

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 5, 2012

OPEN SESSION

CALL TO ORDER:

Kathryn Sheppard called the meeting to order at 6:24 p.m.

ROLL CALL:

All Board Members were present except Dennis Slusser who arrived at 6:40 PM. The Superintendent was also present.

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

The Board approved the agenda. MSCU (Lattemore/Scott) 4/0

APPROVAL OF MINUTES :

Minutes of August 1, 2012 and August 10, 2012 were approved. MSCU (Scott/Lattemore) 4/0

The Board adjourned to closed session at 6:29 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 7:20 p.m.

OPEN SESSION

Kathryn Sheppard called the meeting to order at 7:29 p.m.

ROLL CALL:

Board members present: Terry Lattemore, Kris Scott, Kathryn Sheppard, Dennis Slusser, and Kari Wheeler

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Nelda Andes, Director of M/O/T and Food Service, Judy Jennings, Human Resources Officer, and Pam Ragan, Financial Officer

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION:

There were no actions taken in closed session.

1. STUDENT REPRESENTATIVE REPORT

Callie Roles reported on student activities. Picture day is the 12th.

2. SPECIAL PRESENTATION – Janelle Callaway

Janelle Callaway was honored with a clock and gift for her many years of classified service with the district.

3. PARENT ASSOCIATIONS REPORTS

Jennie Felkins reported on the Boosters Meeting. They painted the bleachers for the first football game and soccer is now recognized by CIF.

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

Patty Jones reported BUTA is once again facilitating a back-pack drive for the students. They were looking forward to mediation on the 11th.

5. PUBLIC COMMENT/PUBLIC HEARING

Barbara O'Brien asked that the district repair the greenhouse and water system to the garden.

The public hearing was posted on August 23, 2012 in 5 public sites on the sufficiency of instructional materials for school year 2012/2013. There were no public comments on the sufficiency of Instructional Materials as they relate to the Instructional Materials funding Realignment Program (IMFRP).

6. REPORTS (Pursuant to the Brown Act: Gov. Code 854950 et.seq.)

A. SUPERINTENDENT'S REPORT: HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Doug Kaelin reported enrollment was up. Four students were bussed out for special programs; there was a Williams Act inspection with some concerns about safety, but passed; the Perkins Grant was certified by the state; he received positive correspondence about the newly painted administration building; new batch of policy updates were received; ELD team met with the county; there were adjustments in the master schedule at Biggs high; welding and wood shop classes have excited the students; Spanish II class is full immersion; Biggs High teachers updated their web pages; seniors kept on track; and Biggs hosted the CIF League meeting. He stated some students were working with a teacher on campus beautification projects. Kathryn Sheppard suggested the students help with the garden.

B. ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Minden King stated there were 58 new enrollments; she reported on academic changes; teachers trained in SRA and Saxon math; K-8 benchmarks are tracked; behavior expectations posted; there were 5 suspensions; she announced the new staff members' names; Back to School had a fantastic turnout; and tomorrow is the Back to School for Richvale.

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

Nelda Andes reported on projects accomplished over the summer; and alarms were replaced with security cameras.

D. BOARD MEMBER REPORTS:

Dennis Slusser thanked the parents and staff for painting and readiness for the first football game. He enjoyed Back to School night.

Kari Wheeler was impressed with the positive mode of teachers and parents this year.

7. CONSENT AGENDA

The Board approved the Consent Agenda. MSCU (Scott/Slusser) 5/0

- A. Approve Purchase Orders and Vendor Warrants
- B. Interdistrict Agreement Request(s) for the 2012/2013 school year
- C. Accept Resignation from : Brigitte O'Brien as High School Counselor/Student Services Coordinator, Misty Vargas as Bus Driver/Light Maintenance/Custodian, Diane Tabor as Instructional Aide and Holly Smith as Light Maintenance/Custodian/Grounds
- D. Approve Contract with JEG Consulting for ERATE Services

8. ACTION ITEMS

The Board approved action items "A"- "C". MSCU (Slusser/Scott) 5/0

- A. Adopt Resolution 2012/2013 # 1 – Workers Compensation – District Volunteers
- B. Adopt Resolution 2012/2013 # 2 – Reduction of Classified Services
- C. Consider Adding Biggs Elementary Lead Teacher Stipend of \$2,244 back into the Budget

The stipend was put back into the budget.

