

**LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING OF FEBRUARY 1, 2024**

**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 February 1, 2024. Board President Calvin Harwood called the meeting to order at 5:00 p.m.

**ROLL CALL:**

Trustees Present: Calvin Harwood, Meagen Hedley, Elina Agnoli, and Erin Neuroth  
Administrators Present: Bruce Peters, Suzie Dunham, and Tim Henry  
Student Representative: Absent

**B. PUBLIC INPUT re CLOSED SESSION ITEMS: None**

**C. CLOSED SESSION AGENDA:**

CS-1	PUBLIC EMPLOYEE APPOINTMENT (Temporary Culinary Arts Teacher and Food Service Director)	CS-1
CS-2	PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE	CS-2
CS-3	INTERDISTRICT TRANSFER REQUESTS	CS-3

**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 Mary Stamper as Temporary Culinary Arts Teacher and Christina Hernandez as Food Service Director. On Closed Session item 2, Public Employee Discipline/Dismissal/Release, the Board voted unanimously to accept Cheyenne Faustina's resignation as ASES Paraeducator effective January 31<sup>st</sup>, 2024. The Board also voted unanimously to accept Konnie Hawkins' retirement effective at the end of this school year. No other action was taken during 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 4-0 vote.

**G. CORRESPONDENCE:**

1. Letter from Joel James RE: Extension Request Approval – Fiscal Year 2022-23 Laytonville Unified Audit Report
2. Letter from Heather Rantala RE: County Office Review of the 2023-24 First Interim Report

**H. PUBLIC INPUT:** Shane Hildebrand from Mendocino County Office of Education came to present the Board with a proclamation naming January 2024 School Board Recognition Month. Many parents and staff came to speak about the issues regarding students at the elementary/middle school and bullying. They said the students and staff need diversity and conflict resolution training and that children do not feel safe at school and parents shared specific incidents that happened with

their child on campus. They wanted to know what is being done to address their concerns about the bullying going on.

## **I. REPORTS AND COMMENTS:**

### Superintendent's Report:

- Mr. Peters began by saying that we are currently at 319 enrolled students. He will be at the Elementary Site Council meeting to discuss multiple items for the middle school to talk about issues like bullying, school climate, potentially moving a grade or two to the high school and the phone policy. He wants to make sure to receive feedback from the parents on these issues and the staff. He will bring back more information at the next board meeting. He attended the Superintendent Symposium last week and there was a lot of information including AI in schools, mental health support for staff and students, and they talked about the state budget. We hired a substitute for our culinary class since our current teacher is expecting will be gone for a while. We will miss our food service director that was gone this month but are very happy about Christina Hernandez taking over. We will be looking at hiring coaches for spring sports and an ASES instructional assistant. We hope to have baseball at the high school and are looking to see if we can have soccer and softball at the same time for the middle school. We are looking at staffing for next year for general education classes. He has been speaking to Kristin Hills about preschool students and educating our parents about the transitional kindergarten program and helping our parents with the new age requirements so they can decide what the best program is for their child. Special education changes are also being looked at for meeting our student needs and our staff needs including aid staff training. He has been looking at solutions which include looking at alternate placement like a special day class. He met with Cecelia Gillespie and Aliza Menashe from Long Valley Health Center again on January 18<sup>th</sup> about programs to bring to staff and families regarding bullying and school climate. Mr. Peters is looking at the certificated development day on May 9<sup>th</sup> and having classified staff be part of a speaker to come in, Dora Dome, to work with the staff about student discipline, expectations, and following up when those expectations aren't being met. He then wants to meet with parents and families about the expectations that their students will be held to and how the school will try to guide them to not allow the situations that are occurring to go on and on. He has been working on this issue for a couple of months and he apologizes that it seems like slow progress but he has put in a tremendous amount of work and many hours into this and so have other people. He also has information from staff and families about next year including attendance issues and what we can do to help families get their students to school. He is looking to improve attendance, educate families on the importance of it, and have systems in place to remind parents of poor behavior and have the meetings to hold them accountable. He is working on this on a regular basis and has spoken with the County about this. There is an inland county SARB board that meets in March and we may be sending some people from our district to it but we will have to work on the process for it so we can do it justice and make sure that we are sending people that have had every opportunity to improve their attendance.

The following reports were given:

Elementary Principal  
DAC

High School Principal  
CSEA

Healthy Start  
LVTA

#### **J. ACTION: CONSENT AGENDA**

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

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

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

- Mr. Henry and Ms. Dunham presented the January Students of the Month for Laytonville High School and Laytonville Middle School and had them introduce their families.
- **Motion** to recognize Damien Hawthorne as the Student of the Month for January by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.
- **Motion** to recognize Aidyn Lomax as the Student of the Month for January by Elina Agnoli, seconded by Erin Neuroth, unanimously approved with a 4-0 vote.

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

##### L.1. LCAP Annual Update: Mid-Year Report and Budget Overview for Parents

- The following is a one-time mid-year report to the local governing board or body and educational partners related to engagement on, and implementation of the LUSD Local Control and Accountability Plan (LCAP). The plan must include the following:
  - A description of how the LEA used, or plans to provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.
  - A description of how and when the LEA engaged its educational partners.
  - A description of how the LEA is using its fiscal resources received for the 2023–24 school year in a manner that is consistent with the applicable plans and is aligned with the LEA’s 2023–24 LCAP and Annual Update.
- The Board reviewed the Mid-Year Report and Budget Overview for Parents.

##### L.2. Review of BP & AR 6020 for Title I Parent Involvement Policies

- Our Board Policy and Administrative Regulations 6020 require that Title I schools have parent involvement policies and procedures that participating parents and school staff agree to abide by. The District’s current BP and AR 6020 were attached and the Board reviewed them.

##### L.3. Audit Certification: 2022/23 Financial Report and Audit

- The audit presents an examination of the district’s books and operating procedures. The auditor’s letter to the Board regarding internal control and compliance over financial reporting notes no reportable conditions considered to be material weaknesses and no instances of noncompliance to be reported under the Government Auditing Standards. The auditors did not have any findings or questioned costs in their report.
- **Opinions**

- We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Laytonville Unified School District, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Laytonville Unified School District’s basic financial statements as listed in the table of contents.
- In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Laytonville Unified School District, as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.
- **Report highlights include:**
  - Revenue & Expenses
  - District’s Total Net Position: \$11,605,114
  - Overall Revenues: \$8,831,522
  - Expenses: \$6,313,465
  - Control Deficiencies: None.

<u>Resource Allocation</u>	
Curriculum & Inst.	54.5%
Pupil services	13.9%
Administration	8.8%
Maint. & Operations	13.1%
Ancillary& Long-term debt	9.5%
Transfers to other agencies	0.2%
- **Motion** to approve the 2022/23 Financial Report & Audit by Erin Neuroth, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.4. Review & Internet Distribution of 2022/23 LHS and LES School Accountability Report Cards (SARC)

- The Principals completed the School Accountability Report Cards (SARC) for the 2022/23 school year. The reports provide an overview of the schools including statistics regarding the number of students and staff, credentialing information, test results, facilities, budgets and much more. Ed Code requires that the Board review each school’s SARC and approve its posting on the Internet. The principals reviewed their SARC highlights for the Board.
- **Motion** to approve the posting of the 2022/23 LHS and LES SARC’s on the internet by Elna Agnoli, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

L.5. Resolution No. 665 for California Schools Healthy Air, Plumbing, and Efficiency Program

- The California Energy Commission (CEC) has approved Laytonville's application for the California Schools Healthy Air, Plumbing, and Efficiency Program (CalSHAPE) Plumbing Program. The next steps are to complete a set of documents required by the program and submit them to CalSHAPE so we can get in line for the final review by the CEC. The California Schools Healthy Air, Plumbing, and Efficiency Program Resolution authorizes the acceptance of the terms and conditions and provides the names of the officials or staff authorized to sign the grant agreement.
- Once a grant agreement is fully executed, Laytonville Unified will receive a grant awarded email notification to confirm the reservation of the grant award funding. If the

application includes sites in more than one funding category, the CEC may execute the separate grant agreements at different times based on the availability of funds in each funding category.

- **Motion** to approve Resolution No. 665 for California Schools Healthy Air, Plumbing, and Efficiency Program by Elina Agnoli, seconded by Meagen Hedley, unanimously approved with a 4-0 vote.

## **M. INFORMATION ITEMS:**

### M.1. Facilities Update

- Mr. Peters provided an update on our facilities.

### M.2. P-1 ADA Report

- A chart comparing the differences between our attendance rates for the 2022/23 and 2023/24 school years during the first four school months was reviewed.

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

**O. COMMENTS FROM THE BOARD:** Erin Neuroth thanked everyone for coming and voicing their opinions. Elina Agnoli said she appreciates the meetings when there is more people here to give input and encouraged a parent to come back next month and speak about how a student issue was resolved. Since the board doesn't see a lot of what happens at the school day to day, Elina would appreciate an update on the outcome and how the parent feels about the way the issue was handled. Meagen Hedley also appreciates it when a bunch of people come to the meeting and give input because often no one else is here for the public. Meagen said it is important to come in and hear concerns about what you think is going wrong and it is always nice to hear what you think is going right too. Calvin Harwood said safety of our students and staff is a very high priority.

## **P. ADJOURNMENT:**

**Motion** to adjourn the meeting by Erin Neuroth, seconded by Meagen Hedley, unanimously approved with a 4-0 vote. The meeting was adjourned at 7:23 p.m. The next regular meeting will be held on March 7, 2024.

Respectfully submitted,

Adopted as Final  
March 7, 2024

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Bruce Peters  
Secretary to the Board

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Calvin Harwood  
President of the Board



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**PERSONNEL ASSIGNMENT ORDER #8 2023/24**

March 7, 2024

	<u>Employment Position</u>	<u>Status</u>	<u>Salary</u>	<u>Effective</u>
<u>Certificated Appointment</u>				
Stamper, Mary	LHS Culinary Arts	Temp.	\$9,741.91/yr	2/20/2024
<u>Certificated Resignation</u>				
<u>Certificated Layoff</u>				
<u>Certificated Retirement</u>				
Hawkins, Konnie	3 <sup>rd</sup> Grade Teacher	Perm.	\$96,048.06/yr	6/7/2024
<u>Certificated Leave of Absence</u>				
<u>Certificated Transfer</u>				
<u>Classified Appointment</u>				
<u>Classified/Confidential Appointment</u>				
Hernandez, Christina	Food Service Director	Prob.	\$20.19/hr	2/1/2024
<u>Confidential Resignation/Retirement</u>				
<u>Classified/Confidential Reduction</u>				
<u>Classified Transfer</u>				
<u>Classified Resignation</u>				
Fasutina, Cheyenne	ASES Instructional Assistant	Prob.	\$17.55/hour	1/31/2024
<u>Classified Termination</u>				
<u>Classified Layoff</u>				
<u>Coaching Positions</u>				
Craver, Alyssa	LMS Girls Basketball		\$1,800 Stipend	3/8/2024
Early, Jenny	LHS Girls Basketball		\$2,200 Stipend	3/8/2024
Firks, Josh	LMS Boys Basketball		\$1,800 Stipend	3/8/2024
Firks, Josh	LHS V Boys Basketball		\$1,100 Stipend	3/8/2024
Madison, Damaris	LHS V Boys Basketball		\$1,100 Stipend	3/8/2024
Mann, Brittney	LHS Cheer Advisor (Basketball)		\$1,300 Stipend	3/8/2024



