

**Agenda**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**BOARD ROOM – 300 B Street**  
**April 14, 2021**  
**6:30 p.m. Closed Session**  
**7:00 p.m. Estimated Open Session**

District COVID-19 Protocol

\* Guidelines on use of facial coverings – Staff and visitors entering any District building is required to wear a facial covering. Disposable masks will be available.  
\* Guideline on social distancing – Staff and visitors are asked to maintain a minimum of 6 feet between people or wear face covering when not possible.

**OPEN SESSION**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**

Pgs. 3-6 A. March 3, 2021 Regular Meeting

**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**
  - A. Approve Unpaid Leave of Absence for Emp# 6901329 from March 16<sup>th</sup> – May 28<sup>th</sup>, 2021.
- 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)**

If Closed Session is not completed before 7:00 p.m., it will resume immediately following the open session/regular meeting.

**RECONVENE TO OPEN SESSION**

- 1. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**
- 2. PARENT ASSOCIATIONS REPORTS**
- 3. CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS**

**4. PUBLIC COMMENT**

Anyone wishing to address the Board on items on or off the agenda may do so at this time. No action may be taken on items that are not listed as Action Items. Comments are limited to 3-5 minutes and 20 minutes each subject matter.

**5. REPORTS (Pursuant to the Brown Act: Gov. Code 854950 et.seq. - Reports are limited to announcements or brief descriptions of individual activities)**

- A. ELEMENTARY SCHOOL PRINCIPAL’S REPORT:

- B. HIGH SCHOOL PRINCIPAL'S REPORT:
- C. M/O/T AND FOOD SERVICE REPORT:
- D. SUPERINTENDENT'S REPORT:
  - 1. Independent Annual 2019-2020 Audit Report – *Under separate cover*
- E. BOARD MEMBER REPORTS:

## 6. CONSENT AGENDA

All matters listed under the Consent Agenda are routine and will be acted upon by one motion and vote. If an item needs further clarification and/or discussion, it may be removed from the Consent portion of the agenda and then be acted upon as a separate item.

- Pg. 7 A. Inter-district Agreement Request(s) for the 2020/2021 and 2021/2022 school years

## 7. ACTION ITEMS

- Pg. 8 A. Adopt Stipend List for the 2021-2022 school year
- B. Adopt the 2019/2020 Audit Certification – *Under separate cover*

## 8. PERSONNEL ACTION

- A. Approve Hiring of Michaela Haemmig as an English Teacher at BHS for the 2021 – 2022 school year.
- B. Approve Hiring of Raquel Caratachea as a Special Ed. Intern at BES for the 2021-2022 school year
- C. Approve Hiring Jane Little as Pool Manager for the 2021 Summer Season.
- D. Approve Hiring of Brock Springer, Aurora Little, Maesie Little, Callie Hane and Marci Munanui for summer 2021 Lifeguard positions
- E. Adopt Stipend Positions for the 2020-2021 school year:
  - 1. JV Volleyball    Michelle Schleef
  - 2. JV Boys Basketball    Roscoe Deel
  - 3. Varsity Wrestling    Tyler Rutledge
  - 4. Track    George Guerra
- F. Accept resignations of Beth Chavez, Cecilia Garcia, Rose Goldfarb, Stephen Henneberry, Susan Kehoe, Alexis Williams, Daniela Shelton, Sarah Rood and Katie Cyr at four (4) hour/day Instructional Aides effective 3/12/2021.
- G. Approve hiring of Beth Chavez, Cecilia Garcia, Rose Goldfarb, Stephen Henneberry, Susan Kehoe, Alexis Williams, Daniela Shelton, Sarah Rood and Katie Cyr at 5.25 hour/day Instructional Aides effective 3/15/2021.
- H. Accept resignation of Kris Scott as a five (5) hour/day Instructional Aide in the SDC class effective 3/12/2021
- I. Approve hiring Kris Scott as a six (6) hour/day Instructional Aide in the SDC class effective 3/15/2021
- J. Approve hiring Jessica Lowry as a six (6) hour/day Instructional Aide in the SDC class effective 4/01/2021
- K. Approve hiring Misty Vargas as a Temporary Cook/Custodian from March 15<sup>th</sup> – March 31<sup>st</sup>, 2021
- L. Approve hiring Cindi VanQuick as a Substitute Instructional Aide.
- M. Approve hiring of Jorge Castaneda as Walk-on JV Basketball Coach for 2020-2021 season
- N. Approve hiring of Hunter Shelton as Walk-on Baseball Coach for the 2020-2021 season
- O. Approve hiring of Kameron Smith as Walk-on JB Basketball Coach and Baseball Coach for 2021 season.
- P. Accept resignation of Clarissa Pfister as Biggs Elementary Counselor effective the end of 2021 school year.
- Q. Accept hiring of Macy Lavy as a Substitute Instructional Aide

