

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF MARCH 7, 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 March 7, 2013. Board President Calvin Harwood called the meeting to order at 6:03pm.

**ROLL CALL:**

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

Administrators Present: Joan Potter, Lorre Stange and Daniel Regelbrugge.

Student Representative: Mitzi Pierson.

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

**C. CLOSED SESSION AGENDA:**

CS-1: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE CS-1  
(No Additional Information Required)

CS-2: CONFERENCE WITH LABOR NEGOTIATOR: CS-2  
Name of Agency Negotiator: Superintendent  
Name of Organization Representing Employees: LVTA

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** Board President Calvin Harwood announced that Cecelia Gillespie made a motion to approve a Memorandum of Understanding with the Long Valley Teacher's Association for 2013/2014 school year, which was seconded by Tina Tineo and unanimously approved.

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

**F. ACCEPTANCE OF AGENDA:**

- **Motion** to move Agenda Item M3 to follow immediately after Agenda Item K2 by Shannon Ford, seconded by Tina Tineo, unanimously approved.
- **Motion** to approve the Agenda by Cecelia Gillespie, seconded by Shannon Ford, unanimously approved.

**G. CORRESPONDENCE:** None.

**H. PUBLIC INPUT:** None.

**I. REPORTS AND COMMENTS:**

Superintendent's Report: Mrs. Potter shared that both the elementary and high school will receive salad bars from a grant. Rachel McEvoy, the AmeriCorps worker, is writing a Farm to School grant to help get funds to establish relationships with local farmers with the intentions that they would provide supplies for the salad bar. Mrs. Potter discussed the upcoming Common Core Conference that is scheduled for this summer, which will focus on staff development and developing curriculum. Next, Mrs. Potter shared that the Mendocino County Office of Education will be holding their school board meeting in the Laytonville Unified School District Board

Room on Monday, March 11<sup>th</sup> at 10am. Additionally, Mrs. Potter shared that on March 21<sup>st</sup> Supervisor John Pinches, (in conjunction with BRONCO,) will be hosting a SARB meeting at Harwood Hall. This meeting is expected to focus on student attendance with the goals of getting all students in school and on time. Next Mrs. Potter explained that the BRONCO grant is ending this year and that the district is looking at other ways to continue the program. Lastly, Mrs. Potter reported that during the last rain there was no water under any of the classrooms at the new high school where the drains had been installed, suggesting that the new drains are working properly. She proceeded to say that in all locations where no drains were installed the water was pooling and thus has to still be dealt with. Mrs. Potter shared that she had a civil engineer come on site who explained that while the drains being installed will work, the district should really install French drains for the best solution. Mrs. Potter shared that currently she is working with legal on how to proceed.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative	LVTA	CSEA

#### **J. ACTION: CONSENT AGENDA**

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

#### **K. ACTION:**

##### K.1. Students of the Month:

- Mr. Regelbrugge introduced Shiloh Long and Dylan Rosenthal as the students of the month.
- **Motion** to recognize the Students of the Month and their families by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

##### K.2. Second Interim Budget Report and Adoption:

- The second interim budget report provides the Board with an overview of changes to the financial status of the district through January 31, 2013.
- Budget highlights at the Second Interim include:
  - Revenues are up \$35,586
  - Expenditures are up \$43,518, mostly due to Title I.
  - The district is currently maintaining an economic uncertainty/stabilization reserve of 9.89% (\$460,914)
  - The district projects a 9.76% economic uncertainty/stabilization reserve in 2013/14 (\$441,146)
  - A 9.23% economic uncertainty/stabilization reserve is projected for 14/15(\$420,847)
- Overview of revenue reductions for 2012/2013 thru 2014/2015
  - 12/13 revenue limit deficit: 22.272% (\$747,564)
  - 13/14 revenue limit deficit: 22.272% (\$745,729)
  - 14/15 revenue limit deficit: 22.272% (\$701,425)

- The district has the required 4% economic uncertainty reserve for all three years. However in 2014/2015 the district falls 0.77% short of the board's policy of a 6% stabilization reserve.
- It was explained that cash flow continues to be an issue for the schools throughout the county, however the county has contingency plans.
- **Motion** to adopt the Second Interim Budget Report by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

## **L. DISCUSSION / ACTION:**

### L.1. AR 3543 for Transportation Safety and Emergencies, Second Reading/Approval

- At last month's meeting the proposed AR 3543 was reviewed. This was the second reading.
- **Motion** to approve AR 3543 by Shannon Ford, seconded by Tina Tineo, unanimously approved.

### L.2. BP and AR 1240 for Volunteer Assistance, Second Reading/Approval

- At last month's meeting an updated proposed BP and a proposed new AR 1240 were reviewed. This was the second reading.
- **Motion** to approve BP and AR 1240 by Mitzi Pierson, seconded by Cecelia Gillespie, unanimously approved.

### L.3. Revised AR 4040 for Employee Use of Technology

- The current AR 4040 does not include a signature line. All employees are required to read and sign this use policy before using District technology.
- **Motion** to waive the second reading of the revised AR 4040 by Shannon Ford, seconded by Tina Tineo, unanimously approved.
- **Motion** to approve the revised AR 4040 by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

### L.4. Revised BP and AR 1312.3 for Uniform Complaint Procedures

- The revised BP and AR 1312.3 include the most recent state required revisions.
- **Motion** to waive the second reading of the revised BP and AR 1312.3 by Tina Tineo, seconded by Mitzi Pierson, unanimously approved.
- **Motion** to approve the revised BP and AR 1312.3 by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

### L.5. BP and AR 6020 for Title I Parent Involvement Policy, Annual Review

- The Board Policy and Administrative Regulations 6020 require that Title 1 schools have parent involvement policies and procedures that participating parents and school staff agree to abide by. The policies are required to be reviewed annually.
- The board reviewed BP and AR 6020.

### L.6. Revised BP and E 4112.9/4212.9/4312.9

- The current Board Policy and Exhibit regarding Child Abuse Reporting have not been updated since 1990. This policy and exhibit have been revised to include current guidelines.
- **Motion** to waive the second reading of BP and E 4112.9/4212.9/4312.9 by Tina Tineo, seconded by Cecelia Gillespie, unanimously approved.

- **Motion** to approve the revised BP and E 4112.9/4212.9/4312.9 by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

## **M. INFORMATION ITEMS:**

### **M1. Employee Recognition Award**

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

### **M2. Physical Fitness Report**

- The 2011-2012 Physical Fitness Report for the District was reviewed by Principal Lorre Stange.

### **M3. Facilities Needs/Potential Bond Timeline**

- Michael Riemenschneider of Eastshore Consulting visited all district sites during February and prepared a presentation with photos that document many of the facilities needs throughout the district.
- Needs that were identified are listed below:
  - Repair/replace/upgrade elementary school classrooms and facilities that are over 50 years old
  - Modernize kindergarten and middle school buildings constructed in 1987
  - Replace/repair outdated portables
  - Improve classroom access to technology
  - Install renewable energy
  - Old high school
- Mr. Riemenschneider spoke about several different methods that can be used to estimate a dollar amount for each proposed project, including hiring architects and/or looking at similar projects.
- Two proposed timelines were discussed, including one that resulted in a November 5<sup>th</sup>, 2013 bond election and one that resulted in a June 3<sup>rd</sup>, 2014 bond election.
- The board discussed potential limitations for hosting an election, different ways that the community oversight committee will be utilized to assist the board, and ways that community feelings will be assessed prior to any election.

