

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
August 1, 2018

**OPEN SESSION**

**CALL TO ORDER** - President Slusser called the meeting to order at 6:35 p.m.

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

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

**APPROVAL OF AGENDA**

The Board approved the agenda with the addition to Personnel Action Items 9F - name of Roxie Jones; 9G – name of Diane Tabor; 9H. Accept Resignation of Steve Alvarez as Bus Driver/Lt Maintenance/Custodian; 9I. Accept Resignation of Kenneth Berry as High School PE Teacher as of July 31, 2018; 9J. Accept Resignation of Kenneth Berry as Boys Varsity Basketball Coach for the 2018-2019 season; 9K. Accept Resignation of Kenneth Berry as Assistant Football Coach for the 2018-2019 season; 9L. Approve Hiring of Roscoe Deel as the JV Boys Basketball Coach for the 2018-2019 season. There were no other changes. MSCU (Navarro/Sheppard) 5/0

**APPROVAL OF MINUTES**

The Board approved the minutes from the June 25, 2018 Special meeting as written. MSCU (Wilkinson/Navarro) 5/0

The Board adjourned to closed session at 6:37 p.m.

**CLOSED SESSION**

1. Public Employment Appointment of Personnel as listed under “Personnel Action” below; Pursuant to Government Code Section 54957
2. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)

Closed Session was adjourned at 7:00 p.m.

**OPEN SESSION** – President Slusser called the meeting to order at 7:00 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 Slusser announced no action was taken during Closed Session. He did announce the additions to the Agenda.

**PARENT ASSOCIATIONS REPORTS** - Kris Scott reported that Sports Boosters is already starting to plan for next year and they don't have a total amount raised from the golf tournament yet.

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

**PUBLIC COMMENT** - No public comments.

**PUBLIC HEARING** - The hearing to allow public input on the Resolution regarding Sufficiency of Instructional Materials for 2018/2019

The hearing for the Resolution regarding Sufficiency of Instructional Materials was opened at 7:03 pm. Superintendent Kaelin noted that all new books and instructional materials were signed off on the Annual Williams Report. There was no public comment. The hearing closed at 7:04 pm.

**REPORTS:**

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- Three teachers attended the Project Lead the Way training for the STEM Program. S. Gates – Automation & Robotics and M. Heath & C. Locey – Classroom Teacher Training
- Implementing the Positive Behavior Intervention System (PBIS)
- Implementing the Peaceful Playgrounds program. All Elementary staff will attend training
- Working on the Master Schedule
- Professional Learning Team Retreat (Allan, Andes, Francis, Logue and Ulrich) was very productive.
- Multi-Tiered System of Support (MTSS) program is being implemented
- Very excited about the new year with the new and continued staff.

M/O/T, FOOD SERVICE, HIGH SCHOOL AND SUPERINTENDENT REPORTS:

Superintendent Kaelin gave the report:

- Thanked the summer staff for all their hard at work; major projects were installing backboards in HS gym; privacy fencing in Kindergarten playground; new cement in BES playground; painted many classrooms; reconfigured BES office; removed tree in Kindergarten playground; water pipe issues and pool issues
- Thanked all the teachers/staff that gave up time this summer to go to trainings/conferences: Andes, Nevens – Spanish, Boyes – Plasma Cutter, Norvell – FFA, office staff – Aeries training.
- Finalizing the H.S. Master Schedule with the 7 period days
- Changing some procedures in HS Office and classrooms
- Our grant was approved for the electric bus (\$400,000)
- Update on Football Stadium – hit a few snags with Dept. of Geological Survey – they're requesting an additional report; Butte County Health Dept. has approved the snack bar / bathroom lay out; DSA is requiring changes to the handicap seating on bleachers – changes to the ramp will increase cost by \$50,000; temporary bleachers have been ordered.
- New breakfast program will be implemented; changes to lunch program
- Moved our servers to BCOE so they can maintain them.

BOARD MEMBER REPORTS: Jenni Meyer wanted to remind everyone that the RES Parents were having a meeting on the 7<sup>th</sup> at 12 noon. There were no other Board Member reports.

**CONSENT AGENDA**

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

- A. Approve Purchase Orders and Vendor Warrants
- B. Inter-district Agreement Request(s) for the 2018 – 2019 school year

**ACTION ITEMS**

The Board approved Action Items A - G. MSCU (Sheppard/Meyer) 5/0

- A. Adopt Resolution 2017/2018 #13 - Regarding Costs of Candidates' Statements

The Superintendent recommends adoption.

B. Adopt Resolution 2017/2018 #14 - Establishing Procedure in Case of Tie Vote at Governing Board Election

The Superintendent recommends adoption.

C. Adopt Resolution 2017/2018 #15 - Ordering Governing Board Member Election

Resolutions #13, 14 and 15 are mandatory to conduct Board of Trustees elections in the fall. The Superintendent recommends adoption.

D. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):

BP 0410 - Philosophy, Goals, Objectives and Comprehensive Plans - Nondiscrimination in District Programs and Activities - update

BP 0415 - Philosophy, Goals, Objectives and Comprehensive Plans - Equity - update

BP 1020 - Community Relations - Youth Services - delete

BP/AR 1330 - Community Relations - Use of School Facilities - update

BP 1400 - Community Relations - Relations Between Other Governmental Agencies and the Schools - update

BP 2210 - Administration - Administrative Discretion Regarding Board Policy - update

BP 3312.2 - Business & Noninstructional Operations - Educational Travel Program Contracts - update

BP/AR 3320 - Business & Noninstructional Operations - Claims and Actions Against the District - update

BP 3515.21 - Business & Noninstructional Operations - Unmanned Aircraft Systems (Drones) - add

BP/AR 3514 - Business & Noninstructional Operations – Environmental Safety – update

BP 3514.1 – Business & Noninstructional Operations – Hazardous Substances – update

BP/AR 3516 – Business & Noninstructional Operations – Emergencies and Disaster Preparedness Plan - update

AR 3541 – Business & Noninstructional Operations – Transportation Routes and Services - update

BP 4140/4240/4340 - Personnel - Bargaining Units - update

AR 4157.2/4257.2/4357.2 - Personnel - Ergonomics - update

AR 4158/4258/4358 – Personnel – Employee Security – update

BP 5112.5 - Students - Open/Closed Campus - update

AR 5112.5 - Students - Open/Closed Campus - delete

AR 5141.32 - Students - Health Screening for School Entry - update

BP/AR 5111 – Students –Admission – update

BP/AR 5111.1 – Students –District Residency – update

BP/AR 5125 – Students –Student Records – update

AR/E 5125.1 – Students –Release of Directory Information – update

BP 5131.2 – Students –Bullying – update

BP/AR 5145.13 – Students –Response to Immigration Enforcement – added

BP/AR 5145.3 – Students –Nondiscrimination/Harassment – update

BP 5145.9 – Students –Hate-Motivated Behavior – update

BP/AR 6174 - Instruction - Education for English Learners - update

BP 6161.3 – Instruction – Toxic Art Supplies – delete

BB 9310 - Board Bylaws - Board Policies - update

E. Adopt Resolution 2018-2019 #1 Regarding Reduction in Classified Workforce - one 4.25 hour Instructional Aide and two 3 hour Instructional Aide positions.

F. Adopt Resolution 2018/2019 #2 – Resolution Regarding Sufficiency of Instructional Materials as they relate to the Instructional Materials Funding Realignment Program (IMFRP)

G. Approve updated changes to BUSD Disciplinary Matrix - August 1, 2018

**PERSONNEL ACTION**

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

A. Approve Agriculture Teacher Extended Year Agreement with Stephen Boyes

- B. Approve Agriculture Teacher Extended Year Agreement with Tanisha Norvell
- C. Approve Hiring Ashleigh Aldridge as the Chico Unified CTE Grant Lead Position
- D. Approve addendum to Superintendent’s Contract adding temporary HS Principal duties for the 2018-19 school year and stipend compensation of 50% of Step One of the HS Principal salary schedule.
- E. Approve Hiring of Erick Estrada, Bradley Jones and Monte Storm as Substitute 2018 Summer Maintenance/Cust.
- F. Approve Hiring of 5.75 hour Instructional Aide at Richvale Elementary School – **Roxie Jones**
- G. Approve Hiring of 4.5 hour Instructional Aide at Richvale Elementary School – **Diane Tabor**
- H. Accept Resignation of Steve Alvarez as Bus Driver/Lt.Maintenance/Custodian**
- I. Accept Resignation of Kenneth (KC)Berry as High School PE Teacher as of July 31, 2018**
- J. Accept Resignation of Kenneth (KC)Berry as Boys Varsity Basketball Coach for the 2018-2019 season**
- K. Accept Resignation of Kenneth (KC) Berry as Assistant Football Coach for the 2018-2019 season**
- L. Approve Hiring of Roscoe Deel as the JV Boys Basketball Coach for the 2018-2019 season**

**INFORMATION ITEMS -**

- A. Investment Treasurer’s Report for June 30, 2018 from Butte County Treasurer - Standard investment from Butte County
- B. LCAP Update – Superintendent Kaelin said the LCAP has been approved by BCOE.
- C. 45-Day Budget Revision – Pam Ragan updated the Board that major changes to the State Budget have to be identified.

**FUTURE ITEMS FOR DISCUSSION** - Nothing reported

**ADJOURNMENT** - The meeting was adjourned at 7:52 pm

**MINUTES APPROVED AND ADOPTED:**

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

9-5-18  
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 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.