

Agenda
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
BOARD ROOM – 300 B Street
December 13, 2023
6:30 p.m. Closed Session
7:00 p.m. Estimated Open Session

District LCAP Goals

- ❖ Goal 1 – Biggs Unified will provide conditions of learning that will develop College and Career Ready students. Priority 1, 2 and 7.
- ❖ Goal 2 – Biggs Unified will plan programs, develop plans, and provide data from assessments that will maximize pupil outcomes. Priority 4 and 8.
- ❖ Goal 3 – Biggs Unified will promote students engagement and a school culture conducive to learning. Priority 3, 5 and 6.

OPEN SESSION

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**
 - A. November 8, 2023 Regular Meeting

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)

If Closed Session is not completed before 7:00 p.m., it will resume immediately following the open session/regular meeting.

RECONVENE TO OPEN SESSION

- 6. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**
- 7. ACTION ITEM - ANNUAL ORGANIZATIONAL MEETING**
 - A. ELECTION OF OFFICERS
 1. President - Any Board Member present may make nominations for the position of President of the Board, who shall be elected by the majority of the members present, voting by voice.
 2. Vice President - The President shall ask for nominations for the positions of Vice President, who shall be elected by the majority of the members present, voting by voice.
 3. Clerk - The President shall ask for nominations for the positions of Clerk, who shall be elected by the majority of the members present, voting by voice.

4. Establishment of Regular Meetings - The Board shall set the time and place of its regular meetings for 2024. The Board usually meets at 7:00 pm on the second Wednesday every month unless there is a holiday. There is a second meeting on the fourth Wednesday each month when necessary.
5. Selection of Board of Trustees Representatives - The Board shall select representatives and alternates in each of the following capacities.
 - a) Representative to City Council - Linda Brown was serving in this position.
 - b) Representative to LCAP Committee - Jonna Phillips was serving in this position.
 - c) Representative to Biggs/Richvale Educational Foundation - America Navarro was serving in this position.
 - d) Representatives to Negotiation Teams: Biggs Unified Teachers Association (BUTA) and California School Employees Association (CSEA) – Melissa A. Atteberry was serving with BUTA and America Navarro was serving with CSEA. Sean Avram was serving as the alternate for all representative positions.
6. Secretary to the Board - The District Superintendent shall be appointed to act as Secretary to the Board.

8. PARENT ASSOCIATIONS REPORTS

9. CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS

10. STUDENT REPRESENTATIVE REPORTS and STUDENT RECOGNITION

- A. ASB
- B. FFA
- C. Recognition of First Interim Budget Cover Art Contest Winner

11. PUBLIC COMMENT - Anyone wishing to address the Board on items on or off the agenda may do so at this time. No action may be taken on items that are not listed as Action Items. Comments are limited to 3-5 minutes and 20 minutes each subject matter.

12. REPORTS - Pursuant to the Brown Act: Gov. Code 854950 et.seq. - Reports are limited to announcements or brief descriptions of individual activities

- A. ELEMENTARY SCHOOL PRINCIPAL'S REPORT:
- B. RES/MIDDLE SCHOOL PRINCIPAL'S REPORT:
- C. HIGH SCHOOL PRINCIPAL'S REPORT:
- D. M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:
- E. SUPERINTENDENT'S REPORT:
- F. CBO's REPORT:
 1. First Interim Budget Presentation; reference Action Item 14G
- G. BOARD MEMBER REPORTS:

- 13. CONSENT AGENDA** - All matters listed under the Consent Agenda are routine and will be acted upon by one motion and vote. If an item needs further clarification and/or discussion, it may be removed from the Consent portion of the agenda and then be acted upon as a separate item.
- A. Approve Inter-District Agreement Request(s) for the 2023-2024 and 2024-2025 school year
 - B. Approve AP Vendor Check Register and Purchase Order Listing November 7, 2023 – November 30, 2023