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**REVOLVING CASH FUND #8 2023/24**

March 7, 2024

<u>DATE</u>	<u>CHECK #</u>	<u>PAYEE</u>	<u>REFERENCE</u>	<u>AMOUNT</u>
<del>9/15/2023</del>	<del>2259</del>	<del>Kendra J. Campbell- Crump</del>	<del>Booth -Native American Day</del>	<del>\$100.00</del>
Voided lost check				
2/1/2024	2271	Kendra J. Campbell- Crump	Booth -Native American Day	\$100.00
Wrote a new check to replace lost check #2259				
2/1/2024	2272	Pacos Tacos	Ruler Staff Meeting	\$265.38
2/12/2024	2273	Papa Murphy's	MS Basketball	\$137.00
2/29/2024	2274	Mark Britton Jr.	Title VI Beading Workshop	\$100.00



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**WARRANT LIST**  
 March 7, 2024

<b>Checks Dated 01/27/2024 through 03/01/2024</b>					
<b>Check Number</b>	<b>Check Date</b>	<b>Pay to the Order of</b>	<b>Fund-Object</b>	<b>Expensed Amount</b>	<b>Check Amount</b>
196206	01/31/2024	AMANDA L. GREGG	Cancelled		1,487.89 *
		Cancelled on 02/28/2024, Cancel Register # PM240229			
5000082	02/08/2024	ADAMS, DANIEL T	01-4300		505.25
5000083	02/08/2024	HANSEN, LINDSAY A	01-4300	146.83	
			01-5800	5.95	152.78
5000084	02/08/2024	HAWKINS, KONSTANCE K	01-4300		196.98
5000085	02/08/2024	THOMSON, MATTHEW W	01-4300		162.10
5000086	02/08/2024	ALAMEIDA ARCHITECTURE	01-6200		554.98
5000087	02/08/2024	APPLE COMPUTER INC	01-4400		8,687.49
5000088	02/08/2024	ARKIN, IZMAEL	01-5800		5,075.00
5000089	02/08/2024	CHALK SPINNER LLC	12-4300		575.24
5000090	02/08/2024	CLOVER STORNETTA FARMS INC.	13-4700		394.89
5000091	02/08/2024	DIVISION OF STATE ARCHITECT ATTN CASHIER	35-6200		4,594.94
5000092	02/08/2024	FED EX FREIGHT	01-5800		95.70
5000093	02/08/2024	HILBACH-BARGER, BRUCE	01-5800		1,150.00
5000094	02/08/2024	KAJEET INC	01-5901		3,081.20
5000095	02/08/2024	LAYTONVILLE UNIFIED REVOLVING	01-4300	265.38	
			01-5800	30.00	295.38
5000096	02/08/2024	PACIFIC GAS & ELECTRIC	01-5510		14,734.36
5000097	02/08/2024	SYSCO FD SCVS OF SAN FRANCISCO	13-4700		2,759.36
5000475	02/15/2024	ELLIOTT, EVONNE J	13-4700		9.24
5000476	02/15/2024	HENRY, TIMOTHY J	01-4300		100.00
5000477	02/15/2024	WOODHOUSE, NOEL R	01-4300		490.44
5000478	02/15/2024	BUSINESS CARD, BANK OF AMERICA	01-4100	503.75	
			01-4300	3,116.39	
			01-4365	43.14	
			01-4400	729.60	
			01-5200	699.00	
			01-5800	47.80	
			01-5904	198.00	
			12-4300	1,454.03	
			13-4300	241.49	7,033.20
5000479	02/15/2024	CLOVER STORNETTA FARMS INC.	13-4700		133.32
5000480	02/15/2024	EMERALD TECHNOLOGIES	01-4400		26,918.30
5000481	02/15/2024	FERRELLGAS	01-5520		3,423.69
5000482	02/15/2024	FLORY SYSTEMS LLC	01-5800		412.08
5000483	02/15/2024	GOTO COMMUNICATIONS	01-5903		897.44
5000484	02/15/2024	LAYTONVILLE DISPOSAL CO	01-5530		200.00
5000485	02/15/2024	LAYTONVILLE WATER DISTRICT	01-5530		1,105.15
5000486	02/15/2024	LONG VALLEY AUTO SUPPLY	01-4300	116.32	
			01-4364	47.55	163.87
5000487	02/15/2024	PETERSON TRUCKS INC	01-5600		1,269.93
5000488	02/15/2024	WEATHERTOP NURSERY	01-4300		182.44
5000489	02/15/2024	XEROX CORPORATION	01-5600		41.70

**Checks Dated 01/27/2024 through 03/01/2024**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5000906	02/22/2024	FROST, MISTY V	12-4300		101.79
5000907	02/22/2024	LYONS, TAMMY	01-5800		49.95
5000908	02/22/2024	ACSA	01-5300		157.50
5000909	02/22/2024	CDW GOVERNMENT INC.	01-4300	1,922.22	
			13-4300	581.09	2,503.31
5000910	02/22/2024	CLOVER STORNETTA FARMS INC.	13-4700		419.64
5000911	02/22/2024	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5814		96.00
5000912	02/22/2024	FORT BRAGG ELECTRIC INC.	14-5600		22,622.00
5000913	02/22/2024	FRONTIER	01-5903		826.65
5000914	02/22/2024	MIKE'S AUTOMOTIVE	01-5600		1,020.20
5000915	02/22/2024	REDWOOD WASTE SOLUTIONS	01-5540		1,163.04
5000916	02/22/2024	SOUND & SIGNAL INC.	01-5600		1,746.35
5000917	02/22/2024	SYSCO FD SCVS OF SAN FRANCISCO	13-4700		2,516.75
5000918	02/22/2024	THE BOOK JUGGLER	01-4300		619.74
5001408	02/29/2024	FROST, MISTY V	12-4300	83.59	
			12-5200	64.32	147.91
5001409	02/29/2024	HENRY, TIMOTHY J	01-4300		77.23
5001410	02/29/2024	POOLEY GILLESPIE, CECELIA K	01-5200		982.88
5001411	02/29/2024	SKINNER, TERESA L	12-5200		64.32
5001412	02/29/2024	STAMPER, MARY S	01-5814		109.00
5001413	02/29/2024	BSN SPORTS	01-4300		1,177.46
5001414	02/29/2024	CDE OFFICE OF SCHOOL TRANSP	01-5200		3,000.00
5001415	02/29/2024	CLOVER STORNETTA FARMS INC.	13-4700		400.14
5001416	02/29/2024	DC HUMPHRYS CO INC	01-4400	2,152.65	
			Unpaid Tax	157.15-	1,995.50
5001417	02/29/2024	EMERALD TECHNOLOGIES	01-5600		522.23
5001418	02/29/2024	ENVIRONMENTAL HEALTH MENDOCINO CO.	01-5800	3,850.00	
			13-5800	1,882.00	5,732.00
5001419	02/29/2024	FERRELLGAS	01-5520		3,118.54
5001420	02/29/2024	FRONTIER	01-5903		85.88
5001421	02/29/2024	GRAVIER'S CHEVRON	01-4300		8.28
5001422	02/29/2024	MIKE'S AUTOMOTIVE	01-5600		110.22
5001423	02/29/2024	MOBILE ED PRODUCTIONS	01-5800		1,695.00
5001424	02/29/2024	SAVE MART SUPERMARKET	01-4300		464.18
5001425	02/29/2024	SYSCO FD SCVS OF SAN FRANCISCO	13-4700		4,320.53
5001426	02/29/2024	UKIAH PAPER SUPPLY	13-4300		629.38
5001427	02/29/2024	WEATHERTOP NURSERY	01-4300		48.00
5001428	02/29/2024	WEX BANK	01-4361		1,106.48
5001429	02/29/2024	XEROX CORPORATION	01-5600		683.50
775801	02/01/2024	FROST, MISTY V	12-5200		128.64
775802	02/01/2024	HAWKINS, KONSTANCE K	01-4300		45.32
775803	02/01/2024	SKINNER, TERESA L	12-5200		128.64
775804	02/01/2024	CDE	13-4700		109.20

**Checks Dated 01/27/2024 through 03/01/2024**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
775805	02/01/2024	CLOVER STORNETTA FARMS INC.	13-4700		479.64
775806	02/01/2024	FERRELLGAS	01-5520		4,352.17
775807	02/01/2024	MENDES SUPPLY COMPANY	01-4300		3,355.34
775808	02/01/2024	PETTY CASH	01-4300		33.96
775809	02/01/2024	SCHOOL SPECIALTY	01-4300		37.53
775810	02/01/2024	SYSKO FD SCVS OF SAN FRANCISCO	13-4700		4,766.06
775811	02/01/2024	TAG/AMS INC	01-5800		345.00
775812	02/01/2024	UKIAH PAPER SUPPLY	13-4300		848.80
775813	02/01/2024	WEX BANK	01-4361		627.79
775814	02/01/2024	XEROX CORPORATION	01-5600		631.15
VCH-00000058	02/01/2024	CARBAUGH, JENET M	01-5200		65.66
VCH-00000059	02/01/2024	FORD, SHANNON	01-5200		64.32
VCH-00000060	02/08/2024	KASER, KELSEY A	01-4300		139.08
VCH-00000061	02/08/2024	REDWOOD HEALTH SERVICES	68-5600	116.88	
			68-5800	4,923.86	
			69-5600	116.87	5,157.61
VCH-00000062	02/15/2024	COMER, PRISCILLA	01-4300		30.00
VCH-00000063	02/15/2024	PETERS, BRUCE W	01-5200	1,224.09	
			13-4300	69.56	1,293.65
VCH-00000064	02/29/2024	CRAVER, ALYSSA A	01-4300		50.45
<b>Total Number of Checks</b>			<b>88</b>		<b>169,895.93</b>

	Count	Amount
Cancel	1	1,487.89
Net Issue		168,408.04

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	65	113,028.98
12	CHILD DEVELOPMENT	7	2,600.57
13	CAFETERIA SPECIAL REVENUE FL	17	20,561.09
14	DEFERRED MAINTENANCE	1	22,622.00
35	COUNTY SCHOOL FACILITIES	1	4,594.94
68	SELF-INSURANCE (dental)	1	5,040.74
69	SELF-INSURANCE (vision)	1	116.87
Total Number of Checks		<b>87</b>	168,565.19
Less Unpaid Tax Liability			157.15-
<b>Net (Check Amount)</b>			<b>168,408.04</b>



