

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF MAY 19, 2022**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the District Board Room on May 19, 2022. Board President Calvin Harwood called the meeting to order at 5:03 p.m.

ROLL CALL:

Trustees Present: Calvin Harwood, Meagen Hedley, & Elina Agnoli

Administrators Present: Joan Potter, Lorre Stange, and Tim Henry

Student Representative: Mahaila Reighter (Absent)

B. PUBLIC INPUT re CLOSED SESSION ITEMS: None

C. CLOSED SESSION AGENDA:

CS-1	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Name of Organization Representing Employees: CSEA	CS-1
CS-2	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Name of Organization Representing Employees: LVTA	CS-2
CS-3	CONFERENCE WITH LABOR NEGOTIATOR: Name of Agency Negotiator: Superintendent Representing Employees: Confidential	CS-3
CS-4	CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Case Name Unspecified: Disclosure would jeopardize: Existing settlement negotiations	CS-4
CS-5	CONSIDERATION OF INTER-DISTRICT TRANSFER REQUEST, NUMBER IDT-L	CS-5
CS-6	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (No additional information required)	CS-6

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that on Closed Session item CS-3, Conference with Labor Negotiator, the Board unanimously voted to increase the Substitute Coordinator Annual Stipend from \$2,600.00 to \$3,200.00. On Closed Session item CS-5, Consideration of Inter-District Transfer Request, the Board voted unanimously to approve inter-district transfer request number IDT-L. On Closed Session item CS-6, Employee Discipline/Dismissal/Release, the Board unanimously voted to approve Sara Gamble’s leave of absence for the 2022/2023 school year. On CS-6, the Board voted unanimously to approve Elizabeth Roripaugh’s leave of absence for the 2022/2023 school year pending that we find a replacement for her. On CS-6, the Board voted unanimously to approve Emily Baize’s request to transfer 0.5 FTE of her current 1.0 FTE Counseling position to be 0.5 FTE High School Resource Teacher for the 2022/2023 school year. On CS-6, the Board voted unanimously to approve the retirements for KT Cabezut, Marsha Sanderson, Kathy Workman, and Janice Downes at the end of this school year. No other action was taken in Closed Session.

E. PATRIOTIC OBSERVANCE: Calvin Harwood led the Pledge of Allegiance to the flag.

F. ACCEPTANCE OF AGENDA:

- **Motion** to approve the Agenda by Meagen Hedley, Seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

G. CORRESPONDENCE: Letter from Michelle Hutchins regarding Williams Settlement Findings for 2021-22 Site Visits

H. PUBLIC INPUT: None

I. REPORTS AND COMMENTS:

Superintendent's Report:

Mrs. Potter said it has been great to see families on campus at the events we have had. It warms her heart seeing families and the kids here. This is really what we are all about and she has really missed seeing them. Good job to the principals and staff for bringing these events back to life. Our graduations are coming up and both will be on the football field. Two Board members will attend the Middle School Graduation and all of the Board will attend the High School Graduation. The Middle School Graduation will be on June 9th and the High School Graduation will be on June 10th. Both graduations start at 6:00 p.m. Graduation will be conducted similar to last year and graduates will reserve a block of ten seats for their family and overflow will be in the stands. The District is self-insured for worker's compensation insurance and our premiums are going down as a result of having fewer claims. Our employees are using great safety practices and the District is continuing efforts to make the school a safe place to work.

The following reports were given:

Elementary Principal	High School Principal	Healthy Start
LES/LMS Site Council	LHS Site Council	DAC
Student Representative - None	LVTA	CSEA

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

K. ACTION ITEMS:

K.1. Students of the Month

- Mr. Henry and Ms. Stange presented the April Students of the Month for Laytonville High School and Laytonville Middle School.
- **Motion** to recognize Karan Patel and Ivan Perez-Robles as the Students of the Month by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

K.2. Resolution No. 630 for Employee Recognition Award

- Once a year the Board of Trustees receives recommendations for the Board's Employee Recognition Awards. Staff, students and community members can recommend employees for the award. The award recipients are recognized with a Board Resolution in their honor, a gift and their name is placed on a perpetual plaque which hangs in the District Office.
- **Motion** to adopt Resolution No. 630 and recognize Stacey Patton as the recipient by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L. DISCUSSION / ACTION ITEMS:

L.1. Resolution No. 631 for Elimination of 2 Classified Positions

- Due to an upcoming retirement of the Library Tech 2 position at Laytonville High School and a resignation of a 0.5 custodial position at the elementary school Mrs. Potter recommended that we do not fill the positions for the 2022- 2023 school year as a cost saving measure. The high school is experiencing marked declines in enrollment and thus less revenue is coming to the district. We have been looking at potential cost saving measures that would least impact student course offerings and feel that not refilling this position fits that need.
- We had hired additional custodial time to cover the increased sanitation needs as a result of COVID protocols. As strategies have been revised we are able to fully take care of our custodial needs without refilling the 0.5 position.
- **Motion** to approve Resolution No. 631 for Elimination of 2 Classified Positions by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L.2. Administrative Regulation 6145 for Extra & Cocurricular Activities, Second Reading/Approval

- At our meeting on April 7, 2022, the Board reviewed AR 6145 for Extra & Cocurricular Activities. The revised Administrative Regulation is attached for a second reading and adoption.
- **Motion** to adopt the revised AR 6145 for Extra & Cocurricular Activities as presented by Mat Paradis, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L.3. Annual Review: Board Policy & Exhibit 5132 – Dress Codes

- Education Code Section 35183 provides for school dress codes that address gang related attire and school safety. BP 5132 and Exhibit 5132 outline the dress code for the district. They require an annual review by the Board. Mr. Henry and Ms. Stange will share the school community's thoughts related to the current policy.
- We will bring Board Policy 5132 & Exhibit 5132 back to the June board meeting for further discussion.