## 9. INFORMATION ITEMS

- A. LCAP Update
- B. Superintendent Kaelin reported out that for the last Quarter there have been no Williams Uniform Complaints against any school in the District.

## 10. FUTURE ITEMS FOR DISCUSSION

## 11. ADJOURNMENT

Notice to the Public: Please contact the Superintendent's Office at 868-1281 ext. 250 should you require a disability-related modification or accommodation in order to participate in the meeting. This request should be received at least 48 hours prior to the meeting in order to accommodate your request.

Minutes  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**March 3, 2021**

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 6:34 p.m.

**ROLL CALL - Board members present:** Kathryn Sheppard, America Navarro, Jonna Phillips, Dennis Slusser and Linda Brown

**PLEDGE OF ALLEGIANCE** – President Phillips lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

The Board approved the agenda with changes and additions. Removed Closed Session Items 2A & 2B; add Personnel Action Items 13E – Accept resignation of Kate Ruttenburg as High School English Teacher effective the end of the 2020/2021 school year; add 13F – Accept resignation of Anita Daugherty as teacher at Biggs Elementary School effective the end of the 2020/2021 school year. MSCU (Slusser/Brown) 5/0

Phillips – Aye            Slusser – Aye            Navarro – Aye            Brown – Aye            Sheppard – Aye

**APPROVAL OF MINUTES**

The Board approved the minutes from the February 3, 2021 regular Board meeting as written. MSCU (Sheppard/Slusser) 5/0

Phillips – Aye            Slusser – Aye            Navarro – Aye            Brown – Aye            Sheppard – Aye

The Board adjourned into Closed Session at 6:36 pm

**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
  - A. ~~Adopt Resolution 2020/2021#9 – Non Re-election of Probationary Certificated Employee Removed~~
  - B. ~~Adopt Resolution 2020/2021#11 – Non Re-election of Probationary Certificated Employee Removed~~
3. Public Employee Performance Evaluation of Classified, Certificated, Classified Confidential, Management and Superintendent; Pursuant to Government Code Section 54957
4. Instructions to Board Negotiators, Superintendent and Board Member; Pursuant to Government Code Section 54957.6(a)
5. Litigation; Pursuant to Government Code Sections 54956.9

**Closed Session was adjourned at 7:11 pm and reconvened to Open Session.**

Staff Present: Doug Kaelin, Superintendent; LaQuita Ulrich, Elementary Principal, Tyler Rutledge, High School Principal, Lorelle Mudd, CBO and Donna Cyr, Admin. Assist. & HR Director

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – President Phillips announced no action was taken during Closed Session.

**PARENT ASSOCIATIONS REPORTS** – Ashley Stone, RPA, reported they are helping staff with whatever they need now that school is back to five days. Jonna Phillips, PAWS, reported that Run Around The Rice is scheduled for Sunday, May 23<sup>rd</sup>. It will have both a live event and a virtual event.

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS** - No report for CSEA or BUTA.

**PUBLIC COMMENT:** No public comments.

## **REPORTS:**

### ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report:

- March 15<sup>th</sup> expanding back to full time at the elementary schools
- Kindergarten will be looking different - more flexible seating, student friendly under the current COVID regulations
- First – 8<sup>th</sup> grade will continue to look the same
- Structured grouping for recess and lunch
- Suicide prevention training through BCOE for staff and students. LivingWorks Youth Summit
- PBIS – a lot of success with videos showing being safe, respectful, responsible and scholarly in all areas of school
- CJSF Outstanding Student Award – Mailey Seipert. She is now competing for the Huhn Memorial Award

### HIGH SCHOOL PRINCIPAL'S REPORT:

Principal Rutledge gave the report:

- ASB report – Working on spirit posters, March projects where each class is responsible for a March themed activity. Working on a rally and a future small Homecoming.
- FFA report – Just had Spirit Week, having a Rib dinner fundraiser – tix go on sale March 8<sup>th</sup> and dinner on March 19<sup>th</sup>, six students registered for MFE and ALA leadership Conference on March 12<sup>th</sup> - 13<sup>th</sup>, Three freshmen competed in the creed contest at Sections – waiting on results, we are registering students for a virtual State Conference.
- Athletics – Football season began last week with workouts and padded practice this week. Our first game is March 12<sup>th</sup> at Hamilton HS (JV at 5:30 and V at 7:30p) Immediate family only can attend. Looking at four tix per player. Cheer and softball practice started.
- Student Cali Navarro is participating in the Lions Student Speakers Contest in Gridley tonight. He will be speaking on the Pros and Cons of distance learning.
- Student Baylee Bowles has been selected to represent BHS at Girls state this summer. The program will be virtual. She's very excited.

### M/O/T/, FOOD SERVICE and SUPERINTENDENT'S REPORT:

Superintendent Kaelin gave the report:

- Finalizing the BES meal program
- There are plumbing and electrical issues at the rental house. Working on the issues
- The new mower is here
- The new electric bus is still in Sacramento being fixed.
- The enclosed doors for the outside bathrooms at RES were installed
- The D.O. has completed four hours of LCAP training. LCAP student group is being sent a survey next week and will schedule meetings with them then the parent group will meet.
- We have been fielding questions on the new COVID money that is coming. We can be flexible with the use but won't spend it until we receive it.
- State Testing – there will be some done but not sure what it will look like.
- New copiers throughout the District were installed.

### CHIEF BUSINESS OFFICER REPORT:

Lorelle Mudd, CBO, gave the Second Interim budget report. She reviewed the PowerPoint presentation with the Board. She noted that the 2021-2022 COLA is set at 3.84% and the 2022-2023 COLA is 2.98%, which is a nice surprise. All questions from the Board were answered.

BOARD MEMBER REPORTS: Nothing from the Board

### CONSENT AGENDA

The Board approved the Consent Agenda Items A & B. MSCU (Sheppard/Navarro) 5/0

Phillips – Aye          Slusser – Aye          Navarro – Aye          Brown – Aye          Sheppard – Aye

- A. Approve Inter-district Agreement Request(s) for the 2021/2022 school years
- B. Approve Purchase Order and Vendor Warrants for January 1, 2021 through February 26, 2021

### ACTION ITEMS

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

Phillips – Aye          Slusser – Aye          Navarro – Aye          Brown – Aye          Sheppard – Aye

- A. Approve second year of three-year contract with Independent Audit Consultant Stephen Roatch Accountancy Corp.
- B. Approve District School Calendars for 2021-2022, 2022-2023 and 2023-2024
- C. Approve Pool Salary Schedule Change to Meet Federal Minimum Wage Requirement
- D. Approve Second Interim Budget
- E. Adopt Resolution 20/21 #10 Reduction in Classified Workforce
- F. Approve one 6 hour/day Instructional Aide position for Special Day Class at BES replacing 5-hour position effective 3/15/2021
- G. Approve one 5.85 hour/day Instructional Aide position for Special Day Class at BES replacing 5-hour position effective 3/15/2021
- H. Approve 10 (ten) 5.25 hour/day Instruction Aide positions at BES replacing (10) 4 hour positions effective 3/15/2021
- I. Adopt BP 6145 – Instruction – Extracurricular and Cocurricular Activities - updated

### PERSONNEL ACTION

The Board approved Personnel Action Items A - F. MSCU (Sheppard/Brown) 5/0

Phillips – Aye          Slusser – Aye          Navarro – Aye          Brown – Aye          Sheppard – Aye

- A. Accept Resignation of Elijah Henderson as Special Education Resource Teacher at Biggs Elementary effective 2/2/2021
- B. Approve Elementary School Principal LaQuita Ulrich’s Contract for the 2021-2022 school year
- C. Approve High School Principal Tyler Rutledge’s Contract for the 2021-2022 school year
- D. Approve Hiring Mark Felkins as walk-on Softball Coach for the 2020/2021 season.
- E. Accept resignation of Kate Ruttenburg as High School English Teacher effective the end of the 2020/2021 school year**
- F. Accept resignation of Anita Daugherty as Teacher at Biggs Elementary effective the end of the 2020/2021 school year**

### INFORMATION ITEMS

- A. LCAP Update – Moving forward with surveys and meeting with student and parent groups.

