

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 5, 2014**

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:34 p.m.

ROLL CALL

Board members present: Terry Lattemore, Dennis Slusser, Robin Clark and Kathryn Sheppard.
Kari Wheeler was 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 as written MSCU (Slusser/Clark) 4/0

APPROVAL OF MINUTES

Minutes from the October 1, 2014 meeting were approved as written. MSCU (Slusser/Clark) 4/0

The Board adjourned to closed session at 6:36 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 7:03 p.m.

OPEN SESSION

President Lattemore called the meeting to order at 7:05 p.m.

ROLL CALL

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

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

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

President Lattemore reported that no actions were taken during closed session. Mr. Lattemore did report that they gave direction to Mr. Kaelin regarding negotiations with BUTA.

STUDENT REPRESENTATIVE REPORT

- A. Delanie Little, ASB President reported that ASB is working on fund raising, Basketball Homecoming and the annual Blood Drive.
- B. FFA – The FFA Representative reported that they just had FFA Week which ended in a Rally. They had Greenhand initiations and next week they will be attending Opening and Closing ceremonies in Colusa. In their Ag Construction class they are building a tool shed. They had 2,500 pounds of rice donated to them in 2 pound bags.

STUDENT AWARDS

Mr. Kaelin awarded Megan Rudd the Student award for October. Megan is a top Senior and outstanding student. She has been class president for three years. She is also on the Cheerleading team and participates in sports. She is involved in many school activities as well as civic activities. Megan has been accepted to BYU.

Delaine Little was awarded the November Student award by Mr. Kaelin. Delaine is also a top Senior and outstanding student. She is currently the ASB President. She is very involved in sports being on the Basketball and Softball teams and is the Captain of the Varsity Girls Basketball team. Delaine is also involved in activities at her church.

PARENT ASSOCIATIONS REPORTS

America Navarro, RPA Representative gave her report updating the Board on the Harvest Festival and pumpkin carving contest at Richvale Elementary. She also reminded everyone about the Annual Spaghetti Feed on November 15th from 4:30 pm to 8:00 pm.

Kris Scott said that PAW's is wrapping up the Cookie Dough sales.

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

There was nothing from CSEA.

Patty Jones let the Board know that BUTA was holding their annual Coat Drive and passed out flyers for the event. She also thanked the District for seeing the importance in keeping the Home Economic class

at the High School. Mrs. Jones referenced an article showing a need for the basic skills taught in home ec classes.

PUBLIC COMMENT

Mr. Chris Little gave his comments and concerns regarding the JV Girls Basketball practice schedule. There was some discussion on the subject.

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

Mrs. Andes gave the report noting:

- They are continuing to work on the lighting at all the school sites.
- They will finish painting the Elementary school parking lot, identifying the No Parking spaces more clearly.
- They are building a work bench for tools in the Bus Barn to eliminated any safety hazards.
- They are keeping up with the bus maintenance and service.
- Staff has been busy working on routine maintenance and repairs at all the sites.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported:

- They held Red Ribbon week last week promoting the drug prevention program
- Staff had training on using the resource of Donorschoose.org where donors can sponsor a teachers event or activity. Mrs. Ruttenburg's and Ms. Locey's classes have already received contributions.
- BCOE presented the Nurtured Heart Program to staff during the last Staff Development day.
- Teachers will have training on 11/19 on the Nurtured Heart Program and paraprofessionals will be trained as well.
- The month ended with the student of the month assembly where 34 students received awards.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena gave his report:

- Mr. Pena updated the Board on all the Teachers projects and classroom activities
- The ASB has been very busy working with the Elementary school on Red Ribbon Week, getting ready for the Blood Drive and Canned Food Drive
- Friday Night Live had a meeting were they are looking into problems and solutions at the high school.
- The Football and Volleyball teams are having their final regular games of the season this week.

SUPERINTENDENT'S REPORT

Mr. Kaelin updated the Board on:

- Mr. Kaelin said that he attended a State CIF meeting and there's going to be some rule changes and realignments of schools next year for football.
- The District settled with the insurance company on the barn fire.
- The State redid the template for the LCAP. We will be having a meeting of our LCAP Committee soon.
- A Calendar Committee will be put together and there will be a meeting before the winter break.
- Enrollment in the District keeps going up and it's nice to have families requesting to come to Biggs.
- The Parent Portal is still a nightmare but the Student Portal is up and running so parents can get their child's grades.

