

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**June 5, 2012**

**OPEN SESSION**

**CALL TO ORDER:**

Kathryn Sheppard called the meeting to order at 6:00 p.m.

**ROLL CALL:**

All Board Members were present. The Superintendent was also present.

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF AGENDA:**

The Board approved the agenda after changing Personnel Action item "J" from .50 FTE to .86 FTE. MSCU (Slusser/Lattermore) 4/0

**APPROVAL OF MINUTES :**

Minutes of May 2, 2012 were approved. MSCU (Slusser/Lattermore) 4/0

The Board adjourned to closed session at 6:05 p.m.

**CLOSED SESSION**

1. Conference With Legal Counsel: Anticipated Litigation 1 potential claim; Pursuant to Government Code Section 54956.9
2. Public Employment Appointment of Personnel as listed under "Personnel Action" below; Pursuant to Government Code Section 54957
3. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
4. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
5. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)

Closed Session was adjourned at 7:15 p.m.

**OPEN SESSION**

Kathryn Sheppard called the meeting to order at 7:20 p.m.

**ROLL CALL:**

Board members present: Terry Lattermore, Kris Scott (left at 6:56 p.m.), Kathryn Sheppard, Dennis Slusser, and Kari Wheeler (arrived at 6:55 p.m.)

Staff present: Doug Kaelin, Superintendent, Judy Jennings, Human Resources Officer, Pam Ragan, Financial Officer and Nelda Andes, Director of M/O/T and Food Service

**1. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

By a vote of 5/0, with 5 trustees voting yes and 0 trustees voting no, the Board approved the settlement of the claims and grievances of Sterling L. DeArmond. The essential terms of that agreement were:

- 1) Mr. DeArmond shall retire from his employment with the District.
- 2) Mr. DeArmond releases all claims and grievances against the District, excluding claims for workers' compensation benefits.
- 3) The District shall provide Mr. DeArmond with employee retirement benefits in accordance with the 2004-2007 Agreement between the Biggs Unified School District and the Biggs Unified Teachers Association.
- 4) District shall reimburse Mr. DeArmond for medical insurance premiums for a period of five years at a cost not to exceed \$4,000 per year.

No further action was taken in closed session.

**2. PARENT ASSOCIATIONS REPORTS**

Brian Harrison announced the next meeting of the Boosters Club and said Donnie Stinnett was doing a wonderful job with the golf tournament.

**3. CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS**

There were no reports.

**4. SPECIAL RECOGNITION**

A. Sharen L. Lindberg

This special recognition was postponed.

**5. SPECIAL REPORT**

Mike Felkins will give the Board an update on the School Farm: this report was postponed.

**6. PUBLIC COMMENT**

Brian Harrison, Rob Hall, Ron Carr and Mike Shadd were looking forward to the football season and bringing the pride back to the school. Ron Carr thanked the Board for the opportunity as Head Football Coach and stated it was a huge honor to be part of the program.

Mandy Mattos asked the Board to approve her interdistrict transfer for her daughter.

**7. REPORTS**

A. SUPERINTENDENT'S REPORT:  
HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Doug Kaelin stated he was proud of the high school graduation and sober grad night. Students have signed up for English summer school class. He reported on FFA, vacancies at Biggs Unified, enrollment is up, and elementary teachers worked on benchmark assessments.

B. ELEMENTARY SCHOOL PRINCIPAL'S REPORT:  
The Superintendent made this report.

C. M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:

Nelda Andes reported on maintenance, operations, transportation and food service activities. Staff is making repairs and getting ready for next year. She stated security cameras were on all sites.

D. BOARD MEMBER REPORTS:

Dennis Slusser stated the bricks at the high school looked wonderful. Kathryn Sheppard announced more forms to donate bricks. Kari Wheeler stated graduation looked great and professional. She appreciated the dinner at the Night of the Stars.

