

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 13, 2020

OPEN SESSION

CALL TO ORDER – President Phillips called the meeting to order at 5:32 p.m.

ROLL CALL - Board members present: Jonna Phillips, Kathryn Sheppard, and America Navarro. Dennis Slusser was not present.

Staff Present: Doug Kaelin, Superintendent and Donna Cyr, Admin. Assist. & HR Officer

PLEDGE OF ALLEGIANCE – President Phillips lead the Pledge of Allegiance.

APPROVAL OF AGENDA

The Board approved the agenda with change to Personnel Action Item 9B – Tyler Rutledge was hired as High School Principal for the 2020/2021 school year. MSCU (Sheppard/Navarro) 3/0/1
Sheppard – Aye Navarro – Aye Phillips – Aye Slusser - Absent

APPROVAL OF MINUTES

The Board approved the minutes from the regular meeting on January 13, 2020 as written. MSCU (Navarro/Sheppard) 3/0/1
Sheppard – Aye Navarro – Aye Phillips – Aye Slusser - Absent

BOARD CANDIDATE INTERVIEW(S)

The Board interviewed three candidates and selected one candidate to fill a vacancy on the Board of Trustees by Provisional Appointment in accordance with the Biggs Unified School District Bylaw 9223. The Candidates were give nine questions and were interviewed in the following order: Kevin Stewart-Wall, Robyn Solansky and Linda Brown.

A motion was made by Kathryn Sheppard, seconded by Jonna Phillips, to appoint Linda Brown to fill the position to replace Megan Wilkinson to the end of the next regular election, November 2020. Motion carried 3/0/1

Kathryn Sheppard	- Aye	Jonna Phillips	- Aye
America Navarro	- Aye	Dennis Slusser	- Absent

SWEARING-IN CEREMONY

Swearing in of provisional appointee: Superintendent Kaelin read the oath of office and swore in Linda Brown in the provisional appointment. Mrs. Brown took her seat at the dais. The members of the board welcomed Mrs. Brown.

The Board adjourned into Closed Session at 6:14 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)

Board member Dennis Slusser arrived at 7:02pm

Closed Session was adjourned at 7:04 pm

ROLL CALL - Board members present: Jonna Phillips, Kathryn Sheppard, America Navarro, Dennis Slusser and Linda Brown.

Staff Present: Doug Kaelin, Superintendent; LaQuita Ulrich, Elementary Principal; Tyler Rutledge, High School Vice Principal; Karen Peters, CBO and Donna Cyr, Admin. Assist. & HR Officer

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION – President Phillips announced no action was taken during Closed Session.

PARENT ASSOCIATIONS REPORTS – America Navarro reminded the public about the Father Daughter Dance on February 20th and that a dance troupe is coming to BES. Kris Scott announced that the annual golf tournament will be on July 13th this year.

President Phillips introduced the new Board member, Linda Brown and Karen Peter, the new Chief Business Officer to the public.

STUDENT REPRESENTATIVE REPORT –

Student Recognition - Principal Ulrich presented the Biggs and Richvale Elementary School Awards for January to the elementary students. Superintendent Kaelin recognized the students from the High School for January.

ASB – Superintendent Kaelin said that last week was Winter Homecoming and everything went very well.

FFA – Superintendent Kaelin reported that FFA went to a Regional meeting and all members are getting their animals ready for the fair.

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

PUBLIC COMMENT – Madison Garcia, 4-H President, said that their officers were at the meeting to observe Parliamentary Procedures. The group was welcomed by the Board.

Tammie Loftin, BES teacher, gave a letter to the Board regarding leadership.

REPORTS:

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- PBIA Tier 2 System – Behavior Reports Team are collecting data, discussing the plan and monitoring progress for six weeks. Will continue to collect data to determine needs.
- PBIS Cadre visited Chapman Elementary School (platinum school for PBIS). Our group was very excited about the visit. Going to implement 4 S line (strength, silent, safe, smile)
- Going to have a student store instead of Win-Win
- School wide Spirit Day was a huge success – the Dodgeball game was great and Miss Locey's class won for showing the most spirit.

- Heidi Koski, Instructional Coach said she’s seeing great improvements. Teachers are implementing stating the class objectives 3 times throughout the lesson. She will be here one last time and will focus on anchor charts.
- Staff is reading “Help for Billy”. Starting to implement practical strategies with support for teachers.
- Attendance has increased 1.02% for the month
- Kindness Week and Pennies for Patience went very well
- Classified employees Natali Gonzalez and Kelly Lewis were recognized at County ceremony.