BOARD MEMBER REPORTS:

Nothing from Kathryn Sheppard or Robin Clark at this time.

Dennis Slusser said that the CHP donated 104 17” and 19” monitors to Biggs and he can get around 100 newer computers for the District if we wanted them.

Terry Lattemore gave kudos to Mrs. Andes and her staff on the great job of setting up the new bleachers on the visitor’s side of the football field.

CONSENT AGENDA

Dennis Slusser pulled item A with a question that was answered.

The Board approved the Consent Agenda item A. MSCU (Slusser/Sheppard) 4/0

A. Approve AP Vendor Check Register and Purchase Order Listing

The Board approved the Consent Agenda items B - D. MSCU (Slusser/Sheppard) 4/0

- B. Inter-district Agreement Request(s) for the 2014/2015 school year
- C. Approve One-Year Contract Extension for the High performance Facilities Contract with American Modular Systems
- D. Auxiliary Organizations Liability Coverage. The organizations are being approved pending conditions 1-8 being met.

ACTION ITEMS

The Board approved Action Items A - D. MSCU (Slusser/Clark) 4/0

A. Approve Memorandum of Understanding between Biggs Unified School District and Butte County Office of Education regarding the After-School Education and Safety program (ASES)

B. Set Date of Board of Trustee Annual Organizational Meeting

The Board set the meeting for December 10th, 2014

C. Approve typographical corrections to Policy Exhibit 3541.1 Transportation for School-Related Trips and Exhibit 3541.11 Guidelines for Driver Volunteers

D. Approve Consulting and Advocacy Agreement with Capitol Advisors Group

PERSONNEL ACTION

The Board approved item A. Motion/Second (Sheppard/Slusser) Vote - 3/1

Lattemore – Aye	Sheppard – Aye
Slusser – Aye	Clark - Nay

A. Approve Election of Paul Roles as Junior Varsity Girls Basketball Coach – Stipend Position

The Board approved item B MSCU (Sheppard/Slusser) 4/0

B. Approve Election of Jeff Smith as Junior Varsity Boys Basketball Coach – Stipend Position

The Board approved items C – G MSCU (Sheppard/Slusser) 4/0

- C. Approve Election of Tammie Loftin as Elementary and Middle School Chess Advisor – Stipend Position
- D. Approve Election of Kinsey Avery in Substitute Teacher Position
- E. Approve Election of Tyler Nutt in Substitute Light Maintenance/Custodian/Grounds Position
- F. Approve Election of David Diaz in Substitute Instructional Aide Position
- G. Accept Retirement of Julie Ellcessor, Financial Asst/Accounts Payable on December 30, 2014

INFORMATION ITEMS

- A. Investment Report for September 30, 2014 from Butte County Treasurer-Tax Collector

There was no discussion on this item.

- B. “College Connection” Opportunity at Butte College.

Mr. Kaelin explained the program to the Board stating that students attend Butte College through the program and earn college credits.

- C. Letter dated October 24, 2014 from BCOE regarding Williams Settlement Team visit.

Mr. Kaelin updated the Board on the letter explaining that we had a good review and the minor facilities issued have been fixed.

FUTURE ITEMS FOR DISCUSSION

- A. Kathryn Sheppard would like the District to work with the City of Biggs on Family Night – Community involvement.

Mr. Kaelin said he contacted the City and they would like to set up a meeting in November.

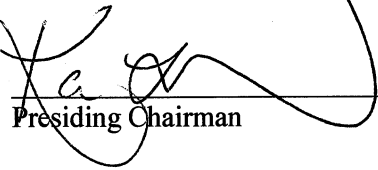
- B. Kari Wheeler would like the District to do something with the Tennis Courts.

Mr. Kaelin said it would cost around \$70,000 to resurface as tennis courts but because there are only two courts they couldn’t be used for gym classes or for a Tennis team. There was discussion about them being repurposed into basketball courts. The possibility of damage and liability from public use was great. No decision was made.

ADJOURNMENT

The meeting was adjourned at 8:05 pm

MINUTES APPROVED AND ADOPTED:



Presiding Chairman

12/10/14

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.