

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF NOVEMBER 8, 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 November 8, 2012. In Board President Calvin Harwood's absence, Board Clerk Shannon Ford called the meeting to order at 6:33pm.

**ROLL CALL:**

Trustees Present: Shannon Ford, Cecelia Gillespie, Meagen Hedley and Tina Tineo. Calvin Harwood arrived late at 7:42pm.

Administrators Present: Joan Potter and Lorre Stange.

Student Representative: Mitzi Pierson.

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

**C. CLOSED SESSION AGENDA:** No Closed Session.

**D. ANNOUNCEMENTS FROM CLOSED SESSION:** None.

**E. PATRIOTIC OBSERVANCE:** Shannon Ford led the pledge of allegiance to the flag.

**F. ACCEPTANCE OF AGENDA:**

- **Motion** to approve the Agenda by Tina Tineo, seconded by Mitzi Pierson, unanimously approved.

**G. CORRESPONDENCE:** None.

**H. PUBLIC INPUT:** None.

**I. REPORTS AND COMMENTS:**

Superintendent's Report:

- Mrs. Potter reported that the District is working to improve communication with parents. One way of achieving this is through a Facebook page, which is expected to launch on the week of November 12<sup>th</sup>. The Facebook page will be used to convey announcements, events, and district activities to parents, students and community members. The page will be used as an informational tool only and will only allow the page administrator to post, as to limit any conflicts. Additionally, both principals released Newsletters last week to inform the parents of school activities that are happening in November. Lastly, Parent/Teacher conferences will begin November 14<sup>th</sup> and continue throughout the week. This is another tool that increases communication between parents and the District.
- Mrs. Potter announced that Proposition 30 has passed, which should have positive effects on the District. The School Board will be reviewing the first interim budget in December. Mrs. Potter is hopeful that we will have a 3 year reserve. Unfortunately, the federal programs (i.e. Title I) is looking at sequestering up to 20% of the funds they have previously given, but the District won't know any more about this until January. Meanwhile, the County Office of Education will be giving their recommendations on how to budget for the next year.

- Mrs. Potter announced that it is becoming very apparent that our facilities are aging. In order to address this issue we will be discussing how to modernize our current facilities. With the rain, the District is experiencing leaks, including at the new high school. We received a facilities report for the Elementary school. All facilities were rated fair, mostly because of the age of the bathrooms, the stains from leaks on the ceilings and the age of carpets. The District was however, commended on the upkeep of the tile floors.
- Mrs. Potter announced that Malila has prepared the Snow Tree (Staff Phone Tree for Snow Days), which will be distributed to the staff shortly, in preparation for the winter weather that is ahead of us.
- Lastly, Mrs. Potter reported that the Support Staff Committee had their monthly meeting to discuss the students and services provided. She said that currently the support staff committee is made of some very good people, including two mental health representatives who are funded through BRONCO, a counselor through TAPA, two women who come in to work specifically with children ages 0 to 5, and Mary Gulyas who works specifically with IEP students.

The following reports were given:

Elementary Principal	High School Principal – no report	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 Cecelia Gillespie, seconded by Meagan Hedley, unanimously approved.

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

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

- Mr. Regelbrugge was not present. No Students of the Month were recognized this month. Students of the Month will resume next month in December.

##### K.2. Scheduling of Annual Organizational Meeting

- Education Code Section 35143 requires the Board of Trustees to hold an annual organizational meeting, which traditionally occurs in December during the regularly scheduled Board meeting. At this meeting a President and Clerk will be elected, committee assignments will be made, a calendar of meeting dates for 2013 will be adopted, and signatures from each Board member will be obtained.
- **Motion** to Schedule the Annual Organizational Meeting on the regularly scheduled December 13<sup>th</sup> Board Meeting by Tina Tineo, seconded by Meagan Hedley, unanimously approved.

##### K.3. Adoption of AP Environmental Science Book

- An AP Environmental Science sample textbook has been on display at the District Office for the past two months for review. After reviewing a few different texts which meet the California State Academic Content Standards, the high school is recommending the text, Living in the Environment, 17<sup>th</sup> Edition, Miller/Spoolman, 2012. This textbook is in

compliance with Education Code 60422 and CCR Title V, Section 9531(a) which require that textbooks are aligned with the State Academic Content Standards.

- No questions were asked from the audience.
- **Motion** to adopt the AP Environmental Science Book by Cecelia Gillespie, seconded by Meagan Hedley, unanimously approved.

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

### **L.1. PUBLIC HEARING: Federal Impact Aid Program, BP 1261 and AR 1261**

- LUSD is one of approximately 630 school districts that receive Federal Impact Aid funding. Federal regulations including Section 8004 of the Elementary and Secondary Education Act and Board Policy 1261 call for an annual Public Hearing to be held in November to allow an opportunity for American Indian parents to discuss the educational programs supported by Impact Aid funds. A Public Hearing Notice has been posted for 10 days, including at the Tribal Center.
- Federal Impact Aid funding is provided to districts with tax free entities in their jurisdictions such as Indian reservations and military bases. The purpose of the money is to offset the loss of tax revenue, to support the district's instructional program and to ensure that Indian children receive educational services equal to those received by non-Indian children. The revenue is based on a complex formula and has ranged from \$25,000 to \$45,000 over the past 10 years. BP and AR 1261, known as Indian Policies and Procedures (IPP's), provide Indian parents with the opportunity to participate in the discussions related to their students' instruction, and they provide the Board an opportunity to gather information concerning the American Indian community and its views on education.
- In Board President Calvin Harwood's absence, Board Clerk Shannon Ford opened the public hearing.
- Public Hearing
  - A request was made that next year the Public Notice be mailed to parents of Indian children to increase awareness of the public hearing.
  - Ashley Smith, Tribal Education Director expressed that she is having difficulty getting permission slips back from parents to allow her to check on students records at the school. She requested that the school tries to get the permission forms signed as well so she can help act as a mediator and ensure that students are completing homework and keeping up on their attendance. Ms. Stange will also assist by ensuring that all homework that is given is reported to the Education Director so she can track their progress. Ashley will be offering an incentive program for students who complete homework and succeed in class, but this is dependent on her ability to monitor their progress.
  - Joe Smith, tribal member suggested that a new program be developed to utilize the funding that helps students complete homework, such as an afterschool program specific for Indian children. Currently, Heidi Wilson is working to tutor the older kids at the Middle School and from 2:30-3:15 p.m. there is an afterschool program for the younger kids at the Elementary school, but both programs are designed for children of all ethnicities and do not target the Indian children's needs specifically. In response, Ashley also suggested that we offer transportation from the afterschool programs for Indian students to increase their participation.

- It was expressed that students who are actively participating in sports are particularly having difficulty completing homework. Different methods to aid students in completing homework were discussed, including having a responsible coach to pick up students from the afterschool program so they would be able to attend, without it interfering with practices.
- Another issue that was addressed was that a lot of students were completing their homework, but forgetting to turn it in. Ashley suggested keeping the kids' homework if they complete it in her program, then turning it into the school for them so that it is not forgotten or misplaced. The idea of having Ashley available on campus after school was discussed as well.
- Mrs. Potter shared that although Native American test scores still have room for improvement, looking at the data, there has been a lot of growth in the test scores thus far.
- Ashley will continue to touch base at the DAC meetings to begin to work on these issues, as well as address new ones as they develop.
- Shannon Ford closed the public hearing.

## L.2. Bus Routes

- Periodically the California Highway Patrol reviews our Transportation Records. One of the areas they review is our Bus routes and documentation showing CHP approval of bus stops that are in areas that require their approval. At this point we do not have any stops requiring their approval; however the CHP will be coming in December to review the list of approved stops. Any stop that does not require CHP approval is approved by the "Superintendent or Designee" pursuant to AR 3541. If a new stop is necessary, Mrs. Potter and Sue Carberry measure the distance between the proposed stop and preexisting stops and ensure that the proposed stop is legal and safe. If this is in question, the CHP will be called in for review.
- The Board reviewed all three lists of current bus routes.

## L.3. BP and AR 3541: Transportation Routes and Services, First Reading

- As Mrs. Potter was reviewing the current BP and AR 3541 regarding Transportation Routes and Services, it became apparent that they are outdated. The Board was presented the new proposed BP and AR 3541, which they reviewed.
- **Motion** to return BP and AR 3541: Transportation Routes and Services for a second reading and final approval at the next regular board meeting by Shannon Ford, seconded by Meagan Hedley.

## **M. INFORMATION ITEMS:**

### M.1. Academic Performance Reports (APR)

- Mrs. Potter explained that for the past 10 years, Laytonville Unified School District has made steady progress in increasing student performance as measured by the California Standards Tests (CST's) and the California High School Exit Exam (CAHSEE). This year, however, for the second year in a row, neither the elementary nor the high school met the AYP. As a result, both schools have now entered into Program Improvement (PI). The County will continue to provide Program Improvement assistance to the district

through their curriculum and instructional support staff. Mrs. Potter then shared a presentation that was created by Katie Sommer from MCOE that describes the accountability process and our results.

- Mrs. Potter began by explaining that in general, an Academic Performance Report (APR) represents a variety of data demonstrating student learning, performance levels and school achievement. She explained that there are two basic types of APRs that are used to evaluate our education in California. The first, the Academic Performance Index (API), is a state indicator measuring growth on a scale of 200-1,000; the target for each school is 5% growth from the school's previous API toward the 800 mark; the State expects all schools to exceed 800. The second, Annual Yearly Performance (AYP) are federal indicators measuring a school's progress; the California Standards Tests (CST'S) and the CAHSEE provide the elementary and high school benchmarks. Mrs. Potter explained that by looking at our individual scores, we have not met the standards for the past two years. In English Language Arts, we had a slight increase in our scores over the first few years, then a major decrease to today. Our Math scores are historically very low and continue to be. Our Science scores have been at a somewhat steady decline, while History has also taken a major decline. She explained that this means that we have entered into Program Improvement (PI), which is a special program for schools that do not meet the federal benchmarks (AYP). Schools in PI face various sanctions depending on how many years they are in the program. She explained that we are one of the last schools in the county to get put into PI. Round Valley, for example, has been in PI for 6 years and consequently have now been taken over by the state. We however, are currently in transition mode. Mrs. Potter explained that she does not expect us to have any difficulty pulling ourselves out of PI, or running any risk of being fully taken over by the state. She said that as a District, we will continue to try to improve student learning, improve instruction and prepare our students for the real world. She explained that as a Board, things to consider are what can be done better and how to change the current scenario.
- Possible problems that were discussed that could have led to the decrease in our scores were the curriculum, the availability of support staff, and staff turnover rates. All of these problems could very well be factors that have led to the inadequate test scores. These problems are all being looked at as ways for improvement.
- After Mrs. Potter completed her presentation, the Board discussed what should be done now to improve test scores and meet the standards. Things that were discussed include looking at the current data, setting goals, reviewing current intervention methods, conducting an academic survey and looking at the PLC structure. Additionally, all schools will be making a transition to the common core state standards in 2014, which should help improve our score as it is designed to create a better understanding for the materials. Currently, staff is looking at how the common core standards overlap with what is being taught to better understand what needs to be supplemented before the transition can take place.

#### M.2 Presentation from East shore Consulting Regarding Facilities

- Michael Riemenschneider presented on behalf of Eastshore Consulting. Shin Green arrived late and participated in the second half of the presentation.

Laytonville Unified School District  
December 13, 2012

- Mr. Riemenschneider introduced himself and his company, Eastshore Consulting, which helps schools to obtain money for building new facilities or modernizing preexisting ones. He explained that a crucial part of this task is having the support of the community, which he said that regardless of the hard economic times is still possible, as seen with the recent passing of Proposition 30.
- He told the audience that one of the most important factors for funding facilities construction are bonds. He explained that in the past, the community has come together to support a \$3.5 million bond to construct the new high school, which shows that the community support and backing is there. At the time the previous bond was approved it needed a two-thirds majority vote to pass, whereas now the pass rate is only fifty-five percent, with a few minor stipulations.
- Other funding mechanisms that were discussed include state hardship, developer fees, or new construction and modernization fees. Mr. Riemenschneider explained that because developer fees are strictly tied to a new housing development being built in a community it is not realistic for Laytonville. Mr. Riemenschneider explained that although these other options are available, our focus should be on the passing of a new bond.
- With the creation of Proposition 39 a few years back, the types of projects that bonds can now fund has expanded to include capital improvements, maintenance, getting technology in the students' hands, and renewable energy. With this in mind, Mr. Riemenschneider described the needs that Eastshore Consulting has identified for Laytonville Unified School District, which include:
  - Repairing and upgrading the elementary classrooms and facilities that are over 50 years old
  - Modernization of the kindergarten and middle school buildings that were constructed in 1987
  - Replacement of outdated portable buildings with new classrooms
  - Improvement of classroom access to modern technology
  - Renewable energy
  - Constructing a new woodshop
  - Demolishing old high school gym
  - Building a new performing arts center
  - Weatherizing the tin gym
  - Improving playing fields
- In exchange for the ability to spend bond money on a variety of new improvements, Proposition 39 made it so that when a bond is created there is a predefined limit on the tax rate, a pre-proposed specific project list, and a citizen's oversight committee to ensure that the bond money is spent correctly. Additionally, in order to pass a bond it has to be voted on during a regularly scheduled election day to increase voter participation.
- One aspect that Mr. Riemenschneider emphasized is the importance to prioritize the proposed project(s) prior to the election and to be very clear and transparent with the community. In order for a bond to be passed, the community has to feel they can trust the Board.