## **N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS:**

- Calvin Harwood requested that the board draft a letter regarding the upcoming facilities meeting.
- Cecelia Gillespie requested that at the April board meeting she be allotted time to give a parent volunteer group report.

## **O. COMMENTS FROM THE BOARD:**

Cecelia Gillespie shared that she thought the talent show was fantastic. Shannon Ford expressed that she is excited to see that the Odyssey of the Mind team had a successful year and can't wait

to see what next year brings. Additionally, Shannon Ford thanked the Odyssey of the Mind coaches and commended them on their hard work. Calvin Harwood thanked everyone for their time and coming to the meeting.

**P. ADJOURNMENT:**

**Motion** to adjourn the meeting, by Shannon Ford, seconded by Mitzi Pierson, unanimously approved. The meeting was adjourned at 9:21p.m. The next regular meeting will be held on April 11, 2013.

Respectfully submitted,

Adopted as Final

April 11, 2013

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Joan Viada Potter  
Secretary to the Board

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Shannon Ford  
Clerk of the Board



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**PERSONNEL ASSIGNMENT ORDER #8 2012-13**

April 11, 2013

<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>			
<u>Certificated Resignation</u>			
Nail, Mitchell	Teacher		6/30/2013
<u>Certificated Leave of Absence:</u>			
<u>Certificated Transfer</u>			
<u>Classified Appointment</u>			
<u>Classified/Confidential Appointment</u>			
<u>Classified Resignation</u>			
<u>Classified Layoff</u>			
<u>Coaching Positions</u>			





**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**REVOLVING CASH FUND #8 2012-13**

April 11, 2013

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
03/20/2013	1996	Boni Frost	Notary Fee	\$10.00
03/29/2013	1997	Cindy Gunter	Payroll Advance	\$600.00



**LAYTONVILLE UNIFIED SCHOOL DISTRICT****WARRANT LIST**

April 11, 2013

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 02/28/2013

02/27/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0032 JB

WARRANT	VENDOR/ADDR REG#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13772813	000197/	ADMINISTRATIVE SRV CORP											
		PO-018851	1.	68-0000-0-5600-001-0000-6000-0000								DENTAL	12
			2.	69-0000-0-5600-001-0000-6000-0000								VISION	55.00
				WARRANT TOTAL									\$183.25
13772814	000231/	BLUE SHIELD OF CALIFORNIA											
		PO-018828	1.	01-0000-0-9514-000-0000-0000-0000								F05082, OCBA, F05090, F05091	9,048.28
				WARRANT TOTAL									\$9,048.28
13772815	002727/	BRANSCOMB STORE											
		PO-018918	1.	01-0000-0-5600-008-1110-1000-0000								#2- MARCH RENT	700.00
				WARRANT TOTAL									\$700.00
13772816	005991/	IRA CAUGHNAN III											
		PV-130113		01-7240-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	424.88
				WARRANT TOTAL									\$424.88
13772817	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-018856	2.	01-0000-0-4361-001-0000-8110-0000								ACCT. 7898860577	148.60
			1.	01-7230-0-4361-001-0000-3600-0000								ACCT. 7898860577	275.26
		PO-019084	1.	01-7230-0-4361-001-0000-3600-0000								ACCT. 7898860577	565.74
				WARRANT TOTAL									\$989.60
13772818	004590/	CLASSROOM DIRECT											
		PO-019031	1.	01-0676-0-4300-008-1110-1000-0000								208109782906	399.47
				WARRANT TOTAL									\$399.47
13772819	005795/	CLEARLY MENDOCINO WATER CO.											
		PO-018969	1.	01-0000-0-5530-008-0000-8200-0000								22933, 22934	15.00
				WARRANT TOTAL									\$15.00
13772820	005135/	JANICE DOWNES											
		PV-130114		01-0000-0-4200-003-0000-2420-2000								REIMBURSEMENT	62.80
				WARRANT TOTAL									\$62.80
13772821	004873/	SUZANNE DUNHAM											
		PV-130115		01-0000-0-4300-002-1110-1000-0000								REIMBURSEMENT	40.98

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	DEPOSIT TYPE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
							01-0676-0-4300-008-1110-1000-0000		REIMBURSEMENT	17.25
							WARRANT TOTAL			\$58.23
13772822	005362/	FERRELLGAS								
		PO-018960	1.	01-0000-0-5520-001-0000-8200-0000				1075233149, 154, 158		2,820.75
							WARRANT TOTAL			\$2,820.75
13772823	000063/	GEIGER'S LONG VALLEY MARKET								
		PO-018992	1.	01-6012-0-4300-001-1110-4100-0000				9963, 2656: ACCT. 1221		28.78
		PO-019000	1.	01-0002-0-4300-001-1110-1000-0000				9195, 1233: ACCT. 1209		65.13
		PO-019137	1.	01-0676-0-4300-002-1110-1000-0000				8839, 9207: ACCT. 810		86.44
							WARRANT TOTAL			\$180.35
13772824	005658/	MELISSA GOWAN								
		PV-130116		01-0676-0-4300-002-1110-1000-0000				REIMBURSEMENT		156.68
							WARRANT TOTAL			\$156.68
13772825	003317/	KONNIE HAWKINS								
		PV-130117		01-0714-0-4300-002-1110-4100-0000				REIMBURSEMENT		92.67
							WARRANT TOTAL			\$92.67
13772826	002503/	DENNIS HOGAN								
		PV-130118		01-0000-0-4300-003-1110-1000-0016				REIMBURSEMENT		134.74
							WARRANT TOTAL			\$134.74
13772827	005891/	LONG VALLEY AUTO SUPPLY								
		PO-019067	1.	01-7230-0-4364-001-0000-3600-0000				46905		136.17
							WARRANT TOTAL			\$136.17
13772828	003028/	SUELLEN LONGCRIER								
		PV-130119		01-0714-0-4300-002-1110-1000-0000				REIMBURSEMENT		198.50
							WARRANT TOTAL			\$198.50
13772829	000124/	PACIFIC GAS & ELECTRIC								
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000				ACCT. 0991326276-3		12,019.26
							WARRANT TOTAL			\$12,019.26
13772830	002696/	RITCHIES FOOD SERVICE								
		PO-018970	1.	13-5310-0-4300-001-0000-3700-0000				846631, 323007, 846612		107.79
			2.	13-5310-0-4700-001-0000-3700-0000				846631, 323007, 846612		102.95
							WARRANT TOTAL			\$210.74
13772831	001651/	LORRE STANGE								
		PV-130120		01-0676-0-4300-002-1110-1000-0000				REIMBURSEMENT		196.00
							WARRANT TOTAL			\$196.00
13772832	004488/	STAPLES CONTRACT & COMMERCIAL								
		PO-019110	2.	01-0000-0-4300-001-0000-7200-0000				7000479730		17.26
			1.	01-0000-0-4300-003-0000-2700-0000				7000479730		224.53
							WARRANT TOTAL			\$241.79
13772833	003434/	SYSCO FD SCVS OF SAN FRANCISCO								
		PO-018924	2.	13-5310-0-4700-001-0000-3700-0000				302180293		991.35
							WARRANT TOTAL			\$991.35
13772834	005532/	WILLITS ONLINE LLC								
		PO-018826	1.	01-0811-0-5901-001-0000-2100-0000				380916		69.95
							WARRANT TOTAL			\$69.95
***	BATCH TOTALS ***						TOTAL NUMBER OF WARRANTS: 22		TOTAL AMOUNT OF WARRANTS:	\$29,330.46*
***	DISTRICT TOTALS ***						TOTAL NUMBER OF WARRANTS: 22		TOTAL AMOUNT OF WARRANTS:	\$29,330.46*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 03/07/2013