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**MONTHLY BUDGET REPORT**

March 7, 2024

Balances through June						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
<b>Fund 01 - GENERAL</b>						
9000		4,170,276.57	5,081,354.60	107,981.47	5,189,336.07	5,081,354.60
<b>Total for Starting Balance accounts</b>		<b>4,170,276.57</b>	<b>5,081,354.60</b>	<b>107,981.47</b>	<b>5,189,336.07</b>	<b>5,081,354.60</b>
Object	Description	Adopted Budget	Revised Budget	Revenue		Account Balance
8000	Revenue Limit (Summary)	7,045,841.74	7,533,659.37	4,350,017.79		3,183,641.58
<b>Total for Revenue accounts</b>		<b>7,045,841.74</b>	<b>7,533,659.37</b>	<b>4,350,017.79</b>		<b>3,183,641.58</b>
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
1000	Certificated Salaries	2,408,173.20	2,335,108.27	697,125.03	1,394,562.35	243,420.89
2000	Classified Salaries	1,345,681.46	1,404,620.79	380,762.67	859,541.45	164,316.67
3000	Employee Benefits	1,712,877.47	1,726,955.06	493,860.86	933,214.11	299,880.09
4000	Books and Supplies	512,412.66	714,005.72	10,724.30	222,124.33	481,157.09
5000	Services	859,900.72	1,006,106.41	116,019.24	492,141.31	397,945.86
6000	Capital Outlay	216,334.00	261,946.51		107,138.98	154,807.53
7000	Other Outgo	138,551.76	407,473.70		6,985.00	400,488.70
<b>Total for Expense accounts</b>		<b>7,193,931.27</b>	<b>7,856,216.46</b>	<b>1,698,492.10</b>	<b>4,015,707.53</b>	<b>2,142,016.83</b>
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		4,022,187.04	4,758,797.51	655,563.22	2,354,055.32	1,698,492.10
<b>Total for Ending Balance accounts</b>		<b>4,022,187.04</b>	<b>4,758,797.51</b>	<b>655,563.22</b>	<b>2,354,055.32</b>	<b>1,698,492.10</b>
Total for Fund 01						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>	
Budgeted	5,081,354.60	7,533,659.37		7,856,216.46	4,758,797.51	
Actual	5,081,354.60	4,350,017.79	1,698,492.10	4,015,707.53	3,717,172.76	
<b>Fund 08 - ASB FUNDS</b>						
9000		39,663.69	39,663.69		41,986.77	41,986.77
<b>Total for Starting Balance accounts</b>		<b>39,663.69</b>	<b>39,663.69</b>	<b>.00</b>	<b>41,986.77</b>	<b>41,986.77</b>
9000		39,663.69	39,663.69			.00
<b>Total for Ending Balance accounts</b>		<b>39,663.69</b>	<b>39,663.69</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
Total for Fund 08						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>	
Budgeted	39,663.69				39,663.69	
Actual	41,986.77				41,986.77	

**Balances through June**

**Fiscal Year 2023/24**

Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
<b>Fund 12 - CHILDDDEV</b>						
9000		24,762.63	27,978.60		27,978.60	27,978.60
<b>Total for Starting Balance accounts</b>		<b>24,762.63</b>	<b>27,978.60</b>	<b>.00</b>	<b>27,978.60</b>	<b>27,978.60</b>

Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
8000	Revenue Limit (Summary)	164,350.00	234,750.00	118,075.15	116,674.85
<b>Total for Revenue accounts</b>		<b>164,350.00</b>	<b>234,750.00</b>	<b>118,075.15</b>	<b>116,674.85</b>

Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
2000	Classified Salaries	78,836.37	87,497.38	29,633.76	54,290.09	3,573.53
3000	Employee Benefits	39,489.10	27,056.98	9,063.53	16,817.02	1,176.43
4000	Books and Supplies	25,740.53	63,370.65		7,461.83	55,908.82
5000	Services	12,484.00	23,807.04		12,081.60	11,725.44
7000	Other Outgo	7,800.00	7,800.00			7,800.00
<b>Total for Expense accounts</b>		<b>164,350.00</b>	<b>209,532.05</b>	<b>38,697.29</b>	<b>90,650.54</b>	<b>80,184.22</b>

Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		24,762.63	53,196.55	17,110.06	55,807.35	38,697.29
<b>Total for Ending Balance accounts</b>		<b>24,762.63</b>	<b>53,196.55</b>	<b>17,110.06</b>	<b>55,807.35</b>	<b>38,697.29</b>

<b>Total for Fund 12</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
<b>Budgeted</b>	27,978.60	234,750.00		209,532.05	53,196.55	
<b>Actual</b>	27,978.60	118,075.15	38,697.29	90,650.54	16,705.92	

<b>Fund 13 - CAFETRIA</b>						
9000			20,221.43		20,221.43	20,221.43
<b>Total for Starting Balance accounts</b>		<b>.00</b>	<b>20,221.43</b>	<b>.00</b>	<b>20,221.43</b>	<b>20,221.43</b>

Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
8000	Revenue Limit (Summary)	233,523.70	233,523.70	102,266.75	131,256.95
<b>Total for Revenue accounts</b>		<b>233,523.70</b>	<b>233,523.70</b>	<b>102,266.75</b>	<b>131,256.95</b>

Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
2000	Classified Salaries	75,827.97	80,030.68	14,389.26	44,497.15	21,144.27
3000	Employee Benefits	41,641.33	45,474.97	11,246.80	24,842.98	9,385.19
4000	Books and Supplies	111,104.40	113,289.83	9,163.95	79,276.29	24,849.59

Balances through June						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
<b>Fund 13 - CAFETRIA (continued)</b>						
5000	Services	4,950.00	4,950.00		5,099.33	149.33-
Total for Expense accounts		233,523.70	243,745.48	34,800.01	153,715.75	55,229.72
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000			9,999.65	85,146.05	119,946.06	34,800.01
Total for Ending Balance accounts		.00	9,999.65	85,146.05	119,946.06	34,800.01
<b>Total for Fund 13</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted	20,221.43	233,523.70		243,745.48	9,999.65	
Actual	20,221.43	102,266.75	34,800.01	153,715.75	66,027.58-	
<b>Fund 14 - DEF MANT</b>						
9000		265,338.00	301,111.20		301,111.20	301,111.20
Total for Starting Balance accounts		265,338.00	301,111.20	.00	301,111.20	301,111.20
Object	Description	Adopted Budget	Revised Budget	Revenue		Account Balance
8000	Revenue Limit (Summary)	150,681.06	419,603.00	1,361.24		418,241.76
Total for Revenue accounts		150,681.06	419,603.00	1,361.24		418,241.76
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
4000	Books and Supplies				10,606.49	10,606.49-
5000	Services	19,603.00	19,603.00	6,650.00	46,087.00	33,134.00-
Total for Expense accounts		19,603.00	19,603.00	6,650.00	56,693.49	43,740.49-
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		396,416.06	701,111.20	54,700.00	61,350.00	6,650.00
Total for Ending Balance accounts		396,416.06	701,111.20	54,700.00	61,350.00	6,650.00
<b>Total for Fund 14</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted	301,111.20	419,603.00		19,603.00	701,111.20	
Actual	301,111.20	1,361.24	6,650.00	56,693.49	239,128.95	
<b>Fund 15 - P/TRN EQ</b>						
9000		45,412.45	45,282.03	130.42	45,412.45	45,282.03
Total for Starting Balance accounts		45,412.45	45,282.03	130.42	45,412.45	45,282.03

Balances through June						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance	
<b>Fund 15 - P/TRN EQ (continued)</b>						
8000	Revenue Limit (Summary)			1,045.44	1,045.44-	
Total for Revenue accounts		.00	.00	1,045.44	1,045.44-	
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		45,412.45	45,282.03			.00
Total for Ending Balance accounts		45,412.45	45,282.03	.00	.00	.00
<b>Total for Fund 15</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted	45,282.03	.00			45,282.03	
Actual	45,282.03	1,045.44			46,327.47	
<b>Fund 35 - CNTY FAC</b>						
9000		469,304.04	418,069.52	571,309.88	989,379.40	418,069.52
Total for Starting Balance accounts		469,304.04	418,069.52	571,309.88	989,379.40	418,069.52
Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance	
8000	Revenue Limit (Summary)	7,824.93	7,824.93	12,905.72	5,080.79-	
Total for Revenue accounts		7,824.93	7,824.93	12,905.72	5,080.79-	
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
5000	Services	4,500.00	4,500.00			4,500.00
6000	Capital Outlay	472,628.97	421,394.45		15,529.01-	436,923.46
Total for Expense accounts		477,128.97	425,894.45	.00	15,529.01-	441,423.46
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000				92,700.00	92,700.00	.00
Total for Ending Balance accounts		.00	.00	92,700.00	92,700.00	.00
<b>Total for Fund 35</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted	418,069.52	7,824.93		425,894.45	.00	
Actual	418,069.52	12,905.72	.00	15,529.01-	446,504.25	
<b>Fund 40 - SPRES CP</b>						
9000		111,545.32	122,421.12		122,421.12	122,421.12
Total for Starting Balance accounts		111,545.32	122,421.12	.00	122,421.12	122,421.12

**Balances through June** **Fiscal Year 2023/24**

Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
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<b>Fund 40 - SPRES CP (continued)</b>					
8000	Revenue Limit (Summary)	11,040.97	16,040.97	11,632.06	4,408.91
<b>Total for Revenue accounts</b>		<b>11,040.97</b>	<b>16,040.97</b>	<b>11,632.06</b>	<b>4,408.91</b>

Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
4000	Books and Supplies	4,071.66	4,171.66		25.71	4,145.95
5000	Services	6,285.00	6,285.00			6,285.00
6000	Capital Outlay	1,050.00				.00
<b>Total for Expense accounts</b>		<b>11,406.66</b>	<b>10,456.66</b>	<b>.00</b>	<b>25.71</b>	<b>10,430.95</b>

Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		111,179.63	128,005.43			.00
<b>Total for Ending Balance accounts</b>		<b>111,179.63</b>	<b>128,005.43</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>

<b>Total for Fund 40</b>						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>	
<b>Budgeted</b>	122,421.12	16,040.97		10,456.66	128,005.43	
<b>Actual</b>	122,421.12	11,632.06	.00	25.71	134,027.47	

<b>Fund 67 - SELF INS</b>						
9000		45,521.35	45,463.61	57.74	45,521.35	45,463.61
<b>Total for Starting Balance accounts</b>		<b>45,521.35</b>	<b>45,463.61</b>	<b>57.74</b>	<b>45,521.35</b>	<b>45,463.61</b>

Object	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
8000	Revenue Limit (Summary)			1,050.26	1,050.26-
<b>Total for Revenue accounts</b>		<b>.00</b>	<b>.00</b>	<b>1,050.26</b>	<b>1,050.26-</b>

Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		45,521.35	45,463.61			.00
<b>Total for Ending Balance accounts</b>		<b>45,521.35</b>	<b>45,463.61</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>

<b>Total for Fund 67</b>						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>	<u>= Calculated Ending Balance</u>	
<b>Budgeted</b>	45,463.61	.00			45,463.61	
<b>Actual</b>	45,463.61	1,050.26			46,513.87	

<b>Fund 68 - SFINS 81</b>						
9000		101,225.03	86,950.12	14,274.91	101,225.03	86,950.12