- Mr. Riemenschneider explained that the type of bond that would be used is dependent on the tax base of the community in Laytonville. Luckily, the Laytonville Unified School District has not had a negative year of growth within the last 5 years, regardless of current population trends in other areas. He explained that this means that Laytonville has a stable tax base that continues to sustain its growth rate, which is one of the main factors that determines bonding capacity. Currently, for Laytonville the tax base and assessed values are around \$4 million. Taking this figure into consideration, Mr. Riemenschneider expects Laytonville's bonding capacity to be \$7, 150,273. In order to reach this estimate, the tax rate was projected with the maximum being \$60 per \$100,000 of assessed values.
- The Board raised the question of how to instill trust within the community, given the recent problems with the Willits Unified School District and their bond. Mr. Riemenschneider explained that the Board would need to preface any discussion with the community explaining why Willits got into trouble with their bond and how Laytonville would keep from getting into the same situation. He explained that the Board would need to be realistic with the community's growth rate, rather than inflate it so they could increase the bonding capacity to an unrealistic figure. He explained the importance of being fairly conservative with growth rates and making sure to involve the community in all discussions of the bond so they are comfortable with their decisions. He said that the Board must interact with the community to discover what they would like to see happen with bond money. Additionally, there is a public oversight committee, which is a public committee that gets to monitor what the Board does and who have the ability to recall the Board if they feel that the Board is not holding to their promises.
- In addition to bond money, Eastshore Consulting suggested that Laytonville Unified School District apply for State Aid. State Aid can be used for modernization and new construction. Unfortunately, at this moment most of that money has dried up, but it could possibly be replenished in 2014, if the state passes another bond. In the meantime, he explained that it doesn't hurt to get on the waiting list to ensure that if that money becomes available, the District doesn't miss the opportunity to receive funding.
- Additionally, there is Hardship Funding. For Hardship Funding, the state requires that there be a local match and that the institution must be over 60% of their total bonding capacity (currently the District is at 26%).
- To conclude their presentation, Eastshore Consulting discussed the next steps. They suggested that the District begin putting ballpark costs onto the proposed projects, prioritizing the list of proposed projects, and talking with the community about what the bond would fund for those projects.

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

- Calvin Harwood requested that the Superintendent and Principals' contract extensions be put on the next agenda.

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

- Cecelia expressed that she is very happy with the implementation of the music classes. Shannon Ford wanted to remind everyone that the Booster Club always needs help. Additionally, she suggested that the District Facebook page be linked to the Booster Club

Facebook page, which is already underway. Mrs. Potter expressed her gratitude to Eastshore Consulting for making their presentation.

**P. ADJOURNMENT:**

**Motion** to adjourn the meeting, by Tina Tineo, seconded by Meagan Hedley, unanimously approved. The meeting was adjourned at 9:02 p.m. The next regular meeting will be held December 13, 2012.

Respectfully submitted,

Adopted as Final  
December 13, 2012

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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 #5 2012-13**  
December 13, 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

Classified Resignation

Richmond, Amber Special-Ed Instructional Assistant	12/21/12
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Classified Layoff

Coaching Positions

Park, Jennifer	LMS Girls Basketball Coach	Stipend	\$1,400	11/9/12
Firks, Joel	LMS Boys Basketball Coach	Stipend	\$1,400	11/9/12
James, Jezara	JV Girls Basketball Coach	Stipend	\$1,400	11/9/12
Firks, Josh	JV Boys Basketball Coach	Stipend	\$1,400	11/9/12
Ford, Dwayne	Varsity Girls Basketball Coach	Stipend	\$1,800	11/9/12
James, Corey	Varsity Boys Basketball Coach	Stipend	\$1,800	11/9/12



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**REVOLVING CASH FUND #5 2012-13**

December 13, 2012

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
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**LAYTONVILLE UNIFIED SCHOOL DISTRICT****WARRANT LIST**

December 13, 2012

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 11/01/2012

10/31/12

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0016 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13763746	002129/	BAY WEST SUPPLY INC											
		PO-018998	1.	01-0000-0-4300-001-0000-8200-0000							276160		694.32
		WARRANT TOTAL											\$694.32
13763747	002727/	BRANSCOMB STORE											
		PO-018918	1.	01-0000-0-5600-008-1110-1000-0000							#7: NOV. 2012 RENT		700.00
		WARRANT TOTAL											\$700.00
13763748	000039/	CHEVRON BUSINESS CARD SERVICES											
		PO-018856	2.	01-0000-0-4361-001-0000-8110-0000							acct. 7898860577		223.74
			1.	01-7230-0-4361-001-0000-3600-0000							ACCT. 7898860577		1,294.44
		WARRANT TOTAL											\$1,518.18
13763749	001793/	CLOVER STORNETTA FARMS INC.											
		PO-018962	1.	13-5310-0-4700-001-0000-3700-0000							7116803-7172667		2,481.44
		WARRANT TOTAL											\$2,481.44
13763750	004715/	CREATIVE COMPETITION INC											
		PO-018893	2.	01-0714-0-4300-002-1110-4100-0000							220304		44.50
			1.	01-0714-0-5300-002-1110-4100-0000							220304		235.00
		WARRANT TOTAL											\$279.50
13763751	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-018992	1.	01-6012-0-4300-001-1110-4100-0000							4982: ACCT. 1221		3.27
		PO-019000	1.	01-0002-0-4300-001-1110-1000-0000							3221: ACCT. 1211		47.62
		WARRANT TOTAL											\$50.89
13763752	003741/	GLEISNER PROFESSIONAL SERVICES											
		PO-019001	1.	01-0811-0-5800-001-0000-3140-0000							23812		325.00
		WARRANT TOTAL											\$325.00
13763753	000095/	LAYTONVILLE AUTO PARTS											
		PO-018852	1.	01-7230-0-4364-001-0000-3600-0000							2055		6.08
		WARRANT TOTAL											\$6.08
13763754	000191/	LAYTONVILLE UNIFIED REVOLVING											
		RC-130004		01-0000-0-5904-001-0000-7200-0000									3.40

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL													\$3.40
13763755	005988/	MITCH NAIL											
		PV-130056		01-0793-0-5200-001-0000-2100-0000								REIMBURSEMENT	428.86
WARRANT TOTAL													\$428.86
13763756	000124/	PACIFIC GAS & ELECTRIC											
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000								ACCT. 5075063012-6	58.62
			2.	01-0811-0-5510-001-0000-8200-0000								ACCT. 7979025834-1	142.36
WARRANT TOTAL													\$200.98
13763757	005965/	LOIS PLEVA											
		PV-130057		01-6500-0-5800-001-5770-1191-0000								SLP SERVICES 10/11, 10/18, 10/29	1,800.00
WARRANT TOTAL													\$1,800.00
13763758	005789/	PRO-FLAME OF WILLITS #218											
		PO-018867	1.	01-0000-0-5520-001-0000-8200-0000								353760	497.65
WARRANT TOTAL													\$497.65
13763759	002696/	RITCHIES FOOD SERVICE											
		PO-018970	1.	13-5310-0-4300-001-0000-3700-0000								760647, 730672	162.97
			2.	13-5310-0-4700-001-0000-3700-0000								730647, 730672	125.85
WARRANT TOTAL													\$288.82
13763760	005670/	SOUND & SIGNAL INC.											
		PO-019014	1.	14-0620-0-5600-001-0000-8110-0000								25989	742.00
WARRANT TOTAL													\$742.00
13763761	005340/	SPRINT											
		PO-018869	1.	01-0000-0-5903-001-0000-7200-0000								CUST. #924289408	158.17
			2.	01-0811-0-5903-001-0000-2100-0000								CUST. #924289408	44.75
WARRANT TOTAL													\$202.92
13763762	003434/	SYSCO FD SCVS. OF SAN FRANCISCO											
		PO-018924	1.	13-5310-0-4300-001-0000-3700-0000								210150308, 210220172	90.83
			2.	13-5310-0-4700-001-0000-3700-0000								210150308, 210220172	3,442.98
WARRANT TOTAL													\$3,533.81
13763763	005987/	Marbry Sipila											
		PO-019002	1.	13-5310-0-4700-001-0000-3700-0000								367781	50.00
WARRANT TOTAL													\$50.00
13763764	001370/	WEATHERTOP NURSERY											
		PO-018950	1.	01-9010-0-4300-003-1110-1000-5870								18906	118.11
WARRANT TOTAL													\$118.11
13763765	005532/	WILLITS ONLINE LLC											
		PO-018826	1.	01-0811-0-5901-001-0000-2100-0000								377970	69.95
WARRANT TOTAL													\$69.95
13763766	003863/	XEROX CORPORATION											
		PO-018872	1.	01-0790-0-5600-010-3200-1000-0000								064458537	65.54
		PO-018876	2.	01-0000-0-5600-002-1110-1000-0000								064458538	283.95
			1.	01-3010-0-5600-002-1110-1000-0000								064458538	721.94
WARRANT TOTAL													\$1,071.43
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS:		21		TOTAL AMOUNT OF WARRANTS:		\$15,063.34*				
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS:		21		TOTAL AMOUNT OF WARRANTS:		\$15,063.34*				

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 11/08/2012

11/07/12

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0017 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13764332	003381/	SUE CARBERRY											
		PV-130058		01-0024-0-4300-001-1110-4200-0000								REIMBURSEMENT	467.73
												WARRANT TOTAL	\$467.73
13764333	005135/	JANICE DOWNES											
		PV-130059		01-0000-0-4200-003-0000-2420-2000								REIMBURSEMENT	59.25
												WARRANT TOTAL	\$59.25
13764334	005362/	FERRELLGAS											
		PO-018960	1.	01-0000-0-5520-001-0000-8200-0000								ACCT. 1073232997, 998	292.13
												WARRANT TOTAL	\$292.13
13764335	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-018910	1.	01-3310-0-4300-001-5770-1120-0000								9428: ACCT. 1209	59.19
		PO-018988	1.	13-5310-0-4700-001-0000-3700-0000								ACCT. 2004	72.93
		PO-018992	1.	01-6012-0-4300-001-1110-4100-0000								4982: ACCT. 1221	3.27
		PO-019021	1.	01-9010-0-4300-003-7110-1000-5453								6164: ACCT. 1209	34.03
												WARRANT TOTAL	\$169.42
13764336	000739/	LAKESHORE LEARNING MATERIALS											
		PO-018895	1.	01-0000-0-4300-002-1110-1000-2662								4657101012	243.53
												WARRANT TOTAL	\$243.53
13764337	000220/	LAYTONVILLE WATER DISTRICT											
		PO-018862	1.	01-0000-0-5530-001-0000-8200-0000								LES, LMS, LHS-AG, NEW & OLD	2,109.31
												WARRANT TOTAL	\$2,109.31
13764338	005891/	LONG VALLEY AUTO SUPPLY											
		PO-018957	1.	01-7230-0-4364-001-0000-3600-0000								41777, 41823, 41874	226.64
												WARRANT TOTAL	\$226.64
13764339	000061/	LONG VALLEY LUMBER											
		PO-018863	3.	14-0620-0-4300-001-0000-8110-0000								ACCT. 1273	331.46
		PO-018936	1.	01-0676-0-4300-003-1110-1000-0000								ACCT. 1276	148.82
												WARRANT TOTAL	\$480.28

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT	
13764340	003136/	MATHESON TRI-GAS INC												
		PO-018864	1.	01-7230-0-5600-001-0000-3600-0000							05739567		28.82	
		WARRANT TOTAL											\$28.82	
13764341	002446/	MENDO MILL												
		PO-019018	1.	01-0000-0-4300-001-0000-8110-0000							393854/2		6.46	
		WARRANT TOTAL											\$6.46	
13764342	000622/	MENDOCINO COUNTY OFFICE OF ED												
		PV-130061		01-6500-0-5800-001-5750-3142-0000							120567		304.86	
		WARRANT TOTAL											\$304.86	
13764343	005409/	NATIONAL TRAINING CONSULTANTS												
		PV-130062		01-9065-0-5800-001-7110-3110-0000							LHS-B-028		3,700.00	
		WARRANT TOTAL											\$3,700.00	
13764344	000099/	PETTY CASH												
		PV-130060		01-0000-0-5904-003-0000-2700-0000							LHS PETTY CASH		494.75	
		WARRANT TOTAL											\$494.75	
13764345	002696/	RITCHIES FOOD SERVICE												
		PO-018970	1.	13-5310-0-4300-001-0000-3700-0000							732553		29.85	
			2.	13-5310-0-4700-001-0000-3700-0000							732553		69.15	
		WARRANT TOTAL											\$99.00	
13764346	003892/	SACRAMENTO CTY. OFFICE OF ED.												
		PO-018892	1.	01-0756-0-4300-001-1110-1000-0000							130590		93.80	
		WARRANT TOTAL											\$93.80	
13764347	003990/	SCHOOL INNOVATIONS & ADVOCACY												
		PO-019017	1.	01-0000-0-5800-001-0000-7200-0000							128648		3,750.00	
		WARRANT TOTAL											\$3,750.00	
13764348	003078/	SOLID WASTE OF WILLITS												
		PO-018868	1.	01-0000-0-5540-001-0000-8200-0000							275: ACCT. 5145-6		1,136.50	
		WARRANT TOTAL											\$1,136.50	
13764349	004488/	STAPLES												
		PO-019016	1.	01-0000-0-4300-001-0000-7200-0000							7000275022		50.41	
		WARRANT TOTAL											\$50.41	
13764350	003434/	SYSCO FD SCVS OF SAN FRANCISCO												
		PO-018924	2.	13-5310-0-4700-001-0000-3700-0000							210290271		916.24	
		WARRANT TOTAL											\$916.24	
13764351	005987/	Marbry Sipila												
		PO-019002	1.	13-5310-0-4700-001-0000-3700-0000							367785		50.00	
		WARRANT TOTAL											\$50.00	
13764352	005522/	VERITABLE VEGETABLE												
		PO-018888	1.	01-9010-0-4300-002-7110-1000-5453							794000		183.00	
		WARRANT TOTAL											\$183.00	
13764353	003863/	XEROX CORPORATION												
		PO-018872	1.	01-0790-0-5600-010-3200-1000-0000							064797434		37.80	
		PO-018873	1.	01-0000-0-5600-003-1110-1000-0000							064797437		451.58	
		PO-018876	2.	01-0000-0-5600-002-1110-1000-0000							064797436		624.87	
		WARRANT TOTAL											\$1,114.25	
13764354	003863/01	XEROX CORPORATION												
		PO-018839	1.	01-0000-0-5600-001-0000-7200-0000							064797438		101.00	
		WARRANT TOTAL											\$101.00	
***	BATCH TOTALS ***										TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$16,077.38*
***	DISTRICT TOTALS ***										TOTAL NUMBER OF WARRANTS:	23	TOTAL AMOUNT OF WARRANTS:	\$16,077.38*



APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 11/15/2012

11/14/12

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0018 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
13764892	005211/	JEAN BASQUEZ				
		PV-130063	01-3310-0-4300-001-5770-1120-0000		REIMBURSEMENT	15.10
			WARRANT TOTAL			\$15.10
13764893	000063/	GEIGER'S LONG VALLEY MARKET				
		PO-018992	1. 01-6012-0-4300-001-1110-4100-0000		6113:ACCT. 1221 -3.27 PD TWICE	2.12
		PO-019021	1. 01-9010-0-4300-003-7110-1000-5453		6600, 6840: ACCT. 1209	62.80
			WARRANT TOTAL			\$64.92
13764894	005923/	LIBBE MADSEN				
		PV-130065	01-9065-0-5800-001-7110-3110-0000		10/3-10/31 CONTRACT #1305	1,800.00
			WARRANT TOTAL			\$1,800.00
13764895	002742/	GLORIA MATHESON				
		PV-130066	01-0640-0-4300-001-0000-8300-0000		REIMBURSEMENT	27.75
			WARRANT TOTAL			\$27.75
13764896	004464/	MENDOCINO COMMUNITY NETWORK				
		PO-018841	1. 01-0002-0-5901-001-1110-1000-0000		1350020	10.00
			WARRANT TOTAL			\$10.00
13764897	000096/	PETTY CASH				
		PV-130064	01-0000-0-5904-002-0000-2700-0000		LEMS PETTY CASH	425.15
			WARRANT TOTAL			\$425.15
13764898	005931/	CORINA RICE				
		PV-130067	01-4035-0-5200-001-1110-1000-0000		REIMBURSEMENT	34.58
			WARRANT TOTAL			\$34.58
13764899	002696/	RITCHIES FOOD SERVICE				
		PO-018970	1. 13-5310-0-4300-001-0000-3700-0000		732573	68.68
			2. 13-5310-0-4700-001-0000-3700-0000		732573	38.85
			WARRANT TOTAL			\$107.53
13764900	000141/	ROUND TREE GLASS				
		PO-019023	1. 01-7230-0-5600-001-0000-3600-0000		56183	40.00
			WARRANT TOTAL			\$40.00
13764901	004842/	SAN DIEGO CTY OFFICE OF ED				
		PO-018937	1. 01-0792-0-5200-001-1110-1000-0000		VPSS-2423	400.00
			WARRANT TOTAL			\$400.00
13764902	001651/	LORRE STANGE				
		PV-130068	01-7090-0-4300-002-1110-1000-0000		REIMBURSEMENT	20.47
			WARRANT TOTAL			\$20.47
13764903	003434/	SYSCO FD SCVS OF SAN FRANCISCO				
		PO-018924	1. 13-5310-0-4300-001-0000-3700-0000		211050321	12.23
			2. 13-5310-0-4700-001-0000-3700-0000		211050321	1,292.96
			WARRANT TOTAL			\$1,305.19
13764904	005987/	Marbry Sipila				
		PO-019002	1. 13-5310-0-4700-001-0000-3700-0000		44: 40 LBS. APPLES	50.00
			WARRANT TOTAL			\$50.00
13764905	000043/	VERIZON CALIFORNIA				
		PO-018907	1. 01-0000-0-5903-001-0000-7200-0000		707-984-8718	72.11
			2. 01-0811-0-5903-001-0000-2100-0000		707-984-8089	87.41
			WARRANT TOTAL			\$159.52
***	BATCH TOTALS ***		TOTAL NUMBER OF WARRANTS:	14	TOTAL AMOUNT OF WARRANTS:	\$4,460.21*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF WARRANTS:	14	TOTAL AMOUNT OF WARRANTS:	\$4,460.21*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 11/21/2012

11/21/12

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0019 JB

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
13765491	005277/	AMAZON											
		PO-018899	2.	01-0000-0-4300-001-0000-8200-0000							171965628208		7.39
			2.	01-0000-0-4300-001-0000-8200-0000							033824486572		10.95
			1.	01-4510-0-4300-001-1110-1000-0000							171960840659		82.52
				WARRANT TOTAL									\$100.86
13765492	002129/	BAY WEST SUPPLY INC											
		PO-019019	1.	01-0000-0-4300-001-0000-8200-0000							276726		209.11
				WARRANT TOTAL									\$209.11
13765493	003755/	BUSINESS CARD											
		PV-130072		01-0000-0-4300-001-0000-7110-0000							ACCT. 4339-XXX-9466		100.00
				01-0000-0-4300-001-0000-8110-0000							ACCT. 4339-XXX-9466		48.22
				01-0635-0-4300-003-1110-1000-0000							ACCT. 4339-XXX-9466		280.17
				01-0640-0-4300-001-0000-8300-0000							ACCT. 4339-XXX-9466		183.28
				01-0676-0-4300-003-1110-1000-0000							ACCT. 4339-XXX-9466		159.51
				01-0756-0-4100-001-1110-1000-0000							ACCT. 4339-XXX-9466		65.46
				01-7230-0-4365-001-0000-3600-0000							ACCT. 4339-XXX-9466		15.07
				WARRANT TOTAL									\$851.71
13765494	005884/	MICHAEL DEMARTINI											
		PV-130069		01-0676-0-4300-003-1110-1000-0000							REIMBURSEMENT		130.24
				WARRANT TOTAL									\$130.24
13765495	004792/	DEPT. OF JUSTICE											
		PO-018980	1.	01-0000-0-5814-001-0000-7400-0000							938754		64.00
				WARRANT TOTAL									\$64.00
13765496	005989/	ETUNDRA.COM											
		PO-019020	1.	13-5310-0-4300-001-0000-3700-0000							50030713-00		495.00
				WARRANT TOTAL									\$495.00
13765497	000063/	GEIGER'S LONG VALLEY MARKET											
		PO-019000	1.	01-0002-0-4300-001-1110-1000-0000							2599: ACCT. 1209		22.35

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		PO-019021	1.	01-9010-0-4300-003-7110-1000-5453								6935:	ACCT. 1209	37.83
				WARRANT TOTAL										\$60.18
13765498	005891/	LONG VALLEY AUTO SUPPLY												
		PO-018957	1.	01-7230-0-4364-001-0000-3600-0000								42039, 42357, 42420		55.86
			1.	01-7230-0-4364-001-0000-3600-0000								40093		8.21
				WARRANT TOTAL										\$64.07
13765499	003986/	NANCY LUIS												
		PV-130070		01-3010-0-4300-001-1110-1000-0000								REIMBURSEMENT		84.18
				WARRANT TOTAL										\$84.18
13765500	000622/	MENDOCINO COUNTY OFFICE OF ED												
		PO-019048	1.	01-0000-0-5800-001-0000-7700-0000								120556		12,020.41
			2.	01-6535-0-5200-001-7110-1120-0000								130106		140.00
				WARRANT TOTAL										\$12,160.41
13765501	005990/	AMBER RICHMOND												
		PV-130071		01-6535-0-5200-001-7110-1120-0000								REIMBURSEMENT		163.17
				WARRANT TOTAL										\$163.17
13765502	002696/	RITCHIES FOOD SERVICE												
		PO-018970	1.	13-5310-0-4300-001-0000-3700-0000								831706, 831735		77.30
			2.	13-5310-0-4700-001-0000-3700-0000								831706, 831735		257.25
				WARRANT TOTAL										\$334.55
13765503	005987/	MARBRY SIPILA												
		PO-019002	1.	13-5310-0-4700-001-0000-3700-0000								367793		50.00
				WARRANT TOTAL										\$50.00
13765504	004488/	STAPLES CONTRACT & COMMERCIAL												
		PO-018898	1.	01-0676-0-4300-007-1110-1000-0000								7000290964		167.91
		PO-019025	1.	01-0676-0-4300-001-1110-1000-0000								7000299308		405.77
				WARRANT TOTAL										\$573.68
13765505	003434/	SYSO FD SCVS OF SAN FRANCISCO												
		PO-018924	2.	13-5310-0-4700-001-0000-3700-0000								211120202		1,242.96
				WARRANT TOTAL										\$1,242.96
	***	BATCH TOTALS ***												
				TOTAL NUMBER OF WARRANTS:									TOTAL AMOUNT OF WARRANTS:	\$16,584.12*
	***	DISTRICT TOTALS ***												
				TOTAL NUMBER OF WARRANTS:									TOTAL AMOUNT OF WARRANTS:	\$16,584.12*

APY250 H.02.09

MENDOCINO COUNTY SCHOOLS  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 11/29/2012

11/28/12

DISTRICT: 48 LAYTONVILLE UNIFIED  
BATCH: 0020 JB

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FU RESO P OBJE SCH GOAL FUNC DIST	DESCRIPTION		
13766122	004433/	A-Z BUS SALES INC				
	PO-018842	1.	01-7230-0-4364-001-0000-3600-0000	DI15830		25.58
	PO-019024	1.	01-7230-0-5800-001-0000-3600-0000	06326		350.00
			WARRANT TOTAL			\$375.58
13766123	000197/	ADMINISTRATIVE SRV CORP				
	PO-018851	1.	68-0000-0-5600-001-0000-6000-0000	DENTAL		128.25
		2.	69-0000-0-5600-001-0000-6000-0000	VISION		55.00
			WARRANT TOTAL			\$183.25
13766124	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
13766125	001804/	CDE				
	PO-018997	1.	13-5310-0-4700-001-0000-3700-0000	13 SF-08175		145.60
			WARRANT TOTAL			\$145.60
13766126	000039/	CHEVRON BUSINESS CARD SERVICES				
	PO-018856	2.	01-0000-0-4361-001-0000-8110-0000	ACCT. 7898860577		193.79
		1.	01-7230-0-4361-001-0000-3600-0000	ACCT. 7898860577		563.63
			WARRANT TOTAL			\$757.42
13766127	005989/	ETUNDRA.COM				
	PO-018979	1.	13-5310-0-4300-001-0000-3700-0000	50040460-00		495.00
	PO-019026	1.	13-5310-0-4300-001-0000-3700-0000	50037600-00		86.18
		1.	13-5310-0-4300-001-0000-3700-0000	ACCT. 7898860577		23.99
			WARRANT TOTAL			\$605.17
13766128	003646/	FEDEX				
	PV-130073		01-7230-0-4365-001-0000-3600-0000	ACCT. 1762-2788-5		9.99
			WARRANT TOTAL			\$9.99
13766129	005254/	LAYTONVILLE'S HEALTHY START				
	PO-019052	1.	01-6012-0-5800-001-1110-4100-0000	7/1-11/21/12		13,939.08

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FU	RESO	P	OBJE	SCH	GOAL	FUNC	DIST	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
-----														
											WARRANT TOTAL			\$13,939.08
13766130	004358/	BETTE LOFLIN												
		PV-130074		01-0000-0-5200-001-0000-7200-0000									REIMBURSEMENT	54.39
											WARRANT TOTAL			\$54.39
13766131	000124/	PACIFIC GAS & ELECTRIC												
		PO-018854	1.	01-0000-0-5510-001-0000-8200-0000									ACCT. 0991326276-13	9,193.90
			1.	01-0000-0-5510-001-0000-8200-0000									ACCT. 5075063012-6	43.07
											WARRANT TOTAL			\$9,236.97
13766132	001308/	JOAN POTTER												
		PV-130075		01-4035-0-5200-001-1110-1000-0000									REIMBURSEMENT	88.08
											WARRANT TOTAL			\$88.08
13766133	001375/	RAINBOW AG												
		PO-019055	1.	14-0620-0-5600-001-0000-8110-0000									4899810-00	95.00
											WARRANT TOTAL			\$95.00
13766134	002582/	SPORT & CYCLE												
		PO-019004	1.	01-1100-0-4300-003-1110-4200-0000									184515	80.54
		PO-019006	1.	01-1100-0-4300-003-1110-4200-0000									185573	958.59
			1.	01-1100-0-4300-003-1110-4200-0000									185661	33.03
											WARRANT TOTAL			\$1,072.16
13766135	000043/	VERIZON CALIFORNIA												
		PO-018907	1.	01-0000-0-5903-001-0000-7200-0000									707-984-1155; 707-984-6904	138.68
											WARRANT TOTAL			\$138.68
13766136	005532/	WILLITS ONLINE LLC												
		PO-018826	1.	01-0811-0-5901-001-0000-2100-0000									378676	69.95
											WARRANT TOTAL			\$69.95
***	BATCH TOTALS ***										TOTAL NUMBER OF WARRANTS:	15	TOTAL AMOUNT OF WARRANTS:	\$35,819.60*
***	DISTRICT TOTALS ***										TOTAL NUMBER OF WARRANTS:	15	TOTAL AMOUNT OF WARRANTS:	\$35,819.60*



