

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

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:18 p.m.

ROLL CALL

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

Staff present: Doug Kaelin, Superintendent, Donna Cyr, H. R. Officer/Admin. Asst.

PLEDGE OF ALLEGIANCE

The Pledge was recited.

APPROVAL OF AGENDA

The Board approved the agenda. MSCU (Sheppard/Clark) 3/0

APPROVAL OF MINUTES

Minutes from the November 6, 2013 meeting were approved as written. MSCU (Clark/Sheppard) 3/0

Kari Wheeler and Dennis Slusser arrived at 6:19 p.m.

The Board adjourned to closed session at 6:20 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 7:05 p.m.

OPEN SESSION

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

ROLL CALL

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

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Mike Pena, High School Vice Principal and Donna Cyr, H. R. Officer/Admin. Asst,

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

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

ACTION ITEM - ANNUAL ORGANIZATIONAL MEETING

A. ELECTION OF OFFICERS

1. President – Terry Lattemore

Robin Clark nominated Terry Lattemore. Mr. Lattemore accepted. MSCU (5/0)

2. Vice President – Kari Wheeler and Clerk – Dennis Slusser

Robin Clark nominated Kari Wheeler and Dennis Slusser. Ms. Wheeler and Mr. Slusser accepted. MSCU (5/0)

3. Establishment of Regular Meetings

The Board will keep the meeting time and place the same for 2014. The Board will meet the first Wednesday every month unless there is a holiday. There will only be a second meeting on the third Wednesday each month when necessary. MSCU (Sheppard/Slusser) 5/0

4. Selection of Board of Trustees Representatives

The Board chose to keep the Representative and Secretary to the Board as is. MSCU (Slusser/Sheppard) 5/0

- a) Representative to City Council - Kari Wheeler is presently serving.
- b) Representative to Budget Committee - Terry Lattemore is presently serving.
- c) Representative to Biggs/Richvale Educational Foundation - Dennis Slusser is presently serving.
- d) Representatives to Negotiation Teams: Biggs Unified Teachers Association (BUTA) and California School Employees Association (CSEA)

Terry Lattemore is presently serving with BUTA and Kathryn Sheppard is presently serving with CSEA. Kari Wheeler and Robin Clark have been the alternate for all representative positions.

5. Secretary to the Board - The District Superintendent is presently serving as Secretary to the Board.

STUDENT REPRESENTATIVE REPORT

ASB

There was no ASB report.

FFA

FFA President and Vice President gave their report noting they had their Opening and Closing Ceremony on November 13th and it went well. The FFA is working on their Canned Food Drive and the bins are at the High School. They are also working on trying to select animals to show at the Fair.

FFA members reported on the Open Farm Land project and said it has been a good experience and has taught them valuable lessons.

STUDENT AWARDS

1) Biggs High School – Rebecca Sears. Mr. Kaelin gave a brief bio of Ms. Sears's achievements including that she is the Vice President of FFA as well as being on the Volleyball team, carries a high GPA and is involved in Community events. Ms. Sears also has early admission into college.

PARENT ASSOCIATIONS REPORTS

For the Richvale Parents Association, Mr. Lattemore wanted to thank everyone for their help with the Richvale Spaghetti Feed and said that they raised a net amount of \$8,800.00.

Kris Scott informed the Board that the cookie dough sales went very well and the money earned will be used for technology at the elementary school. The Ag Boosters are working on the February 22nd Sweetheart Dance. Mrs. Scott said she has the Ag Boosters check for the wash rack. She also informed the Board that the farm sign was taken down and is being repaired.

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 the annual Canned Food Drive is going well.

PUBLIC COMMENT

Kris Scott addressed the Board and requested a copy of the student Dress Code. Mrs. Scott wanted to know who's responsibility it was to monitor the code.

Dave Niemeyer said he has been a teacher at Biggs for 34 years and has seen a lot of good come out of Biggs High School. He said to keep Biggs competitive it needs to be more competitive in their salaries noting that Biggs rates in the bottom 2% of State schools on the SARC report.

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

Mr. Kaelin gave the M/O/T report updating the Board on a bus that is out of commission saying it will cost \$15,000 to repair and the District usually relies on a grant from the State. This grant was put on hold. It has been decided to wait until the grant is reinstated to fix the bus. Mr. Kaelin mentioned that the fence project was finished today and they will be going to Richvale to repair the tennis court fence. The roof is being patched as needed and the score boards arrived today only to find out that there was only one in the box. The problem is being rectified. Mr. Kaelin said that Mrs. Andes is working on the free and reduced lunches to make sure we are in compliance.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King said the Richvale spaghetti feed went off without a hitch and wanted to thank Sandy Lattimore and countless others for their hard work. Mrs. King noted that the teachers and paraprofessionals are attending Common Core training in ELA throughout November and December. Biggs will be piloting the Smarter Balance Common Core test in the elementary school in the third through eighth grades in English Language Arts and Math and in science in the fifth and eighth grades. She also noted many fun events scheduled for the month of December.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena, H. S. Vice Principal, gave his report saying that the assembly on cyber bullying was successful. The banners for the gym should be up very soon. The School Counselor is working with Butte College on their program Reg2go where they assist students on registering for college. It was noted that 20% of the seniors have been accepted into a four year college. Mr. Pena mentioned that the winter sports are starting and highlighted all the other activities going on at the High School including the annual Blood Drive on the 9th and Winter Homecoming on January 24th. Mr. Kaelin informed the Board that three students from CDS passed the Senior Placement test.

