

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**November 19, 2015**

**OPEN SESSION**

**CALL TO ORDER** – President Wheeler called the meeting to order at 8:38 a.m.

**ROLL CALL**

**Board members present:** Kari Wheeler, America Navarro, Robin Clark were present. Dennis Slusser and Kathryn Sheppard were not present.

**Staff present:** Doug Kaelin, Superintendent and Donna Cyr, Admin. Asst. & H.R. Officer

**PLEDGE OF ALLEGIANCE** – The pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda with addition of Item 4B\* – Approve hiring Martha Camacho as on-call Translating/Office Clerk. MSCU (Clark/Navarro) 3/0

The Board adjourned to closed session at 8:40 a.m.

**CLOSED SESSION**

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

Closed session was adjourned at 9:17 a.m.

**OPEN SESSION**

President Wheeler called the meeting to order at 9:17 a.m.

All Board members were present except Dennis Slusser and Kathryn Sheppard

Staff present: Doug Kaelin and Donna Cyr

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

President Wheeler announced that no actions were taken during closed session.

**PUBLIC COMMENT**

There was no public comments.

**ACTION ITEMS**

The Board approved the Action Items A & B. MSCU (Navarro/Clark) 3/0

- A. Approve Resolution 2015/2016 #3 Reduction in Classified School Services

B. Approve Elementary School Secretary/Health Aide Job Description

**PERSONNEL ACTION**

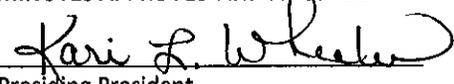
The Board approved Personnel Action Items A - B MSCU (Navarro/Clark) 3/0

- A. Accept resignation of Veronica Azevedo as Attendance/Office Clerk position at BES
- B\*. Approve hiring of Martha Camacho as on-call Translating/Office Clerk

**ADJOURNMENT**

The meeting was adjourned at 9:20 a.m.

**MINUTES APPROVED AND ADOPTED:**

  
\_\_\_\_\_  
Presiding President

12-14-15  
Date

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.