# LAYTONVILLE UNIFIED SCHOOL DISTRICT MONTHLY BUDGET REPORT

December 13, 2012

48 Laytonville Unified School Dis J2063

BUDGET REPORT

BEX110 H.00.30 12/07/12 11:13

budget report for board

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	1,071,223.75	0.00	0.00	.0	0.00	1,071,223.75	100.0
8011 REV LIMIT STATE AID - CURR YR	797,468.34	64,165.00	64,165.00	8.0	0.00	733,303.34	91.9
8021 HOMEOWNERS' EXEMPTION	18,822.00	0.00	0.00	.0	0.00	18,822.00	100.0
8022 TIMBER YIELD TAX	4,781.00	0.00	0.00	.0	0.00	4,781.00	100.0
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	0.00	0.00	.0	0.00	1,731,141.00	100.0
8042 UNSECURED ROLL TAXES	58,260.00	59,731.44	59,731.44	100.0	0.00	1,471.44	.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	4,712.97	4,712.97	.0	0.00	4,712.97	.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	3,121.79	3,121.79	40.1	0.00	4,653.21	59.8
8110 MAINTENANCE & OPER (PL 81-874)	25,000.00	22,693.34	22,693.34	90.7	0.00	2,306.66	9.2
8181 SPECIAL EDUCATION -ENTITLEMENT	80,009.00	20,002.00	20,002.00	24.9	0.00	60,007.00	75.0
8182 SPECIAL EDUCATION- DISC GRANTS	3,200.00	800.00	800.00	25.0	0.00	2,400.00	75.0
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	339,436.63	12,109.07	12,109.07	3.5	0.00	327,327.56	96.4
8311 OTHER STATE APPORT - CURR YEAR	218,947.00	81,020.00	81,020.00	37.0	0.00	137,927.00	62.9
8434 CLASS SIZE REDUCTION, GRDS K-3	78,631.00	19,868.09	19,868.09	25.2	0.00	58,762.91	74.7
8560 STATE LOTTERY REVENUE	49,800.00	3,213.87	3,213.87	6.4	0.00	46,586.13	93.5
8590 ALL OTHER STATE REVENUE	371,261.00	144,021.25	144,021.25	38.7	0.00	227,239.75	61.2
8650 LEASES & RENTALS	12,500.00	4,600.00	4,600.00	36.8	0.00	7,900.00	63.2
8660 INTEREST	2,500.00	734.07	734.07	29.3	0.00	1,765.93	70.6
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	126,116.13	16,794.66	16,794.66	13.3	0.00	109,321.47	86.6
8792 TF OF APPORTIONMENT FROM COBS	223,727.00	55,978.00	55,978.00	25.0	0.00	167,749.00	74.9
TOTAL: 8xxx	5,430,977.85	504,352.87	504,352.87	9.2	0.00	4,926,624.98	90.7
1100 TEACHERS' SALARIES	1,383,531.91	484,708.40	484,708.40	35.0	0.00	898,823.51	64.9
1170 TEACHER - SUBSTITUTE	29,342.00	9,740.00	9,740.00	33.1	0.00	19,602.00	66.8
1200 CERT PUEPL SUPPORT SALARIES	28,857.00	10,689.00	10,689.00	37.0	0.00	18,168.00	62.9
1300 CERT SUPERVISOR/ADMIN SALARIES	288,513.00	123,407.10	123,407.10	42.7	0.00	165,105.90	57.2
1900 OTHER CERTIFICATED SALARIES	5,639.64	0.00	0.00	.0	0.00	5,639.64	100.0
TOTAL: 1xxx	1,735,883.55	628,544.50	628,544.50	36.2	0.00	1,107,339.05	63.7
2100 INSTRUCTIONAL AIDES' SALARIES	256,842.31	91,814.55	91,814.55	35.7	0.00	165,027.76	64.2
2170 INSTRUCTIONAL AIDE -SUBSTITUTE	1,250.00	400.69	400.69	32.0	0.00	849.31	67.9
2200 CLASSIFIED SUPPORT SALARIES	273,350.00	108,880.40	108,880.40	39.8	0.00	164,469.60	60.1
2250 CLASSIFIED SUPP - P.T./ADDIT'L	2,000.00	1,126.02	1,126.02	56.3	0.00	873.98	43.6
2260 CLASSIFIED SUPPORT - OVER-TIME	3,500.00	1,247.93	1,247.93	35.6	0.00	2,252.07	64.3
2270 CLASSIFIED SUPPORT - SUBSTITUTE	5,000.00	2,829.58	2,829.58	56.5	0.00	2,170.42	43.4
2300 CLASS. SUPRVRS/ADMIN SALARIES	142,681.00	47,308.55	47,308.55	33.1	0.00	95,372.45	66.8
2400 CLERICAL,TECH,OFFICE SALARIES	191,283.00	74,454.77	74,454.77	38.9	0.00	116,828.23	61.0
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	3,198.24	3,198.24	36.1	0.00	5,636.76	63.8
2970 OTHER CLASSIFIED - SUBSTITUTE	420.00	18.37	18.37	4.3	0.00	401.63	95.6
TOTAL: 2xxx	885,411.31	331,399.51	331,399.51	37.4	0.00	554,011.80	62.5
3101 STRS, CERTIFICATED	128,307.25	46,547.29	46,547.29	36.2	0.00	81,759.96	63.7
3102 STRS, CLASSIFIED	1,444.00	99.00	99.00	6.8	0.00	1,345.00	93.1
3201 PERS, CERTIFICATED	5,965.00	2,319.75	2,319.75	38.8	0.00	3,645.25	61.1
3202 PERS, CLASSIFIED	89,366.00	34,228.03	34,228.03	38.3	0.00	55,137.97	61.6
3301 OASDI, CERTIFICATED	4,139.00	1,302.44	1,302.44	31.4	0.00	2,836.56	68.5
3302 OASDI, CLASSIFIED	52,694.00	19,950.18	19,950.18	37.8	0.00	32,743.82	62.1
3311 MEDICARE, CERTIFICATED	24,643.00	8,653.55	8,653.55	35.1	0.00	15,989.45	64.8
3312 MEDICARE, CLASSIFIED	12,668.00	4,697.98	4,697.98	37.0	0.00	7,970.02	62.9
3401 HEALTH & WELFARE, CERTIFICATED	232,293.00	109,449.84	109,449.84	47.1	0.00	122,843.16	52.8
3402 HEALTH & WELFARE, CLASSIFIED	269,366.94	102,008.38	102,008.38	37.8	0.00	167,358.56	62.1
3501 UNEMPLOYMENT INS, CERTIFICATED	18,600.00	6,565.09	6,565.09	35.2	0.00	12,034.91	64.7
3502 UNEMPLOYMENT INS, CLASSIFIED	9,406.00	3,563.77	3,563.77	37.8	0.00	5,842.23	62.1
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	86,055.00	30,573.85	30,573.85	35.5	0.00	55,481.15	64.4
3602 WORKERS' COMP, CLASSIFIED	43,480.00	16,598.24	16,598.24	38.1	0.00	26,881.76	61.8
3701 OPEB ALLOCATED CERTIFICATED	40,081.00	8,596.65	8,596.65	21.4	0.00	31,484.35	78.5
3702 OPEB ALLOCATED CLASSIFIED	1,990.00	0.00	0.00	.0	0.00	1,990.00	100.0
3801 PERS REDUCTION, CERTIFICATED	526.00	204.01	204.01	38.7	0.00	321.99	61.2
3802 PERS REDUCTION, CLASSIFIED	6,754.00	2,726.84	2,726.84	40.3	0.00	4,027.16	59.6
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	1,057,978.19	398,771.58	398,771.58	37.6	0.00	659,206.61	62.3
4100 APPRVD TEXTBOOKS/CORE CURRICULA	43,909.34	15,645.27	15,645.27	35.6	0.00	28,264.07	64.3
4200 BOOKS/OTHER REFERENCE MATERIAL	0.00	101.60	101.60	100.0	0.00	101.60	.0
4300 MATERIALS & SUPPLIES	147,672.27	34,788.42	34,788.42	23.5	9,511.69	103,372.16	70.0
4361 FUEL - GASOLINE,DIESEL	36,385.00	21,994.82	21,994.82	87.9	2,889.67	1,500.51	4.1
4362 TRANSP - OIL,GREASE	1,640.00	1,636.15	1,636.15	99.7	0.00	3.85	.2
4363 TIRES & ACCESSORIES	0.00	0.00	0.00	.0	1,854.66	1,854.66	.0
4364 REPLACEMENT PARTS	8,500.00	1,472.48	1,472.48	17.3	5,527.52	1,500.00	17.6
4365 TRANSP - OTHER SUPPLIES	1,500.00	101.91	101.91	6.7	0.00	1,398.09	93.2
4400 NON-CAPITALIZED EQUIPMENT	1,215.34	805.30	805.30	66.2	0.00	410.04	33.7

OBJECT CLASSIFICATION	APPROVED BUDGET	EXPENDED/RECEIVED				ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE	%			BALANCE	%
TOTAL: 4XXX	240,821.95	86,545.95	86,545.95	35.9		19,783.54	134,492.46	55.8
5200 TRAVEL & CONFERENCES	23,028.20	6,592.80	6,592.80	28.6		640.00	15,795.40	68.5
5300 DUES & MEMBERSHIPS	1,593.00	1,517.50	1,517.50	95.2		0.00	75.50	4.7
5450 OTHER INSURANCE	42,992.00	42,992.00	42,992.00	100.0		0.00	0.00	.0
5510 LIGHTS & POWER	91,500.00	38,311.52	38,311.52	41.8		48,088.48	5,100.00	5.5
5520 HEATING FUEL	56,500.00	2,326.42	2,326.42	4.1		42,673.58	11,500.00	20.3
5530 WATER & SEWER	16,300.00	12,096.37	12,096.37	74.2		3,203.63	1,000.00	6.1
5540 WASTE DISPOSAL	11,500.00	3,941.05	3,941.05	34.2		5,478.95	2,060.00	18.0
5600 RENT, LEASES, REPAIR NON CAP IMP	42,550.00	12,290.20	12,290.20	28.8		11,824.39	18,435.41	43.3
5710 TRANSFER OF DIRECT COSTS	0.10-	0.00	0.00	100.0		0.00	0.10-	.0
5750 TRANSFER DIRECT COSTS-INTERFUND	5,000.00-	0.00	0.00	100.0		0.00	5,000.00-	.0
5800 PROFESSIONAL/CONSULTING SVCS/OF EXP	274,931.99	68,032.88	68,032.88	24.7		41,019.82	165,879.29	60.3
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	2,081.25	2,081.25	24.4		0.00	6,418.75	75.5
5811 ADVERTISING	1,000.00	293.90	293.90	29.3		206.10	500.00	50.0
5814 FINGERPRINTING	750.00	160.00	160.00	21.3		320.00	270.00	36.0
5901 COMMUNIC - INTERNET SVCS/LINES	1,139.25	419.75	419.75	36.8		539.65	179.85	15.7
5903 COMMUNIC - TELEPHONE SERVICES	3,700.00	1,241.64	1,241.64	33.5		2,233.36	225.00	6.0
5904 COMMUNIC - POSTAGE/DELIVERY	3,600.00	1,545.30	1,545.30	42.9		0.00	2,054.70	57.0
TOTAL: 5XXX	592,584.34	201,952.03	201,952.03	34.0		166,139.51	224,492.80	37.8
TOTAL: 1XXX - 5XXX	4,512,679.34	1,647,213.57	1,647,213.57	36.5		185,923.05	2,679,542.72	59.3
7350 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	71,675.00	0.00	0.00	.0		0.00	71,675.00	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	276,548.00	0.00	0.00	.0		0.00	276,548.00	100.0
7980 BUDG FUND BAL-OTHER ASSIGNMENT	349,165.51	0.00	0.00	.0		0.00	349,165.51	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	918,298.51	0.00	0.00	.0		0.00	918,298.51	100.0
TOTAL: 1XXX - 7XXX	5,430,977.85	1,647,213.57	1,647,213.57	30.3		185,923.05	3,597,841.23	66.2
TOTAL INCOME ( 8000 - 8999 )	5,430,977.85	504,352.87	504,352.87	9.2		0.00	4,926,624.98	90.7
TOTAL: 1XXX - 5XXX	4,512,679.34	1,647,213.57	1,647,213.57	36.5		185,923.05	2,679,542.72	59.3
TOTAL: 1XXX - 6XXX	4,512,679.34	1,647,213.57	1,647,213.57	36.5		185,923.05	2,679,542.72	59.3
TOTAL: 1XXX - 7XXX	5,430,977.85	1,647,213.57	1,647,213.57	30.3		185,923.05	3,597,841.23	66.2
TOTAL EXPENSES ( 1000 - 7999 )	5,430,977.85	1,647,213.57	1,647,213.57	30.3		185,923.05	3,597,841.23	66.2



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**BUDGET TRANSFERS**  
December 13, 2012

