

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 4, 2013**

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:02 p.m.

ROLL CALL

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

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Donna Cyr, Human Resources Officer/Admin. Asst.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

The agenda was approved with changes by President Lattemore. He requested removing item #3 and items 10A & 10C due to no activity. The name of Laura Wagner was added to Personnel Action item 12G to elect as Elementary Teacher. MSCU (Wheeler/Sheppard) 4/0

APPROVAL OF MINUTES

Minutes from the August 14th, 2013 meeting were approved. MSCU (Sheppard/Clark) 4/0

The Board adjourned to closed session at 6:05 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)

Board member Dennis Slusser arrived at 6:27 p.m.

Closed Session was adjourned at 6:43 p.m.

OPEN SESSION

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

ROLL CALL

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

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Financial Officer, Donna Cyr, H. R. Officer/Admin. Asst., Nelda Andes, Director of M/O/T and Food Services, and Steven Boyes, Ag Teacher

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

There was no action taken in closed session.

STUDENT REPRESENTATIVE REPORT

ASB

There was no report from the ASB.

FFA

Two members of the FFA gave their report on how many animals were shown at the Butte County Fair how well they did. They also informed the Board that there will be a Leadership Conference on October 22nd and 23rd. Also, this year there are more students in Ag classes than last year.

Another group of FAA students gave their report on the Open Farm Land project stating that the project started in February, and through the year they have planted, irrigated, monitored their crops and now are getting ready to harvest. This is the first of three presentations to the Board.

PARENT ASSOCIATIONS REPORTS

There was no report from the Parent Association

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

There was nothing from CSEA at this time.

BUTA informed the Board that they are off to a good start.

PUBLIC COMMENT

There was not public comment.

PUBLIC HEARING

The Public Hearing for the Resolution regarding Sufficiency of Instructional Material for 2013-14 opened at 7:06 p.m. There were no comments from the public. The Hearing closed at 7:07 p.m.

The Public Hearing regarding Common Core Implementation Grant Plan for 2013-2014 opened at 7:07 p.m. There were no comments from the public. The Hearing closed at 7:08 p.m.

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

Nelda Andes gave her report to the Board citing her Department was down one person so everyone was working very hard. She wanted to commend her Grounds person for having the Football field in such great shape for the first game of the season. She noted that all the A/C filters were replaced in all the buildings and that there were two employees going to a bus driving classes.

SUPERINTENDENT'S REPORT:

Mr. Kaelin said he received the API scores last Friday and they were not correct, that the base scores were miscalculated. He is trying to get them corrected. He said that Illuminate is moving forward and there are two training dates and the scanner boxes for the Teachers have been ordered. Ms. Clark asked when parents can get on Parent Connect and Mr. Kaelin answered that the Grade Book program was to come up first and once that is ready a letter will go home to the parents.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Kaelin said all the fall sports were up and running and there is a lot of excitement about Volleyball this year. The first football game is Friday, September 6th against Fall River and Homecoming is September 27th. He thanked Pam Sheppard for getting all the supplies for Homecoming.

Mr. Kaelin went through the teacher action plan that is being reviewed and each teacher is working with two students each period that might need a little extra assistance or maybe a pat on the back. It seems to be working.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King gave her report informing the Board that she held a staff development day and it went fantastic. Her staff went away from the meeting with curriculum and strategies that can be used immediately. She feels it was time well spent. They took an in depth look at their STAR scores and the Saxon Math program. There was an increase in math scores in five out of seven grade levels. The teachers also went over instructional strategies to apply to Houghton Mifflin or Holt English Language Arts programs.

Mrs. King gave an update of the ASB program and the students are doing a great job with morning announcements and their first Music and Game Day Friday was a huge success. She noted that the ASB also produced a news letter that went home with students featuring upcoming events, identifies a teacher of the month which was Mrs. Moore, and other activities.

Mrs. King wanted to thank Sunwest Milling Company for donating \$1,000 towards the Wolverine Learning Center and giving us over \$4,000 worth of classroom supplies.

BOARD MEMBER REPORTS:

Kathryn Sheppard thanked Nelda Andes saying the Gridley parents loved the football field and facilities.

Robin Clark said the football field looked great and she got her son's jersey and they look very nice.

Dennis Slusser said everyone seemed to really enjoy the Fair and the FFA had a very nice turnout.

Kari Wheeler had no comments.

Terry Lattemore commended everyone for their hard work.

