

Minutes  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**January 11, 2023**

**OPEN SESSION**

**CALL TO ORDER** – Vice President Atteberry called the meeting to order at 6:28 p.m.

**ROLL CALL** - Board members present: Melissa A. Atteberry, M. America Navarro, Jonna Phillips, and Sean Avram were present. Board members absent: Linda Brown was absent.

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

**APPROVAL OF AGENDA – (with Amendments listed below)**

Add Personnel Action Item 14F: Approve hiring Stephanie Cato as a Multi-Subject Teacher effective February 1, 2023.

The Board approved the agenda as presented with Amendments. MSCU (Phillips/Navarro) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

**APPROVAL OF MINUTES**

The Board approved the minutes from the Regular Board Meeting on December 14, 2022 as written. MSCU (Navarro/Avram) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

**The Board adjourned into Closed Session at 6:30 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. **Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)**
5. **Litigation; Pursuant to Government Code Sections 54956.9**

**Closed Session was adjourned at 7:01 pm and reconvened to Open Session at 7:02 pm.**

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; LaQuita Ulrich, BES/RES Principal

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – Vice President Atteberry announced that the Board has given the Superintendent direction regarding an Administrative Action concerning Personnel in Closed Session.

**PARENT ASSOCIATIONS REPORTS** – None

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

**STUDENT REPORTS:**

- A. ASB REPORT - Jazmine Ibarra announced this year's Basketball Homecoming candidates. Homecoming is the week of Jan. 23<sup>rd</sup> through Jan. 27<sup>th</sup>. The theme is video games. She listed the dress up challenge for each day. ASB is currently planning this year's BOTS (Battle of the Sexes) as well as elections which they hope to hold before the end of March.
- B. FFA REPORT – Joselyn Navarro reported that their Chapter Meeting was held on December 14<sup>th</sup>. Member Tylar Ainslie held a successful Toy Drive. Mason Kaelin took his club lamb to Nationals in Arizona. Their January meeting has not been scheduled yet. Six students will tour U.C. Davis in January and attend a leadership conference. There is an upcoming speaking contest and a trip to Tule Lake for Creed competition.
- C. STUDENT RECOGNITION - Principal Ulrich announced the December Student of the Month winner. The student came up and received her award.

**PUBLIC COMMENT-** None

**REPORTS:**

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report: BES will be piloting the Inspire program next week. The teachers were not happy with the STEM Scope program. The Christmas Program had a good turnout. There was a photo booth with a scary Grinch, caroling, slideshow, and hot chocolate with donuts. The PAWs luncheon was wonderful and very much enjoyed by the staff. ASB advisor, Javier Solis, reported that they collected 96 items in their Toys for Tots drive. Those toys were given to Children's Hope. He stated that their next project will be a Spare Change for Sparrow Drive to donate to cancer patients. Principal Ulrich is challenging her staff to welcome students with "high fives" outside their classroom doors. They will also have a day where students and staff will wear white tee shirts on which they will use markers to write positive messages.

HIGH SCHOOL PRINCIPAL'S REPORT:

Principal/Superintendent Kaelin gave the report: Mr. Kaelin is pleased with fall semester grades. He will be meeting with parents of students with poor grades. There will be an assembly next week to recognize students who made honor roll. Class schedules will remain the same for the spring with the exception of the freshmen who will switch between Health and Computers. Four new students enrolled today; two were foreign exchange students from Brazil and South Korea. Chico State finalized bringing back the Upward Bound program to Biggs. The rep will meet with Mrs. Aldridge who will help with the selection process of ten students. It's a year round program that includes a stay in the dorms at Chico State during the summer. Biggs is not eligible for the

tutoring portion of the program, but we will use one time funds to provide our own tutors for the students. Former student and current JV boys basketball coach was a participant in Upward Bound during his time at BHS. The new Social Studies curriculum has arrived. League play in basketball has started. Tryouts for baseball and softball have concluded. Mrs. Aldgridge will look into scholarship opportunities for seniors.

M/O/T/, FOOD SERVICE:

Superintendent Kaelin gave the report: Staff is busy fixing floods and leaks that resulted from the heavy rains. There was damage to the Booster's uniform storage room. The roof of the former Middle School might need a professional roofing company to fix the damage. The classrooms were kept cold over the break. Maintenance will look into a way to override the system so that teachers who want to come in and work while school is out can do so in comfortable temperatures. The toilet and dishwasher received from the grants have been installed at Richvale. There are currently three positions open in the Grounds department.