Balances through June						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
<b>Fund 68 - SFINS 81</b>						
Total for Starting Balance accounts		101,225.03	86,950.12	14,274.91	101,225.03	86,950.12
Object	Description	Adopted Budget	Revised Budget	Revenue		Account Balance
8000	Revenue Limit (Summary)	27,940.00	27,940.00	2,332.61		25,607.39
Total for Revenue accounts		27,940.00	27,940.00	2,332.61		25,607.39
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
5000	Services	32,240.00	32,240.00	24,782.43	26,217.57	18,760.00-
Total for Expense accounts		32,240.00	32,240.00	24,782.43	26,217.57	18,760.00-
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		96,925.03	82,650.12	26,217.57	51,000.00	24,782.43
Total for Ending Balance accounts		96,925.03	82,650.12	26,217.57	51,000.00	24,782.43
<b>Total for Fund 68</b>						
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance	
Budgeted	86,950.12	27,940.00		32,240.00	82,650.12	
Actual	86,950.12	2,332.61	24,782.43	26,217.57	38,282.73	
<b>Fund 69 - SFINS 82</b>						
9000		136,976.15	149,331.14		149,331.14	149,331.14
Total for Starting Balance accounts		136,976.15	149,331.14	.00	149,331.14	149,331.14
Object	Description	Adopted Budget	Revised Budget	Revenue		Account Balance
8000	Revenue Limit (Summary)	7,300.00	7,300.00	3,522.85		3,777.15
Total for Revenue accounts		7,300.00	7,300.00	3,522.85		3,777.15
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
5000	Services	10,800.00	10,800.00	9,319.02	1,380.98	100.00
Total for Expense accounts		10,800.00	10,800.00	9,319.02	1,380.98	100.00
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
9000		133,476.15	145,831.14	1,380.98	10,700.00	9,319.02
Total for Ending Balance accounts		133,476.15	145,831.14	1,380.98	10,700.00	9,319.02

Balances through June						Fiscal Year 2023/24
Object	Description	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
<b>Total for Fund 69</b>						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>		<u>= Calculated Ending Balance</u>
Budgeted	149,331.14	7,300.00		10,800.00		145,831.14
Actual	149,331.14	3,522.85	9,319.02	1,380.98		142,153.99
<b>Total for Org 048 - Laytonville Unified School District</b>						
	<u>Starting Balance</u>	<u>+ Revenues</u>	<u>- Encumbrances</u>	<u>- Expenditures</u>		<u>= Calculated Ending Balance</u>
Budgeted	6,337,847.06	8,480,641.97		8,808,488.10		6,010,000.93
Actual	6,340,170.14	4,604,209.87	1,812,740.85	4,328,862.56		4,802,776.60



**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
**BUDGET TRANSFERS**  
 March 7, 2024

<b>Journal Entry # BT24-00009</b>		<b>Status Posted</b>		<b>Type BudXFer</b>		<b>Fiscal Year 2024</b>		<b>Transaction Date 02/05/2024</b>	
Created SFORD, 2/5/2024		Posted SFORD, 2/5/2024		Department BUSINESS					
Requisition #		Purchase Order #		Batch #					
Comment R 6500									
Account #	Comments	Line Seq	Debits	Credits					
01-6500-0-8980-000-5001-0000-0000	R 6500	1		22,000.00					
01-0000-0-8980- - - -	R 6500	2	22,000.00						
01-0000-0-9790- - - -	R 6500	3			22,000.00				
01-6500-0-9790- - - -	R 6500	4	22,000.00						
<b>JE # BT24-00009 Totals</b>			<b>44,000.00</b>	<b>44,000.00</b>					



## LHS Peer Counseling Spring Retreat 2024

This field trip will be a weekend including reflection and planning for the peer counseling program, personal development and skill development. And, of course, a chance to explore a little outside of Mendocino County. The Spring retreat is both a bonding field trip and a time for positive youth development to guide the program's framework. In the Fall our retreat is packed full of mandatory training, in the Spring there is more room for students to participate in facilitation and to support themes as they arise throughout this reflective time. The last several retreats have been at a family friend's home in Ft. Bragg. The group has decided, and I agree, that there is value in going a little further afield. They have been fundraising to cover costs of a home rental in the Trinidad and are looking forward to this time together. Look for PCs selling soup/salad/bread tickets coming soon!

### Friday, April 19

8:30 leave Laytonville High School  
9:45 Founder's Grove - first circle up  
10:45 depart for Trinidad house  
11:45 house rules, move in  
12:30 lunch  
1:30 group dynamics module  
3:30 nature therapy module  
5:30 dinner prep begins  
7:30 expressive arts module  
9:30 quiet free time  
11:00 night night

### Saturday, April 20

7:45 Breakfast prep begins  
9:30 Group dynamics module 2  
10:45 Break  
11:00 Vision boards  
12:30 Lunch prep beings  
1:30 Follow up module TBD  
3:30 Free time  
5:30 dinner prep begins  
7:30 film viewing/discussion  
9:30 quiet free time  
11:00 night night

### Sunday April 21, 2024

7:45 Breakfast prep begins  
9:15 Appreciations  
10:00 Pack up  
10:45 Check out/travel to Patrick's Pt  
11:00 Specific activities TBD - Lunch  
2:00 Travel to LHS  
4:30 Parent pick up



## **4th Grade Overnight Field Trip to Gold Country**

April 24-26 2024

Fourth grade social studies focuses on California History. This field trip will allow students to experience the culture of the 1800's and the gold rush. We will be touring Columbia State Park and Mercer Caverns.

### Itinerary

#### April 24th

Our Class will depart Laytonville Elementary at 9 am on April 24th.  
We will stop in Lucerne for a snack and restrooms.  
The next stop will be at Dunnigan or Sacramento rest areas for lunch.  
Possible stop in Galt for restrooms  
Arrive Angels camp late afternoon,

#### April 25th

Leave Angels Camp by 9 am  
Arrive Columbia State Park where we will spend the day.  
10 am old time photos  
11 a.m. Town Tour  
12:30 lunch  
1:30 School house tour  
2:30 Blacksmith demonstration  
After this we will have an hour of free time with chaperones to explore Columbia State Park  
After this we will return to Angels Camp for dinner.

#### April 26th

8:30 depart Angels Camp  
Arrive at Mercer Caverns for tour and gold panning by 9:30  
11:30 lunch at Mercer Caverns  
12:00 Depart for Laytonville  
We will stop for gas, restrooms, and snack,  
5:30 p.m. arrive back at LES

### Parents and Chaperones

Hannah Gunn	Amanda Gregg
Alison Pernell	Lindsay Jacobson
Hailey Trahan	Evonne Elliot



## 8th Grade Environmental Education Trip to Eureka and Arcata



Ms. Reid and Ms. Miles' 8th Grade Class is planning to visit Eureka and Arcata for a variety of activities. It is scheduled for the 3rd or 4th week of April for two days and one night. We are still waiting for a firm date from the Marine Lab. Students, staff and chaperones will be staying at a hotel in Eureka. The activities focus on science standards such as climate change through fire studies, effect of natural disasters on environments, and using the scientific method to further our understanding of the natural world; visiting the Marine Lab in Patrick's Point to learn about ecology, conservatorship and how research is conducted at universities; the Redwood Skywalk and Sequoia Park Zoo to learn about redwood ecology at treetop level.. This trip will also engage students in preparing for their academic future by visiting Cal Poly Humboldt campus.

A parent meeting is being held Wednesday, March 6th in the cafeteria to continue to coordinate fundraising and chaperones. Parent chaperone expectations and student behavior expectations are outlined in the permission slips as well as reiterated in a parent briefing before departure and in class lessons in the classroom at least 2 times before departure. Parents will drive vans and will oversee food and lodging needs for our students. The class plans to depart at 8:20 a.m. and will return around 6:30 p.m the following day. Mendocino County Office of Education (MCOE) is piloting an outdoor education program in which the 8th graders are participating. This trip will be a culmination of their lessons about fire science and environmental education. Kiera Poehlmann, the senior naturalist for MCOE, will be attending as a chaperone and has been a great help in coordinating the activities. There will also be a lump sum of money from this program to allay transportation and housing costs pending board approval. Once that happens MCOE and Ms. Reid can finalize dates. All labs have been contacted and have flexibility to schedule with us. Cal Poly tours happen every day at one pm and school trips get a dedicated tour group. We are very excited to be the first school to visit Cal Poly's new fire science lab. Cal

Poly is one of only 2 institutions in the US that offer a fire science major, a career that is uniquely suitable to our region. We are so excited to be able to offer our students the opportunity to see a 4-year college as well as get a taste of environmental science careers.

## Itinerary

### Thursday

8:20 am Students arrive at Laytonville Middle school ready to depart, load vans and take attendance. Student bags will be at the school already as students and teachers will have made sure that they contain all necessities for the trip and no extraneous supplies. Cafeteria will provide take and eat breakfasts for the drive.

9:00 am or earlier depart LMS to Arcata

12:00 pm pick-up pizzas for group lunch and eat in the quad at Cal Poly Humboldt

1:00 pm tour Cal Poly Humboldt campus with undergrad tour guides

3:00 pm Fire Lab demonstration and Tour by Jeffrey Kane

4:30 pm check into hotel

5:00 pm spend an hour in the Eureka rec center pool, track and weight room.

6:00 pm in chaperone groups students eat dinner at various restaurants

8:30 all students in rooms with chaperones (one chaperone and 4 students per room, chaperone on rollaway)

10:00 lights out and quiet

### Friday

8:30 am breakfast at hotel

9:00 am check out load into vans

10:00 am Marine lab at Patrick's Point

12:00 picnic lunch on beach

2:00 Redwood Skywalk at Sequoia Park Zoo in Eureka

3:30 depart Eureka

4:30 Stop at Avenue of the Giants for trip closing, student reflection and photos

6:30 pm arrive LUMS and head home

Links to pertinent websites:

Laytonville Unified School District  
March 7, 2024

<https://firelab.humboldt.edu/>  
<https://marinelab.humboldt.edu/>  
<https://redwoodskywalk.com/>  
<https://www.redwoodzoo.org/>  
<https://www.humboldt.edu/>

Letters from students:

I am excited to go to any of the field trips that might be planned. The first thing I wanna do if we go to the Arcata and look at marine life. I'm really interested in marine life. I remember when I was a little kid me and my step sister were gonna go on a field trip separately but then covid hit and I didn't get to go but she did.

Bradly

Dear Laytonville School Board,

I'm writing this letter because I really want to have some fun field trips this year. Our class hasn't had a field trip for about 4 years now and we are really hoping to have some before we go to high school. Ms Reid says we are going to Cal Poly Humboldt and that sounds like so much fun especially if we get to have an overnight. Arcata and Eureka have some really fun and cool things, in class we have all researched and talked about some ideas of what we'd like to do. Arcata is largely a college town and we'd like to have as many field trips as we can in the next 4 months.

Sincerely,  
Zoey Maguire



## 7th Grade Field Trip to Pacific Environmental Education Center

Ms. Reid and Ms. Miles are planning an overnight trip for the 7th grade class to the Pacific Environmental Education Center (PEEC) on May 7th-9th, where students will explore tide pools, redwood and pygmy forests, coastal headlands, and sand dunes. Students will explore all of this through hands-on science, hiking, and evening activities that will help build community among the class. This non-profit organization has allowed students to explore standards-based “residential marine environmental education” throughout Northern California for nearly 50 years.



Families will help students travel to Fort Bragg via vans. A parent meeting will be held in the cafeteria to continue to coordinate fundraising and chaperones. Parent chaperone expectations and student behavior expectations are outlined in the permission slips as well as reiterated in a parent briefing before departure and in class lessons in the classroom at least 2 times before departure.