SUPERINTENDENT'S REPORT

Mr. Kaelin noted at the Superintendent Council meeting, they have been discussing the local control funding and all the new changes that are occurring. Mr. Kaelin referenced the SARC report numbers mentioned earlier saying that the salaries listed don't include benefits and that would push Biggs salaries higher. Mr. Kaelin said they are still working on the language for the small necessary school funding bill for the high school mileage and enrollment issues. The group hopes to have it done and presented to the State soon. Mr. Kaelin said he would like to put a committee together to look into the functioning structure of Richvale Elementary school and what would be in the best interest of the District. He suggested bringing in the Assistant Superintendent from the County to be on the panel. Mr. Kaelin wanted to explore a new idea for the Open Farm Land project saying that we have been receiving seed that aren't going to be available soon and wanted to suggest planting more walnuts instead of wheat. He feels that our return would be better.

BOARD MEMBER REPORTS:

Ms. Sheppard had nothing at this time.

Ms. Clark said she was pleased and proud to be a Wolverine football parent, the kids did great. She also said the Richvale Spaghetti Feed was great.

Mr. Slusser had nothing at this time.

Ms. Wheeler had nothing at this time.

Mr. Lattemore informed the Board that he attended the Arts In Education breakfast hosted by BCOE and the California Alliance for Arts Education. The event was held to put an emphasis on adding arts curriculum back in schools.

CONSENT AGENDA

The Board approved the Consent Agenda. MSCU (Wheeler/Sheppard) 5/0

A. Approve Purchase Orders and Vendor Warrants

ACTION ITEMS

Item C was pulled for discussion. The Board approve Action Items A & B MSCU (Sheppard/Slusser) 5/0

- A. Surplus of Richvale Portable #24 Real Property
- B. Approve Four 10-Hour Days for Classified Confidential for Summer Work Schedule
- C. Adopt Board Policy (BP), Administrative Regulations (AR) and Exhibits (E) as follows:
 - 1) BP/AR 0420 –Philosophy-Goals-Objectives & Comprehensive Plans - School Plans/Site Councils
 - 2) AR 0520.2 – Philosophy-Goals-Objectives & Comprehensive Plans - Title I Program Improvement Schools
 - 3) BP 1431 – Community Relations - Waivers
 - 4) BP/AR 3311 – Business & Noninstructional Operations - Bids
 - 5) BP 3350 – Business & Noninstructional Operations – Travel Expenses
 - 6) BP/AR 3514 – Business & Noninstructional Operations – Environmental Safety
 - 7) AR 3542 – Business & Noninstructional Operations – School Bus Drivers
 - 8) BP/AR 4112.42/4212.42/4312.42 – Personnel – Drug and Alcohol Testing of the Bus Drivers
 - 9) AR 4161.11/4361.11 – Personnel – Industrial Accident/Illness Leave
 - 10) AR 4161.8/4261.8/4361.8 – Personnel – Family Care and Medical Leave
 - 11) BP/AR 5141.27 – Students – Food Allergies/Special Dietary Needs
 - 12) BP 6144 – Instructional – Controversial Issues
 - 13) BP/AR 6162.6 – Instructional – Use of Copyrighted Materials
 - 14) BB 9010 – Board Bylaws – Public Statements
 - 15) BB 9250 – Board Bylaws – Remuneration, Reimbursement and Other Benefits
 - 16) BP/AR 0460 – Philosophy-Goals-Objectives & Comprehensive Plans – Local Control & Accountability Plan
 - 17) BP 0500 – Philosophy-Goals-Objectives & Comprehensive Plans – Accountability

The Board approved Item C. MSCU (Slusser/Wheeler) 5/0

PERSONNEL ACTION

The Board approved Personnel Action items A-D MSCU (Slusser/Sheppard) 5/0

- A. Approve Election of Silvia Amaya in the 4 Hour Instructional Aide position at Biggs Elementary
- B. Approve Election of Johnny Ceballos in the Stipend Wrestling Coach position at Biggs High School
- C. Approve Election of Leo Cano in the Stipend Soccer Coach position at Biggs High School
- D. Approve Election of Kimberly Hudson as a Substitute Instructional Aide position

INFORMATION ITEMS

The Special Board meeting to discuss the First Interim Budget was set for Monday, December 16th at 6:30 p.m.

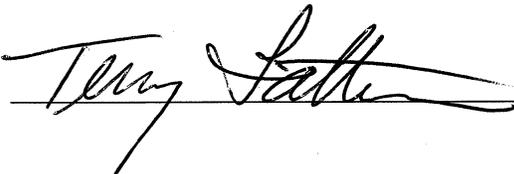
FUTURE ITEMS FOR DISCUSSION

Kathryn Sheppard asked about the Kids.com program at Richvale Elementary school and the bus schedule. Mr. Kaelin addressed the issue saying that because of a decline in participation and the staff person leaving, Robin Swanson will be running the program there. He also said they are looking into a bus for Richvale.

ADJOURNMENT

The meeting was adjourned at 8:09 pm

MINUTES APPROVED AND ADOPTED: December 16, 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.