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUNC DIST	Debit	Credit
130010	10/31/2012	11/01/2012	First Interim	Entered by: BL48 Unapproved		
	1.			01-0003-0-8000-000-0000-0000-0000		0.10
	2.			01-0003-0-5710-003-1110-4200-0000	0.10	
	3.			01-4035-0-8290-000-0000-0000-9652	11,215.68	
	4.			01-4035-0-5200-000-1110-1000-0000		3,000.00
	5.			01-4035-0-5200-001-0000-2700-0000		250.00
	6.			01-4035-0-5200-001-1110-1000-0000		1,185.68
	7.			01-4035-0-5800-003-0000-2100-0000		3,000.00
	8.			01-4035-0-7310-001-0000-7210-0000		1,280.00
	9.			01-4035-0-1100-001-1110-1000-0000		2,500.00
	10.			01-5826-0-8290-000-0000-0000-9652	2,938.47	
	11.			01-5826-0-5800-000-0000-2100-0000		2,938.47
	12.			01-4110-0-8290-000-0000-0000-9652	328.48	
	13.			01-4110-0-4300-002-1110-1000-0000		228.48
	14.			01-0790-0-3202-002-1110-1000-0000		185.00
	15.			01-0790-0-3302-002-1110-1000-0000		208.00
	16.			01-0790-0-3312-002-1110-1000-0000		48.00
	17.			01-0790-0-3402-002-1110-1000-0000		758.00
	18.			01-0790-0-3502-002-1110-1000-0000		37.00
	19.			01-0790-0-3602-002-1110-1000-0000		172.00
	20.			01-0790-0-3802-002-1110-1000-0000		16.00
	21.			01-0790-0-1170-010-3200-1000-0000	500.00	
	22.			01-0790-0-4300-010-3200-1000-0000	924.00	
	23.			01-3010-0-3202-002-1110-1000-0000		930.00
	24.			01-3010-0-1170-002-1110-1000-0000	700.00	
	25.			01-3010-0-1170-003-1110-1000-0000	230.00	
	26.			01-3315-0-2100-002-5720-1130-0000	1,561.00	
	27.			01-3315-0-2100-002-5720-1191-0000		611.00
	28.			01-3315-0-1100-002-5720-1131-0000		950.00
	29.			01-6500-0-2100-002-5750-1110-0000		7,922.00
	30.			01-6500-0-3202-002-5750-1110-0000		1,806.00
	31.			01-6500-0-3302-002-5750-1110-0000		677.00
	32.			01-6500-0-3312-002-5750-1110-0000		160.00
	33.			01-6500-0-3402-002-5750-1110-0000	759.00	
	34.			01-6500-0-3502-002-5750-1110-0000		122.00
	35.			01-6500-0-3602-002-5750-1110-0000		560.00
	36.			01-6500-0-3802-002-5750-1110-0000		139.00
	37.			01-6500-0-5800-001-5770-1191-0000	9,000.00	
	38.			01-6500-0-5800-001-5750-3120-0000	8,000.00	
	39.			01-6500-0-5800-001-5750-3120-9000		9,000.00
	40.			01-6500-0-5800-001-5770-3110-0000		16,000.00
	41.			01-6500-0-2100-007-5770-1130-0000	2,038.25	
	42.			01-6500-0-2100-008-5770-1130-0000	1,003.60	
	43.			01-0000-0-7980-000-0000-0000-0000	15,585.05	
	44.		SpyRock IA's (Jade&Marcia)	01-0000-0-2100-007-1110-1000-0000		8,546.00
130010	CONTINUED			CONTINUED		
	45.			01-0000-0-3202-007-1110-1000-0000		471.00
	46.			01-0000-0-3302-007-1110-1000-0000		530.00
	47.			01-0000-0-3312-007-1110-1000-0000		124.00
	48.			01-0000-0-3402-007-1110-1000-0000		1,052.00
	49.			01-0000-0-3502-007-1110-1000-0000		94.00
	50.			01-0000-0-3602-007-1110-1000-0000		438.00
	51.			01-0000-0-3802-007-1110-1000-0000		471.00
	52.			01-0000-0-2170-007-1110-1000-0000		250.00
	53.		Branscomb IA .5 hr	01-0000-0-2100-008-1110-1000-0000		1,411.00
	54.			01-0000-0-3302-008-1110-1000-0000		87.00
	55.			01-0000-0-3312-008-1110-1000-0000		20.00
	56.			01-0000-0-3502-008-1110-1000-0000		16.00
	57.			01-0000-0-3602-008-1110-1000-0000		72.00
	58.			01-0000-0-2270-001-0000-8200-0000		500.00
	59.			01-0000-0-2260-001-0000-8200-0000	500.00	
	60.			01-0000-0-2470-002-0000-2700-0000		250.00
	61.			01-0000-0-7980-000-0000-0000-0000	20,875.00	
	62.			01-0000-0-5450-001-0000-7200-0000	763.00	
	63.			01-0000-0-2400-001-0000-7150-0000		5,816.00
	64.			01-0000-0-3702-001-0000-7150-0000		1,990.00
	65.			01-6500-0-8980-000-5001-0000-0000	15,585.05	
	66.			01-0000-0-8980-000-0000-0000-0000		15,585.05
				TOTAL:	92,506.78*	92,506.78*
130013	10/31/2012	11/08/2012	First Interim	Entered by: BL48 Unapproved		
	1.		Full allocation	01-0640-0-8590-000-0000-0000-0000	8,057.00	
	2.			01-0640-0-7980-000-0000-0000-0000		8,057.00
	3.			01-4035-0-8290-000-0000-0000-0000	406.00	
	4.			01-4035-0-5200-001-1110-1000-0000		406.00
	5.			01-7090-0-8311-000-0000-0000-0000		435.00
	6.			01-7090-0-4300-002-1110-1000-0000	435.00	
	7.			01-0676-0-8590-000-0000-0000-0000		18.00
	8.			01-0676-0-7980-000-0000-0000-0000	18.00	
	9.			01-0708-0-8590-000-0000-0000-0000		16.00
	10.			01-0708-0-3311-003-0000-3110-0000	16.00	
	11.			01-0727-0-8590-000-0000-0000-0000		2.00
	12.			01-0727-0-1170-002-1110-1000-0000	2.00	
	13.			01-0728-0-8590-000-0000-0000-0000	640.00	
	14.			01-0728-0-1200-001-0000-3110-0000		158.00
	15.			01-0728-0-1300-002-0000-2700-0000		81.00
	16.			01-0728-0-1100-003-3300-1000-0000		401.00
	17.			01-0729-0-8590-000-0000-0000-0000	6.00	
	18.			01-0729-0-3402-001-0000-7300-0000		6.00
	19.			01-0755-0-8590-000-0000-0000-0000		7.00
	20.			01-0755-0-1100-003-1110-1000-0000	7.00	
	21.			01-0756-0-8590-000-0000-0000-0000		30.00
				CONTINUED		

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL FUNC DIST	Debit	Credit
130013	CONTINUED					
	22.			01-0756-0-4100-001-1110-1000-0000	30.00	
	23.			01-0790-0-8590-000-0000-0000-0000		30.00
	24.			01-0790-0-1100-003-1110-1000-0000	30.00	
	25.			01-0793-0-8590-000-0000-0000-0000	6.00	
	26.			01-0793-0-5200-001-0000-2100-0000		6.00
	27.			01-0795-0-8590-000-0000-0000-0000		9.00
	28.			01-0795-0-4300-002-1110-1000-0000	9.00	
	29.			01-3010-0-8290-000-0000-0000-0000	143.00	
	30.			01-3010-0-2100-002-1110-1000-0000		143.00
	31.			01-0714-0-8590-000-0000-0000-0000		1,190.00
	32.			01-0714-0-4300-000-1110-1000-0000	1,190.00	
				TOTAL:	10,995.00*	10,995.00*
130014	10/31/2012	11/13/2012	Other funds	Entered by: BL48 Unapproved		
	1.		House rent	40-0000-0-8650-000-0000-0000-0000	8,000.00	
	2.		Interest	40-0000-0-8650-000-0000-0000-0000	400.00	
	3.			40-0000-0-4300-001-0000-8100-0000		875.00
	4.			40-0000-0-4300-001-0000-8100-0000		650.00
	5.			40-0000-0-4300-003-0000-8100-0000		680.00
	6.			40-0000-0-4400-001-0000-8100-0000		2,428.00
	7.			40-0000-0-5800-001-0000-8100-0000		4,401.00
	8.			40-0000-0-7940-000-0000-0000-0000	634.00	
	9.			14-0620-0-4300-001-0000-8100-0000		4,000.00
	10.			14-0620-0-4400-001-0000-8100-0000		4,850.00
	11.			14-0620-0-7940-000-0000-0000-0000	8,850.00	
				TOTAL:	17,884.00*	17,884.00*
130015	10/31/2012	11/15/2012	1st interim	Entered by: BL48 Unapproved		
	1.			56-0000-0-8919-000-0000-0000-0000	150.00	
	2.			56-0000-0-7438-000-0000-9100-0000		120.00
	3.		To cover neg interest	56-0000-0-7980-000-0000-0000-0000		30.00
				TOTAL:	150.00*	150.00*
130016	10/31/2012	11/13/2012	Adjust PERS red and indirect	Entered by: BL48 Unapproved		
	1.			01-0000-0-7310-001-0000-7210-0000	1,280.00	
	2.			01-0000-0-3802-007-1110-1000-0000	400.00	
	3.			01-0000-0-3802-002-0000-2700-0000	100.00	
	4.			01-0000-0-3802-001-0000-7150-0000	100.00	
	5.			01-0000-0-3802-001-0000-2420-0000	100.00	
	6.			01-0000-0-3802-001-0000-8200-0000	82.00	
	7.			01-0000-0-5800-001-0000-7200-0000		2,062.00
				TOTAL:	2,062.00*	2,062.00*
130011	11/05/2012	11/05/2012	First interim	Entered by: BL48 Unapproved		
	1.			01-0024-0-1100-001-1110-1000-0000	862.00	
	2.			01-0024-0-2400-001-0000-2430-0000		100.00
				CONTINUED		
130011	CONTINUED					
	3.			01-0024-0-3302-001-0000-2430-0000		5.00
	4.			01-0024-0-3312-001-0000-2430-0000		2.00
	5.			01-0024-0-3502-001-0000-2430-0000		1.00
	6.			01-0024-0-3602-001-0000-2430-0000		4.00
	7.			01-0024-0-4300-001-1110-1000-0000		750.00
	8.		LMS band DHogan	01-0676-0-1100-002-1110-1000-0000		1,000.00
	9.			01-0676-0-3311-002-1110-1000-0000		15.00
	10.			01-0676-0-3501-002-1110-1000-0000		11.00
	11.			01-0676-0-3601-002-1110-1000-0000		54.00
	12.		LV Dance	01-0676-0-5800-003-1110-1000-0000		475.00
	13.			01-0676-0-2100-002-1110-1000-0000	1,080.00	
	14.			01-0676-0-4300-003-1110-1000-0000	475.00	
	15.		IA support MNeuroth	01-0725-0-2100-002-1110-1000-0000		2,450.00
	16.			01-0725-0-3202-002-1110-1000-0000		280.00
	17.			01-0725-0-3302-002-1110-1000-0000		96.00
	18.			01-0725-0-3312-002-1110-1000-0000		23.00
	19.			01-0725-0-3402-002-1110-1000-0000		1,155.00
	20.			01-0725-0-3502-002-1110-1000-0000		17.00
	21.			01-0725-0-3602-002-1110-1000-0000		79.00
	22.			01-0725-0-3802-002-1110-1000-0000		25.00
	23.			01-0725-0-5800-002-1110-1000-0000	4,125.00	
	24.			01-0793-0-2400-002-0000-2700-0000		291.00
	25.			01-0793-0-3202-002-0000-2700-0000		28.00
	26.			01-0793-0-3302-002-0000-2700-0000		21.00
	27.			01-0793-0-3402-002-0000-2700-0000		205.00
	28.			01-0793-0-3502-002-0000-2700-0000		3.00
	29.			01-0793-0-3602-002-0000-2700-0000		13.00
	30.			01-0793-0-3802-002-0000-2700-0000		9.00
	31.			01-0793-0-2900-001-1110-1000-0000		42.00
	32.			01-0793-0-7980-000-0000-0000-0000	612.00	
				TOTAL:	7,154.00*	7,154.00*
130012	11/06/2012	11/06/2012	GATE	Entered by: BL48 Unapproved		
	1.		Reduce IA	01-0714-0-2100-001-1110-1000-0000	1,285.00	
	2.			01-0714-0-3202-001-1110-1000-0000	147.00	
	3.			01-0714-0-3302-001-1110-1000-0000	79.00	
	4.			01-0714-0-3312-001-1110-1000-0000	19.00	
	5.			01-0714-0-3402-001-1110-1000-0000	610.00	
	6.			01-0714-0-3502-001-1110-1000-0000	14.00	
	7.			01-0714-0-3602-001-1110-1000-0000	65.00	
	8.			01-0714-0-3802-001-1110-1000-0000	12.00	
	9.			01-0714-0-4100-003-1110-1000-0000		600.00
	10.			01-0714-0-4300-002-1110-4100-0000		200.00
	11.			01-0714-0-4300-003-0000-2420-0000		200.00
	12.			01-0714-0-5200-002-1110-4100-0000		235.00
	13.		Mock trial coach	01-0714-0-1100-003-1110-4100-0000		2,200.00
				CONTINUED		

