

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 5, 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, Kathryn Sheppard and Robin Clark.
Kari Wheeler was not present. Dennis Slusser had an excused absence.

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. MSCU (Clark/Sheppard) 3/0

Kari Wheeler arrived at 6:31 p.m.

APPROVAL OF MINUTES

Minutes from the January 13, 2014 meeting were approved as written. MSCU (Clark/Sheppard) 4/0

The Board adjourned to closed session at 6:32 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

Closed Session was adjourned at 7:03 p.m.

OPEN SESSION

President Lattemore called the meeting to order at 7:04 p.m.

ROLL CALL

Board members present: Terry Lattemore, Kathryn Sheppard, Robin Clark and Kari Wheeler.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Financial Officer, Mike Pena, High School Vice Principal, Nelda Andes, M/O/T Supervisor, Stephen Boyes, Ag/Wood/Metal Shop Teacher and Donna Cyr, H. R. Officer/Admin. Asst

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Terry Lattemore reported that no action took place in closed session.

STUDENT REPRESENTATIVE REPORT

There was no ASB report.

FFA members gave their report. They let the Board know that the steer barn is complete and it was built by students. They have been choosing and purchasing animals for the fair. They are getting ready for the State FFA Conference and wanted to remind everyone about the Sweetheart Dinner on the February 22nd

STUDENT AWARDS

Mr. Kaelin presented the High School Student Award to Stephanie Urzua. He let the Board know that Stephanie is a Senior and has maintained a 3.5 grade point average for 9th, 10th and 12th grade. She is a FFA member and very involved in other school and community activities. She plans to major in Wildlife Biology in Humboldt State.

PARENT ASSOCIATIONS REPORTS

Kris Scott let the Board know that she is working on technology at the Elementary school to get computers in the classroom. She is also working on getting donation for the computers.

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

There was nothing from CSEA or BUTA at this time.

PUBLIC COMMENT

There was no public comment.

SEVENTH GRADE FIELD TRIP REPORT

Sandy Moore gave a quick overview of the trip for the seventh grade. They will be leaving on May 12th, going to Monterey taking a tour of the Aquarium and attending labs. The next day they will be going on a whale watching boat tour. There were no questions from the Board.

EIGHTH GRADE FIELD TRIP REPORT

Heather Dworak gave an overview of the eighth grade field trip noting that it's the same as last year. They will be leaving on May 15th to San Francisco touring Alcatraz and then to see a SF Giants game. The next day going to Six Flags amusement park. Ms. Dworak answered questions from the Board regarding having enough time between scheduled events and walking in the City at night.

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

Mrs. Andes gave her report noting:

- They have been busy doing maintenance on buses.
- They have taken care of hooking up the well at the new steer barn.
- They have been working on routine maintenance of the schools.
- They have hired a tree trimmer to remove two trees at Richvale for safety reasons and need to remove a couple more near the High School. They will be planting a couple new trees to replace the removed trees.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported:

- Paraprofessional training went well and discipline has decreased during the morning and lunch time.
- Purchased four more walkie talkies so all noon duty supervisors are able to communicate with the front office.
- She took a seminar on CAASPP (California Assessment of Student Performance and Progress) the new testing to replace the CST test. We are part of the pilot test program.
- Club Live are providing Kindergarten through Third grade with book bags with reading materials for students to take home to read with their parents.
- The most recent staff development day was spent developing Common Core Foundational Trimester Standards and using the Illuminate program and designing benchmarks to assess those standards.
- We will be offering office hours for the Promotores Program which is affiliated with North Valley Catholic Social services.
- Students returned from Shady Creek saying they had the time of their lives.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena gave his report:

- Leanna Glander is working with Seniors on financial aide and college placement
- He updated the Board on various teachers and their programs.
- Pete Howell's Integrated Math I is being reviewed by Shasta, Chico, and other area Districts to use for their math programs.
- Stephen Boyes and Tim Sheradon's Beautification class is working on replacing the brick wall in front of the High School
- The Basketball Homecoming rally went well there was a lot of team spirit.
- The Soccer team got their first win.
- Tim Sheradon and Cindy Stillman are working on a program for High School readiness in math in 7th & 8th grade classes.

