

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF TRUSTEES
December 13, 2011

OPEN SESSION

CALL TO ORDER:

Kathryn Sheppard called the meeting to order at 6:30 p.m.

ROLL CALL:

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

Staff present: Doug Kaelin, Superintendent, Judy Jennings, Human Resources Officer, and Pam Ragan, Financial Officer

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

The Board approved the Addendum to the Agenda. MSCU (Wheeler/Slusser) 5/0

The Board approved the agenda with the addition of Action Item "D". MSCU (Wheeler/Slusser) 5/0

APPROVAL OF MINUTES :

Minutes of December 7, 2011 were approved. MSCU (Wheeler/Lattemore) 5/0

1. AUDIT REPORT

Joy McNulty, with Matson and Isom Accountancy Corporation, reported on the 2010-2011 Independent Audit. The report recommended that the number of eligible meals reported on the cafeteria reimbursement claim forms should agree with the monthly meal count records. Ms. McNulty stated the student body cash receipts need to be deposited in a timely manner. There were no audit adjustments, which means the revenue and expenses were reported correctly.

2. PUBLIC COMMENT

There were no public comments.

3. REPORTS

A. SUPERINTENDENT'S REPORT:

B. HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

The Superintendent reported on finals week at the high school; maintenance and custodial projects scheduled for the winter break; he submitted information from California Association of School Business officials regarding trigger reductions in the state budget and an approximate loss to the District transportation budget of \$60,000.

4. ACTION ITEMS

A. Approve Certification for the 2010-2011 Independent Audit

The Board approved the Independent Audit. MSCU (Lattemore/Slusser) 5/0

B. Adopt First Interim Budget for 2011/2012

Pam Ragan gave a report on the budget. The Superintendent stated the use of substitute teachers and legal fees were down this year. There was a discussion whether the Richvale School could sustain itself financially. The Superintendent discussed starting an "Early Start" kindergarten program.

The Board adopted the modified MYP and budget. MSCU (Lattemore/Wheeler) 5/0

C. Approve Bid for High Performance Facilities Contract with American Modular Systems, Inc.

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

- D. Revocation of Resolution 2011/12 #5 – in the Matter of the Reduction of Classified School Services for the 2011/2012 School Year

The Board revoked Resolution 2011/12 #5. MSCU (Slusser/Lattermore) 5/0

5. INFORMATION ITEMS

A. First Reading of Board Policies Series 0000 through 9000

The Board will adopt these policies at its January 4, 2012 regular Board Meeting. The Board suggested updated policies be brought to the Board three times a year.

6. FUTURE ITEMS FOR DISCUSSION

Kathryn Sheppard would like accountability at the school sites on progress with District goals using Data Director and evaluations. Kris Scott stated envelopes were ready to go to the middle grades to start the parent connection with the online system.

The Board discussed the Aeries System and Data Director. Terry Lattermore suggested a consultant be hired to develop full use of those programs.

The Board adjourned to closed session at 7:44 PM.

CLOSED SESSION

- 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)

OPEN SESSION

The Board adjourned to open session at 8:00 PM

1. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

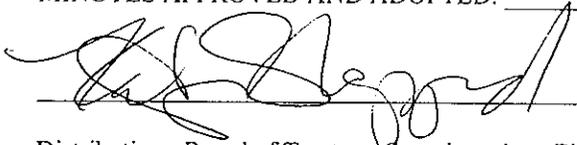
There were no actions taken in closed session.

Dennis Slusser asked about a master school calendar and the sound system.

ADJOURNMENT

The meeting was adjourned at 8:09 PM.

MINUTES APPROVED AND ADOPTED: 1-4-12


 _____ 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.