

**LAYTONVILLE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15, 2022**

A. CALL TO ORDER/ROLL CALL:

The Governing Board of the Laytonville Unified School District held a regular meeting in the Board Room on September 15, 2022. Board President Calvin Harwood called the meeting to order at 5:02 pm.

ROLL CALL:

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

Administrators Present: Bruce Peters, Suzie Dunham and Tim Henry

Student Representative: Ruby Rosenthal (Absent)

B. PUBLIC INPUT re CLOSED SESSION ITEMS: None

C. CLOSED SESSION AGENDA:

CS-1: PUBLIC EMPLOYEE APPOINTMENT

CS-1

CS-2: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

CS-2

D. ANNOUNCEMENTS FROM CLOSED SESSION: Board President Calvin Harwood announced that on Closed Session Item 1, Public Employee Appointment, the Board voted unanimously to hire Julie Gardenhire as an Instructional Assistant/Yard Supervisor. The Board also voted unanimously to hire Alisha Ornbaun as Instructional Assistant. The Board also voted unanimously to hire Kaniesha Soto as Food Service Director. Regarding Closed Session Item 2, Public Employee Discipline/Dismissal/Release, the Board voted unanimously to accept Wendy Budreaux's Resignation as Food Service Director effective August 31st, 2022. The Board also voted unanimously to accept Jenna Duarte's resignation as Lead Bus Driver effective August 10th, 2022. The Board also voted unanimously to accept Elizabeth Roripaugh's resignation as High School Science Teacher effective August 15th, 2022. The Board also voted unanimously to accept Hailey Trahan's resignation as Instructional Assistant effective September 16th, 2022. No other action was taken in Closed Session.

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 Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

G. CORRESPONDENCE: None

H. PUBLIC INPUT: A parent wanted to express her concern that she recently found out our school is not mandating COVID testing. Last year the kids were being tested each week and checking their temperatures before class. Now the school is just providing COVID testing or take home COVID tests for anyone who wants them. COVID is spreading through the school but she

believes if there is weekly testing that is mandated then it would stop the spread of COVID. This has been really stressful on parents, families, and staff members. There needs to be some kind of change because COVID isn't going away. We need to work together to keep our kids and staff safe. She wants stricter rules in place than what the CDC recommends.

I. REPORTS AND COMMENTS:

Superintendent's Report:

- Mr. Peters started his report by commenting on how hot it was last week and that teachers and staff did a great job keeping students out of the sun too long. A couple of our sports practices, like football, were cancelled because of the heat. This happened County wide and we didn't want our students out in the 109 degree Fahrenheit weather. Statewide the COVID numbers are looking much better. We are having more of a local spread happening here and there have been 37 COVID positive student cases and 11 staff positives. If there is significant spread in a classroom then we are letting parents know when that happens. These guidelines were in our school reopening plan and we are sticking with those guidelines. We are going back to letting families know when there are 2 COVID cases or more in a classroom. Mr. Peters will be in a meeting tomorrow with all of the superintendents and Dr. Coren for any updates from Mendocino County Public Health. He will update staff and families with any new COVID information that comes out. CDPH is moving away from the stricter guidelines and so far we have always followed their recommended guidelines.

The following reports were given:

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

J. ACTION: CONSENT AGENDA

- **Motion** to accept the Consent Agenda by Meagen Hedley, seconded by Erin Gamble, unanimously approved with a 4-0 vote.

K. ACTION ITEMS:

K.1. Review Applications, Deliberate and Appoint New Board Members

- The Laytonville Unified School District Board of Trustees has one seat open due to a resignation effective on August 5, 2022. The seat has been advertised for two weeks and the Board has been given the applications of the interested community members. We have scheduled time to review the paper work and interview the individuals during tonight's open session board meeting. After the interviews, the board deliberated in open session and made their decision on a candidate.
- **Motion** to appoint Erin Neuroth by Erin Gamble, seconded by Elina Agnoli, unanimously approved with a 4-0 vote.

K.2. Administration of Oath of Office for New Board Members

- Candidate for the open Board position was selected and Mr. Peters administered the Oath of Office to the selected candidate and they were welcomed to the Board.

