

BOARD ACTION ITEM K 1

Board Meeting Date: January 12, 2012
Subject: Students of the Month
From: Joan Potter, Superintendent

Explanation

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

Recommendation

Recognize the Students of the Month and their families.

BOARD ACTION ITEM K 2

Board Meeting Date: January 12, 2012

Subject: Employee Recognition Award-Resolution #405

From: Joan Potter, Superintendent

Explanation:

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

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

Recommendation:

Adopt Resolution # 405-Employee Recognition Award and recognize the recipient.

Attachments:

Resolution # 405-Employee Recognition Award.

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Resolution Number 405

Resolution of Appreciation of

??????????

For Dedication, Loyalty & Exemplary Service

Whereas, ???????, who joined our district in ???? and who has served as ???? at Laytonville Elementary since that time, has provided dedicated, loyal and exemplary service to the students, staff and parents of the Laytonville Unified School District, and

Whereas, ????? has brought energy, humor, character and a strong work ethic to everything **he** does, and

Whereas, ????? has been a friend to many students and staff, and

Whereas, ????? has supported the school community in many ways, and is always cheerful and ready to help, and

Whereas, ????? genuinely promotes the best interests of the students as well as the District.

Now therefore, be it resolved, on this 12th day of January, 2012, that ???????????? is truly appreciated.

Joan Potter, Superintendent

Calvin Harwood, President

Shannon Ford, Clerk

BOARD ACTION ITEM K 3

Board Meeting Date: January 12, 2012

Subject: Resolution #404-California State Budget/Transportation
Reductions

From: Joan Potter, Superintendent

Explanation:

In mid-December it was announced by the LAO that the “trigger cuts” would be put into place for the 2011-2012 school year. As a result, Laytonville Unified School District will be receiving a reduction in transportation funds in the amount of \$92,252. This clearly will have an adverse effect on our general fund balance.

The Small School District Association is urging all school districts to pass a resolution to reverse this reduction. The resolution will be forwarded to the Governor, Senate and Assembly members.

Recommendation:

Pass Resolution #404 regarding California State Budget/Transportation Reductions.

Attachment:

Resolution #404- California State Budget/Transportation Reductions

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE LAYTONVILLE UNIFIED SCHOOL DISTRICT**

RESOLUTION NO. 404

California State Budget/Transportation Reductions

The 2011-12 California State budget presumed that there would be \$4 billion in additional state General Fund revenue. Those state General Fund revenues did not occur. K-12 school districts will face the elimination of Home-to-School and Special Education Transportation funding commencing January 1, 2012 through June 30, 2012. The Laytonville Unified School District believes the Home-to-School and Special Education Transportation cut disproportionately hurts students from poverty families who live in rural California. Many of these students come from one parent families, or from two parent families who are working and are unable to provide family transportation for these students. Laytonville Unified School District has 90 percent of students who live more than one mile from school and do not have safe routes to schools.

The Laytonville Unified School District finds and declares:

Whereas, the Laytonville Unified School District transports 133 Home-to-School and Special Education students; and

Whereas, the Laytonville Unified School District provides 47,780 miles of transportation services for these students; and

Whereas, more than 64 percent of the students in the district are from low-income families and are eligible for free and reduced priced lunch and breakfast meals; and

Whereas, the Home-to-School and Special Education Transportation services cost the Laytonville Unified School District \$227,227 per year; and

Whereas, the State of California reimburses \$171,310 or an amount equivalent to 75%; and

Whereas, the Laytonville Unified School District funds an additional \$41,366 which is the same as \$102.65 per pupil; and

Whereas, the 2011-12 State Budget could cut the state reimbursement by \$92,252 therefore causing a further cost to the Laytonville Unified School District's general fund of \$228.91 per student; and

Whereas, these cuts would fall disproportionately on students from low-income families in rural California; and

Whereas, the Laytonville Unified School District has adopted this resolution in opposition to harming low-income students in rural California for disproportionate program and service reductions compared to all other students in California.

Now Therefore Be It Resolved, the Laytonville Unified School District urges Governor Brown, Senate President Pro Tempore Darrell Steinberg, Assembly Speaker John Perez, Jr., Assembly Member Wes Chesbro and State Senator Noreen Evans to reverse this State Budget action and reverse a disproportionate cut to the students in the Laytonville Unified School District.

By Order of the Laytonville Unified School District Board of Education

Dated January 12, 2012

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

Calvin Harwood, President
Laytonville USD Board of Education

BOARD ACTION ITEM K 4

Board Meeting Date: January 12, 2012

Subject: Transportation Safety Plan

From: Joan Potter, Superintendent

Explanation:

Education Code Section 39831.3 requires that a Transportation Safety Plan be developed and reviewed periodically, and be available to the California Highway Patrol upon request. The Plan provides school personnel with certain basic safety precautions regarding school buses. Our Plan was last reviewed in January 2009.

Recommendation:

Adopt the revised 2012 Transportation Safety Plan.

Attachment:

2012 Transportation Safety Plan

BOARD DISCUSSION/ACTION ITEM L 1

Board Meeting Date: January 12, 2012

Subject: Revised Interdistrict Transfer Form

From: Joan Potter, Superintendent

Explanation:

Due to changes in California Education Codes 44600 and 44601, we are revising our interdistrict transfer form. The primary change is that parents no longer have to request the transfer annually. The new Education Code states that the transfers must be made every five years.

Recommendation:

Recommend approval of the Revised Interdistrict Transfer Form.

