

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
October 4, 2017

**OPEN SESSION**

**CALL TO ORDER** - President Sheppard called the meeting to order at 6:01 p.m.

**ROLL CALL** - Board members present: Kathryn Sheppard, America Navarro and Megan Wilkinson. Dennis Slusser was absent.

**PLEDGE OF ALLEGIANCE** – The pledge was recited.

**APPROVAL OF AGENDA**

The Board approved the agenda with no changes or additions. MSCU (Wilkinson/Navarro) 3/0/1

**APPROVAL OF MINUTES**

The Board approved the minutes from the September 6, 2017 Regular meeting and the September 19, 2017 Special meeting as written. MSCU (Navarro/Wilkinson) 3/0/1

Board member Dennis Slusser arrived at 6:05 p.m.

**BOARD CANDIDATE INTERVIEW(S)**

The Board interviewed two candidates and selected one candidate to fill a vacancy on the Board of Trustees by Provisional Appointment in accordance with the Biggs Unified School District Bylaw 9223. The Candidates were give nine questions and were interviewed in the following order: Jennifer Meyer and Christina Stohlman.

A motion was made by America Navarro, seconded by Dennis Slusser, to appoint Jennifer Meyer to fill the position to replace Steve Thompson to the end of the next regular election, November 2018. Motion carried 3/1

Kathryn Sheppard	- Aye	Dennis Slusser	- Aye
America Navarro	- Aye	Megan Wilkinson	- Nay

**SWEARING-IN CEREMONY**

Swearing in of provisional appointee: Superintendent Kaelin read the oath of office and swore in Jennifer Meyer in the provisional appointment. Ms. Meyer took her seat at the dais. The members of the Board welcomed Ms. Meyer.

The Board adjourned to closed session at 6:30 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 7:01 p.m.

**OPEN SESSION** – President Sheppard called the meeting to order at 7:08 p.m.

**ROLL CALL** – Board members present: Kathryn Sheppard, America Navarro, Dennis Slusser, Megan Wilkinson and Jennifer Meyer.

Staff Present: Doug Kaelin, Mandy Leahy, LaQuita Ulrich and Donna Cyr

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** - President Sheppard announced that no action was taken in Closed Session.

### **STUDENT REPRESENTATIVE REPORTS**

**ASB** - Marissa Hane gave the report stating that they were working on Homecoming for the week of Oct. 16<sup>th</sup> - 20<sup>th</sup>. This year's theme is "Super Hero". Monday - Powder Puff game and Thurs. - tailgate BBQ. ASB is working on a clothing drive for Hurricane Harvey victims and working on the annual canned food drive.

**FFA** - New Officers chosen; Oct 9<sup>th</sup> Ag Advisory meeting at 7:30pm also FFA is raffling off a pig.

### **STUDENT RECOGNITION:**

#### Principal Ulrich presented the Biggs Elementary School Awards:

TK/K – Mrs. Hamblin's class: Michelle Castaneda and Bently Lewis  
K – Mrs. Rutenburg's class: Mark Anders and Hunter Rose Wilson  
K – Mrs. Hansen's class: Zachary Stewart-Wall and Maegan Manes  
1<sup>st</sup> / 2<sup>nd</sup> – Mrs. Francis' class: Blake Ball and Daisilyn Melchor  
1<sup>st</sup> - Mrs. Heath's class: Synai Cammon and Shay Wilks  
1<sup>st</sup> – Mrs. Holliman's class: Wyatt Duncan and Angel Cedeno  
2<sup>nd</sup> – Mrs. Holt's class: Karen Mojica Ventura and Gage Muscetta  
2<sup>nd</sup> / 3<sup>rd</sup> - Ms. Locey's class: Alex Craig and Samantha Villegas  
3<sup>rd</sup> – Mrs. Loftin's class: Barha Khan and Collin Beck  
4<sup>th</sup> – Mrs. Cammack's class: Skyler Long and Emma Rae Bowles  
5<sup>th</sup> – Ms. Ponciano's class: Destiney Cumiskey and Ben Andres  
6<sup>th</sup> – Ms. Gilman's class: Fuji Thao and Essence Vastine  
6<sup>th</sup> – Mr. Gates' class: Allyson Williams and Antonio Ramirez  
7<sup>th</sup> – Mr. Solis' class: McKinley Adams and Selina Clayton  
8<sup>th</sup> – Mrs. Moore's class: Katia Silva and Deacon Flores  
8<sup>th</sup> – Mr. Rutledge's class: Jack Galles and Tiarra Johnson  
Mrs. Roady's class: Jacob Ball and Zora Kalaveras

#### Principal Ulrich presented the Richvale Elementary School awards:

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> – Mrs. Logue's class: Rhegan Jones and Ben Skaggs  
4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> – Mrs. Andes' class: Rylan Jones and Addie Scott

#### Principal Leahy presented the High School awards:

Calixtro Navarro received the Freshman Award  
Harley Shippen received the Sophomore Award  
Jorge Castaneda received the Junior Award  
Marissa Hane received the Senior Award

### **PARENT ASSOCIATIONS REPORTS –**

**PAWS** wanted to remind everyone that Missoula Children's Theater production will be 10/6 & 10/7, the Fall Carnival is 10/26, Box Tops are due 10/27, there will be a staff lunch on 10/19, PAWS & RPA will have a float in the Homecoming parade, and PAWS is reviewing teacher's requests for supplies.