03/06/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0033 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13773442	005991/	IRA CAUGHNOR III											
		PV-130121		01-7240-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	531.10
												WARRANT TOTAL	\$531.10
13773443	005362/	FERRELLGAS											
		PO-018960	1.	01-0000-0-5520-001-0000-8200-0000								1074859576, 1074969031, 037	3,514.16
			1.	01-0000-0-5520-001-0000-8200-0000								1075354435	1,019.77
												WARRANT TOTAL	\$4,533.93
13773444	000191/	LAYTONVILLE UNIFIED REVOLVING											
		RC-130009		01-0000-0-5904-001-0000-7200-0000								POSTAGE REIMBURSEMENT	145.12
												WARRANT TOTAL	\$145.12
13773445	005713/	LD PRODUCTS/4INKJETS.COM											
		PO-019034	1.	01-7090-0-4300-002-1110-1000-0000								6144725	401.03
												WARRANT TOTAL	\$401.03
13773446	005923/	LIBBE MADSEN											
		PV-130122		01-9065-0-5800-001-7110-3110-0000								2/20-2/27	650.00
												WARRANT TOTAL	\$650.00
13773447	003136/	MATHESON TRI-GAS INC											
		PO-018864	1.	01-7230-0-5600-001-0000-3600-0000								06477772	29.18
												WARRANT TOTAL	\$29.18
13773448	000240/	MENDOCINO COUNTY OBSERVER											
		PO-019080	3.	01-0000-0-4300-003-0000-2700-0000								LES: 1 YEAR SUB.	30.00
												WARRANT TOTAL	\$30.00
13773449	005994/	SERVPRO											
		PV-130123		01-0000-0-5600-001-0000-8110-0000								3537062	239,962.20
												WARRANT TOTAL	\$239,962.20
13773450	004488/	STAPLES CONTRACT & COMMERCIAL											
		PO-019106	1.	01-0000-0-4300-001-0000-7200-0000								7000461606	44.60
		PO-019136	1.	01-0000-0-4300-003-0000-2700-0000								7000499081	59.20
			2.	01-0676-0-4300-001-1110-1000-0000								7000499081	603.66
												WARRANT TOTAL	\$707.46
13773451	003434/	SYSCO FD SCVS OF SAN FRANCISCO											
		PO-018924	2.	13-5310-0-4700-001-0000-3700-0000								302250287, 211190333DUP	965.93
												WARRANT TOTAL	\$965.93
13773452	005748/	WILLITS MOBILE LOCK & KEY											
		PO-018915	1.	01-0640-0-5600-001-0000-8300-0000								2334	237.00
		PO-018928	1.	01-0640-0-4300-001-0000-8300-0000								2333	235.17
												WARRANT TOTAL	\$472.17
***	BATCH TOTALS ***											TOTAL NUMBER OF WARRANTS: 11	TOTAL AMOUNT OF WARRANTS: \$248,428.12*
***	DISTRICT TOTALS ***											TOTAL NUMBER OF WARRANTS: 11	TOTAL AMOUNT OF WARRANTS: \$248,428.12*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 03/14/2013

03/13/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0034 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13774011	005381/	ADVANCED SECURITY SYSTEMS INC.											
		PO-018832	3.	01-0640-0-5800-002-0000-8300-0000							220457		70.50
			2.	01-7230-0-5800-001-0000-3600-0000							220457		70.50
				WARRANT TOTAL									\$141.00
13774012	005991/	IRA CAUGHORN III											
		PV-130126		01-7240-0-5800-001-7110-3600-0000								MILEAGE REIMBURSEMENT	531.10
				WARRANT TOTAL									\$531.10
13774013	005795/	CLEARLY MENDOCINO WATER CO.											
		PO-018969	1.	01-0000-0-5530-008-0000-8200-0000							23196		7.50
				WARRANT TOTAL									\$7.50
13774014	001793/	CLOVER STORNETTA FARMS INC.											
		PO-018962	1.	13-5310-0-4700-001-0000-3700-0000							2/4-2/28		1,063.60
				WARRANT TOTAL									\$1,063.60
13774015	002486/	EVAN-MOOR											
		PO-019091	1.	01-0000-0-4300-002-1110-1000-2662							1188785		224.57
				WARRANT TOTAL									\$224.57
13774016	002287/	FOLLETT SOFTWARE COMPANY											
		PO-019013	1.	01-5826-0-4300-003-0000-2420-0000							1052988		769.00
		PO-019092	1.	01-5826-0-4300-002-0000-2420-0000								LES LIBRARY SOFTWARE RENEWAL	769.00
				WARRANT TOTAL									\$1,538.00
13774017	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-018971	1.	01-0000-0-4300-001-0000-7110-0000							0129: ACCT. 1221		18.29
		PO-018988	1.	13-5310-0-4700-001-0000-3700-0000							0684, 6990, 6652: ACCT. 2004		41.50
		PO-018992	1.	01-6012-0-4300-001-1110-4100-0000							1274: ACCT. 1221		9.04
		PO-019029	1.	01-0000-0-4300-002-1110-1000-2662							9954: ACCT. 1205		9.18
		PO-019057	1.	01-3310-0-4300-001-5770-1120-0000							5075: ACCT. 1201		14.24
		PO-019138	1.	01-9065-0-4300-001-7110-2100-0000							2377: ACCT. 810		34.10