K.3. PIP Request for Employing Teachers who are not Fully Credentialed

- The school district has made reasonable efforts to recruit fully prepared teachers for all teaching assignments. Despite our efforts, it is necessary to employ candidates who qualify on the basis of a Provisional Internship Permit. The following individuals will be employed on the basis of a Provisional Internship Permit:
- Henry Harwood - 1 FTE Elementary Teacher - Grade 2 – PIP – Elementary School
- Emily Baize - 0.5 FTE Resource Specialist Teacher - Grades 9-12 - PIP – High School
- **Motion** to approve employing Henry Harwood on the basis of a PIP by Elina Agnoli, Seconded by Meagen Hedley, unanimously approved with a 4-0 vote (Calvin Harwood Abstained).
- **Motion** to approve employing Emily Baize on the basis of a PIP by Erin Gamble, Seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

K.4. Resolution No. 639 for GANN Limit

- California voters approved Proposition 4, the Gann Initiative, in November of 1979. The purpose of the initiative is to place “limits on the growth of expenditures for publicly funded programs.”
- Ed Code sections 1629 & 42132 specify that district governing boards must adopt a resolution that identifies the estimated appropriations limit for the current year and the actual appropriations limit for the preceding year.
- **Motion** to adopt Resolution No. 639 for the GANN Limit by Elina Agnoli, seconded by Erin Gamble, unanimously approved with a 5-0 vote.

K.5. Annual Statement of Need – 30 Day Emergency Substitute

- This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits.
- The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.
- **Motion** to approve the attached Annual Statement of Need by Elina Agnoli, seconded by Erin Neuroth, unanimously approved with a 5-0 vote.

L. DISCUSSION / ACTION:

L.1. PUBLIC HEARING: Notification of Compliance with EC 60119 (Instructional Materials) for 2022/23

- The Board must conduct a Public Hearing per EC Section 60119 to encourage participation by parents, teachers, bargaining unit leaders and members of the community interested in the affairs of the schools regarding the sufficiency of textbooks or instructional materials, or both, in each subject consistent with the content and cycles of the curriculum frameworks adopted by the state, and shall make a determination that funds designated for instructional materials have been expended for that purpose. Governing Boards that have met the requirements of EC 60119 and have also certified compliance with the IMFRP

requirements regarding provision of adopted standards-aligned instructional materials for all students (EC 60411) may spend 100% of any remaining IMFRP funds from that year's allocation for other approved purposes. A Public Hearing Notice regarding this topic has been posted for 10 days.

- EC 60119 specifies there must be sufficient materials in the following subject areas:
 - English /Language Arts (including an English language development component)
 - Mathematics
 - History/Social Science
 - Science
- We have sufficient texts and instructional materials and they are listed on the Core Curriculum Adopted Textbook Matrix. The Board must also determine whether pupils enrolled in foreign language or health courses have sufficient textbooks or instructional materials, and that laboratory science classes have been provided with sufficient science equipment for courses in grades 9-12. The principals reported on the status of instructional materials in the specified subject areas.
- A Public Hearing was conducted
- No Public Input
- Public Hearing was closed

L.2. Resolution No. 640 for Compliance with EC 60119 for the 2022/23 School Year and Certification of Provisions of Standards-Aligned Instructional Materials

- The Board was provided a copy of EC 60119, and the Textbook Matrix and held a Public Hearing to determine the sufficiency of textbooks and instructional materials in specified subject areas consistent with the content and cycles of the curriculum frameworks adopted by the state.
- If the Board has determined that there are sufficient materials as prescribed by law in all the subject areas listed in EC 60119, and that the textbook adoptions follow the state cycles, then Resolution No. 640 can indicate the Board's findings and state that we are in compliance with EC 60119.
- **Motion** to adopt Resolution No. 640 for Certification of Provisions of Standards-Aligned Instructional Materials by Meagen Hedley, Seconded by Erin Gamble, unanimously approved with a 5-0 vote.

L.3. Approval of 2021/22 Unaudited Actuals

- The 2021/22 unaudited actuals represent the expenditures completed and revenues received when the books were closed. The 2021/22 unaudited actuals have an impact on the 2022/23 budget which will be reflected in the First Interim Budget Report. The First Interim will be presented at the December meeting. Board review and adoption of the 2021/22 actuals is required. Due to a delay in the closing of the books by the county treasury, what is being presented to the board is a draft of the unaudited actuals. The only change expected is an increase in revenue once 4th quarter interest is posted and cash is closed.
- The 2021/22 unaudited actuals include changes to:
- The unrestricted ending balance increased by \$518,085 primarily from decreased expenditures for salaries due to position openings and the use of restricted funds for some positions. Decreased expenditures for books/supplies as well as services/operating

expenditures is due to some of those expenses being picked up in restricted resources (COVID and COVID related Funds).