Students will depart on Tuesday, May 7th at 8:30, arriving at MacKerricher State Park at 10:00, where the PEEC staff will greet them. We will depart McKerricher at 1pm on Thursday, May 9th, and will arrive back around 3:30 pm.

The 7th grade class loves music and one of the highlights of PEEC is learning goofy ecological songs. Students will be staying in 3 cabins, with one chaperone per cabin. PEEC will be providing all meals. Students will take turns cleaning up and learn to engage in other life skills while on this trip.



**BOARD INFORMATION ITEM K1**

Board Meeting Date: March 7, 2024  
Subject: Facilities Update  
From: Bruce Peters, Superintendent

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Explanation:

Mr. Peters will provide an update on the status of LUSD facilities.



## BOARD INFORMATION ITEM K2

Board Meeting Date: March 7, 2024  
Subject: Employee Appreciation Award – Notification & Forms  
From: Bruce Peters, Superintendent

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### Explanation:

The Governing Board recognizes an employee each year for their contributions to the improvement and effectiveness of the District's educational program. The award is presented in May. The Governing Board recognizes employees who:

- by exemplary service over an extended period of time have contributed to the improvement or effectiveness of the district educational program.
- perform special acts or services in the public interest.
- by superior accomplishments, make exceptional contributions to the effectiveness, efficiency, economy or improvements of district operations.
- propose ideas or procedures which eliminate or reduce district expenditures or improve the efficiency of district operations.

Our previous awards have been presented to the following current employees:

Alyssa Craver  
Stacey Patton  
Anna Salmeron  
Konnie Hawkins  
Pedro Salmeron  
Tammy Lyons  
Suzie Dunham  
Evonne Elliott

Nominations are due at the end of March and the Board will select the award recipient in April for recognition in May. Recipients are presented a certificate and a special gift.



**Please Return to the District Office by March 31, 2024**

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**

**Employee Recognition  
Nomination Form**

The Governing Board of Laytonville Unified School District encourages recognition of meritorious service performed by employees of the district who:

- 1. Propose ideas or procedures which eliminate or reduce district expenditures or improve the efficiency of district operations, OR**
- 2. Perform special acts or services in the public interest, OR**
- 3. By superior accomplishments, make exceptional contributions to the effectiveness, efficiency, economy, or improvement of district operations, OR**
- 4. By exemplary service over an extended period of time have contributed to the improvement of effectiveness of the district educational program.**

\_\_\_\_\_ has demonstrated during the 2023/2024  
Nominee school year school year  
school year that he/she has met criteria established by the Board of Trustees and as such is eligible for nomination to the Board for recognition.

**Please describe in detail the performance of this employee that leads to their nomination. (Use the back of this page if more space is needed.)**

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Signature of person making nomination

Date

**Please Note:** There is a list of current employees who have already received this award on the back of this form. No one person will receive the award twice in their career.

Previous Awards Recipients Include:

Alyssa Craver  
Stacey Patton  
Anna Salmeron  
Konnie Hawkins  
Pedro Salmeron  
Tammy Lyons  
Suzie Dunham  
Evonne Elliott

**BOARD DISCUSSION/ACTION ITEM L1**

Board Meeting Date: March 7, 2024  
Subject: Students of the Month  
From: Bruce Peters, Superintendent

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Explanation:

Mr. Henry and Ms. Dunham will present the February Students of the Month for Laytonville High and Laytonville Elementary School and will have the students introduce their families.

Recommendation:

Recognize the Students of the Month and their families

Attachments:



## BOARD DISCUSSION/ACTION ITEM L2

Board Meeting Date: March 7, 2024  
Subject: Consideration of Comprehensive School Safety Plan  
From: Bruce Peters, Superintendent

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### Explanation:

The Board conducted a public hearing during the January 11<sup>th</sup>, 2024 board meeting. The Comprehensive School Safety Plans include updates related to all input and was taken to both site council meetings in February and approved.

### Recommendation:

Approve the 2023-2024 Comprehensive School Safety Plans for Laytonville Elementary School and Laytonville High School

### Attachments:

2023-2024 Comprehensive School Safety Plan for Laytonville Elementary School  
2023-2024 Comprehensive School Safety Plan for Laytonville High School



### BOARD DISCUSSION/ACTION ITEM L3

Board Meeting Date: March 7, 2024  
Subject: Consideration of Home to School Transportation Plan  
From: Bruce Peters, Superintendent

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Explanation:

Home-to-School Transportation Reimbursement is meant to assist school districts, transportation agencies, and school transportation operators in providing the safest and most efficient transportation services for their passengers and customers. It was created in February 2023 and must be updated each year.

This plan addresses how LUSD provides transportation to our students, and responds in writing to all CDE guidelines present in the Transportation Plan Compliance sections of Ed. Code 41850.1. & 39800.1. The plan has been updated with minor changes. Regina Dickson was added as our Lead Driver contact and we have included our most current bus routes.

Recommendation:

Approve the Home to School Transportation Plan

Attachments:

Home to School Transportation Plan



*Laytonville Unified School District*

*Bruce Peters, Superintendent*

*P.O. Box 868*

*Laytonville, CA 95454*

*(707) 984-6414*

***Home to School  
Transportation Plan***

***March 2024***

*LUSD Board Of Education approved TBA*

***(Complies with Ed. Code 41850.1. & 39800.1.)***

# *Table of Contents*

California Education Code: 41850.1. & 39800.1.	3-4
Contact Information	5
Home-To School Transportation	5
Transportation Plan Compliance	6
LUSD Bus Routes	8-12

# *EDUCATION CODES*

41850.1.

(a) (1) Commencing with the 2022–23 fiscal year and for each fiscal year thereafter, the Superintendent shall apportion to each school district and county superintendent of schools that provides pupil transportation services, a transportation allowance equal to 60 percent of the home-to-school transportation expenditures reported by the school district or county superintendent of schools, as determined by its Function 3600 entry in the Standardized Account Code Structure (SACS) report, consistent with the definition in the California School Accounting Manual, for the prior year, excluding capital outlay and nonagency expenditures. This allowance shall be reduced by the amount of the transportation add-on computed for the prior fiscal year under paragraph (1) of subdivision (h) of Section 42238.02 and adjusted under paragraph (3) of subdivision (h) of Section 42238.02 for a school district or subparagraph (A) of paragraph (2) of subdivision (e) of Section 2574 and adjusted under subparagraph (C) of paragraph (2) of subdivision (e) of Section 2574 for a county superintendent of schools. If this reduction results in an amount less than zero, the transportation allowance under this section shall be zero.

(2) Home-to-school transportation expenditures reported for a school district with two component school districts under a common administration board pursuant to Section 35110 shall be divided among the component school districts in proportion to the transportation add-on amounts computed pursuant to paragraph (1) of subdivision (h) of Section 42238.02.

(3) For reorganized school districts, the prior fiscal year home-to-school transportation expenditures for purposes of paragraph (1) shall be determined as follows:

(A) A new school district shall be credited with the amount of eligible home-to-school transportation expenditures reported by each former school district before the reorganization. A new school district shall not be credited with eligible home-to-school transportation expenditures reported by divided school districts before the reorganization.

(B) An acquiring school district shall be credited with the amount of eligible home-to-school transportation expenditures it reported before the reorganization, plus the amount of eligible home-to-school transportation expenditures reported by each former school district before the reorganization. A new school district shall not be credited with eligible home-to-school transportation expenditures reported by divided school districts before the reorganization.

(C) The remaining portion of a divided school district shall be credited with eligible home-to-school transportation expenditures it reported before the reorganization.

(D) If the reorganization includes a former school district that has been wholly included in more than one new or acquiring school districts, the amount of eligible home-to-school transportation expenditures shall be determined in a manner consistent with the adjustments made to the transportation add-on specified in paragraph (1) of subdivision (h) of Section 42238.02 pursuant to subdivision (c) of Section 35735.

(b) A local educational agency shall be subject to audits required by Section 41020 with respect to this section, including adoption of the transportation plan pursuant to Section 39800.1. The Controller shall include instructions appropriate to the enforcement of this section in the audit guide required by subdivision (a) of Section 14502.1.

(c) The department shall annually collect and publish transportation data from each local educational agency providing pupil transportation services and that receives an apportionment pursuant to this section. The data shall encompass ridership, miles driven, expenditure details, the number of pupils transported, the demographic characteristics of pupils transported, including race, ethnicity, and socioeconomic status, and other data facilitating comparisons among local educational agencies. The department shall determine the specific data elements in consultation with the Legislature and with local experts, including the County Office Fiscal Crisis and Management Assistance Team established pursuant to Section 42127.8.

(d) As used in this section, “local educational agency” means a school district or county office of education that is providing school transportation services.

(e) School districts and county offices of education that provide transportation services by means of a joint powers agreement, a cooperative pupil transportation program, or a consortium shall receive transportation allowances pursuant to this section.

*(Amended by Stats. 2022, Ch. 571, Sec. 16. (AB 185) Effective September 27, 2022.)*

### 39800.1.

(a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency’s governing board on or before April 1, 2023, and updated by April 1 each year thereafter. The plan shall include the following components:

(1) A description of the local educational agency’s transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).

(2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.

(b) (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.

(2) The plan shall be presented and adopted by the governing board of the local educational agency in an open meeting with the opportunity for in-person and remote public comment.

(c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.

(d) Nothing in a local educational agency’s plan shall preclude a local educational agency from providing no-cost transit passes to pupils.

(e) For purposes of this section, “local educational agency” means a school district or a county office of education.

*(Added by Stats. 2022, Ch. 52, Sec. 14. (AB 181) Effective June 30, 2022.)*

## Contact Information

<b>Transportation Director</b> , Bruce Peters	707 984-6414
<b>Lead Bus Driver/Van Coordinator</b> , Regina Dickson	707 984-6424
<b>District Office Administrative Assistant</b> , Breonna Bookout	707 984-6414
<b>Transportation Mechanic</b> , Mark Kelly	707 272-8550

## Home-To School Transportation

This information is intended to assist school personnel and others in their task of providing safe transportation. Students shall receive a packet of school transportation safety and bus riding information each year in their student handbooks. All route information is present on the LUSD website under the Transportation tab: <https://www.lusd.us/documents/transportation/415776>

### 2023-2024 Overview

Laytonville Unified School District recognizes the importance of regular attendance and is committed to providing home to school transportation for all of our students free of charge. Regular home-to-school bus route schedules are delivered to school offices prior to the beginning of the school year. If a bus route or stop is changed, notices are sent to schools, parents are alerted via email, text and postings on District websites/social media. Questions regarding bus schedules are addressed by the Lead Bus Driver or Transportation Coordinator. Routes are identified by a bus number and/or bus location. Students are assigned a designated school bus stop, and any student who wishes to ride another bus or travel to a different bus stop must have signed permission from a parent and a bus pass from the school office. Students without such a note will be allowed to leave the bus at their regular stop only or will be returned to school. If there is not a bus stop placated in close proximity to a student's home, the Lead Bus Driver will designate the next nearest and safe location as a stop.

Currently, our Transportation Department consists of a Lead Bus Driver, two bus drivers, three buses and 7 frequently used vans. School buses are the most highly regulated student transportation vehicles and school bus drivers are the most highly trained drivers in California. We have two main routes to transport children in grades K-12 to Laytonville Elementary and Laytonville High School. The Branscomb Road run starts near LHS and continues along North Road and extends as far west as the Branscomb Trailer Park. Our other main bus route covers students living on Highway 101 from Steele Road and north to the Spy Rock area. This route usually includes students living on the Cahto Reservation as well.

