

REVISED - AGENDA
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
BOARD ROOM – 300 B Street
September 2, 2020
6:30 p.m. Closed Session
7:00 p.m. Estimated Open Session

District LCAP Goals

- ❖ Goal 1 – Quality Teachers, Materials and Facilities.
- ❖ Goal 2 – Raise Post High School Preparations, Including College and Career Readiness for all Students.
- ❖ Goal 3 – Create A Safe, Supportive and Welcoming School Climate To Enhance The Academic, Social and Emotional Environment For Student Success.
- ❖ Goal 4 – Design Programs and Activities to Address Diverse Student Academic Needs.
- ❖ Goal 5 – Create a Celebratory School Environment that Engages Staff, Students, Parents and the Community.

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. August 5, 2020 Regular Board Minutes

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)**

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 HEARING**

Pg. 7 A. To allow public input on the Resolution regarding Sufficiency of Instructional Materials for 2020/2021
 B. Learning Continuity and Attendance Plan – ***to follow under separate cover.***

5. 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.

6. 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, FOOD SERVICE AND SUPERINTENDENT REPORT:
- D. BOARD MEMBER REPORTS:

7. 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. 8

- A. Inter-district Agreement Request(s) for the 2020 – 2021 school year
- B. Approve second year with JEG Consulting E-Rate Services Contract for 2020-2021

8. ACTION ITEMS

- ~~A. Approve Unaudited Actuals for 2020/2021 – REMOVED & MOVED TO SEPT. 16th MEETING~~
- ~~B. Adopt Resolution 2020/2021 #6 – Adopt the “Gann” Limit for Fiscal Year 2020/21 - REMOVED & MOVED TO SEPT. 16th MEETING~~

- A. Approve changes to Ag Advisory Board Member and Terms:

| Name | Sector | Term /end date |
|----------------|----------------|------------------|
| Tyler Rutledge | H.S. Principal | Added / Standing |
| Peggy Baker | Ag Business | TERM ENDED |

- B. Adopt Resolution 2020/2021 #5 – Resolution Regarding Sufficiency of Instructional Materials as they relate to the Instructional Materials Funding Realignment Program (IMFRP)

9. PERSONNEL ACTION

- A. Approve hiring of Multi Subject Teacher at BES for the 2020-2021 school year. (Name to be announced)
- B. Approve hiring of Michaela Haemmig at Long term Substitute Teacher for the 2020-2021 school year.
- C. Accept resignation of Tony Luquin in Head Grounds / Bus position effective 8/31/2020
- D. Approve hiring of Head Grounds/Bus position for the 20/21 school year. (Name to be announced)

10. INFORMATION ITEMS

11. FUTURE ITEMS FOR DISCUSSION

12. 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
August 5, 2020

OPEN SESSION

CALL TO ORDER – President Phillips called the meeting to order at 6:32 p.m.

ROLL CALL - Board members present: Kathryn Sheppard, Jonna Phillips, Dennis Slusser and Linda Brown were present. America Navarro was not present.

Staff Present: Doug Kaelin, Superintendent; Karen Peters, CBO; LaQuita Ulrich, Elem. Principal; Tyler Rutledge, H.S. Principal and Donna Cyr, Admin. Assist. & HR Director

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

APPROVAL OF AGENDA

The Board approved the agenda with the addition of Action Item 7F – Approve Certificated Substitute Salary Schedule & Extra Duty Pay and Personnel Action Item 8D – Accept Resignation of Scott Gates Effective August 31, 2020.

MSCU (Sheppard/Slusser) 4/0/1

Brown - Aye Sheppard – Aye Phillips – Aye Slusser – Aye Navarro – Absent

APPROVAL OF MINUTES

The Board approved the minutes from the Regular meeting on June 17th and Emergency meeting on July 7, 2020 as written.

MSCU (Sheppard/Brown) 4/0/1

Brown - Aye Sheppard – Aye Phillips – Aye Slusser – Aye Navarro – Absent

The Board adjourned into Closed Session at 6:33 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 7:17 pm

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

PARENT ASSOCIATIONS REPORTS – No parent association reports.

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

PUBLIC COMMENT – Susan Kehoe, Paraprofessional at BES asked what might rehiring look like in the case of layoffs. And will seniority stay in effect? Her questions were answered.