Number	Date	Date Entered	Description	FU RESO P OBJE SCH GOAL PUNC DIST	Debit	Credit
130012		CONTINUED				
		14.	No coordinator	01-0714-0-1300-001-0000-2100-0000	1,000.00	
		15.		01-0714-0-4300-000-1110-1000-0000	204.00	
			TOTAL:		3,435.00*	3,435.00*
130017	11/15/2012	11/15/2012	1st Interim revenue adjstmnt	Entered by: BL48 Unapproved		
		1.	Inc ADA by 9 & remove trigger	01-0000-0-8011-000-0000-0000-0000	263,134.34	
		2.	Budget for data lines	01-0000-0-5800-001-0000-7700-0000		12,020.41
		3.	Assigned to reserve	01-0000-0-7980-000-0000-0000-0000		157,540.79
		4.	Inc Stabilization to 6%	01-0000-0-7950-000-0000-0000-0000		83,385.80
		5.	Inc Econ Uncert to 4%	01-0000-0-7989-000-0000-0000-0000		8,972.00
		6.		01-0000-0-4400-001-0000-7200-0000		1,215.34
			TOTAL:		263,134.34*	263,134.34*
130018	11/30/2012	12/06/2012	Update per P-1 tax report	Entered by: BL48 Unapproved		
		1.	Inc per P-1 tax report	01-0000-0-8041-000-0000-0000-0000	12,918.00	
		2.	Dec per P-1 tax report	01-0000-0-8042-000-0000-0000-0000		7,193.00
		3.	Inc per P-1 tax report	01-0000-0-8043-000-0000-0000-0000	1,247.00	
		4.	Dec per P-1 tax report	01-0000-0-8044-000-0000-0000-0000		4,216.00
		5.	Dec per P-1 tax report	01-0000-0-8045-000-0000-0000-0000		8,223.00
		6.	Inc per P-1 tax report	01-0000-0-8022-000-0000-0000-0000	524.00	
		7.	Inc per P-1 tax report	01-0000-0-8021-000-0000-0000-0000	525.00	
		8.	Inc per P-1 tax report	01-0000-0-8011-000-0000-0000-0000	4,418.00	
			TOTAL:		19,632.00*	19,632.00*
130019	12/06/2012	12/06/2012	Rev limit 1st interim revision	Entered by: BL48 Unapproved		
		1.	Revised RL per enrollment incr	01-0000-0-8011-000-0000-0000-0000	4,770.00	
		2.	UI	01-0000-0-3599-000-0000-7600-0000		1,700.00
		3.	Inc custodial subs	01-0000-0-2270-001-0000-8200-0000		1,000.00
		4.	Sports refs	01-0000-0-5800-002-1110-4200-0000		2,070.00
		5.	Inc PERS red	01-0000-0-8092-000-0000-0000-0000	772.00	
		6.		01-0000-0-3802-001-0000-7300-0000		772.00
			TOTAL:		5,542.00*	5,542.00*
			DISTRICT TOTAL		422,495.12**	422,495.12**
			GRAND TOTAL		422,495.12***	422,495.12**



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**WILLIAMS QUARTERLY REPORT**  
 December 13, 2012

Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
 2012-2013 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 1<sup>ST</sup> Quarter July – September 2012-2013 school year.

**INSTRUCTIONAL MATERIALS:**

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
Laytonville Elementary*	9/13/12	8	All Core Subjects	No Deficiencies.					

\* 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:**

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
Laytonville Elementary	9-13-12	Office	Two dark fixtures	No			79.86%
		Room 7	Broken tile in hallway; stains in ceiling. Unsecured items are stored on top of bookcases.	No			
		Room 6	Unsecured items are store on top of bookcases.				
		Room 4	Broken tile outside entry door; stains in ceiling. Unsecured items on top of bookcases.				

Completed by: V Gullick

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Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
 2012-2013 FISCAL YEAR

School	Review Date	Room/Area	Facility Deficiencies Identified	Emergency	Correction/ Action Taken	Corrected On	Overall Facilities Score
Laytonville Elementary (Cont.)	9-13-12	Preschool	One stained ceiling tile, ripples forming in carpet, one seam opening, two or three tubes out, five fixtures disconnected at teacher request. No pressure in fountain – faucet works. Tall shelf needs to be secured. Playground chips good; rake some under slide.				
		Room 11	One fixture dark.				
		Room 10 / speech room	No desks. Two dark fixtures. Stains around ceiling heater; one missing diffuser. Secure file cabinets.				
		Room 9	Ceiling stains. Ripples in carpet. Two dark fixtures; lights hum so teacher keeps them turned off.				
		Room 8	One dark fixture. Stains around heater in ceiling.				
		Upper restroom	One of two fountains in operation. One urinal out of order, one toilet out of order, VERY old fixtures.				
		Room 14	Ripples in carpet. Need to secure tall cabinets.				
		Arena	Locked mat room – unoccupied. Large (repaired) cracks in basketball court could be hazardous.				
		Middle restroom	Boys' – both sinks inoperable				
		Room 19	One dark fixture.				
		Room 20	Three dark fixtures. Exterior fountains work.				
		Room 15 / 16 Computer Lab / Library	Carpet ripples; some seams opening.				
		Room 1 Kindergarten	One broken diffuser; one dark fixture. Need to rake chips under swing.				

Completed by: V Gulick

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Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
 QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
 2012-2013 FISCAL YEAR

**SCHOOL ACCOUNTABILITY REPORT CARD (SARC):    *No review conducted during this quarter***

The 2011-12 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

**TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:    *No review 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 2012-2013	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 2012-2013	0
Number of Teacher Vacancies Filled in the 2012-2013	0

Completed by: V Gulick

Mendocino County Superintendent of Schools  
**WILLIAMS SETTLEMENT LEGISLATION**  
QUARTERLY REPORT FOR LAYTONVILLE UNIFIED SCHOOL DISTRICT  
2012-2013 FISCAL YEAR

**UNIFORM COMPLAINTS:**

The number of complaints filed within the district during the 1<sup>st</sup> Quarter 2012-2013, 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
<b>TOTALS</b>	0	0	0

Completed by: V Gulick



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**INTERDISTRICT TRANSFERS**

December 13, 2012

*For Office Use Only*

Date Received \_\_\_\_\_

Initial \_\_\_\_\_

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
P.O. Box 868 150 Ramsey Road Laytonville CA 95454  
(707) 984-6414 – (707) 984-8223 FAX

**REQUEST FOR INTER-DISTRICT TRANSFER**

Date: <u>12-7-12</u>	For School Year(s): <u>2012</u>
Student Name: <u>Joseph Slaughter</u>	New: <u>Y</u> Renewal: _____
Parent/Guardian Name: <u>Jennifer Knight</u>	For Grade: <u>10</u>
Mailing Address: <u>PO Box 1599</u>	District of Preference: _____
City: <u>Laytonville CA 95417</u>	School of Preference: <u>S. Humbolt Comm. School</u>
Home Phone: <u>707 354-1579</u>	
Work Phone: _____	

**Reason for Transfer Request (\*MUST PROVIDE WRITTEN VERIFICATION)**

☐ Child Care\*  
☐ Parent/Guardian Employment \* Employer: \_\_\_\_\_  
☒ Other (specify) Indep. Study - full in Laytonville

**TERMS OF AGREEMENT:**

An interdistrict transfer/reciprocal agreement is when parents/guardians wish to register/admit/enroll their student(s) at a school other than the designated school that is in their attendance area **outside** of their district.

California Education Code sections 46600-46601 (Outside Source) permits parents/guardians to request an interdistrict transfer/reciprocal agreement. The fundamental basis for this provision is the signing of an agreement between districts. Interdistrict transfer/reciprocal agreement must be approved by both the student's original district of residence and the district to which the student seeks to transfer to. Both districts must approve the agreement before it becomes valid. The agreement may extend for a maximum of five consecutive years and may include terms or conditions. It is within the authority of either the home district or the receiving district to revoke an interdistrict transfer/reciprocal agreement at any time for any reason the local board or district superintendent deems appropriate.

If a request for an interdistrict transfer/reciprocal agreement is denied, the student's parents/guardians may file an appeal to the county office of education in the student's district of residence within 30 days of receipt of the official notice of denial of the transfer. 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 Laytonville Unified School District Board of Trustees approve this transfer.

Parent/Guardian's Signature: Jennifer Knight

**ACCEPTING DISTRICT TO COMPLETE AND RETURN TO THE LAYTONVILLE UNIFIED SCHOOL DISTRICT**

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

By: \_\_\_\_\_  
Superintendent or Designee

Board Approved (date): \_\_\_\_\_

**ACCEPTING DISTRICT** \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

By: \_\_\_\_\_  
Superintendent or Designee

Board Approved (date): \_\_\_\_\_



## **BOARD ACTION ITEM K1**

Board Meeting Date: December 13, 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 ACTION ITEM K2**

Board Meeting Date: December 13, 2012

Subject: Annual Organizational Meeting – Election of Officers

From: Joan Potter, Superintendent

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### Explanation:

Education Code Section 35143 provides for an annual organizational meeting at which the Officers of the Board are elected. The Board President will conduct the annual organizational meeting which includes the following tasks:

- Nominate and elect candidates for the offices of President and Clerk.
- Nominate and elect two trustees to serve as Board representatives to the District Advisory Committee (DAC).
- Nominate and elect one trustee to serve as Board representative to the Family Resource Center (Healthy Start) Board.
- The Superintendent serves as Secretary to the Board as provided by contract (no action needed).

### Recommendations:

- Nominate and elect a President and Clerk of the Board.
- Nominate and elect two DAC representatives.
- Nominate and elect one Family Resource Center (Healthy Start) representative.



### **BOARD ACTION ITEM K3**

Board Meeting Date: December 13, 2012

Subject: Resolution No. 423 – Designation of Signatures of Members of the Governing Board

From: Joan Potter, Superintendent

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**Explanation:**

The Board must annually file with the County Superintendent of Schools the verified signatures of each person, including members of the Governing Board, authorized to sign orders in its name. Resolution No. 423 certifies these signatures.

We will take your signatures at the end of the meeting.

**Recommendation**

Adopt Resolution No. 423

**Attachments:**

Resolution No. 423

Statement of Facts—Roster of Public Agencies Filing  
Signatures of Governing Board Members Document

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

**RESOLUTION NO. 423**

On motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is adopted:

WHEREAS The Governing Board of the LAYTONVILLE UNIFIED SCHOOL DISTRICT recognizes its obligation to maintain statutory regulations regarding Governing Boards (Education Code Section 42633).

THEREFORE BE IT RESOLVED the following people are designated by their affixed signatures on the attached verification form as the members of the Governing Board of the LAYTONVILLE UNIFIED SCHOOL DISTRICT.

Shannon Ford  
Meagen Hedley  
Cecelia Gillespie

Calvin Harwood  
Tina Tineo

I, \_\_\_\_\_, clerk of the Governing Board of the Laytonville Unified School District of Mendocino County, California, do hereby certify that the foregoing is a full true and correct copy of a resolution adopted by the said Board at a regular meeting on December 13, 2012. A copy of Resolution No. 423 is on file in the office of the Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk





State of California  
Secretary of State

STATEMENT OF FACTS  
ROSTER OF PUBLIC AGENCIES FILING

(Government Code section 53051)

Instructions:

1. Complete and mail to: Secretary of State,  
P.O. Box 942877, Sacramento, CA 94277-0001 (916) 653-3984
2. A street address must be given as the official mailing address or as  
the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.

New Filing ☐ Update ☐

(Office Use Only)

Legal name of Public Agency: \_\_\_\_\_

Nature of Update: \_\_\_\_\_

County: \_\_\_\_\_

Official Mailing Address: \_\_\_\_\_

Name and Address of each member of the governing board:

**Chairman, President or other Presiding Officer** (Indicate Title): \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

**Secretary or Clerk** (Indicate Title): \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

**Members:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

RETURN ACKNOWLEDGMENT TO: (Type or Print)

NAME

Date

ADDRESS

Signature

CITY/STATE/ZIP

Typed Name and Title

**SIGNATURES OF MEMBERS  
OF THE  
GOVERNING BOARD  
OF THE  
LAYTONVILLE UNIFIED SCHOOL DISTRICT**

These signatures are required to be on file in the office of the County Superintendent of Schools.  
Education Code Section 42633.

Shannon Ford \_\_\_\_\_

Meagan Hedley \_\_\_\_\_

Tina Tineo \_\_\_\_\_

Calvin Harwood \_\_\_\_\_

Cecelia Gillespie \_\_\_\_\_

Signatures of any other person authorized to sign warrants in the name of this board:

Joan Potter  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Bette Loflin  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Verification:

The above signatures were executed in my presence this 13<sup>th</sup> day of December, 2012.

\_\_\_\_\_  
Signature

District Administrative Assistant  
\_\_\_\_\_  
Title

## **BOARD ACTION ITEM K4**

Board Meeting Date: December 13, 2012

Subject: Designation of Regular Board Meeting Dates for 2013

From: Joan Potter, Superintendent

---

### Explanation

The Board needs to review and adopt a calendar of regular meeting dates for 2013. A proposed calendar based on past practice is attached for your consideration. The meeting dates calendar can be revised, but it needs to be adopted this evening. We sometimes revise the calendar after the year gets underway for special circumstances.

An updated 2012-2013 Board Action Calendar (BAC) is also attached for your information. This is a calendar of Board activities that we follow throughout the year and it is revised periodically to reflect new requirements, topics and schedule changes; the BAC was adopted in June and no action is needed tonight.

### Recommendation

Adopt the proposed Calendar of Regular Board Meeting Dates for 2013.

