

**MINUTES**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**April 8, 2015**

**OPEN SESSION**

**CALL TO ORDER** - President Wheeler called the meeting to order at 6:32 p.m.

**ROLL CALL**

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

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

**PLEDGE OF ALLEGIANCE** - The Pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda with the modification of adding Item 9C – “Approve Biggs Unified School District Wellness Policy”. MSCU (Sheppard/Navarro) 4/0

**APPROVAL OF MINUTES**

Minutes from the March 17<sup>th</sup>, 2015 meeting were approved as written. MSCU (Navarro/Sheppard) 4/0

The Board adjourned to closed session at 6:35 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 7:03 p.m.

All Board members are present except Mr. Slusser.

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

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

President Wheeler announced that no actions were taken during closed session. Mrs. Wheeler did note the modification to the agenda – adding Item 9C “Approving Biggs Unified School District Wellness Policy”.

## **STUDENT REPRESENTATIVE REPORT**

ASB President Delaine Little reported that the Taco Dinner went very well. ASB is planning the Battle of the Sexes for the week of April 13 – 17 and the Prom will be April 25<sup>th</sup>.

There was no FFA report but Mr. Kaelin did say that we had six students going to the State Conference.

**STUDENT AWARDS** - There were no Student Awards this month.

**PARENT ASSOCIATIONS REPORTS** – There were no Parent Association reports.

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS** - There was nothing from CSEA or BUTA.

**PUBLIC COMMENT** - There were no public comments.

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

Mr. Kaelin gave the report:

- Staff has been busy working on the sprinkler systems.
- They redid the walls in the Business Office hallway.
- The beginning of May they will start removing the old bleachers from the HS gym
- They are going out for bid to replace the cattle barn

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

Mrs. King gave the Elementary School Principal’s report:

- There are only 36 days left in the school year and they are preparing for State testing.
- The Nurtured Heart Parent training went well and parents were eager to implement the approach.
- Our Art Docents are conducting the Square One Art fundraiser again
- Our Chess team won another tournament and we will host our own Bughouse Tournament on April 22<sup>nd</sup>.
- Mrs. King noted all the upcoming events for April and May stating these dates are on the School website.

## **HIGH SCHOOL, CDS PRINCIPAL’S REPORT and SUPERINTENDENT’S REPORT:**

Mr. Kaelin updated the Board on:

- The high school is also preparing for State testing.
- At the high school they are working on scheduling finals and the Master Schedule for next year.
- Our Softball team is doing excellent with a record of 15 – 3. Our Track team has had more students go out for the team than ever before. Our Baseball team is struggling a little.
- CDS had some new students enroll and they are doing great.
- The Superintendent’s office has been busy updated the Board policies
- The LCAP Committee and the Calendar Committee will be meeting in the next couple of weeks
- Laura Dearden’s husband donated \$2,000 to the Reading program at the elementary school

## **BOARD MEMBER REPORTS:**

There was nothing from the Board members.

**CONSENT AGENDA**

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

- A. Inter-district Agreement Request(s) for the 2014/2015 and 2015/2016 school years

The Board approved the Consent Agenda item B. MSCU (Sheppard/Navarro) 4/0

- B. Approve Contract for Jack Schreder & Assoc. as School Facilities Consulting Services

