

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 2, 2016**

OPEN SESSION

CALL TO ORDER - President Wheeler called the meeting to order at 6:30 p.m.

ROLL CALL - Board members present: Kari Wheeler, Kathryn Sheppard, Dennis Slusser, Pam Sheppard and America Navarro.

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

PLEDGE OF ALLEGIANCE - The Pledge was recited.

APPROVAL OF AGENDA

The Board approved the agenda. MSCU (K. Sheppard/Slusser) 5/0

APPROVAL OF MINUTES

The Board approved the minutes from the October 5, 2016 meeting as written. MSCU (Navarro/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 6:59 p.m.

OPEN SESSION – President Wheeler called the meeting to order at 7:04 p.m.

ROLL CALL - All Board members were present.

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

President Wheeler reported on actions that took place in Closed Session. Action was taken to modify Student expulsion 2016/17 #1 to include a rehabilitation plan to be developed by the Superintendent.

STUDENT REPRESENTATIVE REPORT

- A. ASB – Marissa Hane gave the ASB report. ASB is holding a Canned Food Drive. They will be having a Blood Drive on Nov. 30th. Marissa let everyone know that the Haunted Hotel was a huge success. ASB is preparing for the basketball dance. They will be participating in the Every 15 Minute grant program.
- B. FFA – Karsyn McLean gave the FFA report. FFA wanted to thank John Scott for all his hard work on the Pig Raffle. They attended the Chico State Manufacturing Expo on Nov. 10th. The Green Hand initiation will not be an overnight event.
- C. STUDENT RECOGNITION – Principal Leahy presented the High School awards:
Sarah Vance received the Freshman Award
Karsyn McLean received the Sophomore Award
Marissa Hane received the Junior Award
Bailee Roles received the Senior Award

Principal King presented the Biggs Elementary School awards:

TK/K – Mrs. Hamblin’s class: Natalie Gomez and Genesis Valencia
K – Mrs. Ruttenburg’s class: Kendall Woolery and Bryce Siepert
K – Mrs. Hansen’s class: Damien Scott and Illiana Silva
1st – Mrs. Francis’ class: C.J. Moffitt and Haylee Devine
1st – Mrs. Holliman’s class: Gerardo Padilla and Alex Craig
2nd – Mrs. Holt’s class: Rebecca Solis and Isabella Gutierrez
2nd/3rd – Mrs. Prestigiacomio’s class: Samantha Angel Villegas and Humberto Ramos Ornelas
3rd – Mrs. Loftin’s class: Noah Welden and Emma Rae Bowles
4th – Ms. Locey’s class: Kendra Sanchez and Allie Little
4th/5th – Mrs. Cammack’s class: Zainab Tahir and Eduardo Segura-Caro
5th – Ms. Ponciano’s class: Madison Garcia and Thomas Job
6th – Mr. Gates’ class: Jesus Rodriquez and Alexia Magana
7th – Mr. Solis’ class: Katelyn Ryan and Riley Rutherford
7th – Ms. Gilman’s class: Amy Gutierrez and Erendira (Cookie) Rosales Castaneda
8th – Mr. Rutledge’s class: Cameron Carr and Anthony Velazquez
8th – Mrs. Moore’s class: Aurora Little and Dario Castro
Mrs. Roady’s class: Anahi Carmona and Angelo Aguilar

Principal King presented the Richvale Elementary School awards:

1st, 2nd, 3rd – Mrs. Logue’s class: Isabella Sandoval and Brittany Lewis
4th, 5th, 6th – Mrs. Andes’ class: Alyssa Casaulong and Rylan Jones

PLAQUE PRESENTATION – Superintendent Kaelin presented Service Appreciation plaques to Board President Kari Wheeler and Member Pam Sheppard. Mr. Kaelin thanked Kari Wheeler for her dedicated service on the Board for eight years. Being here through the good times and the hard times. Mr. Kaelin thanked Pam Sheppard for all her dedicated service to the school and for stepping up and coming on the Board and filling the position when we needed her. Both board members will be missed.