**FUTURE ITEMS FOR DISCUSSION** - Nothing reported.

**ADJOURNMENT – 7:54 p.m.**

MINUTES APPROVED AND ADOPTED:

\_\_\_\_\_

Presiding President

\_\_\_\_\_

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.

# BIGGS UNIFIED SCHOOL DISTRICT

Meeting Date: April 14, 2021

Item Number: 6A  
Item Title: Inter-district Agreement Request(s)  
Presenter: Doug Kaelin, Superintendent & Donna Cyr, Admin. Assistant/HR Director  
Attachment: None  
Item Type:  Consent Agenda  Action  Report  Work Session  Other:

## Background/Comments:

We have received the following interdistrict transfer requests. After reviewing each one with Board Policy and Administration Regulations 5117, we make the following recommendations.

<u>2020-2021 School Year</u>	<u>From:</u>	<u>To:</u>	<u>Action:</u>	<u>New/Ongoing:</u>
1. (9 <sup>th</sup> grade)	Gridley	Biggs	Accept	New

  

<u>2021-2022 School Year</u>	<u>From:</u>	<u>To:</u>	<u>Action:</u>	<u>New/Ongoing:</u>
2. (11 <sup>th</sup> grade)	Biggs	Oroville	Release	New
3. (6 <sup>th</sup> grade)	Gridley	Biggs	Accept	Ongoing
4. (Kinder.)	Gridley	Biggs	Accept	New
5. (11 <sup>th</sup> grade)	Oroville	Biggs	Accept	Ongoing
6. (9 <sup>th</sup> grade)	Gridley	Biggs	Accept	New
7. (10 <sup>th</sup> grade)	Gridley	Biggs	Accept	Ongoing
8. (12 <sup>th</sup> grade)	Biggs	Chico	Release	New
9. (Kinder.)	Biggs	Oroville	Release	New
10. (3 <sup>rd</sup> grade)	Biggs	Thermalito	Release	Ongoing
11. (9 <sup>th</sup> grade)	Biggs	Oroville	Release	Ongoing
12. (Kinder.)	Biggs	Durham	Denied	New
13. (Kinder.)	Thermalito	Biggs	Accept	New
14. (9 <sup>th</sup> grade)	Oroville	Biggs	Accept	New
15. (Kinder.)	Gridley	Biggs	Accept	New
16. (2 <sup>nd</sup> grade)	Biggs	Gridley	Release	Ongoing
17. (Kinder.)	Biggs	Gridley	Release	New
18. (10 <sup>th</sup> grade)	Biggs	Gridley	Release	Ongoing
19. (4 <sup>th</sup> grade)	Biggs	Gridley	Release	Ongoing
20. (1 <sup>st</sup> grade)	Biggs	Gridley	Release	Ongoing
21. (Kinder.)	Gridley	Biggs	Accept	New

Fiscal Impact: We will have a loss of ADA for those outgoing transfer requests and an increase of ADA for those incoming transfer requests.

Recommendation: The Superintendent recommends action as indicated.

# 2021/22 Stipend List

## BHS

Head Var Football	\$2020
Asst. Var Football	\$1571
Head JV Football	\$1683
Asst JV Football	\$1459
Head Var Volleyball	\$1683
Head JV Volleyball	\$1459
Cheer Advisor	\$1683
CSF Advisor	\$750
AD Position	\$3000
ASB Advisor	\$1908
Varsity Girls B'ball	\$1908
JV Girls B'ball	\$1571
Varsity Boys B'ball	\$1908
JV Boys B'ball	\$1571
Varsity Baseball	\$1796
Varsity Softball	\$1796
Varsity Track	\$1796
Varsity Wrestling	\$1908
Student Study Team Coord.	\$450
BHS Testing Coord. (SBAC)	\$337

**Bd. Apprvd.**

## BES

RES Lead Teacher	\$2244
BES Lead Teacher	\$2244
Shady Cr. Coord.	\$800
Shady Cr. Teacher (2)	\$500 each
BES Student Council Adv.	\$561
CJSF Advisor	\$750
Chess Advisor (K - 5 <sup>th</sup> )	\$500
Testing Coord. (SBAC)	\$674
Results Coordinator	\$1050

Board Approved: