

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 3, 2014**

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:30 p.m.

ROLL CALL

Board members present: Terry Lattemore, Robin Clark and Kathryn Sheppard.
Dennis Slusser and Kari Wheeler were not present.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Financial Officer and Donna Cyr, H. R. Officer/Admin. Asst.

PLEDGE OF ALLEGIANCE

The Pledge was recited.

APPROVAL OF AGENDA

The Board approved the agenda with the name addition to item 10D being Rene Garibay.
MSCU (Sheppard/Clark) 3/0

APPROVAL OF MINUTES

Minutes from the August 6, 2014 meeting were approved as written. MSCU (Clark/Sheppard) 3/0

The Board adjourned to closed session at 6:33 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. 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 6:55 p.m.

OPEN SESSION

President Lattemore called the meeting to order at 7:00 p.m.

ROLL CALL

Board members present: Terry Lattimore, Robin Clark and Kathryn Sheppard. Dennis Slusser and Kari Wheeler were not present.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Finance Officer, Mike Pena, H.S. Vice Principal, Cindy Stallman, Teacher and Donna Cyr, H. R. Officer/Admin. Asst.

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

President Lattimore reported that no actions were taken during closed session. Mr. Lattimore did report change to the agenda noting that on item 10D adding the name of Rene Garibay as the new Light Maintenance/Custodian/Grounds person.

STUDENT REPRESENTATIVE REPORT

- A. Delanie Little, ASB President reported that there is now an ASB class that meets at 7:30 a.m. on Tues., Wed., and Thurs. ASB made \$460.00 from the Lasagna dinner at the High School Welcome Back Night. They are working on setting dates for dances and other activities for the coming year.
- B. FFA – Nothing from FFA.

PARENT ASSOCIATIONS REPORTS

There was nothing from PAR.

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

There was nothing from CSEA.

Wendy Hansen passed out BUTA's Sunshine Proposal to the Board. BUTA is requesting an increase in compensation and Article X – Employee Transfers.

PUBLIC COMMENT

There were no public comment.

PUBLIC HEARING

- A. Resolution regarding Sufficiency of Instructional Materials for 2014/2015

The hearing was opened at 7:03 p.m. There were no comments from the public. The hearing was closed at 7:05 p.m.

M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:

Mr. Kaelin gave the report noting:

- Staff is working on day to day maintenance and installing various equipment where needed.
- Staff was involved with the Williams Act visitation escorting people around the sites.
- They are working on retrofitting new high efficient lights at the high school. We are receiving \$920 rebate money from the City of Biggs

- We have spent a lot of man hours on the Steer Barn fire.
- There have been some A/C unit issues but they are all up and running at this time.
- The new aluminum bleachers have been retrofitted for the visitors side of the football field and can be moved to the softball field during their games.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported:

- There are 47 kindergartners attending Biggs Elementary and there has been a total of 78 new students to Biggs Elementary this year.
- Back to School Night was August 28th and it was very well attended. The PAWS association had a wonderful hot dog dinner before the event.
- Janet Smith, Groverlee Dahl and Donna Long discussed the art docent program and how to incorporate art into the curriculum at the first staff development meeting on August 27th.
- Mrs. King shared a handout of the slides that were used at the Staff Development meeting to discuss the importance of vocabulary development with regards to Common Core Instruction.
- As well as staff development days they will be having monthly check in with the teaching staff hosted by various teachers who will share new common core materials they have found useful.
- The first paraprofessional training day occurred on August 15th where they went over discipline, reading mastery and student engagement.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena gave his report:

- The County Fair went well and Caitlyn Pate had the Grand Champion Rabbit
- The year book class is selling old yearbooks to make money. The yearbooks are from 1938 to present.
- The English classes are working on autobiographies, the Math classes are working on carry over to computer class concepts, in the Spanish class everyone speaks only Spanish.
- The Athletes Committed program went well and they worked with the football and volleyball teams.
- The Volleyball Team is off to a great start.
- The college bound students will be attending a College Fair on September 16th.