PARENT ASSOCIATIONS REPORTS - PAWS is holding a Coat Drive that ends on November 18th. The Richvale Spaghetti Feed was a wonderful success.

CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) AND BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS - None

PUBLIC COMMENT – Steve Williams spoke regarding his son Nathaniel Williams’ inter-district transfer to Gridley. Because of a family hardship Nathaniel is staying with a family in Gridley and he asked the Board to please grant his inter-district.

REPORTS

M/O/T AND FOOD SERVICE REPORT:

Mr. Kaelin gave the report:

- John Strattard, Cafeteria Supervisor is at a training in Sacramento.
- Dave Browning is almost done re-keying the entire school.
- Dave North is working on the new lighting project.
- We are repairing the sidewalk next to the District Office.

ELEMENTARY SCHOOL PRINCIPAL’S REPORT:

Principal King gave the report:

- There was a four day training with the Benchmark Advance consultant for the teachers on the new curriculum.
- Teachers are in the process of designing a family literacy night with parents on how to support their children at home with their homework.
- Everyone is excited about the new ELA/ELD curriculum and all the steps being taken to enhance the educational program.
- Upcoming events are the World Café on 11/3; the Richvale Spaghetti Feed on 11/12 and the Girls on the Run 5K on the 12th.

HIGH SCHOOL PRINCIPAL’S REPORT:

Principal Leahy gave the report:

- The current BHS enrollment is 186.
- The Varsity Football team is 7 – 2 in the League and will be in the Playoffs. BHS will be hosting two home wrestling matches this year. The Fall Sports Awards is 11/29 at 6:30 pm.
- The AP Biology class went to the S.F. Zoo and each student had to research an animal report back to their class. They had to complete a research paper and give a speech.
- A Site Council Meeting will be Nov. 30th at 3:30. They will be working on the school safety plan, WASC report and District LCAP goals.

SUPERINTENDENT’S & CDS REPORT:

Superintendent Kaelin gave the report:

- CDS continues to go smooth and making progress.
- The Superintendent attended a two day “Break Through Coaching” training to developing better skills in scheduling time.
- An update on the stadium lights – they have surveyed and marked the field but it is too rainy and wet to complete. Hoping to install during Christmas break.
- We are still working with the insurance company on the new Stadium and Press Box. An estimate came in for \$40,000 - \$80,000 to remove the cement slab.
- Both marquees are up and running and Mr. Kaelin wanted to thank PAWS, the Education Foundation and Boosters.
- BHS is looking at new ELA curriculum called Study Sync.

BOARD MEMBER REPORTS:

Dennis Slusser thanked Pam Sheppard for being on the Board and Kari Wheeler for her eight years of service.

Kathryn Sheppard said the Haunted Hotel was awesome and it was nice to see ASB involved. There were 900 attendees.

Kari Wheeler said it was a pleasure to be on the Board and to watch the improvements in the District.

CONSENT AGENDA

The Board approved Consent Agenda Items A. MSCU (Slusser/P. Sheppard) 5/0

- A. Inter-district Agreement Request(s) for the 2016/2017 school year

The Board approved Consent Agenda Items B. MSCU (K. Sheppard/Slusser) 5/0

- B. Approve Purchase Orders and Vendor Warrants

The Board approved Consent Agenda Items C. MSCU (Slusser/Navarro) 5/0

- C. Approve Auxiliary Organizations Liability Coverage. The organizations are being approved pending conditions 1-8 being met.

9. ACTION ITEMS

The Board approved Action Items A. MSCU (Slusser/K. Sheppard) 5/0

- A. Set Date of Board of Trustee Annual Organizational Meeting

The organizational meeting was set for December 7, 2016.

