROUND VALLEY UNIFIED SCHOOL DISTRICT

P.O. BOX 276

COVELO, CA. 95428

(707) 983-6171 - (707)983-6179 FAX

REQUEST FOR INTER-DISTRICT TRANSFER

Date: 8/21/2012

School Year: 2012-2013

Student Name: Lane Nelson

New: X Renewal: _____

Parent/Guardian Name:
Patricia Nelson

Current Grade: 7th

Mailing

Address: P.O. Box 32

District of Preference:

City: Covelo CA 95428

Laytonville

Home Phone: 707 - 983 - 6656

Work Phone: 707 - 354 - 1927

School of Preference:

Laytonville Elem/Middle

Reason for Transfer Request (*MUST PROVIDE WRITTEN VERIFICATION)

____ Child Care*

____ Parent/Guardian Employment *

____ Employer Name

X Other (specify) I will not send my student to
Round Valley Elem/middle school

TERMS OF AGREEMENT:

Inter-district transfers must be renewed annually no later than **June 1 of each year**. The parent/guardian or student must provide transportation. The average daily attendance shall be credited to the District of Attendance for purposes of determining state apportionments and the revenue limit. As the parent/guardian of the above named student(s), I hereby request that the Round Valley Unified School District approve this transfer.

Parent/Guardian's Signature: Patricia Nelson

ACCEPTING DISTRICT TO COMPLETE AND RETURN TO THE ROUND VALLEY UNIFIED SCHOOL DISTRICT

ROUND VALLEY UNIFIED SCHOOL DISTRICT

ACCEPTING DISTRICT

Approved: X Denied: _____

Approved: _____ Denied: _____

By: Chris [Signature]
Superintendent or Designee

By: _____
Superintendent or Designee

Board Approved (date): _____

BOARD ACTION ITEM K 1

Board Meeting Date: October 4, 2012
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation:

Mr. Regelbrugge 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:

BOARD INFORMATION ITEM K 2

Board Meeting Date: October 4, 2012

Subject: Presentation of Retiree Recognition (Resolution # 422)

From: Joan Potter, Superintendent

Explanation:

Libby Manion has worked for the district for the past nineteen years in a variety of capacities. She worked in the lunchroom, as an Instructional Assistant, a Clerk/Typist Registrar and most recently as the District Administrative Assistant. She is retiring effective October 31, 2012.

Recommendation:

I recommend adopting Resolution #422.

Attachment:

Resolution #422

BOARD DISCUSSION/ACTION ITEM L 1

Board Meeting Date: October 4, 2012
Subject: Unaudited Actuals Update
From: Joan Potter, Superintendent

Explanation:

Upon further scrutiny the County Office found some discrepancies in our unaudited actual that were approved at the September board meeting. I have attached the revised version for your review.

Recommendation:

Approve the revised unaudited actual

Attachment:

Revised unaudited actuals

BOARD INFORMATION ITEM M 1

Board Meeting Date: October 4, 2012

Subject: Employee Recognition Program

From: Joan Potter, Superintendent

Explanation

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. The Governing Board recognizes employees who:

- by exemplary service over an extended period of time have contributed to the improvement or effectiveness of the district educational program.
- perform special acts or services in the public interest.
- by superior accomplishments, make exceptional contributions to the effectiveness, efficiency, economy or improvements of district operations.
- propose ideas or procedures which eliminate or reduce district expenditures or improve the efficiency of district operations.

Our previous awards have been presented to:

Sally Foltz	Sissy Dodd	Pam Cornell	Joan Potter
Carolyn Carpenter	Sparky Hagan	Beth Hogan	Debbie Bowles
Tammy Lyons	Nancy Luis	Judy Pinches	Toni Leet
Mark O'Neill	Alicia Linfoot	Binet Payne	Steve McCaffrey
Dennis Hogan	Steve McKinley	Donna Vaiano	Amy McHenry
Marianne Loeser	Bette Loflin	Bruce Potter	Michele Schott
Pedro Salmeron	Konnie Hawkins	Katy Cabezut	Sue Carberry

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.

BOARD INFORMATION ITEM M 2

Board Meeting Date: October 4, 2012

Subject: Facilities and Modernization

From: Joan Potter, Superintendent

Explanation:

Major buildings at the elementary school site are well over 50 years old and in need of major repairs. I have started the process of talking to the Office of Public School Construction and a consulting company who helps with the financial aspects of the project (Eastshore Consulting). One of the functions of our District Advisory Committee is to advise on facilities projects. I met with DAC on 9/25/12, though there were few members present, and proposed that LUSD facilities be one of our major goals for 2012/2013. In addition to the elementary school there are a variety of other facilities with needs and many are eligible for some state funding. As the state funding will only cover somewhere between 40% and 60% of project costs, it will be necessary to access other types of funding.

I recommend that for our next steps:

1. I continue to meet with the state regarding funding/paperwork requirements.
2. I arrange to meet with architect(s) to give a preliminary recommendation regarding modernization/rebuilding of the elementary site.
3. We work with the DAC to prioritize needs and brainstorm possible funding streams for facilities improvement.
4. I invite Eastshore Consulting to come to the November board meeting to give an overview of their financial thoughts regarding our facilities needs.

BOARD INFORMATION ITEM M 3

Board Meeting Date: October 4, 2012

Subject: Music Program

From: Joan Potter, Superintendent

Explanation:

Ms. Stange will report on the status of the Laytonville Elementary School music program and Mr. Regelbrugge will share what is happening at the High School.