L.4. Approval of Attendance Liaison – Job Description

- When reviewing our data for the Local Control and Accountability Plan, poor attendance and Chronic Absenteeism continue to be a problem. Site principals, administrative assistants and counselors have been contacting parents and working with families to help

address the underlying issues for absenteeism. This task has become more time consuming in recent years and has placed an overwhelming burden on staff time. Many school districts hire personnel whose specific job is that of an Attendance Liaison. We currently do not have a job description for that position.

- **Motion** to approve the Attendance Liaison Job Description minus the proposed salary range by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.5. Approval of Native American Family Liaison – Job Description

- Another area that the review of data for our Local Control Accountability Plan found is the needs of our Native American students. Data shows that our Native American students have higher absenteeism rates and lower academic performance and grades when compared to other student groups. In order to address this area the District Advisory Committee and other school community groups including Cahto Tribal Council recommend the addition of a new position whose tasks are outlined in the proposed job description.
- **Motion** to approve the Native American Family Liaison Job Description minus the proposed salary range by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L.6. Approval of Extended Learning Opportunity Grant Program

- The Expanded Learning Opportunities Program (ELO-P) provides funding for afterschool and summer school enrichment programs for transitional kindergarten through sixth grade.
- The plan will be integrated into our existing ASES program but involves some requirements in addition to the ASES program requirements. Examples include offering the program on 30 non-school days and the 10:1 ratio for TK and K students enrolled in the program.
- For the 2021-2022 school year our district has received \$78,670 to support this program. We are scheduled to receive at least that same apportionment annually and are currently developing our plan.
- We reviewed this plan during our April board meeting. No additions or changes have been made since that time.
- **Motion** to approve the Extended Learning Opportunity Grant Program by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.7. Approval of A-G Completion Grant

- Our A-G Completion grant was developed over the past couple of months. The grant was shared during the April board meeting and has been reviewed by all school community groups. Funds will be focused on strategies for improving student math skills, as completing higher math appears to be an obstacle for our students to completing their A-G requirements.
- **Motion** to approve the A-G Completion Grant by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L.8 Title VI Indian Ed. Formula Grant Application

- Mr. Henry presented information regarding the Title VI Indian Education Formula Grant Application.
- **Motion** to approve the Title VI Indian Ed. Formula Grant Application by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.9. Approval of 2022/23 Instructional Minutes for Laytonville Schools

- The State requires minimum instructional minutes for each grade level. The instructional minutes schedule for 2022/23 is attached for approval.
- **Motion** to approve the instructional minutes for 2022/23 for Laytonville Elementary, Spyrock, and the High School by Elina Agnoli, Seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.10. Single School Plan for Student Achievement (SPSA) Review and Revision

- Each site has a Single School Plan for Student Achievement which is revised annually by the Site Council and approved by the Board. The SPSA's for next year have been revised by staff and the Site Councils. Ms. Stange reviewed the Single School Plan for Student Achievement for the Board. Mr. Henry will present his SPSA for LHS at the June Board Meeting.
- **Motion** to approve the LEMS Single School Plan for Student Achievement by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

L.11. Approval of Summer School Plans

- Mr. Henry and Ms. Stange discussed their plans for Summer School 2022.
- Laytonville Elementary School
 - June 21-July 29, 2022
 - 8:00-8:30- Breakfast
 - 8:30-11:30- Thematic Academic Courses
 - 11:30-12:00-Lunch
 - 12:00-5:00- A variety of enrichment activities including field trips!
- Laytonville High School
 - June 21-July 22, 2022
 - 8:30-12:30- Algebra 1
 - Independent Study credit recovery- weekly meetings, schedule TBD
 - Freshman Academy- August 1-5, 2022
- **Motion** to approve the Summer School Plans for 2022 by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.12. Textbook Adoption for Grades 9-12 Geometry

- The Laytonville High school staff have reviewed the Core Connections Geometry textbook. The staff have decided to use the Core Connections Geometry textbook for the 2022/23 school year. The textbook has been approved by the LHS Site Council and has been on display in the District Office since April 8, 2022.
- **Motion** to adopt the Core Connections Geometry textbook for Grades 9-12 by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote.

L.13. Approval of Revised 2021-22 Instructional Minutes for Laytonville High School and School Calendar

- The State requires minimum instructional minutes for each grade level. We adopted the minutes for the 2021-2022 school year during our June 17, 2021 meeting. In reviewing the minutes it was discovered that there was an inadvertent error and we are actually under the required minutes for Laytonville High School. As a result we have revised the instructional minutes in order to insure that we meet that requirement this year.
- **Motion** to approve the revised instructional minutes for 2021/22 for Laytonville High School and the revised school calendar for 2021/22 with the change that the High School 3:35 p.m. days will be 5/31/2022 and 6/7/2022 by Meagen Hedley, Seconded by Elina Agnoli, unanimously approved with a 3-0 vote.

M. INFORMATION ITEMS:

M.1. Facilities Update

- Mrs. Potter gave an update on the status of current and upcoming facilities projects.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: Elina would like to talk about the Middle School Grading system.

O. COMMENTS FROM THE BOARD: Elina said to hang in there and we are almost to the end of the school year. Meagen said the Honor's Banquet was lovely and thanked everyone for their work on it.

P. ADJOURNMENT:

Motion to adjourn the meeting by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 3-0 vote. The meeting was adjourned at 7:25 p.m. The next regular meeting will be held on June 16, 2022.

Respectfully submitted,

Adopted as Final
June 16, 2022

Joan Viada Potter
Secretary to the Board

Calvin Harwood
President of the Board