

**MINUTES  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 4, 2015**

**OPEN SESSION**

**CALL TO ORDER**

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

**ROLL CALL**

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

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

**PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Minutes from the January 7, 2015 meeting were approved as written. MSCU (Clark/Navarro) 4/0

The Board adjourned to closed session at 6:34 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 6:58 p.m.

**OPEN SESSION**

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

All Board members are present except Mr. Slusser.

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, Stephen Boyes, FFA Advisor and Donna Cyr, H. R. Officer/Admin. Asst.

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

President Wheeler reported that no actions were taken during closed session. Mrs. Wheeler did report that the Board gave direction to Mr. Kaelin to negotiate with CSEA. Mrs. Wheeler also said that the Board gave direction to Mr. Kaelin to proceed forward to add the position of High School Principal.

### **STUDENT REPRESENTATIVE REPORT**

There was nothing from ASB. Mr. Pena said he would update the Board during the High School report.

FFA Rep. updated the Board that they were getting ready for the Silver Dollar Fair, they wanted to thank Mike Felkins and John Scott for all their help, there is a new sign at the Pig Barn and FFA gave away 3,000 pound of rice to the public in December. The FFA Sweetheart Dinner is February 13<sup>th</sup> and the cost is \$15.00. FFA members gave their Ag Farming report noting after the fire they made \$8,819. The fire destroyed 67 tons of wheat hay. The FFA wants to thank Mike Felkins for all his help with this project.

### **STUDENT AWARDS**

Mr. Kaelin announced that Rachael Hedrick was the Student of the Month for December. Mr. Kaelin let the Board know that Rachael is a senior and in the top 5% of her class. Rachael is involved in many student activities including being on the Girls Basketball team and Track & Field. Racheal's mother accepted the award on her behalf. Mrs. Hedrick said that Rachael was home sick.

### **PARENT ASSOCIATIONS REPORTS**

Nothing was reported by RPA or PAWS.

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

There was nothing from CSEA or BUTA.

### **PUBLIC COMMENT**

Terry Lattemore stated that Illuminate was still not implemented. Mr. Kaelin responded that they were putting the finishing touches on the Aeries database which should fix the problem. Mr. Lattemore offered his assistance. Mr. Lattemore said he recently attended the Seventh Grade parent meeting for the Seventh Grade field trip. He feels that the parents should have had input in trip and he has concerns with the fundraising. He encouraged the Board to vote no on the field trip.

Ronnie McDermott addressed the Board regarding the offer made to CSEA members of 4% across the board raise and giving up the stipend for insurance. She noted that if this happens the members really wouldn't be getting a raise at all. She noted that the Instructional Aides position has more responsibilities than before and they assist the Teachers more. She said the Aides don't want to feel under appreciated.

**SEVENTH GRADE FIELD TRIP REPORT – Students going to Monterey**

Julie Hoffman gave an overview of the trip for the seventh grade. They will be leaving on May 6<sup>th</sup>, going to Monterey Bay Aquarium and attending labs. They will be spending the night at the local YMCA and the next day going on a whale watching boat tour. She encouraged the students to remember to have parents send permission slips and sea sick medicine if they think they might need it. Mrs. Hoffman answered questions from the Board and parents.

**EIGHTH GRADE FIELD TRIP REPORT – Students going to SF Giants game and Six Flags Ultimate Education Day**

Sandy Moore reviewed the eighth grade field trip noting that this year they are doing a split trip and not having an overnight trip. They will be going to San Francisco to see a SF Giants game, this is a day game. The next day they will be going to Six Flags Discovery Kingdom as an educational day. Mrs. Moore answered questions from the Board.

**SENIOR CLASS TRIP REPORT – Students going to Great America**

Mr. Kaelin gave the report explaining that this year the seniors requested a two day trip to Great America. They will be going to the park on the first day, spending the night at a local hotel then going back to Great America the next day. The hotel will be having a movie night for the students along with a kid style buffet dinner and a continental breakfast the next morning. There will be another class meeting on February 13 to finalize the trip. They will not be taking a bus for this trip. There are between 15 – 18 students that have shown interest in going. There were no questions from Board.

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

Mrs. Andes gave her report noting:

- Dave North applied for a grant to replace the lights at Richvale Elementary with energy efficient lights. The grant should be around \$1,750.00
- Staff ran air to the Grounds shed
- They are working on re-keying all the sites. Richvale is done and the High School will be next
- They have safely transported students to Shady Creek on the bus
- They are working on routine maintenance at all the sites

**ELEMENTARY SCHOOL PRINCIPAL'S REPORT:**

Mrs. King reported:

- 10 additional students have enrolled since our January meeting bringing new enrollment to 27 since December
- Paraprofessionals are embracing the Nurtured Heart Program
- Nurtured Heart Parent training will be on March 18<sup>th</sup> and March 25<sup>th</sup> at 5:30 pm
- On February 19<sup>th</sup> the Lions Club is presenting a Flag Day celebration at the elementary school
- Mrs. Jessica Hane was recognized on January 19<sup>th</sup> with other classified staff member across the County for the "Make a Difference Award". Mrs. Hane has been with the District for 10 years and does an excellent job with the children of our school

**HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:**

Mr. Pena gave his report:

- ASB activities - Homecoming is February 20<sup>th</sup> with varied themes for each grade. ASB is going to have a Wolverine Award where the faculty vote for a student and the students vote for a faculty member. ASB will be selling Candy grams for Valentine's Day.
- A new Wolverine costume has been ordered and should arrive soon.

