

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**October 3, 2012**

**OPEN SESSION**

**CALL TO ORDER:**

Kathryn Sheppard called the meeting to order at 6:20 p.m.

**ROLL CALL:**

All Board Members were present. The Superintendent and legal counsel were also present.

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF AGENDA:**

The Board approved the agenda with a revision to Personnel Action, item "C". Election of Liz Mabray as JV Volleyball. Head JV Basketball and Varsity Softball were removed. MSCU (Slusser/Lattermore) 5/0

**APPROVAL OF MINUTES :**

Minutes of September 5, 2012 were approved. MSCU (Slusser/Lattermore) 5/0

The Board adjourned to closed session at 6:22 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 7:05 p.m.

**OPEN SESSION**

Kathryn Sheppard called the meeting to order at 7:09 p.m.

**ROLL CALL:**

Board members present: Terry Lattermore, Kris Scott, Kathryn Sheppard, Dennis Slusser, and Kari Wheeler

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Mike Pena, Vice Principal, Judy Jennings, Human Resources Officer and Pam Ragan, Financial Officer

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

The Board demoted one classified employee from step two to step one as a result of disciplinary action. MSC 4/1 (For: Terry Lattermore, Kris Scott, Kathryn Sheppard, and Kari Wheeler) (Against: Dennis Slusser)

**1. STUDENT REPRESENTATIVE REPORT**

- A. ASB – Callie Roles reported on student activities. Homecoming is October 19<sup>th</sup> and dress-up days are scheduled; Powder Puff game will be Tuesday night the 16<sup>th</sup>; and the volleyball game will be Wednesday the 17<sup>th</sup>.
- B. FFA – Kimberly Johnson, President, and Juan Castaneda, Treasurer, reported on FFA activities. Students have been attending leadership conferences, Greenhand, Butte County Fair, and Shasta College Field Day.

**2. STUDENT AWARDS**

- 1) Biggs High School; Chance Felkins was Student of the Month for August/September
- 2) Biggs Elementary School: Several elementary students will be listed in the Gridley Herald for the Students of the Month Grades K-8.

### 3. PARENT ASSOCIATIONS REPORTS

Terry Lattemore reported on the following Richvale activities: November 10<sup>th</sup> is the Spaghetti Feed; they are looking for raffle prize donations; RPA thankful to Mr. Alvares on the excellent job he is doing as Light Maintenance/Custodian/Grounds; field trips planned; Pumpkin Carve is October 31<sup>st</sup> and the next RPA meeting will be October 8<sup>th</sup>.

Jennie Felkins reported on the Boosters Club going extremely well. The next meeting will be October 8<sup>th</sup> at 6:30 PM. The Boosters purchased athletic yard signs for every athlete playing a sport. They are selling pride yard signs.

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

Patty Jones reported BUTA is sponsoring a coat drive at both elementary schools.

### 5. PUBLIC COMMENT

Scott Gates discussed training he had received on Reading Mastery. He spoke for the teachers in the negotiation process asking the Board to bargain in good faith and consider the teachers while negotiating.

### 6. REPORTS (Pursuant to the Brown Act: Gov. Code 854950 et.seq. - Reports are limited to announcements or brief descriptions of individual activities)

- A. SUPERINTENDENT'S REPORT:  
HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:  
M/O/T AND FOOD SERVICE REPORT:

Doug Kaelin updated the Board with progress on several goals. He reported on activities in the District Office and Business office. Mr. Kaelin reported on CELDT testing K-12; DAC met with 16 in attendance; unused new books returned for a credit, worked on Data Director; 2011/12 MAA has been sent out; extended agriculture calendars handed out; students taking the CASSEE test; student issues with chewing tobacco; The Ag Advisory has met; two new students in CDS doing well; a newer bus broke down during its route; and the custodian at the high school is doing a fantastic job.

- B. ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Minden King reported the Math-a-thon raised \$9,840.00 for BES classrooms. Richvale Elementary School raised \$1,993.33 to help support their classrooms.

- C. BOARD MEMBER REPORTS:

Dennis Slusser asked for an update on Aires for Richvale Elementary. He was pleased with the grounds at the campuses and asked about the softball dugouts and fence. Mr. Slusser asked about progress on the greenhouse, water system, and asked for the extended technology schedule. He thanked staff for the weekly newsletters.

