

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
May 1, 2019

**OPEN SESSION**

**CALL TO ORDER** – President Slusser called the meeting to order at 6:38 p.m.

**ROLL CALL - Board members present:** Dennis Slusser, America Navarro, Kathryn Sheppard, Megan Wilkinson and Jonna Phillips.

**Staff Present:** Doug Kaelin, Superintendent; LaQuita Ulrich, Elementary Principal and Donna Cyr, Admin. Assist. & HR Officer

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

**APPROVAL OF AGENDA**

The Board approved the agenda. MSC (Navarro/Wilkinson) 5/0

Navarro – Aye      Phillips – Aye      Sheppard – Aye      Wilkinson – Aye      Slusser - Aye

**APPROVAL OF MINUTES**

The Board approved the minutes from the April 3, 2019 regular Board meeting as written. MSC (Phillips/Sheppard) 5/0

Navarro – Aye      Phillips – Aye      Sheppard – Aye      Wilkinson – Aye      Slusser - Aye

The Board adjourned into Closed Session at 6:39 pm

**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 7:14 p.m.

**OPEN SESSION** – President Slusser called the meeting to order at 7:15 p.m.

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

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

**PARENT ASSOCIATIONS REPORTS** – America Navarro reminded the public that PAWS Fourth Annual Run Around the Rice will be Sunday, May 19<sup>th</sup> and you can register online.

**STUDENT REPRESENTATIVE REPORT**

ASB – Superintendent Kaelin said ASB was in the midst of elections and working on the Rites of Passage rally.  
FFA – No report.

**STUDENT RECOGNITION:**

Principal Ulrich presented the Biggs and Richvale Elementary School Awards to the elementary students.

Superintendent Kaelin recognized the students from the High School for April.

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS -**  
No report for CSEA or BUTA.

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

**REPORTS:**M/O/T, CAFETERIA REPORT:

Superintendent Kaelin gave the report:

- Busy time of year for MOT. Working on a broken pipe issue at HS, grounds are hard at work mowing, there is a pool issue
- Stadium project has started demolition of cement slab. Starting on the Snack Bar next week
- Next year all students eat free in the Cafeteria
- The curtains for Richvale stage should be in soon
- Planning summer projects

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- Insourcing to support Instructional Rounds program. There are rich resources on campus. Principal Ulrich shared some photos of Insourcing in some of the classrooms.
- New teacher assignments were posted at sites but there will be some changes to come.
- There will be some physical classroom movement for next year.
- SBAC testing has started and is off to a great start.

SUPERINTENDENT & HIGH SCHOOL PRINCIPAL'S REPORT:

Superintendent Kaelin gave the report:

- Held an Eighth grade preview at the HS. It went very well and was well attended.
- CAASPP testing starting – starting with Science testing
- Working on wrapping up this year and planning for next year.
- Cheerleading has started and new coaches are in place. This year uniforms are being purchased directly through the uniform company.
- Softball and Baseball teams are both the 3<sup>rd</sup> seed and will be in the playoffs
- May is a busy month with Night of the Stars; Enterprise Record Sports Dinner and Scholarship Night. As well as the promotions and graduations.
- Redoing the LCAP
- Working on a new Career Tech. Grant
- The Hardship hearing at the State has been pushed/moved to June
- Attended SELPA meeting and there will be some changes to funding
- Announced there were no complaints during the last quarter on the Williams Uniform Complaint Report

BOARD MEMBER REPORTS: Megan Wilkinson wanted to express her thanks to the school district from the group homes and please continue to be patient with all the new laws coming through from the State.

**CONSENT AGENDA**

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

Navarro – Aye    Wilkinson – Aye    Phillips – Aye    Sheppard – Aye

Slusser - Aye

- A. Inter-district Agreement Request(s) for the 2019/2020 school year

- B. Approve Confidential Staff Summer Schedule of four 10 hour days.

