

**MINUTES**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**February 3, 2016**

**OPEN SESSION**

**CALL TO ORDER**

President Wheeler called the meeting to order at 5:41 p.m.

**ROLL CALL**

Board members present: Kari Wheeler, Robin Clark, America Navarro and Kathryn Sheppard. Dennis Slusser was not present at roll call.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Mandy Leahy, High School Principal and Donna Cyr, Admin. Asst.

**PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda. MSCU (Clark/Navarro) 4/0

**APPROVAL OF MINUTES**

Minutes from the January 6, 2016 meetings were approved as written. MSCU (Clark/Navarro) 4/0

The Board adjourned to closed session at 5:43 p.m.

Board member Dennis Slusser arrived at 5:45 p.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)
6. Expulsion of Student Identified by Number 2015-16#1; Pursuant to Education Code 35146 and 48918
7. Expulsion of Student Identified by Number 2015-16#2; Pursuant to Education Code 35146 and 48918

Closed Session was adjourned at 7:45 p.m.

## **OPEN SESSION**

President Wheeler called the meeting to order at 7:47 p.m.

**ROLL CALL** - All Board members were present.

**Staff present:** Doug Kaelin, Superintendent, Minden King, Elementary Principal, Mandy Leahy, High School Principal, Pam Ragan, Financial Officer and Donna Cyr, Admin. Asst.

## **ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

President Wheeler reported on actions that took place in closed session.

It is the findings of the Biggs Unified School Board that sufficient evidence has been presented that warrant Student number 2015-16#1 be expelled from the Biggs Unified School District for the remainder of the 2015-2016 school year. The Board is suspending the expulsion and is instructing the Superintendent to place the student at CDS for the period of the expulsion.

It is the findings of the Biggs Unified School Board that sufficient evidence has been presented that warrant Student number 2015-16#2 be expelled from the Biggs Unified School District for the remainder of the 2015-2016 school year and the first semester of 2016-2017. The Board is suspending the expulsion and is instructing the Superintendent to place the student at CDS for the period of the expulsion.

There were no other actions taken in closed session.

## **SPECIAL REPORT**

Independent Annual Audit Report– Mr. Stephen Roatch reviewed the Audit report with the Board. He let the Board know that he has no real concerns with the audit report or budget. He let the Board know that we will now have to show PERS and STRS on Statement of Net Position. Mr. Roatch answered Mrs. Wheeler’s question regarding the cafeteria, saying that the counts are down and we need to get more local participation. Mr. Kaelin stated that this is an issue that is being addressed by the District. The Board and staff thanked Mr. Roatch for his time.

## **STUDENT REPRESENTATIVE REPORT –**

ASB President Kurt Sheppard let the Board know that Winter Homecoming went well and there was good participation. They are planning a fundraiser dinner in late March or early April as well as working on other activities.

FFA Treasurer Kurt Sheppard reported that FFA was looking forward to the Silver Dollar Fair and everyone has their animals. There will be an FFA Rally in late February.

**STUDENT AWARDS** – Julia Rothchild-Silliboy was January’s Student of the Month. Principal Leahy recognized Julia, a senior, for being in the “top ten” in academics and has received numerous academic and athletic awards. Julia is head editor in Publications, a member of many clubs and activities. She’s also Captain of the Volleyball team. Julia plans to attend Azusa Pacific University in the fall to pursue her dreams in becoming a HS English teacher and author.

## **PARENT ASSOCIATIONS REPORTS**

Jolene Sheppard updated the Board on the "Run Around the Rice" fundraiser on May 21<sup>st</sup> at 8:00 a.m. in Richvale. They have received \$32,000 in donations which doesn't include In Kind donations. The CA Rice commission will have an educational booth at the event and they are trying to also get CWA and Farm Bureau to rent booths. Jenny Lebow is a guest speaker at the Kick Off Assembly. PAWS has been selling shirts on Wednesdays after school and Saturdays at Basketball to promote school spirit. The Box Tops for Education Promotion is going well.

RPA had nothing tonight.

## **CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS –**

New CSEA President Cadie Honan introduced herself to the Board. There was nothing from BUTA.

## **PUBLIC COMMENT**

There were no public comments.

## **M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:**

Mr. Kaelin gave the report noting:

- They are working on trying to get more students enrolled in the lunch program
- They have been having a mice problem at the Elementary school. The mice are eating through the wiring. It will cost around \$6,000 to repair the damage.
- 17 smart boards are going to be installed in classrooms. They are working on an installation schedule.