**RPA** wanted to remind everyone about the Annual Spaghetti Feed on Sat., November 11<sup>th</sup>

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS**  
None

**PUBLIC COMMENT** - There were no public comments

**REPORTS**

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

Mr. Kaelin gave the report:

- The new breakfast and lunch programs are going well.
- There is new fencing around the BES garden
- There have been issues with the phones lately - AT&T is fixing the problem
- Finishing ongoing projects.

SUPERINTENDENT'S REPORT:

Mr. Kaelin gave the report:

- Audits of Special Education files and Career Tech are done
- Professional Development - Will be bringing a trainer for GoMath and Linda Farrugia is being brought back for training
- With PAWS assistance we purchased the second phase of Chromebooks
- Education Foundation will be purchasing Chromebooks for the HS
- RPA is working on a Smartboard and iPad for RES
- Enrollment is up.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- Thanked everyone saying she inherited a wonderful team. There is a lot of school spirit
- They will be having a National Teachers Day lunch tomorrow
- Working on all the positives like attendance and data
- There will be some movement in changing split classes back to single classes
- Mathathon in September raised money for BES field trips
- Chess club won on September 19<sup>th</sup>
- ASB is working with HS on Red Ribbon Week, Oct. 23<sup>rd</sup> - 27<sup>th</sup>
- Holding a Meet and Greet
- Missoula Children's Theatre had 50 students try out.
- Parent Teacher Conferences this week

HIGH SCHOOL PRINCIPAL'S REPORT:

Principal Leahy gave the report:

- Enrollment is up to 216
- Planning CAASPP ELA & Math testing for grades 9 - 11
- Next monthly parent meeting 10/19 - Mr. Sharrock will be discussing the yearbook class & changes made.
- They are having a lot of training
- Senior Parent Night, Wed., 10/11 at 5:30 pm and Financial Aide Night will follow at 6:00 pm
- Football teams doing well. Volleyball working hard.
- Fall Sports pictures will be on Wed., 10/25

BOARD MEMBER REPORTS:

Dennis Slusser reported that the football platform and bleachers look great. Would like to see if we can enhance the sound system in the gym.

**CONSENT AGENDA**

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

- A. Approve Inter-district Agreement Request(s) for the 2017-2018 school year
- B. Approve Purchase Orders and Vendor Warrants

**ACTION ITEMS**

The Board approved Action Item A. MSCU (Navarro/Slusser) 5/0

- A. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):
  - BP 0000 - Philosophy, Goals, Objectives and Comprehensive Plans - Vision - update
  - BP 0100 - Philosophy, Goals, Objectives and Comprehensive Plans - Philosophy - update
  - BP 0420.41 - Philosophy, Goals, Objectives and Comprehensive Plans - Charter School Oversight - update
  - BP 2140 – Administration – Evaluation of the Superintendent –update
  - AR 4112.2 – Personnel –Certification -update
  - BP 4112.61/4212.61/4312.91 – Personnel – Employment References – delete
  - AR 4112.61/4212.61/4312.91 – Personnel – Employment References – update
  - BP/E 6161.1 – Instruction – Selection and Evaluation of Instructional Materials – update
  - BB 9121 – Board Bylaws – President – update
  - BB 9220 – Board Bylaws – Governing Board Elections - update
  - BB 9230 – Board Bylaws – Orientation – update
  - BB 9400 - Board Bylaws - Board Self-Evaluation - update

**PERSONNEL ACTION**

The Board approved Personnel Action Items A - E. MSCU (Slusser/Navarro) 5/0

- A. Approve Hiring of Amber Pate, Jennifer Stewart-Wall and Christy Headley as Substitute Instructional Aides
- B. Approve Hiring of Cindi VanQuick as Girls JV Basketball Coach Stipend Position
- C. Approve Hiring of Ann Tolman as a Substitute Cook/Custodian and Sub. Instructional Aide
- D. Accept Retirement of Laurel Diane Crawford as a BES Librarian and BES Instructional Aide effective 12/31/2017
- E. Approve Hiring of Bailee Roles as Volunteer Walk-On Cheer Coach

**INFORMATION ITEMS -**

- A. Investment Treasurer’s Report for July 31, 2017 from Butte County Treasurer - Standard report from the county.
- B. LCAP Update - Reviewing the Local Indicator, checking things that aren’t monitored, the State data is out and some of it is misleading but we did go up in most areas. A survey will be going out to staff and we will be having a meeting soon to go over the LCAP goals.
- C. Dress Code - We will address some of the main problems such as headware, shoes, etc. Still working on these. Checking other districts.

**FUTURE ITEMS FOR DISCUSSION** - Nothing at this time.

The Board Adjourned back Into Closed Session - 7:50 p.m.

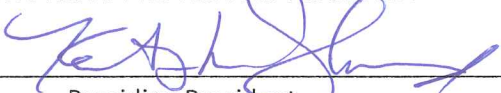
Closed Session was adjourned at 7:55 p.m.

**OPEN SESSION**

President Sheppard announced that no action was taken in closed session.

**ADJOURNMENT** - The meeting was adjourned at 7:56 pm

MINUTES APPROVED AND ADOPTED:

  
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 Presiding President

11/1/17  
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 Date