- D. Adopt 2012/2013 High School Vice Principal Salary Schedule

The Board approved the salary schedule. MSC (Scott/Wheeler) 4/1 (Slusser opposed)

- E. Approve Biggs Unified School District Board of Education Governance Handbook

The Board approved the Governance Handbook. MSCU (Scott/Lattermore) 5/0

The Board approved action items “F” through “K”. MSCU (Scott/Lattermore) 5/0

- F. Declare the following damaged and out of-date BHS textbooks as Surplus:

Three boxes with 28 textbooks

Three boxes with 63 textbooks

- G. Adopt Resolution 2012/2013 #3 - Regarding Sufficiency of Instructional Materials for 2012/2013 as they relate to the Instructional Materials Funding Realignment program (IMFRP)

- H. Adopt Resolution 2012/2013 # 4 - Adopt the “Gann” Limit for Fiscal Year 2012/13

- I. Certify Application for 2012-2013 K-3 Class Size Reduction Program Operations

- J. Commit Fund 14 Ending Balance as of June 30, 2012

- K. Approve Authorization to Sign on Bank Accounts

- L. Approve Unaudited Actuals for 2011/2012

Pam Ragan reported deficit spending was less than projected in the estimated actual at 2012/2013 original budget adoption. Enrollment has dropped in the last 9 years and has gone up the first weeks of school this year. She stated the 2012/2013 original budget MYP indicated we would only have enough reserves to make it through 2013/2014. There is a projected loss in ongoing funding of \$137,028 if the November tax initiative fails.

The Board approved the Unaudited Actuals. MSCU (Lattermore/Slusser) 5/0

9. PERSONNEL ACTION

The Board approved Personnel Action items “A” through “D”. MSCU (Wheeler/Slusser) 5/0

- A. Approve Election of Steven Alvarez as 3/hr Light Maintenance/Custodian/Grounds at Richvale Elementary
- B. Approve Election of Forrest Klein as 6/hr Light Maintenance/Custodian/Grounds at Biggs High
- C. Approve Election of Javier Solis as Long-term Certificated Substitute on a STIP (Short-term Instructional Permit)
- D. Approve Election of Misty Vargas as Bus Driver/Light Maintenance/Custodian/Cook
- E. Approve Contract with Mike Pena as High School Vice Principal

The Board approved the contract with Mike Pena. MSC (Scott/Lattermore) 4/1 (Slusser opposed)

The Board moved to approve Personnel Action items “F” through “N”. MSCU (Scott/Wheeler) 5/0

- F. Approve Election of Veronica Azevedo as 2-hr Attendance Clerk
- G. Approve Increase in Hours for Tim Sheridan to .86 FTE, Geri Clayton to .86 FTE and Carleen Charley to 1 FTE
- H. Approve Election of Cadie Honan as Substitute for the Substitute Caller
- I. Approve Election of the Following Gate Workers: Trena Swinney & Cadie Honan
- J. Approve Election of Gayle Prestigiaco as 5.5 hours/day Instructional Aide (1 hour increase)
- K. Approve Election of Substitute Instructional Aide Marla Wagner
- L. Approve Election of the following Stipend Positions for 2012/2013:
 - Elizabeth Mabray as Student Council Advisor
 - Scott Gates as Shady Creek Coordinator and Teacher
 - Barbara O'Brien as Star Testing Coordinator
 - Suzanne Francis as Star Testing Coordinator and BES Student Council Advisor
 - Cadie Honan as BHS Star Testing Coordinator
- M. Approve Election of Tim Sheridan as Varsity Girls Basketball Coach
- N. Approve Agriculture Extended Year Agreement with Stephen Boyes

Dennis Slusser asked administration to meet and create a schedule for the extended contract work.

10. INFORMATION ITEMS

- A. Board Policies - First Reading: (BP: Board Policy; AR: Administrative Regulation; E: Exhibit)

The Board received the policies for first reading.

- 1) BP 1250 - Community Relations; Visitors/Outsiders
- 2) BP/AR 1312.3 - Community Relations; Uniform Complaint Procedures
- 3) AR 3515.2 – Business & Noninstructional Operations; Disruptions
- 4) BP 5131 – Students; Conduct
- 5) BP/AR 5144.1 – Students; Suspension and Expulsion/Due Process
- 6) AR 5144.2 – Students; Suspension and Expulsion/Due Process (Students with Disabilities)
- 7) BP 5145.3 – Students; Nondiscrimination/Harassment
- 8) E 5145.6 – Students; Parental Notifications
- 9) BP/AR 5145.7 – Students; Sexual Harassment
- 10) BP/AR 6145 – Instruction; Extracurricular and Cocurricular Activities
- 11) AR 6159 – Instruction; Individualized Education Program
- 12) BP 6178.1 – Instruction; Work-Based Learning

11. FUTURE ITEMS FOR DISCUSSION

Terry Lattemore wanted to discuss the dress code in the future. Kris Scott would like to see continued reports. Dennis Slusser stated the Aeres and parent Connect were already behind and asked about Richvale's progress with the system. He also wanted to see the weekly updates from administration continue. Kari Wheeler wanted to keep informed on the updates.

The Board adjourned to CLOSED SESSION at 8:10 p.m.

- 1. Classified, Certificated, Classified Confidential, and Management Personnel Discipline, Dismissal and/or Release; Pursuant to Government Code Section 54957
- 2. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
- 3. Litigation; Pursuant to Government Code Section 54956.9

- 4. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)

The Board adjourned to open session at 8:30 p.m.

There was no action taken in closed session.

ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

MINUTES APPROVED AND ADOPTED: _____ 10/03/12_ and revised on 01/09/13 _____

REVISED MINUTES APPROVED AND ADOPTED: _____

_____ 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.