**ACTION ITEMS**

The Board approved Action Items A - C. MSCU (Navarro/Clark) 4/0

- A. Approve Resolution 2014/2015 #9 - Intra-Budget Transfer at the Close of the School Year
- B. Adopt Board Policy (BP), Administrative Regulations (AR) and Exhibits (E) as follows: (Available for review in the District Office – The Board received Policy Guidesheets for January 2015)
  - 1) BP/AR 0420.1 –Philosophy-Goals-Objectives & Comprehensive Plans – School-Based Program Coordination – Deleted
  - 2) BP/AR 0420.1 –Philosophy-Goals-Objectives & Comprehensive Plans – District Technology Plan - Revised
  - 3) AR 1220 – Community Relations – Citizen Advisory Committees – Revised
  - 4) BP/AR 1240 – Community Relations – Volunteer Assistance - Revised
  - 5) BP/AR 3100 – Business & Noninstructional Operations – Budget - Revised
  - 6) AR 4112.4/4212.4/4312.4 – Personnel – Health Examination - Revised
  - 7) AR 4112.5/4212.5/4312.5 – Personnel – Criminal Record Check - Revised
  - 8) E 4112.5/4212.5/4312.5 – Personnel – Criminal Record Check - Added
  - 9) AR/E 4112.62/4212.62/4312.62 – Personnel – Maintenance of Criminal Offender Records – Deleted
  - 10) AR 4117.4 – Personnel – Dismissal – Deleted
  - 11) BP/AR 4118 – Personnel – Dismissal/Suspension/Disciplinary Action – Revised
  - 12) BP 4121 – Personnel – Temporary/Substitute Personnel – Revised
  - 13) AR 4161.1/4361.1 – Personnel – Personal Illness/Injury Leave – Revised
  - 14) AR 4161.2/4261.2/4361.2 – Personnel – Personal Leaves – Revised
  - 15) AR 4261.1 – Personnel – Personal Illness/Injury Leave - Revised
  - 16) BP/AR 5125 – Students – Student Records - Revised
  - 17) AR 5141 – Students – Health Care and Emergencies – Revised
  - 18) AR 5141.21 – Students – Administering Medication and Monitoring Health Conditions – Revised
  - 19) AR 5141.3 – Students – Health Examinations – Revised
  - 20) BP/AR 5141.4 – Students – Child Abuse Prevention and Reporting – Revised
  - 21) BP/AR 5144.1 – Students – Suspension and Expulsion/Due Process – Revised
  - 22) AR 6145.2 – Instruction – Athletic Competition - Revised
  - 23) BP/AR 6158 – Instruction – Independent Study - Revised
  - 24) AR 6162.51 – Instruction – State Academic Achievement Tests – Revised
  - 25) AR 6173 – Instruction – Education for Homeless Children – Revised

**MINOR REVISIONS:**

- 1) BP 1250 – Community Relations – Visitors/Outsiders

- 2) BP 3550 – Business & Noninstructional Operations – Food Service/Child Nutrition Program
- 3) BP 4030 – Personnel – Nondiscrimination in Employment
- 4) AR 5020 – Students – Parent Rights and Responsibilities
- 5) AR 5141.27 – Students – Food Allergies/Special Dietary Needs
- 6) AR 6159 – Instruction – Individualized Education Program
- 7) BB 9321 – Board Bylaws – Closed Session Purposes and Agendas

C. Approve Biggs Unified School District Wellness Policy (added during Agenda Approval)

**PERSONNEL ACTION**

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

- A. Approve Election of Bridget McClarrinon as Pool Manager
- B. Approve Election of Brock Springer, Mallory Mattos, Delaine Little and Masie Little for summer Lifeguard positions
- C. Approve Election of Melissa Schohr as a Substitute Teacher
- D. Approve Election of Marla Wagner as Classified One-on-One Instructional Aide Position
- E. Approve Election of Holly Martin as a Substitute Instructional Aide

**INFORMATION ITEMS**

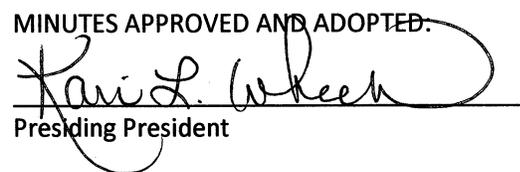
A. Investment Report dated January 31, 2015 from Butte County Treasurer-Tax Collector, Peggy Moak

Mr. Kaelin said this is a standard report that the County sends every month.

**FUTURE ITEMS FOR DISCUSSION** - Mrs. Clark would like to see a Dress Code Committee

**ADJOURNMENT** - The meeting was adjourned at 7:20 pm

MINUTES APPROVED AND ADOPTED.

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

5/6/15  
\_\_\_\_\_  
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.