SUPERINTENDENT'S REPORT

Mr. Kaelin updated the Board on:

- He is attending a workshop on LCFF and LCAP with Pam Ragan and Minden King on March 12th
- The WASC report was submitted
- He and Board members Lattemore and Wheeler attended the Countywide workshop on Feb. 3rd

- He and Pam Ragan have been asking the County for feedback on the LCFF numbers.
- The County is questioning if we are hurting ourselves by being ahead of the game on the Smarter Balance assessment
- He has been working on an issue with Gridley School District. They have been allowing inter-district transfers go until now without having the proper paperwork.
- He is working on the Title III EL plan
- He is working on updating and making changes to the Master Schedule

BOARD MEMBER REPORTS:

Katherine Sheppard, Kari Wheeler and Terry Lattemore had nothing at this time.

Robin Clark said morale is very high with the Soccer team after winning their first game.

CONSENT AGENDA

The Board approved the Consent Agenda. MSCU (Wheeler/Sheppard) 4/0

- A. Approve Inter-District Transfers for the 2013-2014 school year

ACTION ITEMS

The Board approved Action Items A - C. MSCU (Sheppard/Wheeler) 4/0

- A. Approve Annual Certification of Temporary Athletic Team Coaches
- B. Approve Overnight Field Trip Request for 7th Grade to Monterey area.
- C. Approve Overnight Field Trip Request for 8th Grade Reward to San Francisco and Marine World

PERSONNEL ACTION

The Board approved Personnel Action items MSCU (Wheeler/Clark) 4/0

- A. Approve Election of Kayla Pippitt and Rachelle Parker as Certificated Substitute Teachers
- B. Approve Election of Rochelle Jones as a Substitute Instructional Aide.
- C. Approve Election of Emily Kallemeyn as a Temporary Middle School Teacher.
- D. Approve Election of Casey Smith, Jeff Smith, John Mattos, James Carr, and Cameron Knipe as Volunteer Walk-on Coaches for Softball Baseball and Track.
- E. Accept Resignation of Elizabeth Cardenas as High School Spanish/Social Science Teacher

INFORMATION ITEMS

- A. LCAP Report

Mr. Kaelin gave a PowerPoint presentation on his LCAP report (see attached).

- B. November 30, 2013 Investment Report from Butte County Treasurer – Linda Barnes

There were no questions or comments regarding the report.

FUTURE ITEMS FOR DISCUSSION

Mr. Lattimore said he would like to see some general Illuminate reports for the Board.

ADJOURNMENT

The meeting was adjourned at 8:10 pm

The Board adjourned to closed session at 8:13 pm

CLOSED SESSION

The Board adjourned to open session at 8:38 pm.

There was no action taken in closed session.

ADJOURNMENT

The meeting was adjourned at 8:39 pm

MINUTES APPROVED AND ADOPTED:


March 5, 2014

Presiding Chairman

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.

Local Control and Accountability Plan - LCAP

1

- On or before July 1, 2014, the District must adopt the LCAP using the state template
- The District's LCAP must include a description of the following:
 - Annual Goals and Progress Indicators to measure student outcomes
 - Actions, services and expenditures designed to improve student learning
 - Process used to engage parents, teachers, administrators, staff, students, unions, and other stakeholders



Eight Priority Areas

Student Achievement

- Performance on standardized and district tests
- Score on Academic Performance Index
- Share of Students who are college and career ready
- Share of English learners who become English proficient
- English learner reclassification rate
- Share of students who pass Advanced Placement and/or International Baccalaureate exams

Student Engagement

- School attendance rates
- Chronic absenteeism rates.
- Middle and High school drop out rates.
- High school graduation rates.

Other Student Outcomes

- Other indicators of student performance, such as
 - performance in science,
 - graduation rate of McKinney-Vento students, and
 - number of students receiving Seal of Biliteracy

School Climate

- Implementation of Positive Behavior Intervention Systems
- Student suspension and expulsion rates
- Student participation in school clubs and activities

Parent Involvement

- Efforts to seek parent input
- Promotion of parent participation

Basic Services

- Percentage of properly credentialed teachers
- Student access to standards-aligned instructional materials
- Facilities in good repair