Terry Lattemore stated the grounds look the best in quite some time.

Kris Scott enjoys seeing the stands full at the football games.

Kathryn Sheppard complimented the cheer coaches and the cheerleaders. She appreciated the way the high school students treat the younger students.

### 7. SPECIAL REPORT

- A. STAR Test Report

Doug Kaelin reported on the STAR tests.

## 8. CONSENT AGENDA

After questions about purchase orders, the Board approved the consent agenda. MSCU (Slusser/Lattemore) 5/0

- A. Approve Purchase Orders and Vendor Warrants
- B. Interdistrict Agreement Request(s) for the 2012/2013 school year
- C. Approve Auxiliary Organization Application for Coverage with Butte County Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative
- D. Approve 2012-13 Certification of Assurances - Consolidated Application
- E. Approve One-Year Contract Extension for the High performance Facilities Contract with American Modular Systems

## 9. ACTION ITEMS

- A. Approve Lease for Use of Facilities with Richvale Park and Recreation District

Dennis Slusser suggested corrections to the lease.

The Board approved the lease agreement with changes. MSCU (Slusser/Lattemore) 5/0

The Board approved items B-C. MSCU (Slusser/Lattemore) 5/0

- B. Adopt the following new and updated Board Policies: (BP: Board Policy; AR: Administrative Regulation; E: Exhibit)

- 1) BP 1250 - Community Relations; Visitors/Outsiders
- 2) BP/AR 1312.3 - Community Relations; Uniform Complaint Procedures
- 3) AR 3515.2 – Business & Noninstructional Operations; Disruptions
- 4) BP 5131 – Students; Conduct
- 5) BP/AR 5144.1 – Students; Suspension and Expulsion/Due Process
- 6) AR 5144.2 – Students; Suspension and Expulsion/Due Process (Students with Disabilities)
- 7) BP 5145.3 – Students; Nondiscrimination/Harassment
- 8) E 5145.6 – Students; Parental Notifications
- 9) BP/AR 5145.7 – Students; Sexual Harassment
- 10) BP/AR 6145 – Instruction; Extracurricular and Cocurricular Activities
- 11) AR 6159 – Instruction; Individualized Education Program
- 12) BP 6178.1 – Instruction; Work-Based Learning

- C. Approve 30-Day Display of Textbooks:

1) Saxon Math, K, 1, 2, 3, 4, 5, Intermediate 3-5 Adaptations, Course 1,2,3, and Algebra I; by Stephen Hake; Houghton Mifflin Harcourt Publishing Company and Stephen Hake; 2012 – for K-8 math.

## 10. PERSONNEL ACTION

The Board approved Personnel Action items A-F with approved changes. MSCU (Slusser/Wheeler) 5/0

- A. Approve Vickie Speegle and Janet Smith as Gate Workers for Athletic Events
- B. Approve Javier Solis as Temporary Elementary School Teacher
- C. Approve Election of Elizabeth Mabray as JV Volleyball coach for 2012/2013
- D. Approve Election of Maxine Hamblin as Biggs Elementary Lead Teacher
- E. Approve Election of Deanna Jones as Instructional Aide at Biggs Elementary (5.75 hours)
- F. Approve Matthew Chandler as Part-time Student Assistant with Computers at Biggs High School

**11. INFORMATION ITEMS**

A. School Dress Code

Terry Lattemore requested a policy with a means of using objective measures to enforce the dress code since it was not easy to enforce as written. The Board agreed with a more specific policy. It was suggested to involve students in the policy revision. The Board talked about tops and sweatpants to put over the offenders clothing.

**13. FUTURE ITEMS FOR DISCUSSION**

There were no future items for discussion.

**14. ADJOURNMENT**

The Board adjourned to Closed Session at 8:57 p.m.

**CLOSED SESSION**

- 1. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
  - 2. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
  - 3. Litigation; Pursuant to Government Code Section 54956.9
  - 4. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)
- The Board adjourned to open session at 9:20 p.m.

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

There were no actions taken in closed session.

**ADJOURNMENT**

The meeting was adjourned at 9:25 p.m.

MINUTES APPROVED AND ADOPTED: \_\_\_\_\_ 11/7/12 \_\_\_\_\_

\_\_\_\_\_ 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.