

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF AUGUST 16, 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 August 16, 2012. Board President Harwood called the meeting to order at 6:15 p.m. The Board Members adjourned to closed session at 6:16 p.m. and returned to open session at 6:30 p.m.

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

Administrators Present: Joan Potter, Lorre Stange, Daniel Regelbrugge

Student Representative: Mitzi Pierson

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

**C. CLOSED SESSION AGENDA:**

CS-1: Conference with Real Property Negotiator

CS-2: Employee Discipline/Dismissal/Release

**D. ANNOUNCEMENTS FROM CLOSED SESSION:**

- CS-1: Motion by Meagen Hedley, seconded by Tina Tineo and unanimously approved to authorize the Superintendent to sign the license (rental) agreement for 125 Ramsey Road.
- CS-2: No action taken.

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

**F. ACCEPTANCE OF AGENDA:**

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

**G. CORRESPONDENCE:** None

**H. PUBLIC INPUT:** None

**I. REPORTS AND COMMENTS:**

Superintendent's Report:

- Mrs. Potter welcomed the new student representative, Mitzi Pierson.

The following reports were given:

Elementary Principal

High School Principal

Healthy Start-none

LES/LMS Site Council-none

LHS Site Council-none

DAC-none

Student Representative

LVTA

CSEA-none

**J. ACTION: CONSENT AGENDA**

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

**K. ACTION:**

K.1. Declaration of Need for Fully Qualified Teachers:

- Mrs. Potter explained that the District must file a Declaration of Need with the California Commission for Teacher Credentialing if it anticipates having to employ teachers who are not fully credentialed. When the Declaration is filed, the District may consider teacher interns who have met certain minimum requirements. The District is applying for 4 permits.
- Motion to approve the attached Declaration of Need by Tina Tineo, seconded by Meagen Hedley and unanimously approved.

**K.2. Staff Development Plans for 2012-13:**

- Mrs. Potter outlined the Staff Development Plans for the coming year.
- Motion to approve Staff Development Plans for 2012-13 by Mitzi Pierson, seconded by Cecelia Gillespie and unanimously approved.

**K.3. BP/AR 5112.1 and BP/AR 5113-Attendance (First Reading)**

- No action taken.

**K.4. BP 5123 and AR 5123-Promotion/Acceleration/Retention (Second Reading and Adoption)**

- No vote, recommended to bring back to September meeting.

**K.5. Resolution #419-SIGNAL JPA:**

- Motion by Cecelia Gillespie, seconded by Mitzi Pierson and unanimously accepted to approve Resolution #419-SIGNAL JPA.

**L. DISCUSSION / ACTION:**

**L.1. CTE Course Option for Graduation:**

- Motion by Meagen Hedley, seconded by Tina Tineo and unanimously approved to adopt the listed CTE (Career Technical Education) courses as alternatives to pupil completion of the visual or performing arts or foreign language requirement. (Woodworking, Graphic Design, Graphic Arts I & II, Public Safety and Book Arts. Computer Literacy and Jr. Computers/Careers are already a graduation requirement).

**L.2. Conflict of Interest Code-BP 2300:**

- Motion by Mitzi Pierson, seconded by Cecelia Gillespie and unanimously approved to review the Conflict of Interest Code. No amendments were made.

**L.3. Course Descriptions: AP Spanish, Public Safety and AP Environmental Science:**

- Motion by Cecelia Gillespie, seconded by Tina Tineo and unanimously accepted to adopt the course descriptions for AP Spanish, Public Safety and AP Environmental Science.

**M. INFORMATION ITEMS:**

**M.1. Summer School Report:**

- Mrs. Potter gave a report on the summer school program at Healthy Start, the elementary school and the high school. She stated that Jayma will give a Power Point presentation at the September meeting.

**M.2. Facilities Update:**

- Mrs. Potter gave a status report on various district projects including painting and general grounds clean up.

**M.3. Superintendent's Goals:**

- Mrs. Potter reviewed her goals for the year. Her goals include the budget, employee relations, student learning, infrastructure and student attendance.

**M.4. Budget Update:**

- Mrs. Potter gave an update on the state clarifications and recommendations the district has received and how they will affect our budget.

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

- Board member Harwood requested that BP/AR 5123, Promotion/Retention/Acceleration, be amended to notify parents immediately when student is failing.
- Board member Gillespie requested an update on the music program.

**O. COMMENTS FROM THE BOARD:**

- Meagen said she was looking forward to the new school year and welcomed Mitzi. She also stated that she hoped the Board will make good decisions with the limited resources that are available.
- Tina said she was also looking forward to the new school year.
- Cecelia welcomed Mitzi as the new student representative and Jason Walczak as the new High School Math teacher.
- Calvin was enthusiastic about the new school year.
- Mitzi thanked the Board for her name plaque.
- Mrs. Potter stated that we have great staff and students and that it's going to be a great year.

**P. ADJOURNMENT:**

- Motion to adjourn the meeting by Tina Tineo seconded by Meagen Hedley and unanimously approved. The meeting was adjourned at 7:40 p.m. The next regular meeting will be held September 13, 2012.

Respectfully submitted,

Adopted as Final  
September 13, 2012

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Joan Viada Potter  
Secretary to the Board

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Shannon Ford  
Clerk of the Board