

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 6, 2013**

OPEN SESSION

CALL TO ORDER

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

ROLL CALL

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

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

PLEDGE OF ALLEGIANCE

The Pledge was recited.

APPROVAL OF AGENDA

The agenda was approved with the modification on Item 10A which was miss categorized on the agenda as Item 9H. MSCU (Slusser/Sheppard) 4/0

APPROVAL OF MINUTES

Minutes from the October 2nd, 2013 meeting were approved as written. MSCU (Slusser/Clark) 4/0

The Board adjourned to closed session at 6:35 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 7:00 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, and Dennis Slusser. Kari Wheeler was absent.

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

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Mr. Lattemore read the motion taken in closed session:

“I move to dismiss one classified employee effective immediately”. MSCU (Lattemore/Sheppard) 4/0

STUDENT REPRESENTATIVE REPORT

ASB

ASB President Andrew Perez gave his report that Red Ribbon week was great and mentioned all the other activities that happened during the week. Mr. Perez also let the Board know that the Senior class will be selling wreaths for Christmas..

FFA

FFA members gave their reports saying the Freshmen Mixer went very well and 15 freshmen went through initiation. The Football Rally on October 18th went well. The FFA also participated in their annual reverse Trick or Treat at the local rest homes and that was a great success. The FFA will be holding a Canned Food Drive in December.

FFA members reported on the Open Farm Land project and stated their yield of corn was an above average crop. The members also wanted to say that the Ag Management class that they are taking has been very beneficial and it has taught them valuable lessons.

STUDENT AWARDS

1) Biggs High School – Andrew Perez. Mr. Kaelin gave a brief bio of Mr. Perez’s achievements including that he is Biggs High School Student Body President, is carrying a 4.17 GPA and has been on the Honor Roll for three years. He is also involved in the Community and on the Basketball and Baseball teams.

PARENT ASSOCIATIONS REPORTS

There was nothing from the Parent Association.

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

There was nothing from CSEA at this time.

Patty Jones, BUTA, informed the Board that they kicked off their Annual Canned Food Drive and she passed out a flyer.

PUBLIC COMMENT

Patty Jones read a letter from Barbara O'Brien regarding ELL students (see attached)

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

Ms. Andes gave her report letting the Board know that the new fencing was three quarters completed and her staff have been putting up new lights at the High School Shop and Football Field. All the yellow safety lines have been painted. They have also been busy handling daily requests and that the new score board is being installed in the gym.

Mr. Lattemore asked about the sign at the Farm and it was stated that the FFA will fix the sign.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported that she and Mr. Kaelin attended the Committed Conference at Richardson Springs and also participated in the World Café with Butte County students sharing perspectives and addressing issues that face our youth today. She held a staff training on the new Illuminate program focusing on the grade book piece so they can open the student portal district wide to increase communication with our parents. Mrs. King announced the names of students that were awarded Student of the Month and she also gave the names of the classes that were this month's winners of the Iron Man award for the best attendance.

Mrs. King reported that students Carson McBride and Renee Brown developed a club called the "Bully Project" whose aim is to educate students about bullying and what each student can do to help. Another club was student developed and lead called the "Bully Stoppers" to stop bullying once and for all. She said it was wonderful to see student taking the initiative and making a positive contribution on campus.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mike Pena, High School Vice Principal, gave his report stating that morale is up at the High School and discipline problems were down. He said he is seeing a good collaboration between students and teachers. Mr. Pena said there was more discussion on the new Common Core and the Integrated Math program during the staff development meeting on Nov. 1st. The BTSA program is in progress for the new teachers. Mr. Pena said that on November 13th they are having a speaker from the Sheriff's Office talk with 7th through 12th grade students on cyber safety and cyber bullying.

SUPERINTENDENT'S REPORT

Mr. Kaelin let the Board know that the District Office was working with BCOE on a Common Core survey regarding Common Core implementation. Mr. Kaelin confirmed working on getting the Student Portal of Illuminate out soon and having the Parent Portal out next year.

He said the amount of money is still unknown on the SNSF and he has heard three different answers. Mr. Kaelin said that he's been working on updating the policies and they will be on the December agenda. He said Ms. Ragan is working on the Prop 39 funding. Ms. Dearden is finalizing the Emergency Flip Chart. The District is working with Chico State Math Department on Common Core standards. Mr. Kaelin let the Board know that the District is in compliance with Title III funds. Mrs. Smith teaches a period of ELD English at the high school and Mrs. Garcia is funded as an aide at BES.

Mr. Kaelin wanted to make the Board aware of the new score board purchased by the Booster Club and a new shot clock purchased by the District. He also said that they were looking into purchasing new wrestling mats. Mr. Kaelin noted that enrollment is up in two (2) of the last three (3) years district wide. Mr. Kaelin said it's been a very positive year and he's proud of teachers and staff.

BOARD MEMBER REPORTS:

Ms. Sheppard had nothing at this time.

Ms. Clark said she went to the 7th / 8th grade Halloween Dance and everyone was having a good time. Ms. Clark also said the anti-bullying campaigns were great.

Mr. Slusser said he was very thankful at how pleasant everything was going with the teachers, students and staff. He also said the new fence will be nice.

Mr. Lattemore reminded everyone that the Richvale Spaghetti Feed fund raiser was coming up. The time is 4:30 p.m. to 8:00 p.m. He also stated it was nice to hear such positive comments about the district.