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		PO-019143	1.	01-0000-0-4300-001-0000-7110-0000									0129:	ACCT. 1221	18.94
			1.	01-0000-0-4300-001-0000-7110-0000									7035:	ACCT. 1221	35.25
				WARRANT TOTAL											\$180.54
13774018	005658/	MELISSA GOWAN													
		PV-130124		01-3010-0-4300-001-1110-1000-0000										REIMBURSEMENT	99.83
				WARRANT TOTAL											\$99.83
13774019	004766/	HANDWRITING WITHOUT TEARS													
		PO-019032	1.	01-0676-0-4300-008-1110-1000-0000									736504-1		135.86
				WARRANT TOTAL											\$135.86
13774020	005749/	KELLEY AUTOMOTIVE													
		PO-018963	1.	01-7230-0-5800-001-0000-3600-0000									45'S ON 7 BUSES		650.00
				WARRANT TOTAL											\$650.00
13774021	000220/	LAYTONVILLE WATER DISTRICT													
		PO-019111	1.	01-0000-0-5530-001-0000-8200-0000									LES, LMS, LHS-NEW, OLD & AG		637.32
				WARRANT TOTAL											\$637.32
13774022	005891/	LONG VALLEY AUTO SUPPLY													
		PO-019067	2.	01-0000-0-4300-001-0000-8200-0000									47001		27.16
				WARRANT TOTAL											\$27.16
13774023	000061/	LONG VALLEY LUMBER													
		PO-018863	1.	01-0000-0-4300-001-0000-8110-0000									ACCT. 1273		186.93
				WARRANT TOTAL											\$186.93
13774024	004464/	MENDOCINO COMMUNITY NETWORK													
		PO-018841	1.	01-0002-0-5901-001-1110-1000-0000									1381346		10.00
				WARRANT TOTAL											\$10.00
13774025	000240/	MENDOCINO COUNTY OBSERVER													
		PO-018865	1.	01-0000-0-5811-001-0000-7400-0000									CA #13 ADS		98.30
				WARRANT TOTAL											\$98.30
13774026	000622/	MENDOCINO COUNTY OFFICE OF ED													
		PV-130127		01-3010-0-5200-001-0000-2100-0000									130245		186.92
				WARRANT TOTAL											\$186.92
13774027	005409/	NATIONAL TRAINING CONSULTANTS													
		PV-130125		01-9065-0-5800-001-7110-3110-0000									2/4-2/28		2,400.00
				WARRANT TOTAL											\$2,400.00
13774028	000124/	PACIFIC GAS & ELECTRIC													
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000									ACCT. 5075063012-6		131.19
			2.	01-0811-0-5510-001-0000-8200-0000									ACCT. 7979025834-1		132.75
				WARRANT TOTAL											\$184.94
13774029	004793/	PETERSON													
		PO-019142	1.	01-7230-0-5600-001-0000-3600-0000									SW260003060		1,016.28
				WARRANT TOTAL											\$1,016.28
13774030	005148/	REALLY GOOD STUFF													
		PO-019109	1.	01-0000-0-4300-002-1110-1000-2662									4202029		238.92
			1.	01-0000-0-4300-002-1110-1000-2662									4202029		31.06
				WARRANT TOTAL											\$269.98
13774031	005513/	REDWOOD EMPIRE OFFICIALS													
		PO-019139	1.	01-1100-0-5800-004-1110-4200-0000									741		1,342.00
		PO-019144	1.	01-0000-0-5800-003-1110-4200-0000									2012/13 BASEBALL/SOFTBALL FEES		477.00
			2.	01-1100-0-5800-003-1110-4200-0000									2012/13 BASEBALL/SOFTBALL FEES		2,000.00
				WARRANT TOTAL											\$3,819.00
13774032	003078/	SOLID WASTE OF WILLITS													
		PO-018868	1.	01-0000-0-5540-001-0000-8200-0000									259: ACCT. 5145		752.89
			1.	01-0000-0-5540-001-0000-8200-0000									L16835:33-411087-4		84.00
				WARRANT TOTAL											\$836.89
13774033	005340/	SPRINT													
		PO-018869	1.	01-0000-0-5903-001-0000-7200-0000									CUST. 924289408		156.49
			2.	01-0811-0-5903-001-0000-2100-0000									CUST. 924289408		34.95

WARRANT	VENDOR/ADDR REG#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
-----														
WARRANT TOTAL														\$191.44
13774034	004488/	STAPLES CONTRACT & COMMERCIAL												
		PO-019140	1.	01-0000-0-4300-001-0000-7200-0000								7000516084		57.26
			2.	01-0000-0-4300-003-0000-2700-0000								7000516084		95.53
		WARRANT TOTAL												\$152.79
13774035	005951/	JAMES STAUFFER												
		PV-130128		01-0676-0-4300-002-1110-1000-0000								REIMBURSEMENT		153.12
		WARRANT TOTAL												\$153.12
13774036	005993/	TEACHER CREATED RESOURCES												
		PO-019038	1.	01-0000-0-4300-002-1110-1000-2662								5692306		87.43
		WARRANT TOTAL												\$87.43
13774037	003016/	WEST PAYMENT CENTER												
		PO-019093	2.	01-0000-0-4300-001-0000-7200-0000								826650177		61.34
			1.	01-0000-0-4300-002-0000-2700-0000								826650177		61.35
		WARRANT TOTAL												\$122.69
13774038	004686/	WILLIAM V MACGILL & CO.												
		PO-018896	1.	01-0811-0-4300-002-0000-3140-0000								IN0433722		93.93
			2.	01-0811-0-4300-003-0000-3140-0000								IN0433722		93.92
		WARRANT TOTAL												\$187.85
13774039	005748/	WILLITS MOBILE LOCK & KEY												
		PO-019148	1.	01-0640-0-4300-001-0000-8300-0000								3215		4,962.25
		WARRANT TOTAL												\$4,962.25
13774040	003863/	XEROX CORPORATION												
		PO-018872	1.	01-0790-0-5600-010-3200-1000-0000								066823037		37.89
		PO-018873	1.	01-0000-0-5600-003-1110-1000-0000								066823039		459.46
		PO-019112	1.	01-0000-0-5600-002-1110-1000-0000								066823038		766.75
		WARRANT TOTAL												\$1,264.10
13774041	003863/01	XEROX CORPORATION												
		PO-018839	1.	01-0000-0-5600-001-0000-7200-0000								066823040		140.06
		WARRANT TOTAL												\$140.06
*** BATCH TOTALS ***			TOTAL NUMBER OF WARRANTS:		31	TOTAL AMOUNT OF WARRANTS:		\$21,507.45*						
*** DISTRICT TOTALS ***			TOTAL NUMBER OF WARRANTS:		31	TOTAL AMOUNT OF WARRANTS:		\$21,507.45*						



APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 03/21/2013

03/20/13 PAGE 1

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0035 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13774564	005277/	AMAZON											
		PO-019090	1.	01-0000-0-4300-002-1110-1000-2662								074396901272-074392663201	114.36
												WARRANT TOTAL	\$114.36
13774565	005991/	IRA CAUGHNOWN III											
		PV-130131		01-7240-0-5800-001-7110-3600-0000								REIMBURSEMENT	531.10
												WARRANT TOTAL	\$531.10
13774566	004792/	DEPT. OF JUSTICE											
		PO-018980	1.	01-0000-0-5814-001-0000-7400-0000								958961	96.00
												WARRANT TOTAL	\$96.00
13774567	005362/	FERRELLGAS											
		PO-018960	1.	01-0000-0-5520-001-0000-8200-0000								RNT4868876	25.00
												WARRANT TOTAL	\$25.00
13774568	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-018992	1.	01-6012-0-4300-001-1110-4100-0000								1274, 9226, 0874: ACCT. 1221	23.19
		PO-019143	2.	01-3310-0-4300-001-5770-1120-0000								7896: ACCT. 1209	38.26
												WARRANT TOTAL	\$61.45
13774569	005090/	KATHERINE HARPER											
		PV-130129		01-0676-0-4300-003-1110-1000-0000								REIMBURSEMENT	52.95
												WARRANT TOTAL	\$52.95
13774570	005749/	KELLEY AUTOMOTIVE											
		PV-130133		01-7230-0-5800-001-0000-3600-0000								TO REPLACE WARRENT 774020-BURN	650.00
												WARRANT TOTAL	\$650.00
13774571	005328/	LAMINATION DEPOT INC											
		PO-019147	1.	01-9010-0-4300-001-0000-2100-5375								22227	63.27
												WARRANT TOTAL	\$63.27
13774572	001860/	MARIA ALICIA LINFOOT											
		PV-130130		01-6535-0-5200-001-7110-1120-0000								REIMBURSEMENT	45.00
												WARRANT TOTAL	\$45.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FU RESO P OBJE SCH GOAL FUNC DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13774573	004358/	BETTE LOFLIN				
		PV-130132	01-0000-0-5200-001-0000-7200-0000		REIMBURSEMENT	55.37
			WARRANT TOTAL			\$55.37
13774574	005789/	PRO-FLAME OF WILLITS #218				
		PO-018867	1. 01-0000-0-5520-001-0000-8200-0000		435300	627.16
			WARRANT TOTAL			\$627.16
13774575	002696/	RITCHIES FOOD SERVICE				
		PO-018970	1. 13-5310-0-4300-001-0000-3700-0000		323049, 323079	202.45
			2. 13-5310-0-4700-001-0000-3700-0000		323049, 323079	126.01
			WARRANT TOTAL			\$328.46
13774576	000141/	ROUND TREE GLASS				
		PO-019146	1. 01-7230-0-5600-001-0000-3600-0000		57236	320.57
			WARRANT TOTAL			\$320.57
13774577	003539/	SONOMA COUNTY OFFICE OF ED.				
		PO-019151	1. 01-0000-0-5802-001-0000-7110-0000		IN13-02213	55.00
			WARRANT TOTAL			\$55.00
13774578	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-018924	2. 13-5310-0-4700-001-0000-3700-0000		303040285, 303110273	3,672.15
			WARRANT TOTAL			\$3,672.15
13774579	001485/	THE WILLITS NEWS				
		PO-019149	1. 01-0000-0-5811-001-0000-7400-0000		2/1-2/28/13	449.20
			WARRANT TOTAL			\$449.20
13774580	005273/	UKIAH VALLEY MEDICAL CENTER				
		PO-019152	1. 01-7230-0-5800-001-0000-3600-0000		CLIENT #261117	125.35
			WARRANT TOTAL			\$125.35
13774581	004932/	WILLITS PUMP SERVICE				
		PO-019150	1. 01-0000-0-5600-001-0000-8110-0000		404328	142.50
			WARRANT TOTAL			\$142.50
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS: 18		TOTAL AMOUNT OF WARRANTS:	\$7,414.89*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS: 18		TOTAL AMOUNT OF WARRANTS:	\$7,414.89*

