

MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 6, 2014

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:30 p.m.

ROLL CALL

Board members present: Terry Lattemore, Dennis Slusser, Kari Wheeler, Robin Clark and Kathryn Sheppard

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Financial Officer and Donna Cyr, H. R. Officer/Admin. Asst.

PLEDGE OF ALLEGIANCE

The Pledge was recited.

APPROVAL OF AGENDA

Mr. Lattemore noted a couple of changes to the agenda. On item 7E changing the reduction of hours from 1.5 (one point five) to 2 (two hours) and on item 8E adding the name of Beth Chavez as the new Instructional Aide at Richvale. The Board approved the agenda with changes.
MSCU (Slusser/Wheeler) 5/0

APPROVAL OF MINUTES

Minutes from the June 25, 2014 meeting were approved as written. MSCU (Clark/Slusser) 5/0

The Board adjourned to closed session at 6:33 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)

Closed Session was adjourned at 6:57 p.m.

OPEN SESSION

President Lattemore called the meeting to order at 7:00 p.m.

ROLL CALL

Board members present: All Board members were present.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Finance Officer, Mike Pena, H.S. Vice Principal, Nelda Andes, M/O/T Director and Donna Cyr, H. R. Officer/Admin. Asst.

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

President Lattemore reported that no actions were taken during closed session. Mr. Lattemore did report changes to the agenda noting that on item 7E the reduction of hours from 1.5 (one point five hours) to 2 (two hours) and on item 8E adding the name of Beth Chavez as the new Instructional Aide at Richvale Elementary.

PARENT ASSOCIATIONS REPORTS

Kris Scott reported that the Parents Association was gearing up for a new school year and they will be having a brunch for staff on Tuesday morning. Pam Sheppard informed the Board that the Sports Booster golf tournament was very successful. She said the FFA Boosters purchased supplies for the Fair.

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

There was nothing from CSEA or BUTA at this time.

PUBLIC COMMENT

There were no public comment.

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

Mrs. Andes gave her report noting:

Staff has been working hard this summer at all the sites:

- cleaning carpets in class rooms and putting new carpet in others
- painting rooms and installing new equipment in class rooms
- setting up a new conference room at the high school
- replacing boards on the bleachers and looking at options for the new aluminum bleachers for the football field
- having the concession stand rewired paid for by the Sports Boosters

There was discussion about benches for the visiting team at the soccer field.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported:

- They are working on preparing rooms and curriculum for the coming year.
- The seven new teachers went through orientation on August 6th. Dawn Robinson gave the new elementary teachers direct instruction training on engagement and comprehension strategies.
- The first Staff Development day will be on August 8th and the teachers will receive a binder containing a synopsis of California Common Core Standards, Sample Pacing guides in all subject areas, Depth of Knowledge Reproducible, and the Biggs Unified Discipline Matrix and Behavioral Expectations.
- So far the elementary school have 22 new students enroll this year and are expecting more.
- Everyone is excited about the new year.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena gave his report:

- They held a football defense camp and 18 Freshmen attended. August 23rd will be the first football scrimmage at 5:00 pm
- Girls Volleyball attended a camp in June. It was well attended. They also attended a technique camp.
- Athletes Committed program will be August 14th at 7:00 pm and Mr. John Underwood will be the guest speaker again. The Navy Seals will also send representatives.
- Senior Parking Spot Drawing will be on August 7th at 10:00 am. and Freshman Orientation is at 11:00
- There will be a leadership program meeting on August 8th, with Friday Night Live and ASB.
The two groups are trying to work together to boost awareness of Friday Night Live

SUPERINTENDENT'S REPORT

Mr. Kaelin updated the Board on:

- The High School is finalizing the Master Schedule. 9th Grade Honors English as well as other classes are being added to the schedule.
- BCOE dropped the BTSA program and we will be working with the North State BTSA program and Tehama County BTSA program
- The District Webpage is being revamped and should be up and running in a couple of weeks.
- The only open position in the District is a school psychologist we're working on filling it.
- The Bus routes are being worked on.
- Nelda and her staff have been very proactive and have done a lot this summer.

BOARD MEMBER REPORTS:

Mr. Slusser wanted to welcome everyone back for the new school year.

Mr. Lattimore said the senior parking lot looked bad and suggested paving it and giving each Senior a designated spot.

CONSENT AGENDA

Mr. Slusser asked for clarification on a couple of items under 6A and on item 6B. His questions were discussed and answered.

The Board approved the Consent Agenda. MSCU (Slusser/Wheeler) 5/0

- A. Approve Purchase Orders and Vendor Warrants
- B. Approve Inter-District Transfers for the 2014-2015 school year

ACTION ITEMS

The Board approved Action Items A – E noting the change to item E during Agenda Approval.
MSCU (Slusser/Sheppard) 5/0

- A. Approve 2014-2015 Stipend List
- B. Adopt the Following New or Updated Board Policies:
 - BP 0200 - Philosophy, Goals, Objectives, and Comprehensive Plans – Goals for the District – Replace with Update
 - BP/AR 3260 – Business & Noninstructional Operations – Fees and Charges – Replace with Update
 - BP 3280 - Business & Noninstructional Operations – Sale or Lease of District-Owned Real Property – Replace with Update

AR 3460 – Business & Noninstructional Operations – Financial Reports and Accountability – Replace with Update
 BP 3513.3 – Business & Noninstructional Operations – Tobacco-Free Schools – Replace with Update
 E 4112.9/4212.9/4312.9 – Personnel – Employee Notifications – Replace with Update
 AR 4117.14/4317.14 – Personnel – Postretirement Employment – Replace with Update
 AR 4117.7 – Personnel – Employment Status Reports – Replace with Update
 BP 5131.62 – Students – Tobacco – Replace with Update
 BP/AR 5144 – Students – Discipline – Replace with Update
 BP/AR 5144.1 – Students – Suspension and Expulsion/Due Process – Replace with Update
 E 5145.6 – Students – Parental Notifications – Replace with Update
 BP 6141.5 – Instruction – Advanced Placement – Replace with Update
 AR 6141.5 – Instruction – Advanced Placement - Delete
 BP 6142.92 – Instruction – Mathematics Instruction - Replace with Update
 BP 6151 – Instruction – Class Size - Replace with Update
 AR 6151 – Instruction – Class Size Delete
 BP 6162.5 – Instruction – Student Assessment - Replace with Update
 BP 6162.54 – Instruction – Test Integrity/Test Preparation - Replace with Update
 BP 6163.1 – Instruction – Library Media Centers – Replace with Update
 BP/AR 6184 – Instruction – Continuation Education – Replace with Update
 BB 9324 – Board Bylaws – Minutes and Recordings - Replace with Update

- C. Approve Resolution 2014/2015 #1 California Clean Energy Jobs Act - Proposition 39
- D. Approve 2014 – 2015 45-Day Revised Original Budget
- E. Approve Resolution 2014/2015 #2 Reduction in Classified School Services

PERSONNEL ACTION

Mrs. Clark pulled item 8F #8 for discussion. It was noted that Item G was for volunteer football coaches.

The Board approved items A – F7 & F9 – F15 and G. MSCU (Slusser/Clark) 5/0

- A. Accept Resignation of Lynnel Job as Instructional Aide at Richvale Elementary
- B. Approve Election of Amy Brooker as Special Education Teacher at Biggs Elementary School
- C. Approve Election of Amanda Clark as Fourth/Fifth Grade Teacher at Richvale Elementary School
- D. Approve Election of Ilena Albarron as a Substitute Teacher
- E. Approve Election of Instructional Aide Position at Richvale Elementary – Beth Chavez
- F. Approve Election of the following Coaching and Stipend Positions for 2014/2015:
 - 1) Head Varsity Football – Ron Carr
 - 2) Assistant Varsity Football – Brian Harrison
 - 3) Head JV Football – Mike Shadd
 - 4) Assistant JV Football – Brian Roles
 - 5) Head Varsity Volleyball – Amanda Swanson
 - 6) Head JV Volleyball – Bridget McClarrinon
 - 7) Cheer Advisor – Michele Roles
 - 9) ASB Advisor (split position) – Cadie Honan and Casey Smith
 - 10) Head Varsity Girls Basketball – Tim Sheridan
 - 11) Head Varsity Boys Basketball – Greg Kitchen
 - 12) Varsity Baseball – Javier Solis
 - 13) Varsity Softball – Amy Hillel
 - 14) Varsity Track – Peter Howell
 - 15) Varsity Wrestling – Johnny Ceballos

G. Approve Election of the following Volunteer Coaches for 2014/2015 Season:

- 1) Rob Hall
- 2) Travis Smith
- 3) Cameron Knipe
- 4) Paul Roles
- 5) Andrew Gomez
- 6) Jason Bynum

*8F #8) Athletic Directors (split position) – Mike Pena and Winzona Rothchild

Mrs. Clark stated she had some issues with soccer regarding not having any referees at one of the games and wanted to know if it was a CIF problem or a school problem. Mr. Kaelin explained that all schedules are sent to the Association at the beginning of the season. There was discussion on the soccer program.

The Board approved item 8F #8. Motion/Second (Wheeler/Sheppard) Vote: 3/2

Kathryn Sheppard – Aye

Robin Clark – Nay

Dennis Slusser – Nay

Kari Wheeler – Aye

Terry Lattemore - Aye

INFORMATION ITEMS

There was no discussion or questions on the information items.

- A. Investment Treasurer’s Report for May 31, 2014 from BCBS
- B. Investment Treasurer’s Report for June 30, 2014 from BCBS
- C. BCOE has approved Biggs Unified LCAP and has been forwarded to the State for certification

FUTURE ITEMS FOR DISCUSSION

There were no future items for discussion at the time but Mrs. Clark would like the Soccer bench issue looked into.

ADJOURNMENT

The meeting was adjourned at 7:51 pm

MINUTES APPROVED AND ADOPTED:



Presiding Chairman



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.