

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF APRIL 11, 2013**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on April 11, 2013. Board President Calvin Harwood called the meeting to order at 6:05pm.

ROLL CALL:

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

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

Student Representative: Mitzi Pierson.

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

C. CLOSED SESSION AGENDA:

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

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

CS-3: PUBLIC EMPLOYEE LEAVE OF ABSENCE
Request for Leave of Absence

CS-4: EMPLOYEE RECOGNITION AWARD
(No Additional Information Required)

CS-5: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(No Additional Information Required)

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that the Board approved Val Nordeman's request to retire and Lucy Kyne's request for a leave of absence.

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

F. ACCEPTANCE OF AGENDA:

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

G. CORRESPONDENCE: Williams Quarterly Report and Letter from Paul Tichinin; Request for Allowance of Attendance Because of Emergency Conditions Approval Letter from Jeannie Oropeza

H. PUBLIC INPUT: None.

I. REPORTS AND COMMENTS:

Superintendent's Report: Mrs. Potter shared that Rachel McEvoy is working on the Farm to School Grant with a group of school and community members' input. One aspect that the District is focusing on is how the Farm to School Grant will help transition the District to the Common Core Standards through project based learning. Mrs. Potter reported that the District is in the process of looking for a new Speech and Language Pathologist. Interviews for this position will be held on Monday, April 15th. Mrs. Potter reported that over Spring Break the facilities throughout the district were worked on. Some specific projects that were completed included the bathrooms at the elementary and middle school being painted, mowing and weed-eating at the high school, fencing being constructed around the garden area at the high school and general clean-up at the elementary school. Lastly, Mrs. Potter shared that the LHS Mock Trial team did very well at the state competition, regardless of how the team placed.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

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

K. ACTION:

K.1. Students of the Month:

- Mr. Regelbrugge introduced Linnea Mitchell and Silas Maizner as the students of the month.
- **Motion** to recognize the Students of the Month and their families by Tina Tineo, seconded by Shannon Ford, unanimously approved.

K.2. Resolution No. 427 for Specification of Election Order

- Two trustee terms expire in December: Calvin Harwood and Cecelia Gillespie are completing full terms. Education code Section 5304 requires that Governing Boards order elections and identify the process for resolving tie votes. Ed. Code 5322 specifies that Governing Boards deliver a resolution known as the "Specifications of the Elections Order" to the County Superintendent and Ed. Code 5340 requires that school board elections be consolidated with other elections in the County. Resolution No. 427 provides for these requirements and is attached for your approval; the election timeline is listed below:
 - July 15-August 9, 2013 - Filing period (if two candidates do not file, the filing period is extended five days-incumbents cannot file during the extended period.
 - November 5, 2013 – Election
 - December 5, 2013 – Seating of Newly Elected Trustees
 - December 1, 2017 – Expiration of Term
- **Motion** to approve Resolution No. 427 for Specification of Election Order by Shannon Ford, seconded by Tina Tineo, unanimously approved.

L. DISCUSSION / ACTION:

L.1. 2013 Summer School Program

- For the past few years LUSD has been providing a summer school program as follows:
 - LES has conducted a four week program with one to two teachers. The program has focused on academic intervention in Language Arts and Math.
 - LHS has offered a four week Independent Study program. Students meet with the instructor 1 day/week to receive and turn in assignments. The high school is exploring the option of offering a Freshman Academy during the summer.
 - Healthy Start has offered and will continue to offer their summer activities program three days per week, on Mondays, Tuesdays and Wednesdays beginning on June 24, 2013 and ending on July 17, 2013.
- **Motion** to approve the 2013 Summer School Programs by Meagen Headley, seconded by Tina Tineo, unanimously approved.

L.2. Resolution No. 428 for Layoffs & Reductions, Classified Position

- The district's funding is anticipated to be relatively stable for the 2013-2014 school year. However, some of our grant funding is ending effective June 30, 2013. As a result, we will need to eliminate some positions.
- **Motion** to approve Resolution No. 428 for Layoffs & Reductions, Classified Position by Cecelia Gillespie, seconded by Meagen Headley, unanimously approved.

L.3. Resolution No. 429 for Education Protection Account

- "Pursuant to Article XIII, Section 36 of the California Constitution, school districts, county offices of education, and community college districts are required to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided that the governing board makes the spending determinations in an open session of a public meeting. The language in the constitutional amendment requires that funds shall not be used for the salaries or benefits of administrators or any other administrative costs...There is also a requirement that districts must annually post on its website an accounting of how much money was received from EPA and how that money was spent." We have budgeted these funds to be used for teacher's salaries.
- **Motion** to approve Resolution No. 429 for Education Protection Account by Shannon Ford, seconded by Cecelia Gillespie, unanimously approved.

M. INFORMATION ITEMS:

M1. Facilities Update

- The District conducted its first community Facilities Meeting on March 19th as part of the regularly scheduled DAC meeting. There were seventeen participants; eight of those participants said that they would like to be part of the Facilities Sub-committee. The next Facilities Meeting is scheduled for April 23rd, following the DAC meeting. Topics to be covered will include school design, prioritizing needs, school visits and selecting an architect. The meeting will be broadly advertised and promoted in order to get as much public participation as possible.

M2. Parent Involvement Report

- Board Member, Cecelia Gillespie, has been meeting with a number of parents to share ideas and develop strategies for school improvements and parent involvement. Cecelia gave the Board an update.
- Cecelia reported that parent and community members have been expressing the desire to step in and help out with more school activities and have subsequently formed a Parent Involvement Group. Cecelia shared that the group has created a survey for the teachers to take in order to assess how the parents can best support the teachers, which will be given out on Friday, April 12th. The group is going to start having regular meetings in Room 2 at the Elementary School. The next meeting is scheduled for Thursday, April 18th. “Coffee Talk” will begin at 8:30am, (which will be designed to allow parents to informally drop in,) followed by the formal meeting at 9:00am. Cecelia reported that currently the committee is only focusing on the Elementary and Middle School, with hopes to expand to the High School in the future.

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

O. COMMENTS FROM THE BOARD: Meagen shared that she is excited about the Farm to School Program, the upcoming LHS Site Council Fashion Show and the Parent Involvement Group. Shannon shared that she is excited about the grant, as well as the Parent Involvement Group. Mrs. Potter thanked Cecelia for helping to organize the cleaning of the LMS Art Room with the Parent Involvement Group.

P. ADJOURNMENT:

Motion to adjourn the meeting, by Tina Tineo, seconded by Meagen Headley, unanimously approved. The meeting was adjourned at 7:40 p.m. The next regular meeting will be held on May 2, 2013.

Respectfully submitted,

Adopted as Final

May 2, 2013

Joan Viada Potter
Secretary to the Board

Calvin Harwood
Board President