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0036 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
13775362	002129/	BAY WEST SUPPLY INC				
		PO-019145	1. 01-0000-0-4300-001-0000-8200-0000		281106	2,626.40
			WARRANT TOTAL			\$2,626.40
13775363	002727/	BRANSCOMB STORE				
		PO-018918	1. 01-0000-0-5600-008-1110-1000-0000		#3: APRIL 2013 RENT	700.00
			WARRANT TOTAL			\$700.00
13775364	003755/	BUSINESS CARD				
		PV-130134	01-0000-0-4300-000-1110-4100-0000		ACCT. 4339-XXX-9466	391.58
			01-0000-0-4300-003-1110-4100-6000		ACCT. 4339-XXX-9466	553.52
			01-0000-0-5800-003-1110-4100-6000		ACCT. 4339-XXX-9466	4,114.40
			01-4035-0-5200-000-1110-1000-0000		ACCT. 4339-XXX-9466	59.90
			12-6105-0-4400-002-7110-1000-0000		ACCT. 4339-XXX-9466	1,004.85
			WARRANT TOTAL			\$6,124.25
13775365	005991/	JRA CAUGHRON III				
		PV-130136	01-7240-0-5800-001-7110-3600-0000		MILEAGE REIMBURSEMENT	531.10
			WARRANT TOTAL			\$531.10
13775366	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-018992	1. 01-6012-0-4300-001-1110-4100-0000		0089: ACCT. 1221	11.87
		PO-019057	1. 01-3310-0-4300-001-5770-1120-0000		0927: ACCT. 1209	12.50
		PO-019138	1. 01-9065-0-4300-001-7110-2100-0000		1970, 1556: ACCT. 810	55.30
			WARRANT TOTAL			\$79.67
13775367	000095/	LAYTONVILLE AUTO PARTS				
		PO-018852	1. 01-7230-0-4364-001-0000-3600-0000		4059, 4060	10.93
			WARRANT TOTAL			\$10.93
13775368	000191/	LAYTONVILLE UNIFIED REVOLVING				
		RC-130010	01-0000-0-5800-001-0000-7110-0000		SWORN STATEMENT OF LOSS	10.00
			WARRANT TOTAL			\$10.00
13775369	001860/	MARIA ALICIA LINFOOT				
		PV-130135	01-6535-0-5200-001-7110-1120-0000		REIMBURSEMENT	333.95
			WARRANT TOTAL			\$333.95
13775370	000124/	PACIFIC GAS & ELECTRIC				
		PO-018854	1. 01-0000-0-5510-001-0000-8200-0000		ACCT. 0991326276-3	9,903.79
			WARRANT TOTAL			\$9,903.79
13775371	000018/	SCHOOL SPECIALTY				
		PO-019040	1. 01-0000-0-4300-002-1110-1000-2662		308101532127	85.55
		PO-019041	1. 01-0676-0-4300-002-1110-1000-0000		308101535217	95.38
			1. 01-0676-0-4300-002-1110-1000-0000		2081099451142	24.31
		PO-019042	1. 01-0000-0-4300-002-1110-1000-2662		308101532129	161.29
		PO-019044	1. 01-0676-0-4300-002-1110-1000-0000		308101532128	74.13
			WARRANT TOTAL			\$440.66
13775372	001651/	LORRE STANGE				
		PV-130137	01-0640-0-4300-001-0000-8300-0000		REIMBURSEMENT	74.58
			WARRANT TOTAL			\$74.58
13775373	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-019153	1. 13-5310-0-4700-001-0000-3700-0000		303180246	1,916.55
			WARRANT TOTAL			\$1,916.55
13775374	005532/	WILLITS ONLINE LLC				
		PO-018826	1. 01-0811-0-5901-001-0000-2100-0000		381716	69.95
			WARRANT TOTAL			\$69.95
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS: 13		TOTAL AMOUNT OF WARRANTS:	\$22,821.83*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS: 13		TOTAL AMOUNT OF WARRANTS:	\$22,821.83*



