

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
December 6, 2017

**OPEN SESSION**

**CALL TO ORDER** - President Sheppard called the meeting to order at 6:45 p.m.

**ROLL CALL** - Board members present: Kathryn Sheppard, America Navarro, Dennis Slusser, Megan Wilinon and Jenni Meyer.

**PLEDGE OF ALLEGIANCE** – The pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda with the additions of Action Item 9E - Approve FFA overnight trip to Sacramento on January 5<sup>th</sup> & 6<sup>th</sup>, 2018 and addition of name to Personnel Action Item 10D - Diane Tabor as the 3 hour Instructional Aide in Richvale MSCU (Slusser/Wilkinson) 5/0

**APPROVAL OF MINUTES**

The Board approved the minutes from the November 1, 2017 Regular meeting as written. MSCU (Slusser/Navarro) 5/0

The Board adjourned to closed session at 6:47 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)
6. Expulsion of Student Identified by Number 2016-17#2; Pursuant to Education Code 35146 and 48918

Closed Session was adjourned at 7:01 p.m.

**OPEN SESSION** – President Sheppard called the meeting to order at 7:02 p.m.

**ROLL CALL** – All Board members present.

Staff Present: Doug Kaelin, LaQuita Ulrich, Pam Ragan and Donna Cyr

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** - President Sheppard announced that no action was taken in Closed Session.

**PARENT ASSOCIATIONS REPORTS** – There were no parent association reports.

**STUDENT REPRESENTATIVE REPORTS**

**ASB** - Marissa Hane gave the ASB report: Working on their annual Food Drive, decorated a christmas tree at the HS, planning Basketball Homecoming on Feb. 9<sup>th</sup> - theme is board games.

FFA - Clare Sheppard gave the FFA report: Old business: Mr. Boyes is using the new tractor as training tool in Ag classes. Hosted assembly for Breanna Holbert, National FFA board member, on Nov. 17<sup>th</sup>. New business: FFA meeting on December 20<sup>th</sup>. January through April is Conference season so they will be busy.

#### **STUDENT RECOGNITION:**

Principal Ulrich presented the High School awards:

Karla Vera received the Freshman Award  
Joelle Proper received the Sophomore Award  
Crystal Johnson received the Junior Award  
Claire Sheppard received the Senior Award

Principal Ulrich presented the Biggs Elementary School Awards:

TK/K – Mrs. Hamblin’s class: Christian Paredes and Julianna Upchurch  
K – Mrs. Ruttenburg’s class: Avalina Cote and Alston Hane  
1<sup>st</sup> - Mrs. Heath’s class: Brody Little and Aryanna Hernandez  
1<sup>st</sup> – Mrs. Holliman’s class: DJ Prentice and Arianna Rosales  
1<sup>st</sup> / 2<sup>nd</sup> – Mrs. Francis’ class: Mersaydies Reyes and Laycee Dewsnup  
2<sup>nd</sup> – Mrs. Holt’s class: Marytza Sanchez and Anjel Hernandez  
2<sup>nd</sup> / 3<sup>rd</sup> - Ms. Locey’s class: Edwin Vera and Jordan Zamora  
3<sup>rd</sup> – Mrs. Loftin’s class: Ayden Owen and Shaory Gonzalez-Rangel  
4<sup>th</sup> – Mrs. Cammack’s class: Emma Bermudez and Jose Alvarado-Corona  
5<sup>th</sup> – Ms. Ponciano’s class: Matthew Martin and Emily Williams  
5<sup>th</sup> – Ms. Gilman’s class: Daniel Reyes and Ashley Whetstone  
6<sup>th</sup> – Mr. Gates’ class: Jazmin Ibarra, Olivia Nanez and Baker Smith  
7<sup>th</sup> – Mr. Solis’ class: Marci Munanui and Cruz Rodriguez  
8<sup>th</sup> – Mrs. Moore’s class: Madison Goforth and Axel Mendoza

Principal Ulrich presented the Richvale Elementary School awards:

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> – Mrs. Logue’s class: Gage Meyer and Rosemary Castaneda  
4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> – Mrs. Andes’ class: Joselyn Navarro and Garrett Francis

#### **ACTION ITEM - ANNUAL ORGANIZATIONAL MEETING**

##### **A. ELECTION OF OFFICERS**

1. President – Dennis Slusser

America Navarro nominated Dennis Slusser. There were no other nominations. MSCU (Navarro/Wilkinson) 5/0

2. Vice President – M. America Navarro

Megan Wilkinson nominated America Navarro. There were no other nominations. MSCU (Wilkinson/Sheppard) 5/0

Clerk – Megan Wilkinson

Kathryn Sheppard nominated Megan Wilkinson. There were no other nominations. MSCU (Sheppard/Navarro) 5/0

3. Establishment of Regular Meetings

The Board will keep the meeting time and place the same for 2018. The Board will meet the first Wednesday every month unless there is a holiday. There will only be a second meeting on the third Wednesday each month when necessary. The meeting time remains at 7:00 p.m.

4. Selection of Board of Trustees Representatives

- a) Representative to City Council

Kathryn Sheppard nominated Megan Wilkinson. Megan will be serving in this position.

b) Representative to LCAP Committee

Megan Wilkinson nominated Jenni Meyer. Jenni will be serving in this position.

c) Representative to Biggs/Richvale Educational Foundation

Kathryn Sheppard nominated America Navarro. America will be serving in this position.

d) Representatives to Negotiation Teams: Biggs Unified Teachers Association (BUTA) and California

America Navarro will be serving with BUTA and Kathryn Sheppard will be serving with CSEA.  
Jenni Meyer will be the alternate for BUTA and CSEA.