**8. CONSENT AGENDA**

A. Approve Purchase Orders and Vendor Warrants

The Board approved the purchase orders and vendor warrants. MSCU (Lattemore/Wheeler) 4/0

B. Interdistrict Agreement Request(s) for the 2012/2013 school year

The Board approved the Interdistrict Agreement Requests as written. MSC (Slusser/Lattemore) 3/1 (Wheeler opposed as a whole)

**9. ACTION ITEMS**

The Board approved action items "A" through "H". MSCU (Slusser/Lattemore) 4/0

A. Adopt Resolution 2011/2012 # 15 - Ordering the Layoff of Certificated Employees

- B. Adopt Board Policy - 5131.2; Bullying
- C. Remove Board Policy (BP) 4117.11 and 4317.11 – Preretirement Part-time Employment (Reduced Workload)
- D. Adopt BP 6170.1 – Instruction – Transitional Kindergarten
- E. Approve 2012 Layoff Agreement with employee numbers 06900122 and 06900177
- F. Deny Claim Against the District from Onofre and Alicia Farfan
- G. Approve Perkins Grant Management System (PGMS)
- H. Approve Declaration of need for Fully Qualified Educators

#### 10. PERSONNEL ACTION

The Board approved Personnel Action items “A” through “O”. MSCU (Wheeler/Slusser) 4/0

- A. Approve Election of the following Coach and Stipend Positions for 2012-2013:
  - 1) Mike Shadd as Head J.V. Football
  - 2) Brian Harrison as Assistant Varsity Football
  - 3) Brian Roles as Assistant J.V. Football
  - 4) Mike Pena as ½ Assistant Athletic Director
  - 5) Winzona Rothchild as ½ Assistant Athletic Director
  - 6) Scott Gates as BHS Student Study Team
  - 7) Cadie Honan as BHS Site Testing Coordinator
  - 8) Michele Roles as Cheerleader Advisor
  - 9) Greg Kitchen as Head Varsity Boys Basketball
  - 10) Geri Clayton as CSF Advisor
  - 11) Liz Mabray as Head Volleyball
- B. Approve Election of Favian Paredes Luquin as Substitute Light Maintenance/Custodian/Groundsman
- C. Approve Election of Madeline Walton as Lifeguard
- D. Approve Election of Linda Ibarra as Substitute Cook and Light Maintenance/Custodian/Grounds
- E. Approve Election of Veronica Azevedo as Substitute: Instructional Aide, Clerk, Cook, and Light Maintenance/Custodian/Grounds
- F. Approve Election of the following Substitute Teachers: Maura Schapper and David Morrison
- G. Approve Election of Diane Crawford as Library Clerk at BES (3 hours) and Instructional Aide (3 hours)
- H. Approve Election of Misty Vargas as Short-term Part-time Summer Light Maintenance/Custodian/Grounds
- I. Approve Election of Greg Kitchen as English Summer School Teacher
- J. Approve Election of Elizabeth Cardenas as Part-time (.86 FTE) Foreign language Teacher for Spanish Program at BHS
- K. Accept Resignation from Stacy Doughman as Elementary Principal
- L. Accept Resignation from Chris Hull as Special Education Teacher
- M. Accept Resignation from Lynn DeArmond as High School Teacher
- N. Approve Resignation from Diane Crawford as Instructional Aide
- O. Accept Resignation from Janelle Callaway as Office Clerk/Attendance

**11. INFORMATION ITEMS**

- A. The next special Board meeting will be June 27, 2012 at 6:00 p.m.
- B. First Reading of Updated Board Policy:  
The Board received the policy for first reading.
  - 1) Board Policy 4030 – Nondiscrimination in Employment
  - 2) Board Policy 4312.1 - Contracts

**12. FUTURE ITEMS FOR DISCUSSION**

Doug Kaelin stated a Board Workshop has been set for July 31<sup>st</sup> to start at 9:00 a.m.

**ADJOURNMENT**

The meeting was adjourned at 7:48 p.m.

MINUTES APPROVED AND ADOPTED: \_\_\_\_\_

\_\_\_\_\_ Presiding Chairman

Distribution: Board of Trustees, Superintendent, Elementary School Principal, Financial Officer/Administrative Advisor, BUTA and CSEA Presidents, Student Representative, Student Government Class, Gridley Herald, District Office and Schools for Posting, and Official Record.