# LAYTONVILLE UNIFIED SCHOOL DISTRICT

## MONTHLY BUDGET REPORT

April 11, 2013

48 Laytonville Unified School Dis J707

BUDGET REPORT

BDX110 H.00.30 04/04/13 09:08 PAGE 1

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

FUND :01 GENERAL FUND		EXPENDED/RECEIVED				UNENCUMBERED	
OBJECT CLASSIFICATION	APPROVED BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
8000 BEGINNING BALANCE	1,071,223.75	0.00	0.00	.0	0.00	1,071,223.75	100.0
8011 REV LIMIT STATE AID - CURR YR	797,468.34	145,263.00	145,263.00	18.2	0.00	652,205.34	81.7
8019 REV LIMIT STATE AID-PRIOR YRS	0.00	10.00	10.00	100.0	0.00	10.00-	.0
8021 HOMESOWNERS' EXEMPTION	18,822.00	9,410.98	9,410.98	49.9	0.00	9,411.02	50.0
8022 TIMBER YIELD TAX	4,781.00	3,461.42	3,461.42	72.3	0.00	1,319.58	27.6
8029 OTHER SUBVENTIONS/IN-LIEU TAX	0.00	213.26	213.26	100.0	0.00	213.26-	.0
8041 SECURED ROLLS TAX	1,731,141.00	963,569.92	963,569.92	55.6	0.00	767,571.08	44.3
8042 UNSECURED ROLL TAXES	58,260.00	61,659.07	61,659.07	100.0	0.00	3,399.07-	.0
8043 PRIOR YEARS' TAXES	6,137.00	0.00	0.00	.0	0.00	6,137.00	100.0
8044 SUPPLEMENTAL TAXES	0.00	4,470.53-	4,470.53-	.0	0.00	4,470.53	.0
8045 EDUC REVENUE AUGMENTATION FUND	11,883.00	0.00	0.00	.0	0.00	11,883.00	100.0
8092 PERS REDUCTION TRANSFER	7,775.00	5,871.59	5,871.59	75.5	0.00	1,903.41	24.4
8110 MAINTENANCE & OPER (FL 81-874)	25,000.00	23,978.16	23,978.16	95.9	0.00	1,021.84	4.0
8181 SPECIAL EDUCATION -ENTITLEMENT	80,009.00	40,004.00	40,004.00	49.9	0.00	40,005.00	50.0
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	1,600.00	1,600.00	50.0	0.00	1,600.00	50.0
8285 INTERAGENCY CONTRACTS BETW LEAS	140,156.00	51,024.62	51,024.62	36.4	0.00	89,131.38	63.5
8290 ALL OTHER FEDERAL REVENUE	342,557.63	199,708.43	199,708.43	58.2	0.00	142,849.20	41.7
8311 OTHER STATE APPOINT - CURR YEAR	221,007.00	154,341.00	154,341.00	69.8	0.00	66,666.00	30.1
8434 CLASS SIZE REDUCTION, GRDS K-3	78,631.00	43,644.09	43,644.09	55.5	0.00	34,986.91	44.4
8560 STATE LOTTERY REVENUE	54,333.25	17,316.61	17,316.61	31.8	0.00	37,016.64	68.1
8590 ALL OTHER STATE REVENUE	371,261.00	266,071.57	266,071.57	71.6	0.00	105,189.43	28.3
8650 LEASES & RENTALS	12,500.00	8,300.00	8,300.00	66.4	0.00	4,200.00	33.6
8660 INTEREST	2,500.00	1,258.25	1,258.25	50.3	0.00	1,241.75	49.6
8677 INTERAGENCY SERVICES BETW LEAS	62,825.00	1,700.02	1,700.02	2.7	0.00	61,124.98	97.2
8699 ALL OTHER LOCAL REVENUE	141,366.13	1,107,782.15	1,107,782.15	100.0	0.00	966,416.02-	.0
8792 TP OF APORPORTIONMENT FROM COEs	223,727.00	111,956.00	111,956.00	50.0	0.00	111,771.00	49.9
TOTAL: 8XXX	5,466,564.10	3,213,673.61	3,213,673.61	58.7	0.00	2,252,890.49	41.2
1100 TEACHERS' SALARIES	1,385,398.68	956,393.72	956,393.72	69.0	0.00	429,004.96	30.9
1170 TEACHER - SUBSTITUTE	29,342.00	20,710.00	20,710.00	70.5	0.00	8,632.00	29.4
1200 CERT FUEIL SUPPORT SALARIES	28,857.00	21,378.00	21,378.00	74.0	0.00	7,479.00	25.9
1300 CERT SUPERVISOR/ADMIN SALARIES	288,513.00	222,132.78	222,132.78	76.9	0.00	66,380.22	23.0
1900 OTHER CERTIFICATED SALARIES	5,639.64	0.00	0.00	.0	0.00	5,639.64	100.0
TOTAL: 1XXX	1,737,750.32	1,220,614.50	1,220,614.50	70.2	0.00	517,135.82	29.7
2100 INSTRUCTIONAL AIDES' SALARIES	258,212.31	185,810.02	185,810.02	71.9	0.00	72,402.29	28.0
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	1,500.00	1,177.46	1,177.46	78.4	0.00	322.54	21.5
2200 CLASSIFIED SUPPORT SALARIES	273,480.00	201,771.30	201,771.30	73.7	0.00	71,708.70	26.2
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,000.00	2,071.35	2,071.35	100.0	0.00	71.35-	.0
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	2,525.32	2,525.32	72.1	0.00	974.68	27.8
2270 CLASSIFIED SUPPORT -SUBSTITUTE	5,000.00	4,115.83	4,115.83	82.3	0.00	884.17	17.6
2300 CLASS. SUPRVRS/ADMIN SALARIES	142,681.00	83,341.23	83,341.23	58.4	0.00	59,339.77	41.5
2400 CLERICAL,TECH,OFFICE SALARIES	191,283.00	141,480.20	141,480.20	73.9	0.00	49,802.80	26.0
2470 CLERICAL,TECH,OFFICE-SUBSTITUT	250.00	120.41	120.41	48.1	0.00	129.59	51.8
2900 OTHER CLASSIFIED SALARIES	8,835.00	6,396.48	6,396.48	72.3	0.00	2,438.52	27.6
2970 OTHER CLASSIFIED - SUBSTITUTE	420.00	50.51	50.51	12.0	0.00	369.49	87.9
TOTAL: 2XXX	887,161.31	628,860.11	628,860.11	70.8	0.00	258,301.20	29.1
3101 STRS, CERTIFICATED	128,389.75	90,273.29	90,273.29	70.3	0.00	38,116.46	29.6
3102 STRS, CLASSIFIED	1,444.00	99.00	99.00	6.8	0.00	1,345.00	93.1
3201 PERS, CERTIFICATED	6,062.00	4,088.68	4,088.68	67.4	0.00	1,973.32	32.5
3202 PERS, CLASSIFIED	89,406.00	64,730.11	64,730.11	72.4	0.00	24,675.89	27.5
3301 OASDI, CERTIFICATED	4,149.00	2,333.98	2,333.98	56.2	0.00	1,815.02	43.7
3302 OASDI, CLASSIFIED	52,968.00	37,910.59	37,910.59	71.5	0.00	15,057.41	28.4
3311 MEDICARE, CERTIFICATED	24,687.50	16,776.28	16,776.28	67.9	0.00	7,911.22	32.0
3312 MEDICARE, CLASSIFIED	12,730.00	8,913.21	8,913.21	70.0	0.00	3,816.79	29.9
3401 HEALTH & WELFARE, CERTIFICATED	232,293.00	189,052.94	189,052.94	81.3	0.00	43,240.06	18.6
3402 HEALTH & WELFARE, CLASSIFIED	259,096.94	185,939.70	185,939.70	71.7	0.00	73,157.24	28.2
3501 UNEMPLOYMENT INS, CERTIFICATED	18,634.00	12,727.45	12,727.45	68.3	0.00	5,906.55	31.6
3502 UNEMPLOYMENT INS, CLASSIFIED	9,453.00	6,761.42	6,761.42	71.5	0.00	2,691.58	28.4
3599 SUI - NO BENEFIT MAP	1,700.00	686.69	686.69	40.3	0.00	1,013.31	59.6
3601 WORKERS' COMP, CERTIFICATED	86,210.23	59,272.46	59,272.46	68.7	0.00	26,937.77	31.2
3602 WORKERS' COMP, CLASSIFIED	43,700.00	31,490.90	31,490.90	72.0	0.00	12,209.10	27.9
3701 OFEB ALLOCATED CERTIFICATED	40,081.00	15,207.27	15,207.27	37.9	0.00	24,873.73	62.0
3702 OFEB ALLOCATED CERTIFICATED	1,990.00	0.00	0.00	.0	0.00	1,990.00	100.0
3801 PERS REDUCTION, CERTIFICATED	526.00	359.45	359.45	68.3	0.00	166.55	31.6
3802 PERS REDUCTION, CLASSIFIED	6,754.00	5,144.61	5,144.61	76.1	0.00	1,609.39	23.8
3901 OTHER BENEFITS, CERTIFICATED	28,000.00	13,317.88	13,317.88	47.5	0.00	14,682.12	52.4
3902 OTHER BENEFITS, CLASSIFIED	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 3XXX	1,048,775.42	745,085.91	745,085.91	71.0	0.00	303,689.51	28.9
4100 APPRVD TEXTBOOKS/CORE CURRICULA	41,909.34	17,121.60	17,121.60	40.8	0.00	24,787.74	59.1
4200 BOOKS/OTHER REFERENCE MATERIAL	0.00	164.40	164.40	100.0	0.00	164.40-	.0
4300 MATERIALS & SUPPLIES	164,362.27	70,495.47	70,495.47	42.8	10,459.25	83,407.55	50.7
4361 FUEL - GASOLINE,DIESEL	36,385.00	35,486.08	35,486.08	97.5	3,514.91	2,615.99-	.0
4362 TRANSP - OIL,GREASE	1,640.00	1,636.15	1,636.15	99.7	0.00	3.85	.2
4363 TIRES & ACCESSORIES	2,000.00	1,967.53	1,967.53	98.3	0.00	32.47	1.6
4364 REPLACEMENT PARTS	8,500.00	2,586.42	2,586.42	30.4	4,930.37	983.21	11.5
4365 TRANSP - OTHER SUPPLIES	3,000.00	2,680.54	2,680.54	89.3	0.00	319.46	10.6
4400 NON-CAPITALIZED EQUIPMENT	2,020.64	1,556.63	1,556.63	77.0	0.00	464.01	22.9