SUPERINTENDENT'S REPORT:

Superintendent Kaelin gave the report: Mr. Kaelin met with the chairman of the accreditation committee and he is currently working on the required report. The 7<sup>th</sup> grade boys' basketball team made it to the championship game in a recent tournament in Redding. He is hoping to expand and grow the middle school sports program through Feather River Parks and Rec. Mr. Kaelin attended the Butte County Superintendent's meeting where they had the chance to review the Governor's Budget Plan. The county is helping with a Transportation Plan that is due by the March board meeting.

BOARD MEMBER REPORTS:

Nothing from the Board

**CONSENT AGENDA:**

The Board approved the Consent Agenda Item A. MSCU (Phillips/Navarro) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

A. Approve PO / Vendor Report for November 3, 2022 – December 31, 2022

**ACTION ITEMS:**

The Board approved Action Item A. MSCU (Navarro/Phillips) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

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

*Board Policy 0430 - Comprehensive Local Plan for Special Education – update*  
*Administrative Regulation 0430 - Comprehensive Local Plan for Special Education – update*  
*Board Policy 0450 - Comprehensive Safety Plan – update*  
*Administrative Regulation 0450 - Comprehensive Safety Plan – update*  
*Board Policy 0460 - Local Control and Accountability Plan – update*  
*Administrative Regulation 0460 - Local Control and Accountability Plan – update*  
*Board Policy 3250 - Transportation Fees – update*  
*Administrative Regulation 3250 - Transportation Fees – update*  
*Administrative Regulation 3260 - Fees and Charges – update*  
*Board Policy 3460 - Financial Reports and Accountability – update*

- Administrative Regulation 3460 - Financial Reports and Accountability – update*
- Board Policy 3515 - Campus Security – update*
- Administrative Regulation 3515 - Campus Security – update*
- Administrative Regulation 3516.2 - Bomb Threats – update*
- Board Policy 3540 – Transportation – update*
- Board Policy 5131.7 - Weapons and Dangerous Instruments – update*
- Administrative Regulation 5131.7 - Weapons and Dangerous Instruments – update*
- Administrative Regulation 5141.3 - Health Examinations – update*
- Board Policy 5142 – Safety – update*
- Administrative Regulation 5142 – Safety – update*
- Administrative Regulation 5142.2 - Safe Routes to School Program – update*
- Board Policy 5148.2 - Before/After School Programs – update*
- Administrative Regulation 5148.2 - Before/After School Programs – update*
- Administrative Regulation 6164.4 - Identification and Evaluation of Individuals for Special Education – update*
- Board Bylaw 9220 - Governing Board Elections – update*
- Board Bylaw 9223 - Filling Vacancies – update*
- Board Bylaw 9323 - Meeting Conduct – update*
- Board Policy 3260 - Fees and Charges – update*

The Board approved Action Item B. MSCU (Avram/Navarro) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

- B. Approve Section 125 Flexible Benefits Spending Plan

No motion was made on Action Item C. Action Item C dies for lack of motion.

- C. Approve request to waive Developer Fees for Live Vine Winery

**PERSONNEL ACTION ITEMS:**

The Board approved Action Items A-F. MSCU (Navarro/Phillips) 4/0/1

Brown – Absent      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

- A. Accept the resignation of Alex Wroten from the Head Grounds position effective December 31, 2022.
- B. Approve hiring Alex Wroten for the Bus Dispatcher position effective January 1, 2023.
- C. Approve hiring Steve Williams to coach 5<sup>th</sup>/6<sup>th</sup> grade boys’ basketball (paid) for the 2022/2023 season
- D. Approve hiring Chandra Vines to coach 7<sup>th</sup> grade girls’ basketball (paid) for the 2022/2023 season
- E. Approve hiring Hollie Byers to coach 8<sup>th</sup> grade girls’ basketball (paid) for the 2022/2023 season
- F. Approve hiring Stephanie Cato as a Multi-Subject Teacher effective February 1, 2023

**INFORMATION ITEMS:**

- A. Quarterly Report on Williams Uniform Complaints: Superintendent Kaelin reported out that for the last Quarter, there have been no Williams Uniform Complaints against any school in the District.
- B. Historical Enrollment Data: CBO Analyn Dyer gave her presentation on Historical Enrollment Data.
- C. One Time Funding Highlights: CBO Analyn Dyer gave her presentation on One Time Funding Highlights.

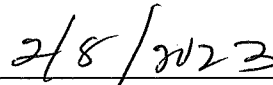
**FUTURE ITEMS FOR DISCUSSION –None**

**ADJOURNMENT – 8:09 p.m.**

**MINUTES APPROVED AND ADOPTED:**



Presiding President



Date

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