REPORTS:

ELEMENTARY SCHOOL PRINCIPAL’S REPORT:

Principal Ulrich gave the report:

- Grade Level Committees have been holding Zoom meetings to work on Distance Learning and Blended Learning, Addressing and Closing the Achievement Gap, Professional Learning, Social & Emotional Learning, Flexibility & Innovative Scheduling for Social Distancing and Community Engagement.
- Curriculum and Instruction Cadre has been meeting to develop Google Classroom and one central location where teachers can find backward resources.
- Working on what it would look like offering Acellus or Distance Learning

HIGH SCHOOL PRINCIPAL’S REPORT:

Principal Rutledge gave the report:

- Working on the plan for returning to school. Using Schoology that works with Aeries
- Using a rotating / Block schedule for classes 1st – 3rd periods on Monday & Wed. then 4th – 7th periods on Tues. & Thurs. Classes start at 8:30 am and end at 1:15pm. From 1:15 – 3:20 will be teacher & student collaboration and intervention
- Training will be available on Schoology.
- Hands on electives will be online using alternate curriculum and connections with Butte College PE through Rack Performance
- Fall sports have been pushed to December/January. All other sports will follow

SUPERINTENDENT & M/O/T, CAFETERIA REPORT:

Superintendent Kaelin gave the report:

- Construction is moving forward. Had to push the time frame of completion.
- We are coming in on budget. No local money is being used.
- 90% of workers are local vendors/contractors
- The HS front has been completely redone.
- We are returning to the Grab & Go meals. Looking into having two days of meals in one day.
- Wanted to thank the Administration for really stepping up to make everything work
- Template for the new LCAP is out – there will need to be two meetings in September to have is reviewed then approved.
- Working on new cleaning protocol and return-to-work protocol
- Purchased new electronic devices for teachers and camera
- Received PPEs from the County office. Purchased desk shields.
- The template for the waiver is out. We will proceed with the County.

BOARD MEMBER REPORTS: No Board member reports.

CONSENT AGENDA

The Board approved the Consent Agenda Items A-B. MSCU (Slusser/Sheppard) 4/0/1

Brown - Aye Sheppard – Aye Phillips – Aye Slusser – Aye Navarro – Absent

- A. Inter-district Agreement Request(s) for the 2020/2021 school year
- B. Approve PO/Vendor Report for April 24th to July 21, 2020

ACTION ITEMS

The Board approved Action Items A – F. MSCU (Sheppard/Slusser) 4/0/1

Brown - Aye Sheppard – Aye Phillips – Aye Slusser – Aye Navarro – Absent

- A. Adopt 45 day Revise 2020/2021 Budget
- B. Approve Revised 2020/2021 District Calendar
- C. Adopt Resolution 20/21 #7 Reduction in Classified Workforce
- D. Approve the 2020-2021 Certification of Assurances
- E. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):

BP/AR 0430 - Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Local Plan for Special Education – update

BP 0470 - Philosophy, Goals, Objectives and Comprehensive Plans – COVID-19 Mitigation Plan - added

BP/AR 1312.3 - Community Relations – Uniform Complaint Procedures - update

AR 1312.4 - Community Relations – Williams Uniform Complaint Procedures - updated

E 1312.4 (E3&4) - Community Relations – Williams Uniform Complaint Procedures - deleted

BP/AR 1340 - Community Relations – Access to District Records - update

BP 4112.9/4212.9/4312.9- Personnel – Employee Notifications - update

E 4112.9/4212.9/4312.9- Personnel – Employee Notifications - update

BP/AR 4113 - Personnel – Assignment - update

BP/AR/E 4119.42/4219.42/4319.42 Personnel – Exposure Control Plan for Bloodborne Pathogens - update