## **ELEMENTARY SCHOOL PRINCIPAL'S REPORT:**

Mrs. King reported:

- Teachers Scott Gates and Suzanne Francis were awarded scholarships from CA Retired Teachers Assoc. at the staff development meeting. Also discussed were professional development opportunities available to BUSD through the Rural Professional Learning Network (RPLN).
- We will be analyzing effective instructional strategies, lesson design, lesson objectives and looking at new curriculum for ELA/ELD and Math.
- Classified Staff Mrs. Deanna Jones for Biggs Elementary and Mrs. Kris Scott for Richvale Elementary were awarded the Butte County Administrators "Classified Staff Who make a Different" award.
- We began our SBAC interim testing for the third and fifth grades. The Summative test is in April.

## **HIGH SCHOOL PRINCIPAL'S REPORT:**

Ms. Leahy gave her report:

- Cadie Honan was awarded the Butte County Administrators' "Classified Staff Who make a Different" award at the High School.
- Fall Academic Awards Ceremony took place on January 15<sup>th</sup>. The Perfect Attendance weekly drawing is going well. Homecoming was on January 29<sup>th</sup> and Courtney Roles and Jorge Trejo were King and Queen.
- Cash For College Night was on January 14<sup>th</sup> with about half of the seniors attending.
- During their staff development day they went over SST, 504 and IEPs.

## **SUPERINTENDENT'S and CDS REPORT:**

Mr. Kaelin updated the Board on:

- CDS is going great.
- Waiting to hear back on the Career Tech Grant. We should know by March.
- We will be having an LCAP stakeholders meeting soon.
- We are reviewing the newly adopted curriculum for the high school and elementary schools.
- The District copy machines have been a problem and the service company went bankrupt. We are getting ready to sign a contract with a new company.
- Because of some conflict in schedules the Board meeting to interview board candidates will need to be changed.

#### **BOARD MEMBER REPORTS:**

Mr. Slusser asked about the status of the new steer barn. Mr. Kaelin said the slab has been poured and the weather will determine when the building will go up. Mr. Slusser asked about the Stadium lights. Mr. Kaelin said they passed this phase and we are waiting on the next phase. Mr. Slusser asked about the Modernization Plan. Mr. Kaelin said nothing was moving from the State. We might have to go out for a bond. The CDE approval expires March 2016 but the District can get an extension on the plans from DSA.

Nothing from other board members.

#### **CONSENT AGENDA**

The Board approved the Consent Agenda items A. MSCU (Sheppard/Slusser) 5/0

- A. Approve Inter-District Transfers for the 2015/2016 and 2016/2017 school years

#### **ACTION ITEMS**

The Board approved Action Items A - C. MSCU (Navarro/Slusser) 5/0

- A. Approve 2014/2015 Annual Audit
- B. Approve Annual Certification of Temporary Athletic Team Coaches
- C. Approve final year of two year contract with Independent Audit consultant Stephen Roatch Accountancy Corp.

#### **PERSONNEL ACTION**

The Board approved Personnel Action Item A. MSCU (Sheppard/Navarro) 5/0

- A. Approve Hiring of Kayla Harris as a Substitute Teacher.

#### **INFORMATION ITEMS**

- A. Presentation of service plaque to Robin Clark

Mr. Kaelin presented a plaque to Mrs. Clark and thanked her for her time on the Board.

- B. LCAP Update

We will be reviewing the core goals. We already code our purchase orders to LCAP goals. We will be working on student achievements and awards.

C. December 31, 2015 Investment Report from Butte County Treasurer

Mr. Kaelin stated that this is the standard investment report from the County.

D. Board approved REACH Conference at December 14<sup>th</sup>, 2015 meeting. Trip dates have changed to March 3<sup>rd</sup> – 5<sup>th</sup> for Middle School and March 10<sup>th</sup> – 12<sup>th</sup> for High School

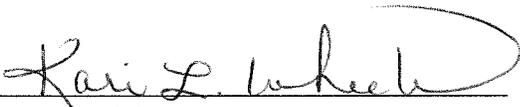
**FUTURE ITEMS FOR DISCUSSION**

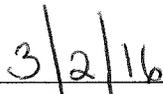
Date of our next Special Board meeting will be February 25<sup>th</sup> at 6:30.

**ADJOURNMENT**

The meeting was adjourned at 8:30 pm

**MINUTES APPROVED AND ADOPTED:**

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

  
\_\_\_\_\_  
Date

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