### Attachments:

Proposed 2013 Calendar of Regular Meeting Dates  
2012-2013 Board Action Calendar

## **REGULAR BOARD MEETING DATES: 2013**

January 10, 2013	Second Thursday	Holidays
February 7, 2013	First Thursday	
March 7, 2013	First Thursday	
April 11, 2013	Second Thursday	Holidays
May 2, 2013	First Thursday	
June 6, 2013	First Thursday	
June 27, 2013	Fourth Thursday	Projected Budget
July 2013	No meeting	
August 15, 2013	Third Thursday	Vacations
September 12, 2013	Second Thursday	Labor Day, Proximity to August BOE Meeting, Budget
October 3, 2013	First Thursday	Pending Homecoming
November 7, 2013	First Thursday	
December 12, 2013	Second Thursday	First Interim Budget, Thanksgiving

Adopted 12/13/2012

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**Board Action Calendar for 12-13**

August 2012	Summer School Report
August 2012	Summer Maintenance Projects Report
August 2012	Local Biennial Review of Conflict of Interest Code (Last reviewed 8/12)
August 2012	Approve the Filing of a Declaration of Need for Fully Qualified Educators (if needed)
August 2012	4 <sup>th</sup> Qtr Uniform Complaints Report (Williams) & Upcoming Williams Site Visit in September
September 2012	Report on Staff Dev. Program for 2012-13
September 2012	Opening Enrollments
September 2012	APR: API, AYP, STAR & CAHSEE Testing Reports
September 2012	PUBLIC HEARING: Notification of Compliance with EC 60119 (Instructional Materials) for 2012-13
September 2012	RESOLUTION: Compliance with EC 60119 following Public Hearing
September 2012	Sports Program Update
September 2012	GANN Resolution
October 2012	Employee Appreciation Award--Notification & Forms
September/October 2012	Approval of Unaudited Actuals for 2011-12
October 2012	Application & Certification for 2012-13 State Class Size Reduction Program
October 2012	Certification: Adoption dates for State Aligned Texts (K-8 state adopted & aligned; 9-12 state aligned only)
October 2012	1 <sup>st</sup> Qtr Uniform Complaints Report (Williams)
November 2012	Approve Date for Annual Organizational Meeting
November 2012	Public Hearing: Impact Aid-Tribal Notice, Budget, BP 1261

November 2012	Biennial Nutritional & Physical Activity Quality Indicators Review (BP 5030) next review Nov 2013
December 2012	Trustee terms expire: ( Shannon, Tina & Meagan expire in 2015) (Calvin and Cecelia expire in 2013)
December 2012	Annual Organizational Meeting: Election of Officers
December 2012	Appointment of Superintendent as Secretary to BOE
December 2012	Adopt Board Annual Calendar of Meeting Dates
December 2012	RESOLUTION: Designation of Signatures of BOT
December 2012	Adopt First Interim Budget Report
December 2012	Annual Williams Site Visit Report by Co. Supt. (letter)
December 2012	Select Employee (Classified) Appreciation Award Recipient
January 2013	Present Employee Appreciation Award
January 2013	Transportation Safety Plan (every three years--last revised 2012) next review due 2015
January 2013	2 <sup>nd</sup> Qtr Uniform Complaints Report (Williams)
January 2013	County Superintendent's Williams 2 <sup>nd</sup> Quarterly Report
Jan/Feb 2013	Consolidated Application Approval, Part 2 (consent)
February 2013	Approve & Certify Annual Audit Report for 11-12
February 2013	P-1 (first apportionment period) ADA Report
February 2013	Review & Authorize SARC Distribution
February 2013	Annual Instructional Materials Adoption
February 2013	NCLB LEA Plan Revise (with DAC) every 5 years-last revised 5/03; pending reauthorization and new guidelines
February 2013	Title 1 Parent Involvement Policies
February 2013	Teacher Tenure
March 2013	Adopt Second Interim Budget Report

March 2013	Employee (Certificated) Appreciation Award--Notification & Forms
March 2013	School Year Calendar(s) Adoption (every 2 years, due March 2014)
March 2013	Triennial Plan for Expelled Youth (last updated June 30, 2009)
March 2013	Schools & District Safety Plans
April 2013	School Level Parent Involvement Plan, Student/Parent Compact
April 2013	Approve 2013 Summer School Program
April 2013	Annual Review: BP 6145--Extra & Cocurric. Activities
April 2013	Annual Review: BP & E 5132: Dress Codes
April 2013	3 <sup>rd</sup> Qtr Uniform Complaints Report (Williams)
April 2015	Ed. Tech. Plan Review (expires 6/15)
April 2014	Review Auditor's Contract (3 year contract expires 6/14)
April 2013	Mandated Costs Services Contract Renewal (3 yr contract expires 6/13)
April 2013	CAHSEE Waiver Requests for Graduation
May 2013	Flex Spending and Resolution
May 2013	Title VII Indian Ed. Formula Grant Application
May 2013	Academic Performance Index (API) Report
May 2013	Graduation waiver request for students with IEP's
May 2013	RESOLUTIONS: Day of the Teacher & Classified Employees Week
May 2013	Approve Current Year Instructional Minutes
May 2013	RESOLUTION: Participation-Staywell Health Plan JPA
May 2013	Single School Plan for Student Achievement (SPSA) Review and Revision
May 2013	Approve GATE Plan (last approved 6/08) not req. until 12-13 because of flex funding
May 2013	Employee (Certificated) Recognition Award--Presentation

May 2013	Tenured Teacher
May 2015	Deferred Maintenance Schedule--Revision to OPSC every five yrs or as needed--last revised 5/10
May 2013	Approve Renewal of Small District Funding Waiver Request w/MCOE Support Letter for CDS; narrative required every other yr--last narrative submitted 5/11
May 2013	Annual Review of Williams Audit Exceptions: Inst. Mat'ls & Prog Funds; Facilities; Tchr Assgnmt's
May 2013	Annual Approval—placement of CDS on old LHS campus
June 2013	PUBLIC HEARING: Proposed Budget for 2013-14
June 2013	Adopt Proposed 2013-14 Budget
June 2013	RESOLUTION: Appropriate the Ending Balance to a Reserve Account
June 2013	RESOLUTION: Authorize County Superintendent to Transfer Expenditures Between Funds
June 2013	Approve Submission of Consolidated Application for Funding Categorical Aid Programs Part 1 (consent)
June 2013	Annual Superintendent's Evaluation
June 2013	Admin Contract Extensions
June 2013	Report on Peer Assistance & Review Program (PAR)
June 2013	Approve Board Action Calendar for 2013-14



## BOARD ACTION ITEM K5

Board Meeting Date: December 13, 2012

Subject: Resolution No. 424 – Emergency Resolution Pursuant to Public Contract Code 20113 for Award of Contract Without Bidding and Advertisement to Remediate Water Damage at Laytonville High School

From: Joan Potter, Superintendent

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### Explanation:

Laytonville High School experienced significant water damage due to an overwhelmed drainage system. All classrooms have major water damage and have to be evacuated while repairs are made. The floors must be removed in order to remove the insulation that is saturated and to completely dry out both underneath and inside the buildings. SERVPRO, a company specializing in restoration services for water damage, was contacted and the company immediately took action to address the overabundance of water.

Recommendation  
Adopt Resolution No. 424

Attachments:  
Resolution No. 424

Laytonville Unified School District  
December 13, 2012

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

**RESOLUTION NO. 423**

On motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is adopted:

WHEREAS, California Public Contract Code section 20113 provides the authority for declaration of an emergency when repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property; and,

WHEREAS, California Public Contract Code section 20113 further authorizes the Board of Trustees, by unanimous vote, with the approval of the County Superintendent, to make a contract in writing or otherwise on behalf of the District for the performance of labor and furnishing of materials or supplies for the purpose of meeting the emergency without advertising for or inviting bids; and,

WHEREAS, the Laytonville Unified School District owns real property commonly known as Laytonville High School; and,

WHEREAS, an emergency exists at Laytonville High School wherein certain repairs, alterations work, or improvements are necessary to avoid danger to life or property, as described in detail below:

Laytonville High School experienced significant water damage due to an overwhelmed drainage system. All classrooms have major water damage and have to be evacuated while repairs are made. The floors must be removed in order to remove the insulation that is saturated and to completely dry out both underneath and inside the buildings.

NOW, THEREFORE, BE IT RESOLVED AND AUTHORIZED THAT: by unanimous vote of the Board of Trustees of the Laytonville Unified School District, with the approval of the County Superintendent, declares an emergency exists and authorizes the Superintendent of the District or her designee to enter into contracts as needed for repairs and any other work local and state agencies may require to avoid danger to life and property and to permit the continuation of existing school classes.

BE IT FURTHER RESOLVED THAT: the estimated cost is expected to exceed \$15,000. This resolution does not set aside any bonding or security otherwise required by law.

I, \_\_\_\_\_, clerk of the Governing Board of the Laytonville Unified School District of Mendocino County, California, do hereby certify that the foregoing is a full true and correct copy of a resolution adopted by the said Board at a regular meeting on December 13, 2012. A copy of Resolution No. 424 is on file in the office of the Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk



## BOARD ACTION ITEM K6

Board Meeting Date: December 13, 2012  
Subject: Adoption of Touching Spirit Bear  
From: Joan Potter, Superintendent

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### Explanation:

This novel has been on display at the District Office for the past month for review. This novel by Ben Mikaelson teaches many themes; justice, the power of nature, anger, redemption, culture, and healing. These are all areas to which students can relate and start to understand. There are writing activities, vocabulary development, and group projects that can be incorporated into the teaching of this book.

Binet Payne has requested the adoption of this book and the Elementary school is recommending that it be adopted.

Touching Spirit Bear, Ben Mikaelson, 2002

### Recommendation:

Adopt the following novel.

Touching Spirit Bear, Ben Mikaelson, 2002



## BOARD DISCUSSION/ACTION ITEM L 1

Board Meeting Date: December 13, 2012

Subject: PUBLIC HEARING: State Categorical Funds Flexibility  
Authorized by SBX 34

From: Joan Potter, Superintendent

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### Explanation

Since 2008 the economic crisis has resulted in state regulations regarding categorical program funds. Some program funding is now considered unrestricted through 2014-2015; the regulations also suspend the program mandates and reporting requirements. In effect, Districts can either fund the programs or shut them down and use the money for other purposes. At this time we plan to continue funding the programs with the reclassified unrestricted money, and to use any unexpended funds from these programs for any educational purpose. Attached is a listing of the affected programs and an accounting of how we are spending the funds.

### Recommendation:

Conduct the Public Hearing

### Attachments:

Tier III Categorical Programs

**Tier III Categorical Flexibility****Laytonville USD**

<u>Flexibility Resource</u>	<u>Code</u>	<u>2012/13 Allocation</u>	<u>Use</u>	<u>2011/12 Carryover</u>	<u>Proposed Use</u>
CDS	0601	44,152	Any educational purpose	0	
Deferred Maintenance	0620	19,934	Original purpose	54,188	Original purpose
School Safety	0640	16,657	Original purpose	17,734	Safety supplies; noon activity director; Safety related
Arts and Music	0676	12,962	Original purpose	25,747	Supplies, other instructional
CAHSEE	0755	5,353	Original purpose	740	Original purpose
Counseling	0708	20,884	Original purpose	0	
GATE	0714	16,870	Original purpose	4,011	IA; original purpose
Instructional Materials	0756	22,255	Original purpose	56,816	Texts; other instructional
High Priority School	0725	0		12,306	Original purpose; other instructional
PAR	0727	3,598	Original purpose	5,857	Staff devlpmnt; other instructional
Cert Staff Mentoring	0728	11,822	Original purpose	24,426	Mentoring; staff development; other instructional
Math/Reading St Dev	0729	3,006	Original purpose	12,244	Staff development; other instructional
Pupil Retention	0790	95,670	Original purpose	34,980	Supplies, other instructional
Teacher Credentialing	0792	0	Original purpose	5,452	Original purpose; staff development
Professional Dvlpmnt	0793	3,046	Original purpose	11,862	Staff dvlpmnt; other instructional
School & Library IBG	0795	34,091	Original purpose	142	Any educational purpose



## BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: December 13, 2012

Subject: First Interim Budget Report

From: Joan Potter, Superintendent

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### Explanation

It's time for the First Interim Budget Report. The budget reporting process is ongoing throughout the year and includes:

- June Projected Budget for the next fiscal year
- September Update & disclosure of significant changes – based on the State's adopted budget (within 45 days of State adoption)
- October Presentation of the Unaudited Actuals for the previous year
- December First Interim Budget – as of October 31: it compares the budget approved in June with the latest figures
- March Second Interim Budget – as of January 31; includes funds received and expended since the First Interim Budget

### Overview of Current Budget Situation

The enacted 2012-2013 State Budget assumed passage of a new tax initiative named the “Schools and Local Public Safety Protection Act of 2012”, Proposition 30. This initiative was approved in the November election. However, this does not generate **new** funding for schools, the tax increase is temporary, and schools are still funded significantly below 2007-08 levels. Additionally Proposition 30 requires that funds generated be placed in the Education Protection Act (EPA) Account and has some restrictions. The good news is the \$211,310 in anticipated ‘triggered’ cuts has been restored to our budget.

Cash flow and deficit spending continue to be concerns.

### **First Interim Budget highlights include:**

- Revenues are up from July by \$297,781: Revenue limit up due to Prop 30 and increased ADA per enrollment at LES; Federal revenue decreased due to the loss of the McKinney Vento grant; State revenue is up due to budgeting the full School Safety allocation; and local revenue increased due to CTE increase and Sp Ed transportation
- Expenditures are up by \$151,350 (most of this is carryover, newly assigned to expenditure accounts). Some is due to reinstating staff and adding a Sp Ed IA
- We have a 4.0% percent economic uncertainty reserve with a 6% stabilization
- We expect to maintain the band at the high school for 12/13 which allows us to use prior year for 2013/14.
- No salary schedule increases included; step/column increases are included.