During times when a bus is not available, LUSD will utilize school vans to transport students along the same stops and routes used by buses. Parents will have access to updated schedules and will be notified immediately of any stop or time changes effecting their child. In special circumstances, LUSD personnel will make van trips to assist families in need to their homes to ensure attendance at

school. These trips will be approved by the Transportation Director in communication with school offices and the LUSD attendance liaison.

If school vehicles are to be used, they must be consistent with the law, (they may not be designed to seat more than nine persons) and they must have a properly licensed and insured driver. All passengers must wear seat belts while in the vehicle and must follow all school bus rules.

### **Transportation Plan Compliance**

In compliance with the requirements of Ed Code **39800.1.**, this plan will be developed using the following guidelines and will be used for the remainder of this year and will extend to the 2023-2024 school year:

#### **(1) A description of the local educational agency’s transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).**

LUSD is in contact with multiple agencies and personnel to ensure that all students identified with disabilities, homeless or defined under the federal McKinney-Vento Assistance Act have accessible transportation.

The Laytonville Healthy Start Community Family Resource Center oversees students who qualify under the McKinney-Vento Homeless Assistance Act and coordinates services. Healthy Start also communicates regularly with LUSD to ensure that we are aware of all homeless students so we can provide available support.

Students with disabilities will have all of their transportation needs met locally through their Individual Education Plan monitored at their respective LUSD School or through the Mendocino County SELPA (Special Education Local Plan Area) if appropriate. Through the IEP process, any identified student transportation need will be addressed as designated within his/her specific plan. Agreements made with families through the Special Education process that are in excess of basic transportation opportunities provided to general education students in LUSD will be developed to fulfill their needs.

#### **(2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.**

All students enrolled in our schools will be provided home to school transportation free of charge. LUSD currently identifies 77% our enrollment as qualifying for free and reduced lunch or under other “at-risk” groups classified together as “unduplicated pupils”. These students receive additional funding to support their learning needs.

#### **(b) (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.**

This Home to School Transportation Plan was developed in conjunction with our LUSD District Advisory Council, School Site Councils for both LES and LHS, our Transportation and Business Departments, LUSD staff and the Mendocino County Office of Education.

**(2) The plan shall be presented and adopted by the governing board of the local educational agency in an open meeting with the opportunity for in-person and remote public comment.**

This plan will be presented at a regularly scheduled Laytonville Unified School District Board of Education meeting and available for public comment on March 7, 2024. Attendees have to option to attend in person or via Zoom.

**(c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.**

The town of Laytonville does not currently have a transit system that would serve this purpose. All students attending middle school or high school will have the opportunity to ride our buses before and after school.

## Bus 4 Morning Schedule - Troy

<b>BUS STOP TIME</b>	<b>ADDRESS / LOCATION</b>
7:10	<b>DEPART BUS SHOP</b>
7:15	101 RANCH
7:17	43200 HWY 101
7:19	STEELE LANE
7:21	41350 HWY 101
7:23	<b>SHAMROCK RANCH TURN AROUND</b>
7:25	DAVIDSON LANE
7:31	WOODMAN / ROAD 309
7:38	BRUSHY MOUNTAIN TURNOUT /NORTH 101
7:41	SPYROCK ROAD
7:43	<b>SPYROCK TURN AROUND</b>
7:49	TEN MILE CREEK ROAD
7:53	1000 NORTH ROAD
7:54	1320 NORTH ROAD
7:56	HOILAND ROAD
7:57	FITCH ROAD - <b>EXIT VIA LAKEVIEW AVE.</b>
7:58	LAKEVIEW HILL RESIDENCE
8:00	UPPER NORTH ROAD
8:01	1991 UPPER NORTH ROAD
8:02	1825 UPPER NORTH ROAD
8:03	CYPRIAN
8:09	LES
8:12	LHS
8:15	<b>RETURN TO BUS SHOP</b>

## Bus 5 Morning Schedule - Walter

<b>BUS STOP TIME</b>	<b>ADDRESS LOCATION</b>
7:00	DEPART BUS SHOP
7:25	14901 BRANSCOMB ROAD
7:30	BRANSCOMB TRAILER PARK
7:32	12501 BRANSCOMB ROAD
7:38	WHITCOMB RESIDENCE
7:40	6745 BRANSCOMB ROAD
7:41	BAGLEY TURNOUT
7:50	UPPER RESERVATION ROAD
7:51	OAK ST
7:53	UPPER RESERVATION ROAD - BUS STOP/SHELTER
7:55	TURN AROUND AT CASINO LOT
7:56	LUCAS ST.
7:58	MULLIGAN
7:59	751 BRANSCOMB ROAD
8:05	LES
8:10	LHS
8:15	RETURN TO BUS SHOP

## Bus 4 Afternoon Schedule - Troy

<b>BUS STOP TIME</b>	<b>ADDRESS/LOCATION</b>	<b>TUESDAY</b>
2:15	DEPART BUS SHOP EN ROUTE TO LES	1:15
2:40	DEPART LES	1:35
2:45	DEPART LMS	1:40
	<b>TUESDAY ONLY LHS</b>	1:45
2:48	1000 NORTH ROAD	1:48
2:49	1320 NORTH ROAD	1:49
2:51	HOILAND ROAD	1:51
2:52	FITCH ROAD	1:52
2:53	LAKEVIEW HILL RESIDENCE	1:53
2:55	UPPER NORTH ROAD	1:55
2:56	1991 UPPER NORTH ROAD	1:56
2:59	1825 UPPER NORTH ROAD	1:59
3:00	CYPRIAN	2:00
3:06	101 RANCH	2:06
3:08	43200 HWY 101	2:08
3:09	STEELE LANE	2:09
3:11	41350 HWY 101	2:11
3:13	SHAMROCK RANCH TURNAROUND	2:13
3:16	DAVIDSON LANE	2:16
3:20	HWY 101 TRAILER PARK	2:18
3:21	WOODMAN / ROAD 309	2:21
3:28	BRUSHY MOUNTAIN PULL OUT	2:28
3:30	SPYROCK ROAD	2:30
3:32	SPYROCK ROAD TURNAROUND	2:32
3:45	PULL THRU LES FOR AFTER SCHOOL PROGRAM	<i>RETURN TO BUS SHOP 2:47</i>
3:47	PICK UP AT LHS	
3:52	HOILAND ROAD	
3:54	FITCH ROAD	
<b>EXIT VIA LAKEVIEW UNLESS GAMBLE IS ON BUS THEN EXIT VIA UPPER NORTH ROAD</b>		
4:00	STEELE LANE	
4:02	TURN AROUND PIZZA AND CREAM	

4:06	DAVIDSON LANE	
4:22	SPYROCK ROAD	
4:24	SPYROCK ROAD TURNAROUND	
4:40	RETURN TO BUS SHOP	

## Bus 5 Afternoon Schedule - Walter

<b>BUS STOP TIME</b>	<b>ADDRESS / LOCATION</b>	<b>TUESDAY</b>
2:15	DEPART BUS SHOP EN ROUTE TO LES	1:15
2:40	DEPART LES	1:35
2:45	DEPART LMS	1:40
	<b>TUESDAY ONLY LHS</b>	1:45
2:49	810 BRANSCOMB ROAD	1:49
2:51	LAKESIDE	1:51
2:52	MULLIGAN	1:52
2:54	UPPER RESERVATION ROAD	1:54
2:55	OAK ST	1:55
2:58	UPPER RESERVATION ROAD	1:58
3:00	TURN AROUND AT CASINO / OCCASIONAL TURN AROUND AT TRIBAL CENTER IF NEEDED 2:00	
3:02	LUCAS ST.	2:02
3:07	GTT RANCH / WINCHESTER FLATS	2:07
3:09	ACROSS FROM CLARK RANCH	2:09
3:11	BAGLEYS	2:11
3:13	GARDENHIRE	2:13
3:15	WHITCOMB	2:15
3:21	12501 BRANSCOMB ROAD	2:21
3:23	BRANSCOMB TRAILER PARK	2:23
3:28	14901 BRANSCOMB ROAD	2:28
3:48	LHS	RETURN TO BUS SHOP 2:48
3:53	UPPER RESERVATION ROAD	
3:56	TRIBAL CENTER BUS STOP AND TURN AROUND AT CASINO	
4:00	CAHTO	
4:03	MENDOCINO MAGIC	
4:23	BRANSCOMB TRAILER PARK	
4:43	RETURN TO BUS SHOP	



## BOARD DISCUSSION/ACTION ITEM L4

Board Meeting Date: March 7, 2024

Subject: BP 6146.4 for Differential Graduation and Competency Standards for Students with Disabilities, First Reading

From: Bruce Peters, Superintendent

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### Explanation:

Here is a letter from Mr. Henry:

Dear LUSD School Board,

We are proposing that we extend the ability to complete the CA State Minimum Graduation Requirements to students with disabilities to earn a regular high school diploma. Currently, this is already available to: students in foster care, homeless, a former juvenile court school, a child of a military family, migratory child who transfers between schools any time after the completion of the pupil's second year of high school, or a newcomer pupil.

In June 2022, Governor Newsom signed Assembly Bill 181, which allowed students with disabilities to complete the minimum graduation requirements if they qualify for the alternative assessment. We would like to propose that LUSD allows this alternative route to a high school diploma for all our special education students, as determined appropriate by the IEP team. It has been our experience that sometimes students with disabilities are faced with additional challenges to accessing their education and should be allowed to receive a regular diploma as long as the CA minimum requirements have been met. Please see the following document below for the proposed amended policy. This document has been adapted from other counties that have similar alternative graduation paths, like the Sacramento Unified School District.

### Recommendation:

Review BP 6146.4 for Differential Graduation and Competency Standards for Students with Disabilities

### Attachments:

BP 6146.4 for Differential Graduation and Competency Standards for Students with Disabilities

**DIFFERENTIAL GRADUATION AND COMPETENCY STANDARDS FOR STUDENTS WITH DISABILITIES**

The Board of Trustees recognizes that students with disabilities are entitled to a course of study that provides them with a free appropriate public education (FAPE) and that modifications to the district's regular course may be needed on an individualized basis to provide FAPE. In accordance with law, each student's individualized education program (IEP) team shall determine the appropriate goals, as well as any appropriate individual accommodations necessary for measuring the academic achievement and functional performance of the student on state and districtwide assessments.

*(cf. 6159 - Individualized Education Program)*  
*(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)*  
*(cf. 6162.51 - State Academic Achievement Tests)*  
*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*

**Certificate of Educational Achievement or Completion**

Instead of a high school diploma, a student with disabilities may be awarded a certificate or document of educational achievement or completion if the student has met one of the following requirements: (Education Code 56390)

1. Satisfactorily completed a prescribed alternative course of study approved by the board of the district in which the student attended school or the district with jurisdiction over the student as identified in his/her IEP
2. Satisfactorily met his/her IEP goals and objectives during high school as determined by the IEP team
3. Satisfactorily attended high school, participated in the instruction as prescribed in his/her IEP, and met the objectives of the statement of transition services

*(cf. 6146.1 - High School Graduation Requirements)*

A student with disabilities who meets any of the criteria specified above shall be eligible to participate in any graduation ceremony and any school activity related to graduation in which a graduating student of similar age without disabilities would be eligible to participate. (Education Code 56391)

*(cf. 5127 - Graduation Ceremonies and Activities)*

**Types of Graduation Options**

The graduation options available to students are determined by the District's board policies. This may include:

- A diploma based on the state mandated minimum requirements;
- A diploma based on general education graduation requirements; or
- A certificate of completion.