CONSENT AGENDA

The Board approved Consent Agenda items A & B MSCU (Sheppard/Slusser) 4/0

- A. Inter-district Agreement Request(s) for the 2013/2014 school year
- B. Approve One-Year Contract Extension for the High performance Facilities Contract with American Modular Systems

ACTION ITEMS

During the Agenda Approval Item 10A was moved to 9H. Items C, F and H were pulled for discussion.

- 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 for December 4, 2013

The Board approved Action Items A & B MSCU (Sheppard/Slusser) 4/0

- C. Approve BUTA Sunshine Proposal

The Board approved Item 9C Article #1 and declined retirement language MSCU (Sheppard/Clark) 4/0

- D. Approve District Sunshine Proposal
- E. Approve Estimated Revenue and Expenditures for Protection Account (2013-2014 EPA)
- G. Approve Fence Contract

The Board approved Action Items D, E & G MSCU (Sheppard/Lattermore) 4/0

- F. Approve Purchase of Nimble Storage SAN and VMware vCenter Server

Mr. Kaelin answered questions from the Board and explained that the new servers purchased would help with networking, speed and storage. Mr. Kaelin said that Mr. Lattermore had asked some questions about the servers and the County IT department answered them, which were attached to the agenda. Mr. Slusser had additional questions that were answered. Mr. Kaelin said the County recommended purchasing the equipment now because the price was going to double very soon. Mr. Lattermore said the new servers will replace the older slower ones we have and that eventually we will need to make upgrades to all our technology. Mr. Kaelin said the new servers will compensate for the existing server if one goes down at BES or BHS. Patty Jones was asked if she noticed any difference to the speed and reliability of the computers at Richvale Elementary School from the previous upgrade and she answered no. Mr. Slusser asked how all the different computers will work with the new server and was answered that it would not pose any problem. There was discussion regarding Richvale's site location and computer lines.

- H. Approve ratification of Tentative Agreement for CSEA

The Board approved Action Items F & H MSCU (Sheppard/Slusser) 4/0

PERSONNEL ACTION

The Board moved item 10A to Action Items during Agenda Approval leaving Items 10B – 10I.

The Board approved Personnel Action Items B - I MSCU (Sheppard/Clark) 4/0

- B. Accept resignation of Tasha Loftin, Instructional Aide at RES
- C. Approve election of Paul Roles as Junior Varsity Girls Basketball Coach – Stipend Position
- D. Approve election of Jeff Smith as Junior Varsity Boys Basketball Coach – Stipend Position
- E. Approve election of Michele Roles as Cheer Advisor
- F. Approve election of Beverly Smith as a Substitute Teacher
- G. Approve election of Martha Diaz as a Substitute Instructional Aide
- H. Approve election of Belen Castaneda as a Part Time Instructional Aide at RES
- I. Approve election of Gayle Prestigiacomo as a Substitute Teacher

INFORMATION ITEMS

There was no discussion on the information items.

FUTURE ITEMS FOR DISCUSSION

Mr. Slusser asked if the All District Calendar was on the website and current. He was told that would be.

Mr. Kaelin would like to discuss the Open Ag Land project and the Small Necessary School Funding and Richvale Elementary.

Mr. Lattemore asked if Prop 39 would cover solar power. He was told that it doesn't include solar power.

ADJOURNMENT

The meeting was adjourned at 8:25 pm

MINUTES APPROVED AND ADOPTED:



Dec. 4, 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.

This letter is being read for Barbara O'Brien who unfortunately had a prior commitment and was not able to be here tonight, so I will read this for her.

I am speaking up because, I am concerned about the dwindling staff to assist the English Learners at both Biggs High School and Biggs Elementary . Last year the coordinator position was cut and now a bilingual aide position is being removed. I feel the Hispanic children of Biggs need an advocate to help them receive the special instruction and additional assistance they deserve, and are required to have by the state of California.

My immediate concern is for the loss of a bilingual aide position at the elementary school. This person should be assisting ELL students in the classroom with their school work. This person could be moving from classroom to classroom working with designated children. She could also be teaching ELD as part of her schedule, so the ELD classes can be smaller. Just because our bilingual aide was not being used in her proper capacity, does not mean the position should be eliminated from our school. Our ELL children are very much in need of additional support. Who is providing additional support for our ELL's at the high school? At this time, Cecilia Garcia is the only bilingual aide hired for all of our school sites. I think we can do better.

Our district receives Title III money to help our English Learners succeed. It is very specific money meant for their advancement in school. It is not money that can be transferred to a general fund.

Our school district has approximately a 26% English Language Learner population, who have additional rights and federal funding to help them be successful in school. They have a right to a FULL year of English Language Instruction known as ELD. This is a daily half hour of instruction designed for their language needs. But, for the last two years, Biggs Elem. has not begun their ELD instruction until November. That is 20% of the children's yearly specialized instruction time, MISSING.

Our STAR scores are down more than usual, and we did not meet any of our subgroup targets, more importantly, the ELL subgroup. With this being said, it only

makes sense to “beef up” our assistance to our ELL students, not take it away. This is what the Title III money is meant to do.

Soon our DLAC group of Hispanic parents will be formed. One of the responsibilities of this parent group is to give a monthly report to the School Site Council, regarding their children’s needs, and what they would like to see done in our school. It is the job of our school leaders to educate them about the many roles they play in helping their children succeed in both of our schools. These parents will be the new advocates for the English Learners in our district. It is my hope that Biggs Elementary and Biggs High School can take it upon themselves to make the right decisions NOW, to help our English Learners succeed. Please keep our bilingual aide position and allow this person to do her job by helping the ELL population in our school.

Thank you