14. ACTION ITEMS

- A. Approve bid from Gaynor Telesystems for the Structured Communications Cabling System Project in the amount of \$136,368.70
- B. Approve invoice from Fletcher’s Plumbing in the amount of \$39,069.80 to repair the gas leak
- C. Adopt the following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E) from the CSBA September release:
 - Board Policy 1160 - Political Processes*
 - Board Policy 1330 - Use of School Facilities*
 - Administrative Regulation 1330 - Use of School Facilities*
 - DELETE – Exhibit (1) 1330 - Use of School Facilities*
 - Administrative Regulation 3311-Bids*
 - Administrative Regulation 3311.3 - Design-Build Contracts*
 - Board Policy 3312 – Contracts*
 - Board Policy 3460 - Financial Reports and Accountability*
 - Board Policy 3551- Food Service Operations/Cafeteria Fund*
 - Administrative Regulation 3551- Food Service Operations/Cafeteria Fund*
 - Board Policy 4151/4251/4351 - Employee Compensation*
 - Administrative Regulation 4217.3 - Layoff/Rehire*
 - Board Policy 5131.9- Academic Honesty*
 - Board Policy 6154 - Homework/Makeup Work*
 - Board Policy 6162.5 - Student Assessment*
 - Administrative Regulation 7140 - Architectural and Engineering Services*
 - Board Bylaw 9124 – Attorney*
- D. Adopt the following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E) from the CSBA October release:
 - Board Policy 0410 - Nondiscrimination in District Programs and Activities*
 - Board Policy 1312.2 - Complaints Concerning Instructional Materials*
 - Administrative Regulation 1312.2 - Complaints Concerning Instructional Materials*
 - Exhibit (1) 1312.2 - Complaints Concerning Instructional Materials*
 - Board Policy 1312.3 - Uniform Complaint Procedures*
 - Administrative Regulation 1312.3 - Uniform Complaint Procedures*
 - Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures*
 - Exhibit (1) 1312.4 - Williams Uniform Complaint Procedures*
 - Exhibit (2) 1312.4 - Williams Uniform Complaint Procedures*
 - Board Policy 5145.3 - Nondiscrimination/Harassment*
 - Board Policy 6143 - Courses of Study*
 - Administrative Regulation 6143 - Courses of Study*
 - Board Policy 6161.1- Selection and Evaluation of Instructional Materials*
 - Administrative Regulation 6161.1- Selection and Evaluation of Instructional Materials*
 - Exhibit (1) 6161.1- Selection and Evaluation of Instructional Materials*
 - Board Policy 6161.11- Supplementary Instructional Materials*
 - Board Policy 6163.1- Library Media Centers*
- E. Approve contract with Jack Schreder & Associates for consulting services
- F. Approve Attorney-Client Fee Contract with Minasian Law

G. Approve First Interim Budget

15. PERSONNEL ACTION

A. Accept resignation of Kendall Milburn from the BHS Library Clerk position effective 11/20/2023

B. Approve Cynthia Davis as a Substitute Instructional Aide

C. Approve Vince Sormano as Co Ed Golf Coach

D. Approve Aaron Bayless and Hollie Byers as BES Winter Program Directors

E. Approve Dean of Students Job Description

F. Approve changes to the Certificated Management Salary Schedule to include Dean of Students

G. End Consulting Services Agreement with Beverly Landers as of 11/30/2023

H. Approve hiring Beverly Landers as Dean of Students effective 12/01/2023

16. INFORMATION ITEMS

17. FUTURE ITEMS FOR DISCUSSION

18. ADJOURNMENT

Notice to the Public: Please contact the Superintendent's Office at 868-1281 ext. 8100 should you require a disability-related modification or accommodation in order to participate in the meeting. This request should be received at least 48 hours prior to the meeting in order to accommodate your request. Agenda materials are available for public inspection at 300 B St., Biggs, CA 95917