- Representatives from the Army and Navy will be coming to speak to the seniors.
- Mr. Pena updated the Board on all the Teachers projects and classroom lessons highlighting Mrs. Nevens' Spanish class making illustrated children's books in Spanish and reading them to our elementary classes; Mrs. Robinson's eighth grade science classes making interactive notebooks, and Mr. Niemeyer's Auto Cad class is learning the latest software that they can use in the real world.
- Girls Basketball is doing great, Boys Basketball is struggling and the Wrestling team had their first Home match using the new mats.

### **SUPERINTENDENT'S REPORT**

#### **Mr. Kaelin updated the Board on:**

- Mr. Kaelin has been working on the Career Tech Grant through Butte Community College
- Mr. Kaelin and Mrs. King attended LCAP training at BCOE which was very helpful and gave direction to update the report for the coming year
- The Ag Boosters gave \$1500 for a steer scale
- Mr. Kaelin and Mrs. Ragan participated in a Small School Funding conference call. We will continue to monitor the small necessary school funding
- The High School is working on the Master Schedule for next year
- A local Superior Court Judge invited Mr. Kaelin to serve on the Civic Learning Partnership Committee

### **BOARD MEMBER REPORTS:**

There was nothing from Robin Clark, America Navarro or Kathryn Sheppard.

Kari Wheeler said she saw the article in the Gridley Herald on Biggs' Chess Team and thought this was great and congratulated the team.

### **CONSENT AGENDA**

The Board approved the Consent Agenda items A. MSCU (Sheppard/Clark) 4/0

- A. Approve Inter-District Transfers for the 2014/2015 and 2015/2016 school year

### **ACTION ITEMS**

The Board approved Action Items A. MSCU (Navarro/Sheppard) 4/0

- A. Approve Annual Certification of Temporary Athletic Team Coaches

The Board approved Action Items B - F. MSCU (Sheppard/Navarro) 4/0

- B. Approve Senior Class Overnight Trip to Great America May 15<sup>th</sup> – 16<sup>th</sup>
- C. Approve Request for 8<sup>th</sup> Grade Field Trip to S. F. Giants game and Six Flags Ultimate Education Day May 6<sup>th</sup> – 8<sup>th</sup>
- D. Approve Request for 7<sup>th</sup> Grade Overnight Field Trip to Monterey Bay Aquarium May 6<sup>th</sup> – 8<sup>th</sup>
- E. Approve Adoption of Resolution No. 2014/15 #06 on Civic Learning Partnership College, Career and Civic Life
- F. Approve Steve Francis and Kelby Sheppard Appointment to the Ag Advisory Committee

### **PERSONNEL ACTION**

The Board approved Personnel Action Items A - F. MSCU (Sheppard/Navarro) 4/0

- A. Approve Election of Melissa Norris and Maria Torres as Certificated Substitute Teachers
- B. Approve Election of Mattison Hernandez as Volunteer Walk-on Coach for JV Basketball
- C. Approve Election of Jodi Vance as High School Student Study Team Coordinator stipend position
- D. Approve Election of Mark Felkins - Softball, John Mattos & Jeff Smith - Baseball as Volunteer Walk-on Coaches
- F. Approve Election of Manufacturing Production Development Lead position to Peter Howell under the California Career Pathway Trust Grant

President Wheeler wanted to let the public know that the March Board meeting has been moved to Tuesday, March 17<sup>th</sup> at 7:00 pm.

**INFORMATION ITEMS**

- A. LCAP Report

Mr. Kaelin said there was nothing on the LCAP Report at this time.

- B. Dec. 31, 2014 Investment Report from Butte County Treasurer – Tax Collector

There was no discussion on this item.

**FUTURE ITEMS FOR DISCUSSION**

- A. Open discussion with the Ag Advisory Board regarding Steer Barn.

Mr. Kaelin said he would keep the Board updated on the progress of the barn.

- B. Ways to get the Gridley Herald more involved in Biggs activities.

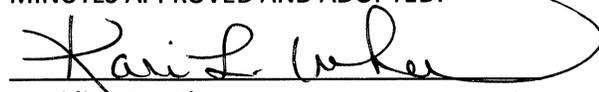
There was discussion on having a student liaison for the Gridley Herald to notify them of the Wolverine Award and it would be each sites responsibility to get information to the newspaper for posting.

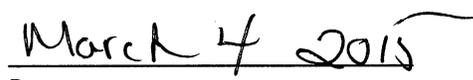
There were no future items identified for discussion.

**ADJOURNMENT**

The meeting was adjourned at 7:55 pm

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.