CONSENT AGENDA

The Board approved Consent Agenda items B, D & E after removing items A & C in Agenda Approval MSCU (Sheppard/Slusser) 5/0

- B. Interdistrict Agreement Request(s) for the 2013 – 2014 school year
- D. Approve Contract with JEG Consulting for ERATE Services
- E. Approve Contract with Pat Goss, Financial Consultant

- A. Approve Purchase Orders and Vendor Warrants - Item removed due to nothing new.
- C. Accept Resignations – Item removed due to nothing new.

ACTION ITEMS

The Board approved Action Items A – F MSCU (Wheeler/Slusser) 5/0

- A. Ag Career Technical Education Incentive Grant

- B. Adopt Resolution 2013/2014 # 1 – Sufficiency of Instructional Materials as they relate to the Instructional Materials Funding Realignment Program (IMFRP)

- C. Approve Common Core Implementation Grant Plan for 2013– 2014

- D. Approve Common Core Implementation Plan

- E. Commit Fund 14 Ending Balance as of June 30, 2013

- F. Adopt Resolution 2013/2014 # 2 - “Gann” Limit for Fiscal Year 2013/14

- G. Approval Unaudited Actuals for 2012-2013

Ms. Ragan gave a PowerPoint presentation noting that the District did not deficit spend in 2012-2013 and we had a balanced budget for the year. Mr. Lattemore asked about the assigned and unassigned funds. Ms. Ragan answered his questions stating that the assignments related to MAA, Walnuts and Mandated Costs were for onetime expenditures, since those amounts were balances carried forward from revenues that were subject to annual state or federal budget authorization and walnuts were dependent upon the crop and market price. She also noted that all balances both assigned and unassigned were reported in the GASB 54 balance. Mr. Kaelin noted that the walnut money was used for one time issues such as technology, facility repairs and student farm expenses. There was discussion on the use of the Walnut money. Mr. Kaelin noted that technology was not just computers.

The Board approved Action Item G MSCU (Sheppard/Slusser) 5/0

PERSONNEL ACTION

The Board approved Personnel Action items A – F and adding item G during Agenda Approval. MSCU (Sheppard/Wheeler) 5/0.

- A. Approve Election of Rebecca Grining as a Substitute Teacher

- B. Approve Election of Gayle Prestigiacomo and Emily Holcomb-Lake as a Sub. Instructional Aides
- C. Approve Election of Shelley Smith and Silas DeAnda as Sub. Lt Maintenance/Custodian/Grounds
- D. Approve Election of Austin Adrian as Student Assistant Computers
- E. Approve Election of Heather Stockbridge and Jean Louis as Substitute Bus Drivers
- F. Approve Election of the following Stipend Positions for 2013/2014:

Gerri Clayton as CSF Advisor
Peter Howell as Varsity Track
Cindy Stallman as Student Study Team Coordinator
Cadie Honan as BHS Star Testing Coordinator
Patty Jones and Diane Brown to split RES Lead Teacher
Maxine Hamblin at BES Lead Teacher
T. Scott Gates as Shady Creek Coordinator
Patty Jones and T. Scott Gates as Shady Creek Teacher
Suzanne Francis and Heather Dworak as BES Star Testing Coordinators
Heather Dworak and Troy Barker to split BES Student Council Advisor
Sandy Moore as CJSF Advisor

- G. Approve Election of Laura Wagner as 5th Grade Elementary Teacher

INFORMATION ITEMS

Mr. Kaelin explained earlier in the meeting the CST/STAR scores are not accurate. He said he will have a more detailed clean report at the October meeting. Mr. Kaelin and Mrs. King went through the report for the CST/Star Scores. They said the teaching strategies are to focus on student achievements and Common Core. They discussed where we did well and where we need some work. The Elementary School had some strong growth which is encouraging. Mr. Kaelin noted that there has been some talk about doing away with Star testing. Ms. Clark asked if the teachers would be held accountable for low scores. Mr. Kaelin said there is no sign that every year one class did poorly or had low scores. Mr. Lattemore said it was important to put tools in place for improvement.

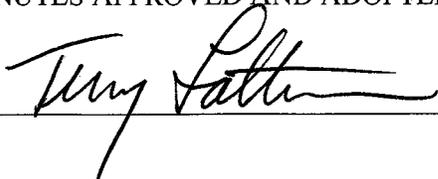
FUTURE ITEMS FOR DISCUSSION

There were no items for future discussion at the time.

ADJOURNMENT

The meeting was adjourned at 7:40 pm

MINUTES APPROVED AND ADOPTED: October 2, 2013



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.