Students with disabilities must be given adequate notice of the requirements for the types of graduation options offered.

The following table shows a comparison of the different types of graduation

Subject Area	State Mandated Minimum Requirements (EC 51225.3)	General Education Requirements	Certificate of Completion (EC 56390)
<b>English</b>	3 courses	4 courses	Satisfactorily completed a prescribed alternative course of study approved by the District governing board and identified in the student's IEP AND Satisfactorily met his or her IEP goals and objectives as determined by the IEP team AND Satisfactorily attended high school, participated in instruction, and met the objectives of the statement of transition services.
<b>Mathematics</b>	2 courses (including algebra 1)	2 courses (including algebra 1)	
<b>Social Science</b>	3 courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics, and a one-semester course in economics	3 courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics, and a one-semester course in economics	
<b>Science</b>	2 courses, including biological and physical sciences	2 courses, including biological and physical sciences	
<b>Visual or Performing Arts, World Language, or CTE</b>	One course in visual or performing arts, world language, or commencing with the 2012–13 school year, career technical education. For the purpose of satisfying the minimum course requirement, a course in American Sign Language shall be deemed a course in foreign language	One course in visual or performing arts, world language, or commencing with the 2012–13 school year, career technical education. For the purpose of satisfying the minimum course requirement, a course in American Sign Language shall be deemed a course in foreign language. 2 CTE pathways must be completed or 1 pathway if A-G	
<b>Physical Education</b>	2 courses	3 courses, 2 courses if A-G	

<b>Freshmen Foundation / Health</b>	NA	One semester of each course	
<b>Computer Literacy</b>	NA	One course	
<b>Ethnic Studies (commencing 2029-2030 school year)</b>	commencing with pupils graduating in the 2029–30 school year (a course based on the model curriculum developed pursuant to Section 51226.7; an existing ethnic studies course; an ethnic studies course taught as part of a course that has been approved as meeting the A–G requirements; or a locally developed ethnic studies course approved by the governing board of the school district or charter school)	commencing with pupils graduating in the 2029–30 school year (a course based on the model curriculum developed pursuant to Section 51226.7; an existing ethnic studies course; an ethnic studies course taught as part of a course that has been approved as meeting the A–G requirements; or a locally developed ethnic studies course approved by the governing board of the school district or charter school)	
<b>Total Credits</b>	130 (135 in 2029-2030)	250	

***CA State Minimum Requirements, Regular High School Diploma, or Certificate of Completion***

The IEP team must determine which graduation option is most appropriate for the student, given the options made available by the District as determined by the governing board. Each special education student will be presumed on the track of earning a regular high school diploma, unless specified otherwise by the IEP team. If an alternate track to graduation is to be decided it must be documented in the IEP and agreed upon. Students may not receive a diploma if they do not meet the requirements of the types of diplomas offered as determined by the District.

The District cannot deny a student a diploma based on their disability, but the student does not have a right to a diploma solely due to their disability. The certificate of completion option is available to those students who are not able to complete the requirements for a high school diploma as offered by the District.

The graduation option chosen by the IEP team shall be documented clearly as part of the “Transition Plan” as well as marked on the “Offer of FAPE - Educational Settings” page of the IEP.

*Legal Reference: (see next page)*

**DIFFERENTIAL GRADUATION AND COMPETENCY STANDARDS FOR STUDENTS WITH DISABILITIES** (continued)

*Legal Reference:*

EDUCATION CODE

56341 Individualized education program team

56345 Elements of the IEP

56390-56392 Certificate of completion, special education

CODE OF REGULATIONS, TITLE 5

3070 Graduation

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

CODE OF FEDERAL REGULATIONS, TITLE 34

300.1-300.818 Individuals with Disabilities Education Act, especially:

300.320 Definition of IEP

*Management Resources:*

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office of Special Education and Rehabilitative Services:

<http://www.ed.gov/about/offices/list/osers/index.html?src=mr>

Policy  
adopted: 11/7/19  
Policy Revised:

**LAYTONVILLE UNIFIED SCHOOL DISTRICT**  
Laytonville, California



## BOARD DISCUSSION/ACTION ITEM L5

Board Meeting Date: March 7, 2024

Subject: Consideration of Memorandum of Understanding with LVTA regarding Full Time Equivalent for LHS Special Education Teacher and Counselor

From: Bruce Peters, Superintendent

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### Explanation:

In recognition of the need to provide adequate special education and counselling services to our high school students, LUSD and LVTA have agreed to a Memorandum of Understanding, which reduces the current FTE of our guidance counselor each week and extends the current FTE for special education services.

Our current LHS counselor, Emily Baize, will be reduced from .5 FTE to .4 FTE but will be increased in Special Education Teacher time from .5 FTE to .6 FTE. This will remain in place for the remainder of the current school year, and for the entirety of the 2024-2025 school year unless changes are made by the LUSD Board of Trustees before June 30, 2025. This modification of work hours would not negatively affect the services our students receive nor would it change the salary or compensation of Emily Baize this year.

### Recommendation:

Approve the Memorandum of Understanding with LVTA regarding Full Time Equivalent for LHS Special Education Teacher and Counselor

### Attachments:

Memorandum of Understanding with LVTA regarding Full Time Equivalent for LHS Special Education Teacher and Counselor



# Laytonville Unified School District

*Bruce Peters Superintendent*

P.O. Box 868 Laytonville, CA 95454

*bpeters@lhmsm.us*

(707) 984-6414 (707) 984-8223 fax

## MEMORANDUM OF UNDERSTANDING

Laytonville Unified School District  
Proposal for Long Valley Teachers Association

During the 2023/2024 Contract year  
February 21, 2024

In recognition of the need for LVTA member, Emily Baize, to have adequate Full Time Employment (FTE) to serve the needs of students receiving Special Education, the Laytonville Unified School District (District) and the Long Valley Teachers Association agree to the following:

- 1) The current FTE of Emily Baize, Special Education Teacher at Laytonville High School, will be increased from .5 FTE to .6 FTE.
- 2) The current FTE of Emily Baize, Counselor at Laytonville High School, will be decreased from .5 FTE to .4 FTE.
- 3) The salary and compensation established at the beginning of the 2023-2024 school year will be unaffected by this change in FTE.
- 4) This MOU is non-precedent setting and will terminate on June 30, 2025, or upon approval of the LUSD Board of Trustees.

Date Signed: 2/22/24

  
Sarah Evans, LVTA President

  
Bruce Peters, LUSD Superintendent

## BOARD DISCUSSION/ACTION ITEM L6

Board Meeting Date: March 7, 2024

Subject: Public Hearing: Notice of Compliance with Govt. Code Section 3547-Collective Bargaining re: the 2023-2026 LVTA successor contract, including LUSD and LVTA Initial Proposals

From: Bruce Peters, Superintendent

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### Explanation:

Government Code Section 3547 requires that initial proposals for collective bargaining agreements be sunshined at a public hearing. The District's Initial Proposals and the Long Valley Teacher's Associations Initial Proposals for items to be discussed in the 2023-2026 LVTA contract are listed below.

The Notice of Public Hearing has been posted for 10 days and the initial proposals have been available for review at the district office. The public is invited to comment on the proposals.

### Recommendation:

### Attachments:

LUSD Proposal  
LVTA Proposal



## **Laytonville Unified School District**

*Bruce Peters, Superintendent*

*P.O. Box 868*

*Laytonville, CA 95454*

*bpeters@lhms.us*

*(707) 984-6414 (707) 984-8223 fax*

*Laytonville Unified School District  
Proposal for Long Valley Teachers Association  
For the 2023-2026 Contract  
During the 2023/2024 Contract year  
March 7, 2024*

Laytonville Unified School District proposes the following reopeners for the 2023/2024 school year.

**Automatic Reopeners:**

1. LVTA Salary Schedule and Compensation Package

**Additional items:**

1. Article 8: Conditions of Employment
2. Article 11.7: Personal Necessity Leave

*LUSD Board of Trustees*

*Calvin Harwood, President • Elina Agnoli • Erin Gamble • Meagen Hedley • Erin Neuroth*

February 27th, 2024

Bruce Peters, Superintendent  
Laytonville Unified School District  
150 Ramsey Road  
Laytonville, CA 95454

Dear Mr. Peters and School Board,

The Laytonville Teachers Association (LVTA) would like to Sunshine and reopen our contract under Appendix C Outside Duties, specifically stipend compensations for Middle School coaching positions, Middle School Student Council, Middle School Activities Director as well as multi season/ year round coaching.

We would also like to open Article 8 subsection 4 (8.4.1). We wish to decrease the maximum number of minutes without compensation and want to receive supplemental time when we have already participated in the agreed number of minutes. We would also like to flush out the last part of the Article subsection regarding the verbiage "Specific duties for each school site will be outlined by the site principal at the beginning of each school year."

The LVTA bargaining unit would like to use our automatic reopeners of our contract under Article 9, Salaries. We are seeking a salary increase to better our overall compensation.

Thank you,

Sarah Evans  
LVTA President



## BOARD DISCUSSION/ACTION ITEM L7

Board Meeting Date: March 7, 2024

Subject: Public Hearing: Notice of Compliance with Govt. Code Section 3547-Collective Bargaining re: the 2024-2027 CSEA successor contract, including LUSD and CSEA Initial Proposals

From: Bruce Peters, Superintendent

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### Explanation:

Government Code Section 3547 requires that initial proposals for collective bargaining agreements be sunshined at a public hearing. The District's Initial Proposals and the California School Employee's Associations Initial Proposals for the 2024-2027 CSEA successor contract are listed below.

The Notice of Public Hearing has been posted for 10 days and the initial proposals have been available for review at the district office. The public is invited to comment on the proposals.

### Recommendation:

### Attachments:

LUSD Proposal  
CSEA Proposal



## Laytonville Unified School District

Bruce Peters, Superintendent

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Laytonville, CA 95454

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Laytonville Unified School District  
Proposal for Chapter 80 Classified Contract Reopeners  
February 21, 2024

Laytonville Unified School District proposes the following reopeners for the 2023/2024 school year.