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED			%	ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE				BALANCE	%
TOTAL: 4XXX	259,817.25	133,694.82	133,694.82	51.4		18,904.53	107,217.90	41.2
5200 TRAVEL & CONFERENCES	24,887.20	8,160.75	8,160.75	32.7		460.00	16,266.45	65.3
5300 DUES & MEMBERSHIPS	1,593.00	1,647.50	1,647.50	100.0		0.00	54.50-	.0
5450 OTHER INSURANCE	42,992.00	42,992.00	42,992.00	100.0		0.00	0.00	.0
5510 LIGHTS & POWER	93,000.00	79,824.74	79,824.74	85.8		6,575.26	6,600.00	7.0
5520 HEATING FUEL	58,000.00	30,800.57	30,800.57	53.1		16,830.99	10,368.44	17.8
5530 WATER & SEWER	16,300.00	15,363.60	15,363.60	94.2		4,936.40	4,000.00-	.0
5540 WASTE DISPOSAL	13,000.00	7,680.84	7,680.84	59.0		1,739.16	3,580.00	27.5
5600 RENT,LEASES,REPAIR NON CAP IMP	41,744.70	263,532.84	263,532.84	100.0		9,312.09	231,100.23-	.0
5710 TRANSFER OF DIRECT COSTS	0.10-	0.00	0.00	100.0		0.00	0.10-	.0
5750 TRANSFR DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0		0.00	5,000.00-	.0
5800 PROPOS'L/CONSULTG SVCS/OP EXP	297,187.24	109,286.66	109,286.66	36.7		31,039.82	156,860.76	52.7
5801 AUDIT FEES	18,000.00	16,218.90	16,218.90	90.1		1,802.10	21.00-	.0
5802 LEGAL FEES	8,500.00	4,217.50	4,217.50	49.6		0.00	4,282.50	50.3
5811 ADVERTISING	1,000.00	1,290.60	1,290.60	100.0		107.80	398.40-	.0
5814 FINGERPRINTING	750.00	416.00	416.00	55.4		64.00	270.00	36.0
5901 COMMUNIC - INTERNET SVCS/LINES	2,139.25	739.55	739.55	34.5		219.85	1,179.85	55.1
5903 COMMUNIC - TELEPHONE SERVICES	4,400.00	2,929.12	2,929.12	66.5		2,485.88	1,015.00-	.0
5904 COMMUNIC - POSTAGE/DELIVERY	4,200.00	2,212.51	2,212.51	52.6		0.00	1,987.49	47.3
TOTAL: 5XXX	622,693.29	587,313.68	587,313.68	94.3		75,573.35	40,193.74-	.0
TOTAL: 1XXX - 5XXX	4,556,197.59	3,315,569.02	3,315,569.02	72.7		94,477.88	1,146,150.69	25.1
7350 TRANSFER INDIRECT COSTS-INTRPD	2,805.00-	0.00	0.00	100.0		0.00	2,805.00-	.0
7615 INT-PD TF GEN,SPRES,BLDG TO DM	20,000.00	0.00	0.00	.0		0.00	20,000.00	100.0
7616 INT-PD TF FR GENERAL TO CAPE	14,349.00	0.00	0.00	.0		0.00	14,349.00	100.0
7619 OTHER AUTH INTERFUND TRNFS OUT	71,675.00	71,525.00	71,525.00	99.7		0.00	150.00	.2
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	276,548.00	0.00	0.00	.0		0.00	276,548.00	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	341,233.51	0.00	0.00	.0		0.00	341,233.51	100.0
7989 BUDG FUND BAL- RSRV ECON UNCER	184,366.00	0.00	0.00	.0		0.00	184,366.00	100.0
TOTAL: 7XXX	910,366.51	71,525.00	71,525.00	7.8		0.00	838,841.51	92.1
TOTAL: 1XXX - 7XXX	5,466,564.10	3,387,094.02	3,387,094.02	61.9		94,477.88	1,984,992.20	36.3
TOTAL INCOME ( 8000 - 8999 )	5,466,564.10	3,213,673.61	3,213,673.61	58.7		0.00	2,252,890.49	41.2
TOTAL: 1XXX - 5XXX	4,556,197.59	3,315,569.02	3,315,569.02	72.7		94,477.88	1,146,150.69	25.1
TOTAL: 1XXX - 6XXX	4,556,197.59	3,315,569.02	3,315,569.02	72.7		94,477.88	1,146,150.69	25.1
TOTAL: 1XXX - 7XXX	5,466,564.10	3,387,094.02	3,387,094.02	61.9		94,477.88	1,984,992.20	36.3
TOTAL EXPENSES ( 1000 - 7999 )	5,466,564.10	3,387,094.02	3,387,094.02	61.9		94,477.88	1,984,992.20	36.3

April 11, 2013

NO RECORDS FOUND





**LAYTONVILLE UNIFIED SCHOOL DISTRICT**

**3<sup>rd</sup> QUARTER WILLIAMS REPORT**

April 11, 2013

**2012/13- Quarterly Report on Williams Uniform Complaints**

[Education Code § 35186]

District: Laytonville Unified School District

Person completing this form: Malila Gordon

Quarterly Report Submission Date: (check one)

☐ October 2012 (July, Aug, Sept 2012) **1<sup>st</sup> Quarter**

☐ January 2013 (Oct, Nov, Dec 2012) **2<sup>nd</sup> Quarter**

☒ April 2013 (Jan, Feb, March 2013) **3<sup>rd</sup> Quarter**

☐ July 2013 (April, May, June 2013) **4<sup>th</sup> Quarter**

Date for information to be reported publicly at governing board meeting: \_\_\_\_\_

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			
Teacher Vacancy or Misassignment			
Facilities Conditions			
CAHSEE Intensive Instruction & Services			
TOTALS			

Malila Gordon 4/1/13  
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**

Revised 6/20/12 vlg



## **BOARD ACTION ITEM K1**

Board Meeting Date: April 11, 2013  
Subject: Students of the Month  
From: Joan Potter, Superintendent

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### 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:

None

Laytonville Unified School District  
April 11, 2013



## BOARD ACTION ITEM K2

Board Meeting Date: April 11, 2013  
Subject: Resolution No. 427 for Specification of Election Order  
From: Joan Potter, Superintendent

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### Explanation:

Two trustee terms expire in December: Calvin Harwood and Cecelia Gillespie are completing full terms. Education code Section 5304 requires that Governing Boards order elections and identify the process for resolving tie votes. Ed. Code 5322 specifies that Governing Boards deliver a resolution known as the “Specifications of the Elections Order” to the County Superintendent and Ed. Code 5340 requires that school board elections be consolidated with other elections in the County. Resolution No. 427 provides for these requirements and is attached for your approval; the election timeline is listed below:

