

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
June 23, 2021

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 9:37 a.m.

**ROLL CALL** - Board members present: Jonna Phillips, Kathryn Sheppard and Linda Brown were present. America Navarro and Dennis Slusser were absent.

**PLEDGE OF ALLEGIANCE** –President Phillips lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

The Board approved the agenda with the change to **Remove** Action Item 7F – Approve Resolution 2020/2021# 15 Intention of Layoff Certificated Position. Changes/Additions to Personnel Action Items. Personnel Action Item 8B – **Change Resignation to Retirement** of Geri Clayton; Item 8F – **Add** name of Ashley Nelson as new hire as Instructional Aide; **Add** Item 8G – Accept resignation of Chris Hall as math teacher at Biggs High School effective June 30, 2021.

- MSCU (Sheppard/Brown) 3/0/2    Brown – Aye    Phillips – Aye    Navarro – Absent    Slusser – Absent    Sheppard - Aye

**PUBLIC COMMENT** - No public comments.

**CONSENT AGENDA**

The Board approved the Consent Agenda. MSCU (Sheppard/Brown) 3/0/2

Brown – Aye    Phillips – Aye    Navarro – Absent    Slusser – Absent    Sheppard - Aye

- A. Inter-district Agreement Request(s) for the 2019/2020 school year
- B. Approve Purchase Order and Vendor Warrants

**ACTION ITEMS**

The Board approved Action Items A – G with the removal of F. MSCU (Brown/Sheppard) 3/0/2

Brown – Aye    Phillips – Aye    Navarro – Absent    Slusser – Absent    Sheppard - Aye

- A. Approve LCAP Plan  
Superintendent recommends approval
- B. Adopt Original Budget for 2021/2022  
Superintendent recommends approval
- C. Approve Ag Incentive Grant for 2021-2022 School Year
- D. Approve the 2021-2022 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at [Http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp](http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp). Attached are the Consolidated Application Certification statement, Protected Prayer Certification, Application for Categorical Programs Funding, Nonprofit Private School Participation, and Title I Part A Planned School Allocations. The Superintendent recommends approval.

- E. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):

BP 0420.42 - Philosophy, Goals, Objectives and Comprehensive Plans – Charter School Renewal – update

BP 3110 – Business and Noninstructional Operations – Transfer of Funds – updated  
 BP/AR 3230 – Business and Noninstructional Operations – Federal Grant Funds - updated  
 AR 3311.2 – Business and Noninstructional Operations – Lease-Leaseback Contracts - updated  
 BP 3311.3 – Business and Noninstructional Operations – Design-Build Contracts - updated  
 BP 3320 – Business and Noninstructional Operations – Claims and Actions Against the District - updated  
 BP 3452 – Business and Noninstructional Operations – Student Activity Funds - updated  
 BP 3600 – Business and Noninstructional Operations – Consultants - updated  
 E 4112.9/4212.9/4312.9- Personnel – Employee Notifications - update  
 AR 4161.2/4261.2/4361.2 - Personnel – Personal Leaves - update  
 AR 4161.8/4261.8/4361.8 Personnel – Family Care and Medical Leave - update  
 BP/AR 6142.8 - Instruction – Comprehensive Health Education - update  
 BP 7210 – Facilities – Facilities Financing – updated

F. *Approve Resolution 2020/2021# 15 Intention to Layoff Certificated Position - REMOVED*

G. Approve Revised Attorney-Client contract with Minasian, Meith, Soares, Sexton & Cooper, LLP effective August 1, 2021

#### **PERSONNEL ACTION**

The Board approved Personnel Action Items A - G. MSCU (Sheppard/Brown) 3/0/2

Brown – Aye Phillips – Aye Navarro – Absent Slusser – Absent Sheppard - Ayes

- A. Accept resignation of Melissa Heath as teacher at Biggs Elementary School effective June 30, 2021
- B. Accept ~~resignation~~ **RETIREMENT** of Geri Clayton as Home Art/Crafts teacher at Biggs High School effective June 30, 2021
- C. Approve hiring of Esmeralda Esquivel in the Biggs High School Spanish teacher position effective August 9, 2021
- D. Approve hiring Beth Chavez in the Biggs Elementary School teacher position on a STSP (Short Term Staff Permit) effective August 9, 2021
- E. Approve hiring Jessica Jensen in a Biggs Elementary School Instructional Aide position effective August 10, 2021
- F. Approve hiring a Biggs Elementary School Instructional Aide effective August 10, 2021 – **Ashley Nelson**.
- G. *Accept resignation of Chris Hall as math teacher at Biggs High School effective June 30, 2021 - ADDED*

The Board adjourned into Closed Session at 10:15 am

#### **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 10:52 am

**OPEN SESSION** – President Phillips called the meeting to order at 10:53 am

**ROLL CALL** - Kathryn Sheppard, Linda Brown and Jonna Phillips. Dennis Slusser and America Navarro were not present.

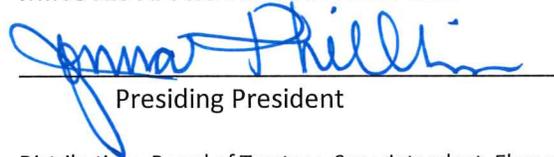
**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** –President Phillips announced no action was taken during closed session.

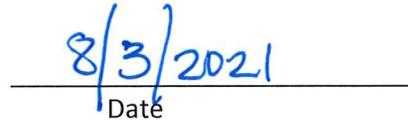
**INFORMATION ITEMS** - Mr. Kaelin updated the board on some little construction issues. The Richvale Post Office is now officially closed.

**FUTURE ITEMS FOR DISCUSSION** - None

**ADJOURNMENT** - The meeting was adjourned at 11:00 am

MINUTES APPROVED AND ADOPTED:

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

  
\_\_\_\_\_  
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.