SUPERINTENDENT & HIGH SCHOOL PRINCIPAL’S REPORT:

Superintendent Kaelin gave the report:

- Food Service is getting trained on a better way to use of our commodities
- While redoing the surface of the football field at the HS an issue with the irrigation system was found
- Dave North finished the storage cabinet in the BES office
- The camera installation project is complete at all sites
- The plans have been approved for the modernization project. Will go out for bid in March.
- ELD testing is being completed
- Leadership team is working to get students to take the CAASPP test seriously and get excited about it.
- New graduation requirement for seniors. Must submit a project. This is going well.
- Winter sports are winding down. Homecoming went well
- WASC review went very well. They were very impressed with the HS
- Still working with insurance company on the football stadium
- New electric bus should be here by the deadline of March 15th.

BOARD MEMBER REPORTS:

- Superintendent Kaelin updated Mrs. Sheppard regarding a suicide prevention program at the HS. We are working with the County, we are having safety trainings and we hope to implement program within this school year.

CONSENT AGENDA

The Board approved the Consent Agenda Items A - B. MSCU (Slusser/Navarro) 5/0

Sheppard – Aye Navarro – Aye Phillips – Aye Slusser - Aye Brown - Aye

- A. Approve Inter-district Agreement Request(s) for the 2020 - 2021 school years
- B. Approve Purchase Order / Vendor Report for December 28, 2019 through January 27, 2020

ACTION ITEMS

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

Sheppard – Aye Navarro – Aye Phillips – Aye Slusser – Aye Brown - Aye

- A. Approve Annual Certification of Temporary Athletic Team Coaches

This certification is done annually. The Board is certifying to the State Board of Education that the walk-on coaches have been properly certified. Administration assures the Board that all coaches have been hired according to the Title 5 regulations. The Superintendent recommends approval.

- B. Approve School Accountability Report Cards (SARC) for each school: (under separate cover)
 - Biggs High School
 - Biggs Elementary School
 - Richvale Elementary School

- C. Approve three year contract with Independent Audit Consultant Stephen Roatch Accountancy Corp.

- D. Approve High School FFA students to attend State FFA Conference in Anaheim, CA on April 23 to 26th, 2020
- E. Adopt the Following New or Updated Board Policies (BP), Administrative Regulations (AR) and Exhibits (E):
 - BP 2121 – Administration – Superintendent’s Contract - updated
 - BP 3600 – Business & Noninstructional Operations – Consultants – updated
 - AR 4030 – Personnel – Nondiscrimination in Employment – updated
 - BP 4033 – Personnel – Lactation Accommodation – added
 - BP 4151/4251/4351 – Personnel – Employee Compensation – updated
 - * BP 4218.1 – Personnel – Dismissal/Suspension/Disciplinary Action (Merit System) – ~~updated~~ **This was to be deleted. Policy Not Applicable.**
 - AR 4218.1 – Personnel – Dismissal/Suspension/Disciplinary Action (Merit System) – deleted
 - BP/AR 5117 – Students – Interdistrict Attendance - updated
 - BP/AR/E 5118 – Students – Open Enrollment Act Transfers – deleted
 - AR 5125 – Students – Student Records - updated
 - BP/AR 5131.2 – Students – Bullying - updated
 - BP/AR 5141.21 – Students – Administering Medication and Monitoring Health Conditions - updated
 - BP/AR 6143 – Instruction – Courses of Study– updated
 - BP 6154 – Instruction – Homework/Makeup Work – updated
 - AR 6174 – Instruction –Education for English Learners – updated
 - AR 6175 – Instruction – Migrant Education Program – updated

PERSONNEL ACTION

The Board approved Personnel Action Item A - B. MSCU (Slusser/Navarro) 5/0

Sheppard – Aye Navarro – Aye Phillips – Aye Slusser - Aye Brown - Aye

- A. Approve Hiring of Justin Boschma as Substitute Teacher
- B. Approve Hiring of High School Principal for the 2020/2021 school year. **Tyler Rutledge** was announced at meeting.

INFORMATION ITEMS -

- A. Schedule "Night of the Stars" event in May 2020 – Night of the Stars was scheduled for Monday, May 4th, 2020
- B. Board Scholarship – The Board discussed how many scholarships to award and the process used to select recipients. All scholarship applications are now being submitted through google docs.
- C. LCAP Update – Superintendent Kaelin is setting up meetings with shareholders and staff. LCAP posters are posted in the Board room. They will be posted to District website tomorrow.

FUTURE ITEMS FOR DISCUSSION

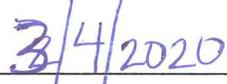
Mrs. Navarro asked if there was a policy regarding long sports bus trips / field trips and stopping for food. She was told there isn't a policy. The students are always considered when taking long bus trips.

ADJOURNMENT - The meeting was adjourned at 8:25 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.