BP/AR 4119.43/4219.43/4319.43- Personnel – Universal Precautions - update

BP 4151 - Personnel – Employee Compensation - update

BP 5141.5 – Students – Mental Health – added

BP/AR 5145.3 – Students – Nondiscrimination/Harassment – updated

BP/AR 6020 - Instruction – Parent Involvement - update

BP/AR 6115 – Instruction – Ceremonies and Observances – update

BP 6157 – Instruction – Distance Learning – added

- F. **Approve Certificated Substitute Salary Schedule & Extra Duty Pay**

PERSONNEL ACTION

The Board approved Personnel Action Item A - D. MSCU (Slusser/Brown) 4/0/1

Brown - Aye Sheppard – Aye Phillips – Aye Slusser – Aye Navarro – Absent

- A. Approve Agriculture Teacher Extended Year Agreement with Stephen Boyes
- B. Approve Agriculture Teacher Extended Year Agreement with Tanisha Norvell
- C. Accept resignation of Megan Griswold as Instructional Aide at Biggs Elementary effective July 1, 2020
- D. Accept Resignation of Scott Gates Effective August 31, 2020**

INFORMATION ITEMS

- A. Set additional Board meeting in September to approve Learning Continuity and Attendance Plan

Regular meeting remains Sept. 2nd and Special meeting is Sept. 16th starting at 6:30pm

- B. LCAP Update

There will be on LCAP this year. Now Districts will be approving 8 Sections on the COVID-19

- C. Articulation Agreement between Biggs High School and Butte College

Ag classes are held here and get articulated college credits.

D. Quarterly Williams Uniform Complaint Report

No complaints were filed with any school in the district during the last quarter.

E. Investment Treasurer's Report for June 30, 2020 from Butte County Treasurer

Standard investment report from the County.

FUTURE ITEMS FOR DISCUSSION – None

ADJOURNMENT - The meeting was adjourned at 8:34 pm.

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.

RESOLUTION 2020/21 #5
BY THE BOARD OF TRUSTEES
OF THE BIGGS UNIFIED SCHOOL DISTRICT

**Resolution Regarding Sufficiency of
Instructional Materials for 2020/2021**

WHEREAS, the governing board of Biggs Unified School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 2, 2020 at 7:00 o'clock, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing; and

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2020-2021 school year, Biggs Unified School District has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED this 2nd day of September, 2020 in a regular meeting of the Board of Trustees of Biggs Unified School District by the following vote:

AYES:

NOES:

ABSENT:

Signed: _____
Presiding President

BIGGS UNIFIED SCHOOL DISTRICT

Meeting Date: September 2, 2020

Item Number: 7A
Item Title: Inter-district Agreement Request(s)
Presenter: Doug Kaelin, Superintendent & Donna Cyr, Admin. Assistant/HR Officer
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> |
|------------------------------|--------------|-------------|------------------------|
| 1. (Kinder) | Biggs USD | Gridley | Release |
| 2. (9 th grade) | Biggs USD | Hearthstone | Release |
| 3. (6 th grade) | Biggs USD | Manzanita | Release |
| 4. (9 th grade) | Biggs USD | Gridley | Denied |
| 5. (10 th grade) | Oroville | Biggs USD | Accept |
| 6. (9 th grade) | Oroville | Biggs USD | Accept |
| 7. (10 th grade) | Biggs USD | Gridley | Release |
| 8. (7 th grade) | Biggs USD | Manzanita | Release |
| 9. (2 nd grade) | Gridley | Biggs USD | Accept |
| 10. (1 st grade) | Biggs USD | Gridley | Release |
| 11. (1 st grade) | Biggs USD | Gridley | Release |
| 12. (11 th grade) | Biggs USD | Gridley | Denied |
| 13. (10 th grade) | Biggs USD | Yuba City | Denied |
| 14. (6 th grade) | Palermo | Biggs USD | Accept |
| 15. (4 th grade) | Palermo | Biggs USD | Accept |
| 16. (1 st grade) | Palermo | Biggs USD | Accept |
| 17. (8 th grade) | Biggs USD | Gridley | Release |
| 18. (2 nd grade) | Gridley | Biggs USD | Accept |
| 19. (11 th grade) | Biggs USD | Gridley | Release |
| 20. (11 th grade) | Gridley | Biggs USD | Accept |
| 21. (6 th grade) | Gridley | Biggs USD | Accept |
| 22. (2 nd grade) | Gridley | Biggs USD | Accept |
| 23. (8 th grade) | Gridley | Biggs USD | Accept |
| 24. (4 th grade) | Gridley | Biggs USD | Accept |

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.