SUPERINTENDENT'S REPORT

Mr. Kaelin updated the Board on:

- The District has been working with the insurance company on the school farm fire. Presently we are obtaining bids to replace the barn and clean up issue.
- The Art Docents created an art board in the Board Room displaying artwork from every student at Biggs and Richvale Elementary school
- Due to the lack of a school psychologist will be subcontracting with BCOE at a cost of \$16,000 a year.
- We are working on releasing the Parent Portal in Illuminate. The goal is for the parent letter to go out on Monday.
- The new District and School websites will be going live at the beginning of next week.
- Four years ago it was projected that enrollment at the High School would be 130 students and we are at 148 at this time. The net loss of students through interdistrict transfers:
 - 2010-11 lost 93 ADA
 - 2011-12 lost 77 ADA
 - 2012-13 lost 61 ADA
 - 2013-14 lost 47 ADA
- Invites will be going out to start working on future district calendars
- The Dress Code policy needs to be revisited to see if it is outdated. A committee will be put together to review the current policy.
- In response to Mrs. Clark regarding designated areas for Home and Away teams. Mr. Kaelin reported that CIF states that the team area must be marked off only. The area can by chalk marked to designate the area. Nothing states that benches must be provided.

- A. District initial Sunshine Proposal with BUTA would be to open negotiation on compensation and Article 12 Work Day.

BOARD MEMBER REPORTS:

Mrs. Sheppard and Mr. Lattemore had nothing at this time.

Mrs. Clark said it was great when the Navy Seals worked out with the Volleyball player during the Athletes Committed night. It really promoted good team support. She is looking forward to a good Volleyball season.

CONSENT AGENDA

The Board approved the Consent Agenda items A - D. MSCU (Sheppard/Clark) 3/0

- A. Approve Purchase Orders and Vendor Warrants
- B. Interdistrict Agreement Request(s) for the 2014 – 2015 school year
- C. Approve Contract with JEG Consulting for ERATE Services
- D. Approve Contract with Pat Goss, Financial Consultant

ACTION ITEMS

The Board approved Action Items A – F MSCU (Sheppard/Clark) 3/0

- A. Approve Resolution 2014/2015 #3 Reduction in Classified School Services
- B. Ag Career Technical Education Incentive Grant
- C. Adopt Resolution 2014/2015 #4 – Resolution Regarding Sufficiency of Instructional Materials as they relate to the Instructional Materials Funding Realignment Program (IMFRP)
- D. Adopt Resolution 2014/2015 #5 – Adopt the “Gann” Limit for Fiscal Year 2014/15
- E. Approve Unaudited Actuals for 2013/2014
- F. Approve overnight trip to Butte Development Summit at Richardson Springs in Chico on Oct. 1st & 2nd

PERSONNEL ACTION

The Board approved items A –F MSCU (Sheppard/Clark) 3/0

- A. Approval of 6 Hour (Six hour) Custodian/Light Maintenance/Bus Position
- B. Approve Election of Sharron Deniz as a Substitute Custodian/Lt. Maintenance/Cook and Substitute Office Clerk.
- C. Approve Election of Mathew Lake as Part Time Student Assistant – Computers at Biggs High School
- D. Approve Election of *Rene Garibay* in Light Maintenance/Custodian/Grounds Position
- E. Approve Election of David Meeks as a Substitute Teacher
- F. Approve Election of the following Stipend Positions for 2014/2015:
 - Geri Clayton as CSF Advisor
 - Cindy Stallman as Student Study Team Coordinator
 - Cadie Honan as BHS Testing Coordinator
 - Maxine Hamblin as BES Lead Teacher
 - Amanda Larson and Amanda Clark split as RES Lead Teacher

T. Scott Gates as Shady Creek Coordinator
T. Scott Gates and Wendy Hansen as Shady Creek Teachers
Heather Dworak as BES Student Council Advisor
Sandy Moore as CJSF Advisor

INFORMATION ITEMS

A. Canine Companions for Independence – proposal for a Facility Dog

Teacher Cindy Stallman passed out a flyer on the Canine Companion program. She explained that she has past experience in being a K9 trainer. Ms. Stallman explained the program and the benefits of using service dogs as tools for the various needs of her students. She will be researching other schools to see what their policies are and what kind of consent forms they use. Ms. Stallman would like to be placed on the October agenda to request approval to apply for a facility dog.

FUTURE ITEMS FOR DISCUSSION

There were no items for future discussion.

ADJOURNMENT

The meeting was adjourned at 7:45 pm

MINUTES APPROVED AND ADOPTED:



Presiding Chairman



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.