5. Secretary to the Board

The District Superintendent shall be appointed to act as Secretary to the Board.

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS**  
None

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

**REPORTS:**

SUPERINTENDENT, H.S., M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:

Mr. Kaelin gave the report:

- Maintenance is working on a waterline issue at BES
- Football Stadium is moving forward
- Working on a Water Grant to replace / upgrade water stations throughout the District
- Food Service Director went to a conference and came back with a lot of good ideas for the cafeteria program
- LCAP data is being released by the State
- Training at the Elementary school and High School. Linda Farruggia observed the teachers.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- Continuing to have District Special Education Meetings
- Articulation/Professional Development - Benchmark Training
- Planning to attend Folsom/Cordova to observe Benchmark training
- BES Christmas Program, December 18<sup>th</sup> from 6:30 - 7:30 pm
- RES Christmas Program, December 20<sup>th</sup> from 6:00 - 8:00 pm
- Gridley PD came out and looked at potential safety issues.

FINANCIAL REPORT:

First Interim Budget - Pam Ragan, Financial Officer, went over the budget transmittal and the powerpoint presentation. Mrs. Ragan answered all questions from the Board. She will be attending the Governors Budget meeting in Sacramento on January 10<sup>th</sup>, 2018

BOARD MEMBER REPORTS:

Kathryn Sheppard wanted to let everyone know that she had a lot of positive feedback on the Girls Basketball tournament and from the players and families.

**CONSENT AGENDA**

The Board approved the Consent Agenda. MSCU (Sheppard/Navarro) 5/0

- A. Approve Inter-district Agreement Request(s) for the 2017-2018 school year
- B. Approve Purchase Orders and Vendor Warrants

#### **ACTION ITEMS**

The Board approved Action Items A - E. MSCU (Wilkinson/Meyer) 5/0

- A. Approve First Interim Budget
- B. Adopt Resolution 2017/2018 #3 Regarding Establishment of School Warrant/Pass-Through Fund 76
- C. Approve Surplus of assorted old, outdated and/or damaged books. (detailed list attached).
- D. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):
  - BP 0040 - Philosophy, Goals, Objectives and Comprehensive Plans - Comprehensive Plans - update
  - BP/AR 0460 - Philosophy, Goals, Objectives and Comprehensive Plans - Local Control and Accountability Plan - update
  - BP 0500 - Philosophy, Goals, Objectives and Comprehensive Plans - Accountability - update
  - BP/AR 0520.2 - Philosophy, Goals, Objectives and Comprehensive Plans - Title I Program Improvement Schools - delete
  - BP 0520.3 - Philosophy, Goals, Objectives and Comprehensive Plans - Title I Program Improvement Districts - delete
  - BP/AR 1113 - Community Relations - District and School Web Sites - updated
  - BP 3280 - Business and Noninstructional Operations - Sale or Lease of District-Owned Real Property - updated
  - BP 3513.4 - Business and Noninstructional Operations - Drug and Alcohol Free Schools - added
  - BP 3515.6 - Business and Noninstructional Operations - Criminal Background Checks for Contractors - updated
  - BP 4140/4240/4340 – Personnel –Bargaining Units - updated
  - AR 5113.1 - Students - Attendance Supervision - added
  - BP/AR 5113.12 - Students - District School Attendance Review Board - added
  - BP/AR 5117 - Students - Interdistrict Attendance - updated
  - BP/AR 5125.2 - Students - Withholding Grades, Diploma or Transcripts - updated
  - BP/AR 5131.6 - Students - Alcohol and Other Drugs - updated
  - E 5131.63 - Students - Steroids - deleted
  - BP/AR 6020 – Instruction – Parent Involvement – update
  - AR 6112 – Instruction – School Day – update
  - BP 6153 – Instruction – School-Sponsored Trips – update
  - BP 6170.1 – Instruction – Transitional Kindergarten – update
  - AR 6173.1 – Instruction – Education for Foster Youth – update
  - BP/AR 6173.2 – Instruction – Education of Children of Military Families – update
- E. *Approve FFA overnight trip to Sacramento on January 5<sup>th</sup> & 6<sup>th</sup>, 2018*

#### **PERSONNEL ACTION**

The Board approved Personnel Action Items A - E. MSCU (Navarro/Sheppard) 5/0

- A. Approve Hiring of Chris Bennett, Andrew Perez, Nathan Callaway as Walk-On Basketball Coach
- B. Approve Hiring of Jacob Haury as Walk-On Wrestling Coach
- C. Accept Resignation of Michael Morfin as Special Circumstance Aide at Biggs Elementary as of January 19, 2018
- D. Approve Hiring of a 3 hr. Instructional Aide for Richvale Elementary - *Diane Tabor*.
- E. Approve Hiring of Jonathan (Nick) Honea as Sub. Cook/Custodian.

#### **INFORMATION ITEMS -**

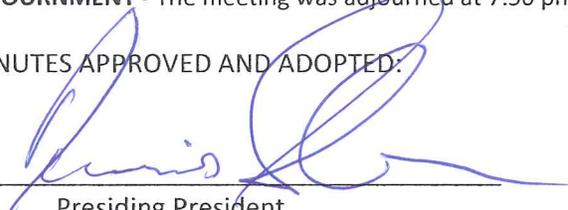
- A. LCAP Update - Committee meetings will start in January when all the data is out.
- B. Investment Treasurer's Report for October 31, 2017 from Butte County Treasurer - Standard report from the County

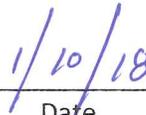
C. January Board Meeting is being scheduled for January 10, 2018

**FUTURE ITEMS FOR DISCUSSION** - None.

**ADJOURNMENT** - The meeting was adjourned at 7:50 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.