July 15-August 9, 2013	Filing period (if two candidates do not file, the filing period is extended five days-incumbents cannot file during the extended period.
November 5, 2013	Election
December 5, 2013	Seating of Newly Elected Trustees
December 1, 2017	Expiration of Term

### Recommendations:

Approve Resolution No. 427 for Specification of Election Order

### Attachments:

Resolution No. 427 for Specification of Election Order

Laytonville Unified School District  
April 11, 2013



**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION NO. 427  
SPECIFICATION OF ELECTION ORDER**

**RESOLVED**, That pursuant to Education code Section 5322, the authority for the specifications of the election order, I hereby specify the following with respect to the governing board member election in the Laytonville Unified School District:

Date of election: November 5, 2013

Purpose of election: To elect two (2) members to the Governing Board

All seats at large: Two (2) terms to expire December 1, 2017

Tie vote procedure: Tie vote to be determined by lot

**BE IT FURTHER RESOLVED** that said election be consolidated pursuant to Education Code 5340.

**CLERK'S CERTIFICATE:**

On motion of \_\_\_\_\_, seconded by

\_\_\_\_\_, the resolution set forth above was adopted at a

public meeting by the following vote:

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a full true and correct excerpt from the Journal of the Governing Board of said school district, pertaining to the adoption of the foregoing resolution, for a regular meeting held on April 11, 2013 at 6:30pm.

\_\_\_\_\_  
Clerk of the Governing Board  
Laytonville Unified School District





## BOARD DISCUSSION/ACTION ITEM L 1

Board Meeting Date: April 11, 2013  
Subject: 2013 Summer School Program  
From: Joan Potter, Superintendent

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### Explanation

For the past few years LUSD has been providing a summer school program as follows:

LES has conducted a four week program with one to two teachers. The program has focused on academic intervention in Language Arts and Math.

LHS has offered a four week Independent Study program. Students meet with the instructor 1 day/week to receive and turn in assignments. The high school is exploring the option of offering a Freshman Academy during the summer.

Healthy Start has offered and will continue to offer their summer activities program three days per week, on Mondays, Tuesdays and Wednesdays beginning on June 24, 2013 and ending on July 17, 2013.

### Recommendation:

Approve the 2013 Summer School Programs

### Attachments:

None



## **BOARD DISCUSSION/ACTION ITEM L2**

Board Meeting Date: April 11, 2013

Subject: Resolution No. 428 for Layoffs & Reductions, Classified Position

From: Joan Potter, Superintendent

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### Explanation:

The district's funding is anticipated to be relatively stable for the 2013-2014 school year. However, some of our grant funding is ending effective June 30, 2013. As a result, we will need to eliminate some positions.

### Recommendation:

Approve Resolution No. 428 for Layoffs & Reductions, Classified Position

### Attachments:

Resolution No. 428 for Layoffs & Reductions, Classified Position



**BEFORE THE BOARD OF TRUSTEES OF THE  
LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MENDOCINO COUNTY, CALIFORNIA**

In the Matter of the Elimination/Reduction )  
of Certain Positions in the Classified ) **RESOLUTION NO. 428**  
Service and Directing Notification of )  
Classified Employees )

WHEREAS, Laytonville Unified School District (“District”) maintains the following positions within the classified / management service:

- 1. Vocational Technician**
- 2. Preschool Assistant**
- 3. Mentoring and Family Liaison**

WHEREAS, due to lack of work and/or lack of funds, the Board of Trustees of the District hereby finds that it will be necessary to reduce or eliminate certain services to the following extent:

- |  |   |                   |
|--|---|-------------------|
| <b>1. Vocational Technician</b>        | <b>one 3 hr position</b>                | <b>eliminate;</b> |
| <b>2. Preschool Assistant</b>          | <b>one 1.5 hr position/4days a week</b> | <b>eliminate;</b> |
| <b>3. Mentoring and Family Liaison</b> | <b>two 4 hr positions</b>               | <b>eliminate</b>  |

NOW, THEREFORE, BE IT RESOLVED that, effective June 14, 2013, or 60 days after service of notice, whichever is later, the classified positions of the District shall be reduced or eliminated to the extent hereinabove set forth; and

BE IT FURTHER RESOLVED that the Superintendent, or designee, of this District is hereby authorized and directed to give notice of the reduction and/or elimination of the foregoing services to the appropriate classified employees of the District in accordance with applicable law; and

BE IT FURTHER RESOLVED that the Superintendent, or designee, is hereby authorized and directed to inform each such employee of his/her displacement rights, if any, and his/her rehire rights.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Laytonville Unified School District on April 11, 2013, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I, Shannon Ford, Clerk of the Board of Trustees, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees of the District at its meeting on April 11, 2013.

\_\_\_\_\_  
Clerk, Board of Trustees

## BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: April 11, 2013  
Subject: Resolution No. 429 for Education Protection Account  
Requirements  
From: Joan Potter, Superintendent

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### Explanation:

“Pursuant to Article XIII, Section 36 of the California Constitution, school districts, county offices of education, and community college districts are required to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided that the governing board makes the spending determinations in an open session of a public meeting. The language in the constitutional amendment requires that funds shall not be used for the salaries or benefits of administrators or any other administrative costs... There is also a requirement that districts must annually post on its website an accounting of how much money was received from EPA and how that money was spent.” We have budgeted these funds to be used for teacher’s salaries.

### Recommendation:

Adopt Resolution No. 429 for Education Protection Account

### Attachments:

Resolution No. 429 for Education Protection Account  
2012-2013 Education Protection Account Estimated Expenditures by Function





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

**RESOLUTION NO. 429**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30<sup>th</sup> of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Act and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution.

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Laytonville Unified School District;
2. In compliance with Article XII, Section 36E), with the California Constitution, the governing board of the Laytonville Unified School District has determined to spend the monies received from the Education Protection Act as attached.

Date: April 11, 2013

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Board Member

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Board Member

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Board Member

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Board Member

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Board Member

2012-13 Education Protection Account  
Program by Resource Report  
Expenditures by Function - Detail

Estimate

Expenditures through: June 30, 2013

For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	558,889
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
<b>TOTAL AVAILABLE</b>		<b>558,889</b>
<b>EXPENDITURES AND OTHER FINANCING USES</b>		
<b>(Objects 1000-7999)</b>		
Instruction	1000-1999	558,889
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>558,889</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>



## INFORMATION ITEM M1

Board Meeting Date: April 11, 2013  
Subject: Facilities Update  
From: Joan Potter, Superintendent

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### Explanation:

We conducted our first community Facilities Meeting on March 19<sup>th</sup> as part of our regularly scheduled DAC meeting. We had seventeen participants; eight of those participants said that they would like to be part of our Facilities Sub-committee. The next Facilities Meeting is scheduled for April 23<sup>rd</sup>, following the DAC meeting. Topics to be covered will include school design, prioritizing needs, school visits and selecting an architect. We will broadly advertise and promote this and all meetings in order to get as much public participation as possible.



## INFORMATION ITEM M2

Board Meeting Date: April 11, 2013

Subject: Parent Involvement Report

From: Joan Potter, Superintendent

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Explanation:

Board Member, Cecelia Gillespie, has been meeting with a number of parents to share ideas and develop strategies for school improvements and parent involvement. Cecelia will give us an update.