### Automatic Reopeners:

1. CSEA Salary Schedule and Compensation Package

### Additional Two items:

1. All articles of the contract are open for negotiation as the current agreement will expire in June 2024.

LUSD Board of Trustees

Calvin Harwood, President • Elina Agnoli • Erin Gamble • Meagen Hedley • Erin Neuroth

Proposal for 2024-2027 Successor Negotiations  
From  
California School Employees Association  
and its Laytonville Chapter #80  
To  
Laytonville Unified School District

To: Superintendent Bruce Peters  
From: Evonne Elliot, Chapter President

RE: CSEA Negotiation Proposal for 2024-2027 Successor Negotiations

California School Employees Association and its Chapter #80 do hereby propose the following for re-openers:

- o **Article I: Agreement**
  - o Update Term of Agreement and Reopeners
- o **Article II: Organizational Rights**
  - o Add to chapter release time for CSEA functions, trainings, etc.
- o **Article V: Hours and Overtime**
  - o Look at Instructional Aides time in classrooms.
  - o Add timeclock language to the Collective Bargaining Agreement
- o **Article VI: Pay and Allowances**
  - o Fair and equitable salary increases.
  - o Look at "trade time" and how it is applied.
  - o Look at Promotion language ensuring an increase
  - o Look at Mileage and compare to district compensation
  - o Increase cost of Lodging to allow for increase of hotel costs.
  - o Adjust meals upward to account for cost of food and adjust amount allowed to tip.
  - o Adjust lodging upward to account for increase of cost of living
  - o Add loyalty stipend for transportation based on AB119
  - o Add retirement language to a permanent article
  - o Add preschool after care fees to collective bargaining agreement.
  - o Look at adding Me too language to the Collective Bargaining Agreement.
- o **Article VII: Medical, Dental, and Vision Benefits**
  - o Look at increase to district contributions in all three areas
- o **Article VIII: Holidays**
  - o Add Indigenous People's day to list of holidays
  - o Add Juneteenth to the list of holidays per education code.
- o **Article XI: Leaves**
  - o Look at catastrophic bank and how it is applied.
- o **Article XIII: Training**
  - o Look at trainings and determine best practices.

- Article XVI: Layoff and Reemployment
  - Look at catastrophic bank and how it is applied.

*Evonne J. Elliott*

2/6/24  
2/6

Evonne Elliott, CSEA Chapter President

☐

*Nicole Frazer*

2/7/2024

Nicole Frazer, CSEA Labor Relations Representative

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## BOARD ACTION ITEM M1

Board Meeting Date: March 7, 2024

Subject: Second Interim Budget Report and Adoption

From: Bruce Peters, Superintendent

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### Explanation:

The second interim budget report provides the Board with an overview of changes to the financial status of the district through January 31, 2024. The annual budget adoption process includes the following:

- June: Proposed budget for the succeeding school year adopted
- September update: Within 45 days of the State's budget adoption
- December: The 1st Interim represents the budget through Oct. 31 & compares the adopted budget with subsequent revenues and expenditures
- March: The 2nd Interim includes new revenues and expenditures through Jan. 31

Budget details at the Second Interim include:

-Revenues overall increase +84,839; LCFF -17,385; decrease in Sup/Conc. Federal Revenue +2,175; increase to SPED (Covid allocations updated to reflect earned revenue only). State Revenue +19,226; increase to SPED. Local Revenues +80,803; One time donation +30,000, increase to SPED +35,500, Increase to Medical +15,220.

-Expenditures increased +32,137; Salary/benefits -10,374 remove some vacancies from budget, Books/supplies -40,219; move to other object codes, Services/Op exp. +51,807; increase to insurance and utilities, ESSER Spend down, Capital Outlay; +30,923; ESSER spend down.

-We are currently maintaining an economic uncertainty and stabilization reserve of 11% (5%/6%) and projections for 24/25 and 25/26 are maintained as well.

-All-time lows in ADA (declining enrollment and absences) continue to negatively impact Local Control Funding.

-Further COLA decreases are projected, PERS costs continue to rise and Special Education continues to encroach on the general fund.

-Projected to drop a band at the High School in 24/25 or 25/26. The Governor projects a budget deficit of 37.9 billion. The LAO's (Legislative Analyst's Office) budget deficit is projected to be 24 billion higher than the Governor's. It is still unclear how much the deficit will end up being and how this will impact school funding. It is essential that we plan accordingly to maintain fiscal solvency and educational program integrity.

### Recommendation:

Adopt the Second Interim Budget Report.

### Attachments:

Second Interim Budget Report

## 23-24 Budget Ending Fund Analysis

	23-24 1st Interim	23-24 2nd Interim
GFAO 7% addtl reserve	539,313.34	549,935.15
Salary benefit reserve	100,000.00	100,000.00
Special Ed Encroachment	341,000.00	341,000.00
MAA	96,793.38	96,793.38
OPEB	185,000.00	185,000.00
STRS/PERS	50,000.00	50,000.00
Unanticipated	132,193.93	112,706.54
NCRCN	1,130.74	1,130.74
Supplemental & Concentration	66,636.25	70,611.25
Roof Repairs	50,000.00	50,000.00
Facility Repairs and Improvements	800,000.00	700,000.00
Phone System	50,000.00	50,000.00
HVACS	100,000.00	100,000.00
Transportation	200,000.00	200,000.00
Transp. Billing	8,181.39	8,216.39
Lottery (1100)	28,075.17	34,425.52
TOTAL Other Assignments	2,748,324.20	2,649,818.97
Reserve for Economic uncertainty	385,223.81	392,810.82
Stabilization agreement	462,268.58	471,372.99
Revolving cash	5,000.00	5,000.00
Restricted reserves	1,224,882.41	1,239,794.73
Total required assignments	2,077,374.80	2,108,978.54
Total reserves	4,825,699.00	4,758,797.51
Check	4,825,699.00 TRUE	4,758,797.51 TRUE

**2023-24 1st Interim**

**Substantiation of need for reserves greater than the state required minimum reserve for economic uncertainty**

District: Laytonville Unified School District

CDS #: 23-73916

The governing board of a school district that proposes to adopt a budget that includes a combined assigned and unassigned ending fund balance in excess of the minimum recommended reserve for economic uncertainties, shall, at the Budget Adoption public hearing, provide:

The minimum recommended reserve for economic uncertainties;

The combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve for economic uncertainties for each fiscal year identified in the budget; and

A statement of reasons to substantiate the need for reserves that are higher than the minimum recommended reserve.

	2023-24		2024-25		2025-26
Total General Fund Expenditures & Other Uses	\$ 7,856,216		\$ 7,215,223		\$ 7,539,352
Minimum Reserve requirement	5% \$ 392,811	5%	\$ 360,761	5%	\$ 376,968
General Fund Combined Ending Fund Balance	\$ 4,758,798		\$ 3,554,695		\$ 1,923,957
Special Reserve Fund Ending Fund Balance	\$ -		\$ -		\$ -
Components of ending balance:					
Nonspendable (revolving, prepaid, etc.)	\$ 5,000		\$ 5,000		\$ 5,000
Restricted	\$ 1,239,795		\$ 783,142		\$ 377,201
Committed	\$ 471,373		\$ 432,913		\$ 452,361
Assigned	\$ 2,649,819		\$ 1,972,878		\$ 712,427
Reserve for economic uncertainties	\$ 392,811		\$ 360,761		\$ 376,968
Unassigned and Unappropriated	\$ -		\$ -		\$ -
Subtotal Assigned, Unassigned & Unappropriated	\$ 3,042,630		\$ 2,333,639		\$ 1,089,395
Total Components of ending balance	\$ 4,758,798		\$ 3,554,695		\$ 1,923,957
	TRUE		TRUE		TRUE
Assigned & Unassigned balances above the minimum reserve requirement	\$ 2,649,819		\$ 1,972,878		\$ 712,427

Statement of Reasons	
<b>The District's Fund Balance includes assigned, unassigned and unappropriated components, that in total are greater than the Minimum Recommended Reserve for Economic Uncertainties because:</b>	
<i>The district holds a salary and benefits reserve of \$100,000 and STRS/PERS increases reserve of \$50,000</i>	
<i>Special education continues to encroach so a reserve of 341,000 has been set aside to help offset.</i>	
<i>Additional 6% to maintain a 17% reserve as recommended by GFOA (Government Finance Officers Association)</i>	
<i>A reserve for post employment benefits for retirees is being held for a total of \$185,000.</i>	
<i>Reserves for items such as roof repairs, HVACS and misc. of \$850,000</i>	
<i>Phone system planned for this summer \$50,000</i>	
<i>There is a reserve of \$112,707 held for unanticipated expenditures.</i>	
<i>\$200,000 help for future transportation purchases</i>	
<i>Insert Lines above as needed</i>	
Total of Substantiated Needs	
<b>Remaining Unsubstantiated Balance</b>	



## BOARD ACTION ITEM M2

Board Meeting Date: March 7, 2024

Subject: Consideration of and Possible Action on Resolution 667 Regarding Elimination of Permanent Classified Employee Services: 3.81 FTE

From: Bruce Peters, Superintendent

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### Explanation:

It is always the position of the District to support our students by hiring the best employees possible to serve their needs. However, in order to maintain the financial responsibility and solvency of our District, it is sometimes necessary to reduce staffing when work duties are eliminated or are projected to be reduced in the coming year. We are anticipating the following layoffs for the 2023/24 school year:

1. SPED Instructional Assistant (1 position)
2. Preschool Assistant (3 positions)
3. Preschool Teacher (1 position)
4. Preschool Director (1 position)
5. Preschool Aftercare (1 position)

### Recommendation:

Approve Resolution 667 Regarding Elimination of Permanent Classified Employee Services: 3.81 FTE

### Attachments:

Resolution 667 Regarding Elimination of Permanent Classified Employee Services: 3.81 FTE

**RESOLUTION 667**

**BEFORE THE BOARD OF TRUSTEES OF THE  
LAYTONVILLE UNIFIED SCHOOL DISTRICT  
MENDOCINO COUNTY, CALIFORNIA**

In the Matter of the Elimination of Certain )  
Positions in the Permanent Classified ) **RESOLUTION NO. 667**  
Service and Directing Notification of )  
Classified Employees )

WHEREAS, the Laytonville Unified School District (“District”) maintains the following positions within the classified/management service:

- 1. *SPED Instructional Assistant***
- 2. *Preschool Assistant***
- 3. *Preschool Assistant***
- 4. *Preschool Assistant***
- 5. *Preschool Teacher***
- 6. *Preschool Director***
- 7. *Preschool Aftercare***

WHEREAS, due to cause, including lack of work and/or lack of funds and/or for compliance with the seniority requirements of the Education Code, the Board of Trustees hereby finds that it will be necessary to eliminate certain services to the following extent:

- 1. *SPED Instructional Assistant – 0.73 FTE***
- 2. *Preschool Assistant – 0.38 FTE***
- 3. *Preschool Assistant – 0.38 FTE***
- 4. *Preschool Assistant – 0.41 FTE***
- 5. *Preschool Teacher – 0.75 FTE***
- 6. *Preschool Director – 0.75 FTE***
- 7. *Preschool Aftercare – 0.41 FTE***

NOW, THEREFORE, IT IS RESOLVED by the Board of Trustees that as of the end of the 2023-2024 school year the above-referenced classified positions shall be eliminated or reduced by the District be to the extent set forth herein.

BE IT FURTHER RESOLVED that, pursuant to Education Code sections 45117, 45298, and 45308, the Superintendent or Superintendent's designee is authorized and directed to initiate and pursue procedures necessary terminate the employment of classified employees due to the elimination of the above-referenced classified positions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Laytonville Unified School District on March 7, 2024, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Trustees

I, \_\_\_\_\_, Secretary/Clerk of the Board of Trustees, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees of the District at its meeting on March 7, 2024.

\_\_\_\_\_  
Clerk/Secretary, Board of Trustees