Attachments:

Old and New Interdistrict Transfer Forms

BOARD DISCUSSION/ACTION ITEM L 2

Board Meeting Date: January 12, 2012

Subject: Audit Certification: 2010-11 Financial Report & Audit

From: Joan Potter, Superintendent

Explanation:

EC 41020.3 requires the Governing Board to review and accept the prior year's Financial Report and Audit at a public meeting. The audit presents an examination of the district's books and operating procedures. The auditor's letter to the Board regarding internal control and compliance over financial reporting notes no reportable conditions considered to be material weaknesses and no instances of noncompliance to be reported under the Government Auditing Standards. However, the auditors did identify certain deficiencies in internal control over financial reporting that are considered to be "significant deficiencies." These deficiencies are less severe than a material weakness, but are important for us to address and pay attention to.

The auditor's findings included recommendations in regards to:

- Internal controls w/ASB accounts
- Cash disbursements: policies for purchasing goods and services always use a P.O.
- Independent Study-overstating of 6 attendance days.

All of these recommendations have been addressed and rectified.

Bette is again to be commended for her commitment to keeping our district in excellent standing. Report highlights include:

Assets & Expenses

District's Total Net Assets:	\$8,100,557
Overall Revenues:	\$5,005,076
Expenses:	\$5,560,230

Resource Allocation

Curriculum & Inst.	60%
Pupil services	10%
Administration	8%
Maint. & Operations	9%
Ancillary&Long-term debt	13%

Issues Affecting Future Budgets

Triggers/Mid-year Transportation and Revenue-The mid-year transportation cut of \$92,252 and the revenue reduction of \$8,133 will have a negative impact on future budgets.

General Obligation Bonds: issued 2000-01: \$3,646,096 payments ending 2026

Total Gen. Bond Obligation: \$5,920,540.

Leases (Loans)

Zion Public Finance Serv's: issued 2003-04: \$600,000; \$71,525/yr; pmnts end 2013

Total Lease Purchase Obligations: \$143,049 remaining.

Net OPEB Obligation/Long Term Obligation: covering other Post Employment Benefit Plan: \$735,784.

Control Deficiencies: none

Recommendation:

Approve the 10-11 Financial Report & Audit.

Attachments:

Audit Report for 10-11& Audit Certification for 10-11 Financial Report.

BOARD DISCUSSION/ACTION ITEM L 3

Board Meeting Date: January 12, 2012

Subject: Voice/Choir Class Course Description

From: Joan Potter, Superintendent

Explanation:

Laytonville High School is trying to expand the elective offerings for the students. Michele Snider has developed a course description for a voice/choir class and hopes to offer it to students for the spring semester of 2012.

Recommendation:

Approve the voice/choir class course description as presented.

Attachment:

Course description for voice/choir class.

Laytonville High School Course Syllabus

Course Title: Voice/Choir

Credits: 5 credits/semester

Prerequisite: None

Course Description: Students will begin to learn to read musical notation starting with rhythms and progressing to intervals. We will begin by singing rounds and progress to two, three and four part harmonies. Periodic performances are a required part of the class.

Course Outcomes: Students will be able to perform the rhythms of specific written music, and identify intervals. With practice students will begin to hear and sing intervals. They will also gain confidence and self esteem while participating in performances.

Requirements for Students: Students are required to come to class ready to participate and sing. Performances are mandatory. Generally there will be no homework.

Grading:

Class Participation – 60%

Reading Music Tests –20%

Performances –20%

Each student can earn from 1-5 points for participation

1 pt—student attended but didn't participate, behavior issues

2pt—minimal participation, behavior issues

3pt—participated about ½ the time

4pt—participated most of the time with minimal distractions

5pt—full and active participation

Grading scale:

A—90%-100%

B—80%-89%

C—70%-79%

D—60%-69%

F—Below 60%

BOARD INFORMATION ITEM M 1

Board Meeting Date: January 12, 2012

Subject: Transitional Kindergarten

From: Joan Potter, Superintendent

Explanation:

The Kindergarten Readiness Act of 2010 (Senate Bill 1381) changes the entry age for Kindergarten from five years of age, and for first grade, from six years of age, by December 2nd to September 1st. Districts have the flexibility to phase in the requirement over a 3 year period beginning in the 2012-2013 school year.

To accommodate the “young fives” (children who turn five between September 2nd and December 2nd) a transitional Kindergarten program has been created in the bill. “Transitional Kindergarten is defined as the first year of a two-year Kindergarten program that uses a modified Kindergarten curriculum that is age and developmentally appropriate.” (Ed Code Section 48000 (d)). We are required to begin phasing in transitional Kindergarten this coming fall, 2012.

As we have a small number of students who fit the criteria for a “T-K” our current plans are to integrate the T-K program into our Kindergarten program. The Transitional Kindergarten program will be developed to be age appropriate for the student.

We are currently working on our strategies for implementing this mandated program.

BOARD INFORMATION ITEM M 2

Board Meeting Date: January 12, 2012
Subject: Tin Gym Heating
From: Joan Potter, Superintendent

Explanation:

Board Member Shannon Ford requested at the December meeting that this item be placed on the agenda.

The Tin Gym is officially owned by the county as a result of the facility not meeting the Field Act Requirements. We have arranged with the County an agreement that allows the school to use the gym. The agreement states that we pay all maintenance/facilities costs. The price to heat the facility is quite extreme. I've met with a couple of people regarding how to better insulate the facility. We've recently adjusted the thermostat to a lower temperature. There is no doubt that the cost of heating this facility is exorbitant.