Implementation of Common Core State Standards

- Implementation of CCSS for all students including EL

Course Access

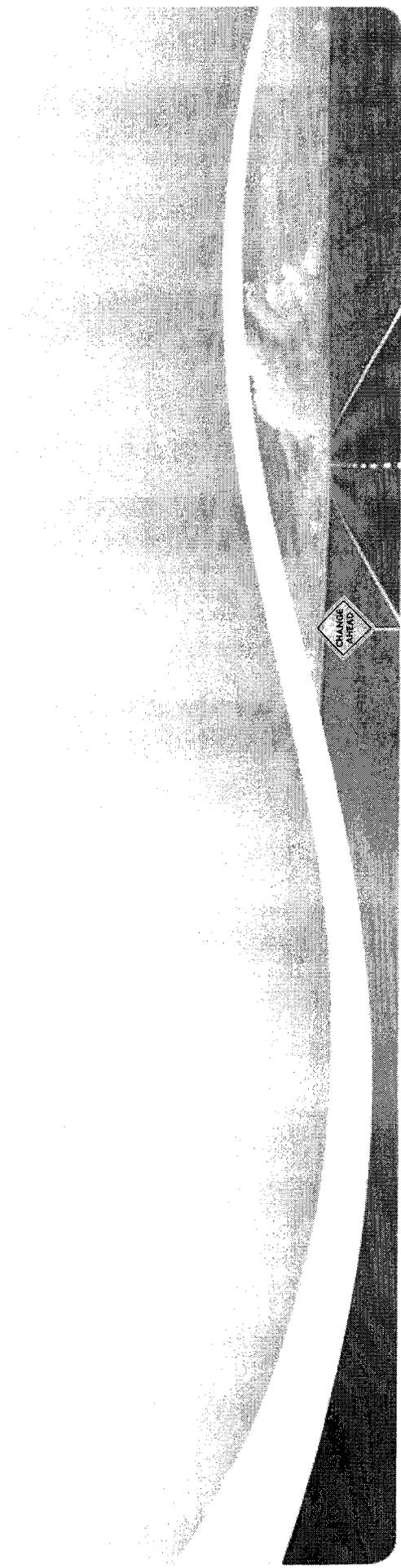
- Student access and enrollment in all required areas of study



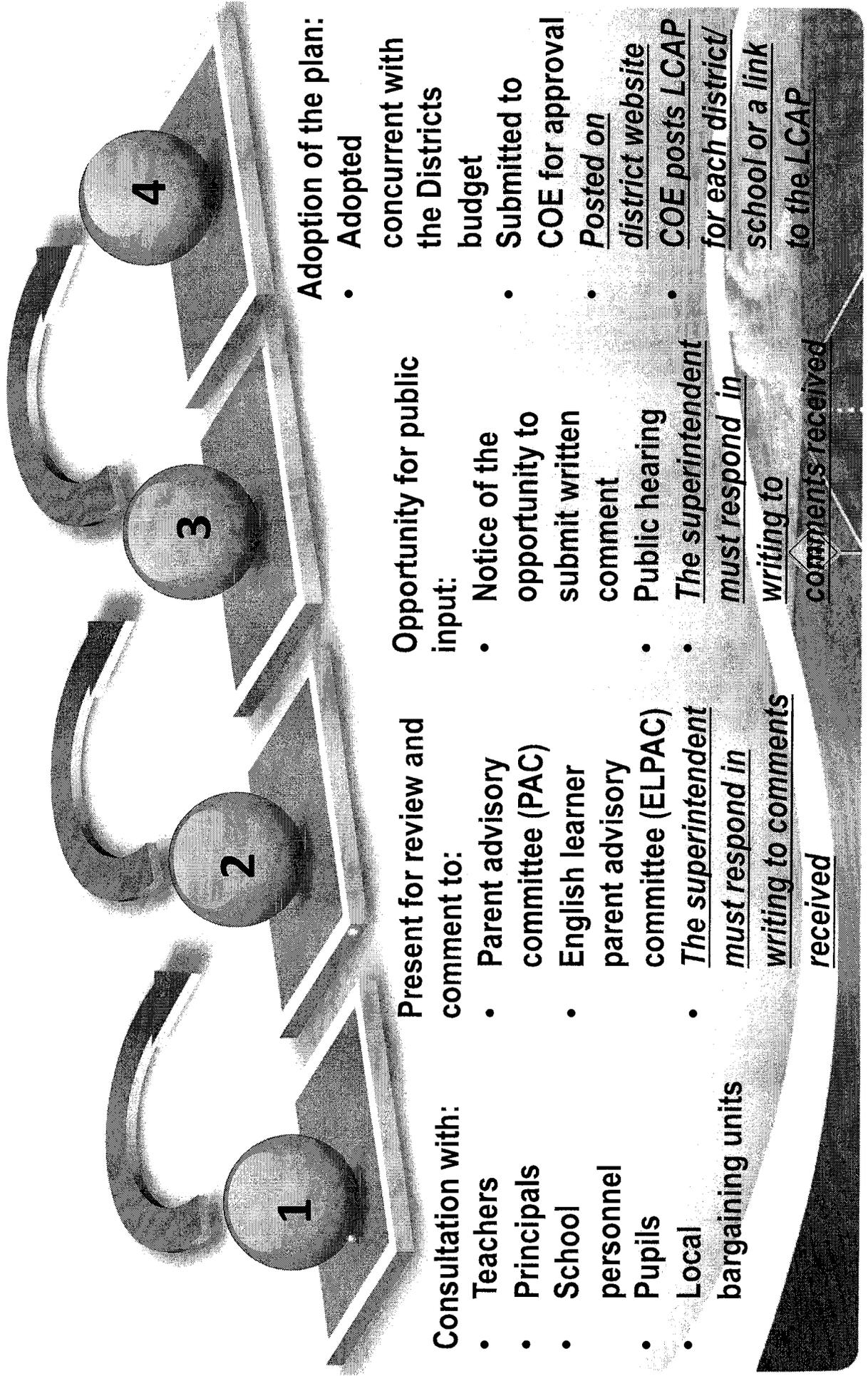
Which students are monitored in the LCAP?