### Recommendation

Adopt the 2012-13 First Interim Budget Report

### Attachments:

2012-13 First Interim Budget Report  
CCSESA Common Message  
SACS forms

Laytonville Unified School District  
December 13, 2012

DISCUSSION/ACTION  
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# Laytonville Unified School District

## First Interim Budget 2012/13

December 13, 2012  
Joan Viada Potter, Superintendent

Laytonville Unified School District is required by law to provide an interim report by December 15th which compares the June budget with the current information as of October 31st each year. The interim budget encompasses the General Fund of the school, and is also accompanied by a multi-year projection covering the budget and two subsequent years.

The enacted 2012-2013 State Budget assumed passage of a new tax initiative named the "Schools and Local Public Safety Protection Act of 2012", Proposition 30. This initiative was approved in the November election. However, this does not generate **new** funding for schools, the tax increase is temporary, and schools are still funded significantly below 2007-08 levels. Additionally Proposition 30 requires that funds generated be placed in the Education Protection Act (EPA) Account and has some restrictions. The good news is the \$211,310 in anticipated 'triggered' cuts has been restored to our budget.

The following narrative provides the major assumptions used in the preparation of the District's 2012-2013 budget.

Laytonville Unified School District  
First Interim  
2012/13

**GENERAL FUND  
UNRESTRICTED REVENUE**

	2012/13 <u>Budget</u>	2012/13 <u>Interim</u>	<u>\$ Change</u>
<b><u>Revenue Limit</u></b>	\$2,367,591	\$2,636,267	\$268,676

- Revenue Limit rates for 2012/13 include a 3.24% COLA; with a 22.272% deficit factor.
- Potential triggered cuts were restored; projected ADA increase at LES due to enrollment increase of 20.

	2012/13 <u>Budget</u>	2012/13 <u>Interim</u>	<u>\$ Change</u>
<b><u>Unrestricted Federal Revenue</u></b>	\$135,500	\$135,500	0

	2012/13 <u>Budget</u>	2012/13 <u>Interim</u>	<u>\$ Change</u>
<b><u>Unrestricted State Revenue</u></b>	\$421,285	\$428,692	\$7,407

Flex safe schools increased to full allocation

	2012/13 <u>Budget</u>	2012/13 <u>Interim</u>	<u>\$ Change</u>
<b><u>Unrestricted Local Revenue</u></b>	\$90,000	\$105,158	\$15,158

Increased CTE allocation; sports trans fees

<b><u>Transfers Out</u></b>	\$85,874	\$86,024	\$150
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Increase to cover negative interest in Fund 56

<b><u>Contributions</u></b>	\$200,151	\$241,841	\$41,690
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Increased contributions to Sp Ed and transportation

<b><u>2012/13 Unrestricted Beginning Fund Balance</u></b>	2012/13 <u>Budget</u>	2012/13 <u>Interim</u>	
Increased due to: Local grants \$7,166;	\$904,842	\$980,755	\$75,913
Flex programs \$39,949; Lottery \$994	-386,994	-220,149	
	\$517,848	\$760,605	

<u>Ending balance 2013</u>		
Designated Economic Uncertainty	\$ 175,394	184,366
Revolving cash	5,000	5,000
Other assignments	144,292	294,691
Stabilization	<u>193,162</u>	<u>276,548</u>
	\$ 517,848	\$ 760,605

**Laytonville Unified School District**  
**First Interim**  
**2012/13**

**RESTRICTED REVENUE**

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<u>Restricted Federal Revenue</u>	\$455,607	\$452,302	(\$3,305)

Federal revenues decreased due to McKinney  
Vento not funded; carryover budgeted

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<u>Restricted State Revenue</u>	\$290,382	\$289,947	(\$435)

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<u>Restricted Local Revenue</u>	\$301,608	\$311,888	\$10,280

Sp Ed transportation reinstated

<u>2012/13 Restricted Beginning Fund Balance</u>	\$70,878	\$90,469	\$19,591
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Restricted carryover increased: Lottery IMF \$4,016, MediCal \$3,946, First Five \$5,247, EIA \$3,068 and  
Ecoliteracy \$3,314

**Laytonville Unified School District**  
**First Interim**  
**2012/13**

**UNRESTRICTED EXPENDITURES**

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>UNRESTRICTED CERTIFICATED SALARIES</b>	\$1,483,804	\$1,494,365	\$10,561

Certificated salaries are calculated with a salary step increase.

Staffing FTE's: LHS 7.88, summer .03; LES 9.46, summer .06; Branscomb 1.0; Spyrock 1.0; Continuation .50; Pupil services .4; LEMS Principal 1.0; LHS Principal .6; Superintendent/Director of Maintenance .9.

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>UNRESTRICTED CLASSIFIED SALARIES</b>	\$449,807	\$475,430	\$25,623

Staffing FTE's: Yard supervision .58; AP/Payroll .59; LHS office 1.31; Librarian 1.14; Computer lab 1.08; IA 2.75; Custodial 3.48; Tech support .31, Health tech .5; Healthy Start office .5; sub coordinator 1; LES office 1; DO staff 1.8; and Healthy Start Coordinator .5.

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>UNRESTRICTED BENEFITS</b>	\$730,348	\$737,958	\$7,610

Statutory benefit rates: STRS 8.25%; PERS 11.417%; PERS red 1.0067%; FICA 6.2%; Medicare 1.45%; Unemployment 1.1%; Workers Comp 5.123%

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>UNRESTRICTED BOOKS &amp; SUPPLIES</b>	\$110,835	\$130,217	\$19,382

Local grant and flex program carryover

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>UNRESTRICTED SERVICES &amp; OPERATING</b>	\$373,523	\$393,974	\$20,451

Flex program carryover

**Laytonville Unified School District**  
**First Interim**  
2012/13

**RESTRICTED EXPENDITURES**

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>RESTRICTED</b>			
<b>CERTIFICATED SALARIES</b>	\$238,999	\$241,519	\$2,520

Staffing FTE's: Sp Ed teachers 2.0, Director .4; Title I teachers- LES .73, LHS .34; Title II-LES .14, LHS .17.

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>RESTRICTED</b>			
<b>CLASSIFIED SALARIES</b>	\$390,582	\$409,981	\$19,399

Staffing FTEs: Maintenance .88; Transportation 3.5, director .1; Special Ed 6.67; Title I IAs 2.08; EIA IAs 1.29; Nutrition Garden .5; Title VII .5; REAP .30; BRONCO 1.6; Medi-Cal .5; Healthy Start .45; First Five .62 .

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>RESTRICTED</b>			
<b>BENEFITS</b>	\$313,538	\$320,020	\$6,482

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>RESTRICTED</b>			
<b>BOOKS &amp; SUPPLIES</b>	\$99,550	\$110,605	\$11,055

EIA supplies, Texts, Ecoliteracy carryover

	<u>2012/13</u> <u>Budget</u>	<u>2012/13</u> <u>Interim</u>	<u>\$ Change</u>
<b>RESTRICTED</b>			
<b>SERVICES &amp; OPERATING</b>	\$175,262	\$198,611	\$23,349

REAP, transportation, Title II

**Transfers Out**

OMM will transfer \$20,000 to the Deferred Maintenance program.

**Laytonville Unified School District**  
**First Interim**  
**2012/13**

**Multi Year projection**  
**2013/14 & 2014/15**

**UNRESTRICTED REVENUES**

Unrestricted Revenues are budgeted at the 2012/13 level for 2013/14 with a slight decrease in Necessary Small Schools. The 2014/15 budget assumes a band loss at LHS.

**RESTRICTED REVENUES**

Restricted Revenues are budgeted at the 2012/13 levels except for an additional reduction to the Special Ed allocation of \$17,000.

**UNRESTRICTED EXPENDITURES**

**Certificated Salaries**

Step increases are included but no salary schedule increases are budgeted in the out years. Staffing projected to be reduced by 1 FTE at LHS after band reduction.

**Classified Salaries**

No salary increases are budgeted in the out years.

**Benefits & Taxes**

Statutory benefits are budgeted at the 2012/13 levels until further information is obtained. Health benefits are budgeted with a 5% increase.

**Materials & Supplies**

Reduce as local grants are expended.

**Services & Operating Expenditures**

Services and operating costs are reduced by eliminating Mandated Cost services in 2013/14.

**Special Education Encroachment**

Encroachment will increase as special education funding decreases, unless costs can be reduced.

**Debt Service**

Debt service payments ended in 2013.

**Laytonville Unified School District**  
**First Interim**  
**2012/13**

**RESTRICTED EXPENDITURES**

**Certificated Salaries**

Certificated Salaries are budgeted with Step increases but no salary schedule increase.

**Classified Salaries**

No salary increases are budgeted in the out years.

**Benefits & Taxes**

Statutory benefits are budgeted at the 2012/13 levels until further information is obtained. Health benefits are budgeted assuming a 5% increase.

**Materials & Supplies**

Reduce texts as lottery funds expended.

**Services & Operating Expenditures**

**Capital Outlay**

No capital outlay expected at this time.



### **BOARD DISCUSSION/ACTION ITEM L3**

Board Meeting Date: December 13, 2012

Subject: BP 3541 and AR 3541: Transportation Routes and Services,  
Second Reading/Approval

From: Joan Potter, Superintendent

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Explanation:

At last month's meeting we reviewed our current BP and AR 3541 and an updated proposed new BP and AR 3541. This is the second reading.

Recommendation:

Approve the attached BP 3541 and AR 3541

Attachments:

Current BP 3541

Proposed BP 3541

Proposed AR 3541

BP 3541

Business and Noninstructional Operations

Transportation Routes and Services

Legal Reference:

EDUCATION CODE

35350-35351 Authority to transport pupils

39800-39860 Transportation

41850-41854 Allowances for transportation

Policy

Adopted: January 11, 1990

LAYTONVILLE UNIFIED SCHOOL DISTRICT

Laytonville, California

Laytonville Unified School District

December 13, 2012

**Business and Noninstructional Operations****Transportation Routes and Services**

Under direction of the Board, the Superintendent or Designee shall establish reasonable transportation services to those students living beyond the maximum established walking distance. When establishing routes and stops the Superintendent or Designee shall assess financial resources, including district funds and State reimbursements. Maximum walking distances shall be recommended by the Superintendent or Designee and approved by the Board.

**Maximum Walking Distances**

The following distances represent the maximum distance to be walked by a student from their residence to their home or to and from their assigned bus stop. These distances shall be based upon the safest available walking route as determined by the Superintendent or Designee.

Kindergarten thru Third	Three-quarter (3/4) mile
Fourth thru Eighth	One (1) mile
Ninth thru Twelfth	Two (2) miles

Distances shall be measured from the student's place of residence to the nearest point on the school grounds, regardless of where a loading/dropping-off zone may be located on the school site.

Walking distance to a bus stop shall not exceed the walking distances established for home to school transportation.

The Superintendent or Designee shall make every effort to ensure that bus routes are designed so that students will not spend more than two (2) hours on the bus.

Adopted: December 13, 2012

LAYTONVILLE UNIFIED SCHOOL DISTRICT  
Laytonville, California

Laytonville Unified School District  
December 13, 2012

**Business and Noninstructional Operations****Transportation Routes and Services****Routes and Bus Stops**

The Superintendent or Designee shall design transportation routes and stops to promote the safety of students and maximum efficiency in the use of buses.

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below:

Kindergarten thru Third	Three-quarter (3/4) mile
Fourth thru Eighth	One (1) mile
Ninth thru Twelfth	Two (2) miles

The Superintendent or Designee may authorize transportation within the walking distance when safety problems or hazards exist.

Students who attend a school outside their attendance area may be eligible for transportation services in accordance with Board Policy.

(c.f. 5116.1 – Intradistrict Open Enrollment)  
(cf. 5117 – Interdistrict Agreements)

The Superintendent or Designee shall communicate in writing to parents/guardians regarding bus routes, schedules and stops and/or shall arrange for local media to publish such information.

(cf. 1112 – Media Relations)

**Transportation Services**

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during regular school day (Education Code 39800)

2. Field Trips and excursions (Education Code 35330)

(cf. 3541.1 – Transportation for School-Related Trips)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)

4. District employees and parents/guardians traveling to and from education activities authorized by the district (Education Code 39837.5)

5. Preschool or nursery school students (Education Code 39800)

6. Students traveling to full-time occupational classes provided by a Regional Occupational Program or Center (Education Code 39807.5, 41850)
7. Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)
8. Nonschool purposes as allowed by law, such as:
  - a. Community recreation (Education Code 39835)
  - b. Public Transportation (Education Code 39841)
  - c. Transportation of government employees to and from their places of employment (Education code 39840)

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4)

(cf. 6541.2 – Transportation for Students with Disabilities)

The Superintendent or Designee shall provide transportation to homeless children in accordance with law, Board Policy and Administrative Regulation.

(cf. 6173 – Education for Homeless Children)

#### Legal Reference:

##### EDUCATION CODE

10900. 5 Use of school buses for community recreation

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39809.5 Transportation, general provisions, especially:

39800 Powers of governing board to provide transportation to and from school

39801.5 Transportation for adults

39808 Transportation for private school students

39830-39842 School buses, especially:

39835 Use of school buses for community recreation

39837 Transportation to summer employment program

39837.5 Transportation of employees and parents/guardians to school activities

39860 Transportation to school activities

41850-41857 Allowances for transportation

41860-41863 Supplementary allowances for transportation

##### CODE OF REGULATIONS, TITLE 5

15240-15244 Allowances for student transportation

##### UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

##### UNITED STATES CODE, TITLE 42

Laytonville Unified School District

December 13, 2012

11432 McKinney-Vento Homeless Assistance Act  
CODE OF FEDERAL REGULATIONS, TITLE 34  
104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

Adopted: December 13, 2012

LAYTONVILLE UNIFIED SCHOOL DISTRICT  
Laytonville, California

Laytonville Unified School District  
December 13, 2012