The Board approved Action Items B - D. MSCU (K. Sheppard/Slusser) 5/0

- B. Approve Fiscal Consultant Contract for Pat Goss
- C. Approve teacher Stephen Boyes to attend an A.E.T. Record Books workshop at Texas A & M on 12/15 & 12/16
- D. Adopt the Following New or Updated Board Policies (BP), Administrative Regulations (AR) & Exhibits (E):
BP/AR 0450 - Philosophy-Goals-Objectives & Comprehensive Plans – Comprehensive Safety Plan - update
BP/AR 0520.2 - Philosophy-Goals-Objectives & Comprehensive Plans – Title I Program Improvement Schools - update
BP 0520.3 - Philosophy-Goals-Objectives & Comprehensive Plans – Title I Program Improvement Districts - update
BP/AR 1312.3 – Community Relations – Uniform Complaint Procedures - update
BP/AR 3230 – Business & Noninstructional Operations – Federal Grant Funds - added
BP/AR 3270 – Business & Noninstructional Operations – Sale and Disposal of Books, Equip. & Supplies - update

- AR 3440 – Business & Noninstructional Operations – Inventories - update
- AR 3460 – Business & Noninstructional Operations – Financial Reports and Accountability - update
- AR 3512 – Business & Noninstructional Operations – Equipment - update
- BP/AR 3513.3 - Business & Noninstructional Operations – Tobacco-Free Schools –update
- AR 3516.3 – Business & Noninstructional Operations – Earthquake Emergency Procedure System – update
- BP/AR 3553 – Business & Noninstructional Operations – Free & Reduced-Priced Meals - update
- BP 3555 – Business & Noninstructional Operations – Nutrition Program Compliance - update
- BP 4112.2 – Personnel – Certification – update
- E 4112.9/4212.9/4312.9 – Personnel – Employee Notifications – update
- BP 4113 – Personnel – Assignment – update
- AR 4115 – Personnel – Evaluation/Supervision – update
- AR 4222 – Personnel – Teacher Aides/Paraprofessionals - Update
- BP/AR 5116.1 – Students – Intradistrict Open Enrollment - update
- BP/AR 5121– Students –Grades/Evaluation of Student Achievement – update
- BP 5131.62 – Students –Tobacco – update
- BP/AR 5145.3 – Students – Nondiscrimination/Harassment - update
- BP/AR 5145.7 – Students – Sexual Harassment - update
- AR 6158 – Instruction – Independent Study – update
- AR 6164.41 – Instruction –Children with Disabilities Enrolled by Their Parents in Private School – update
- BP 6179 – Instruction – Supplemental Instruction – update

PERSONNEL ACTION

The Board approved Personnel Action Items A - F. MSCU (K. Sheppard/Slusser) 5/0

- A. Approve Hiring of Shelden Struble as Varsity Wrestling Coach – Stipend Position
- B. Approve Hiring of Tyler Rutledge, Javier Solis, Johnny Ceballos & Stan Bettencourt as Volunteer Walk-on Wrestling Coaches
- C. Approve Hiring of Darci Roles, Cindi VanQuick as Volunteer Walk-on Basketball Coaches
- D. Approve Hiring of Alyssa Reeson & Dominique Thompson in Substitute Teacher Position
- E. Approve Ashleigh Aldridge as the Butte-Glenn CTE Grant Lead Position
- F. Approve Stephen Boyes as the CCPA-Chico CTE Grant Lead Position

INFORMATION ITEMS –

- A. Investment Reports for August 31, 2016 and September 30, 2016 from Butte County Treasurer-Tax Collector – The standard report sent from the County regarding our investments.
- B. LCAP – The State approved a new matrix for LCAP to make it easier to use.
- C. Field Trips for high school and elementary schools. There was no discussion.
- D. Plaque Presentation – Plaques were presented earlier in the meeting.

FUTURE ITEMS FOR DISCUSSION - There were no future items placed for discussion.

ADJOURNMENT - The meeting was adjourned at 7:49 pm

MINUTES APPROVED AND ADOPTED:



Presiding President

12/7/16

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.