- The general fund contributions to restricted accounts decreased. This is made up of a decrease in the budgeted contribution to Special Education of \$162,900 this was achieved by moving some SPED expenses to restricted resources (ESSER funds). There was a slight increase of \$5,380 in Ongoing Major Maintenance. Contributions of 42,000 from the General Fund unrestricted to their own designated restricted resources was made to track previously district defined dollars. This all adds up to an overall decrease in general fund contributions of \$115,512.
- The projected restricted ending balance increased by \$337,081, all due to one-time funds.
- Until the county treasury closes their books Official Unaudited Actuals cannot be generated. At this time MCOE has recommended we turn in to them our unofficial unaudited Actuals by Sept. 16th and our Official Unaudited actuals by October. 12th.
- The next budget revision occurs with the First Interim Budget on October 31; the report will be presented in December.
- The Unaudited Actuals for 2021/22 will be brought back for approval at the October board meeting.

L.4. Waiver Request for Education Code 44865

- Education Code 44865 provides staffing options for specified types of programs with the consent of the teacher. A valid teaching credential issued by the State Board or the Commission on Teacher Credentialing, based on a bachelor's degree, student teaching, and special fitness to perform, shall be deemed qualifying for assignment as a teacher in the following assignments, provided that the assignment of a teacher to a position for which qualifications are prescribed by this section shall be made only with the consent of the teacher:
- The following teachers will be teaching under EC 44865:
 - Christopher Wood: 0.25 FTE K-8 Independent Study
- **Motion** to approve Chris Wood teaching under Ed. Code 44865 by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 5-0 vote.

L.5. Approval of Contracts greater than \$15,000

- According to Board Policy 3312, Contracts exceeding \$15,000 needs to have approval from the Governing Board.
 - Install new Bard Unit for Classroom #12 -\$16,267.00
- **Motion** to approve the Superintendent to enter into contract with Comfort Air Heating & Cooling to install a new Bard Unit in classroom #12, not to exceed \$17,000 by Elina Agnoli, seconded by Erin Neuroth, unanimously approved with a 5-0 vote.

M. INFORMATION ITEMS:

M.1. Opening Enrollments

- Opening enrollments show a decrease at Laytonville Elementary School and an increase at Laytonville High School. Overall our total district enrollment is the same as last year.

Enrollment	11	12	13	14	15	16	17	18	19	20	21	22
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*K-8, ISOP	268	274	286	280	278	270	271	247	237	241	239	229
LHS, ISOP	126	131	125	119	119	120	110	109	126	124	102	112
Continuation High	2	2	2	1	1	1	0	0	0	0	0	0
Com. Day School	9	0	0	0	0	0	0	0	0	0	0	0
District Totals	405	407	413	400	398	391	381	356	363	365	341	341

M.2. Sports Program Update

- Mr. Peters gave an update on our sports programs.

M.3. Report on Peer Assistance and Review Program (PAR) and CA Teacher Induction Program (CTIP)

- Mr. Henry gave a summary of the California Teacher Induction Program (CTIP) for school year 2021/2022.

M.4. Facilities Update

- Mr. Peters will gave an update on our current facilities projects.

N. ITEMS BOARD MEMBERS WISH ON FUTURE AGENDAS: Calvin Harwood would like to review the school goals. Meagen Hedley would like to review the COVID protocols next board meeting and invite the concerned parent to attend.

O. COMMENTS FROM THE BOARD: Elina Agnoli would like the board members to attend a training this year. She also thanked Tim Henry for the grant he worked on writing. Erin Gamble and Calvin Harwood both welcomed Erin Neuroth to the Board.

P. ADJOURNMENT:

Motion to adjourn the meeting by Meagen Hedley, seconded by Elina Agnoli, unanimously approved with a 5-0 vote. The meeting was adjourned at 8:12 p.m. The next regular meeting will be held on October 6, 2022.

Respectfully submitted,

Adopted as Final
October 6, 2022

Bruce Peters
Secretary to the Board

Calvin Harwood
President of the Board