#### ACTION ITEMS

The Board approved Action Items A - C. MSC (Sheppard/Navarro) 5/0

Navarro – Aye      Wilkinson – Aye      Phillips – Aye      Sheppard – Aye      Slusser - Aye

- A. Schedule additional board meeting for week of June 24 - 28, 2019. – **June 27<sup>th</sup> at 9:30am**
- B. Approve BHS Summer School Four Week Program.
- C. Adopting Special Education Local Plan Area (SELPA) Local Educational Agency Assurances
- D. Superintendent Evaluation – **Item Tabled until the June 5, 2019 meeting**

The Board approved Action Items E - F. MSC (Sheppard/Navarro) 5/0

Navarro – Aye      Wilkinson – Aye      Phillips – Aye      Sheppard – Aye      Slusser - Aye

- E. Adopt Resolution 2018/2019#13 for Establishment of Debt Servicefund (Fund 56)
- F. Adopt the Following New or Updated Board Policies (BP), Administrative Regulations (AR) and Exhibits (E):

BP/AR 0420.41 – Philosophy, Goals, Objectives and Comprehensive Plans – Charter School Oversight - update

BP/AR 1312.3 – Community Relations – Uniform Complaint Procedures - update

AR/E 1312.4 – Community Relations – Williams Uniform Complaint Procedures - update

AR 1340 – Community Relations – Access to District Records - update

BP/AR 3100 – Business & Noninstructional Operations – Budget - update

BP/AR 3260 – Business & Noninstructional Operations – Fees and Charges - update

BP/AR 3515.4 – Business & Noninstructional Operations – Recovery for Property Loss or Damage - update

BP/AR 4030 – Personnel – Nondiscrimination in Employment – update

AR 4161.1/4361.1 – Personnel – Personal Illness/Injury Leave – update

AR 4261.1 – Personnel – Personal Illness/Injury Leave – update

BP/AR 5117 – Students – Interdistrict Attendance - update

AR 5125.2 – Students – Withholding Grades, Diploma and Transcripts – update

BP 5127 – Students – Graduation Ceremonies and Activities – update

E 5145.6 – Students – Parental Notifications – update

BB/E 9323.2 – Board Bylaws – Actions by the Board – update

#### PERSONNEL ACTION

The Board approved Personnel Action Item A - G. MSC (Wilkinson/Phillips) 5/0

Navarro – Aye      Phillips – Aye      Wilkinson – Aye      Sheppard – Aye      Slusser - Aye

- A. Accept resignation letter from Jaime Chambers, Accounts Payable / Financial Assistant effective June 30, 2019
- B. Approve hiring of High School Summer School Teacher – **Name will be announced at the June meeting.**
- C. Approve hiring of Joseph Weiss, Andrew Wylie and Camren Jackson in summer 2019 Lifeguard positions pending lifeguard certification.
- D. Approve hiring of Daniel Townsend as JV Volleyball Coach for the 2019/2020 season.
- E. Approve hiring of Brian Roles, Cullen Meyer, Hunter Shelton and Frank Rutledge as Walk-on Football Coaches for the 2019/2020 season.

F. Teacher Appreciation Week

The Superintendent recommends that the Board declare the week of May 6 - 10, 2019 as Teacher Appreciation Week. On National Teacher Day, May 7, 2019, thousands of communities take time to honor their local educators and acknowledge the crucial role teachers play in making sure every student receives a quality education.

G. Classified School Employee Week

The Superintendent recommends that the Board declare the week of May 19 - 25, 2019 as Classified Employee Week. Classified school employees play crucial roles in education. From transporting and feeding students to teaching them vital skills and ensuring that schools are operating smoothly, classified employees are integral to public education.

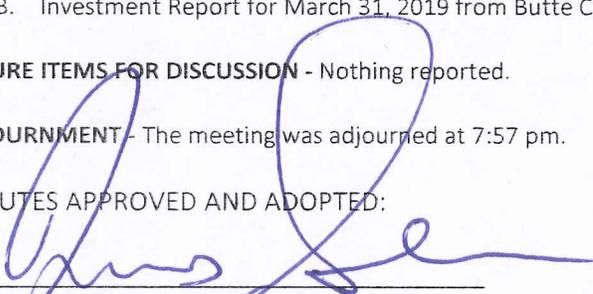
**INFORMATION ITEMS**

- A. LCAP Update – Board review of LCAP Goals – Working on and sharing with bargaining units then will be talking with parents.
- B. Investment Report for March 31, 2019 from Butte County Treasurer – Standard monthly report from the County.

**FUTURE ITEMS FOR DISCUSSION** - Nothing reported.

**ADJOURNMENT** - The meeting was adjourned at 7:57 pm.

**MINUTES APPROVED AND ADOPTED:**

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

6/11/19  
\_\_\_\_\_  
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.