3

- All students
- LCFF provides additional funding for supplemental services for students who qualify for the National School Lunch Program, English learners, and foster youth (an unduplicated count)
- “Numerically significant subgroups” = 30 students or more with valid test scores in any group except foster youth, which requires 15 or more

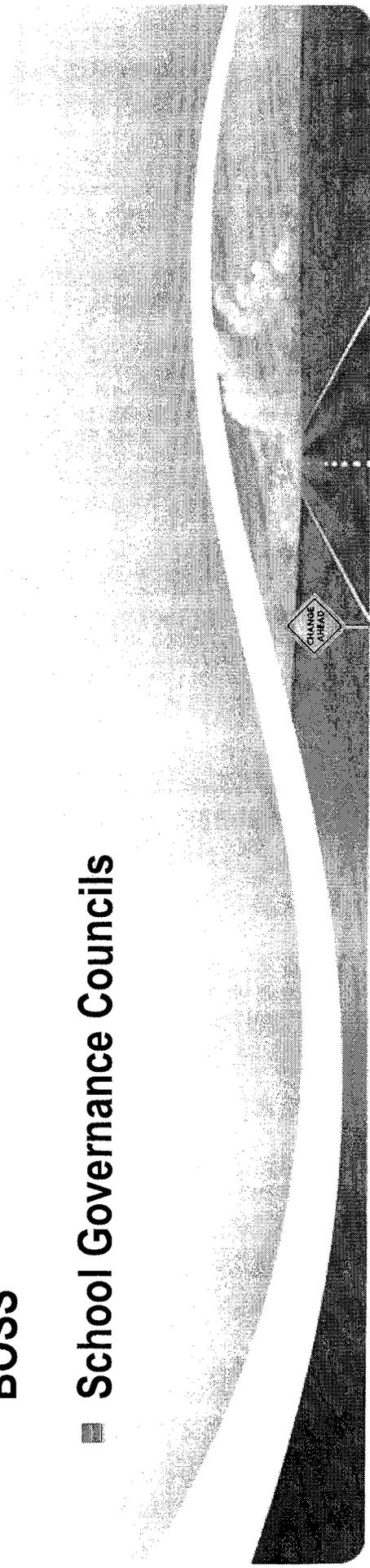


Adopting and Updating the LCAP



Engaging Stakeholder Groups

- Parent Advisory Committee
- English Learner Parent Advisory Committee (DELAC)
- Superintendent's Budget Advisory Committee
- BSEP Planning and Oversight Committee
- Educational Advisory Committee
- Parent and Community Organizations, such as BOCA, BYA, PCAD, BOSS
- School Governance Councils



Timeline in Brief

6

- January: Governor's Budget and LCAP Expenditure Regulations released
- February and March: Staff consults with Stakeholder Groups to develop LCAP
- April: Draft LCAP presented to all groups for review and comment
- May: Revised LCAP shared with all groups and presented to the Board
- June: Final LCAP presented to the Board for approval

