

Minutes  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
January 6, 2021

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 6:29 p.m.

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

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

**APPROVAL OF AGENDA**

The Board approved the agenda with no changes or additions. MSCU (Slusser/Sheppard) 4/0/1

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the December 2, 2020 regular Board meeting as written. MSCU (Sheppard/Slusser) 4/0/1

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

The Board adjourned into Closed Session at 6:31 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
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)

Closed Session was adjourned at 7:03 pm and reconvened to Open Session.

**Staff Present:** Doug Kaelin, Superintendent; LaQuita Ulrich, Elementary Principal, Tyler Rutledge, High School Principal 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** – No Parent report.

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

**PUBLIC COMMENT** – No Public Comments

**PUBLIC HEARING**

The hearing for the Resolution regarding Increasing School Facilities Fees was opened at 7:03 p.m. Superintendent Kaelin reviewed the process with the Board and public. There was no public comment. The hearing closed at 7:04 p.m.

**REPORTS:****ELEMENTARY SCHOOL PRINCIPAL'S REPORT:**

Principal Ulrich gave the report:

- Working on the next phase of reopening.
- Met with 6<sup>th</sup> grade teachers regarding training/support of Aeries for parents. Want to expand use of Aeries Parent Portals in lower grades.
- Increasing meetings with parents regarding grades and attendance. The meetings have been positive.
- The Math-a-thon was successful considering the year. The two top winners were Jayden Medieta – Personious's class and Hunter Chinchon, Heath's class
- ASB collected over 40 toys for Toys-4-Tots. Toys were delivered by Allie Little, Josline Navarro and Maily Siepert. Going to start working on Shoebox for Soldiers.
- iReady and IXL Data – 2<sup>nd</sup> diagnostic assessment. Compared to last year our data has slightly dropped but not as much as expected.

**HIGH SCHOOL PRINCIPAL'S REPORT:**

Principal Rutledge gave the report:

- Prepping for the End of the Semester – Teachers are checking in on students.
- Working on scholarship information. Information has been updated on Google Classroom and will be available for students on 1/7/2021. We are working on several online seminar days for students to prepare cover letters, resumes, etc.
- Math Update – Points of emphasis on curriculum that provokes greater thought and practice. Looking at similarities between BHS and BES. Greater level of collaboration between content teachers.
- FFA – Silver Dollar Fair pigs arriving on Sunday. We will be having a Student Teacher in the Ag Dept. Had a successful Canned Food Drive. Having a Mural Contest on the Ag wall.
- ASB – Hoping to do something for "homecoming". Not sure what. Also planning to do something around Valentine's Day. Talking about doing a community trash pickup day too.

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

Superintendent Kaelin gave the report:

- Food Service Director said cafeteria costs are going up in trying to get food that kids like and also prepackaged foods.
- Maintenance / Grounds – Grounds are working on tree trimming and replacing sprinklers
- Gov. Newsome gave plan on schools reopening – funding and mandates.
- Working on State mandated reports
- District is working on getting all students back to school 5 days a week in person.
- Sites were trained on new clock system.
- Locker rooms at HS are being completed. All work on modernization projects winding down.
- New electric bus is great. The bus from Pioneer is having issues.

**BOARD MEMBER REPORTS:** Nothing from the Board

**CONSENT AGENDA**

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

Sheppard – Aye

Phillips – Aye

Slusser – Aye

Navarro – Aye

Brown - Absent

- A. Approve Inter-district Transfers for the 2020-2021 school year
- B. Approve PO / Vendor Report from 11/01 - 12/30/2020

**ACTION ITEMS**

The Board approved Action Items A - D. MSCU (Slusser/Navarro) 4/0/1

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

There was discussion on Item B. All questions were answered by the Superintendent.

- A. Approve Resolution 2020/2021 #7 – Increasing School Facilities Fees
- B. Adopt Resolution # 2020/2021 #8 - Supporting The Designation Of District Representatives And Authorization To File Applications For The School Facility Program
- C. Approve change order for Modernization Project for Biggs High School - \$160,827.00  
Biggs Elementary School - \$195,163.00
- D. Adopt the Following New or Updated Board Policies (BP), Admin. Regulations (AR) and Exhibits (E):

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

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

BP/AR 4119.25/4219.25/4319.25- Personnel –Political Activities of Employees – update

AR 4140/4240/4340- Personnel – Bargaining Units – update

BP/AR 5113.2 – Students –Work Permits – update

BP/AR 5126 – Students –Awards for Achievement – updated

BP/AR 5141.31 – Students – Immunizations – updated

BP 6146.1 – Instruction – High School Graduation Requirements - updated

BP/AR 6146.2 - Instruction –Certificate of Proficiency/High School Equivalency – update

E 6146.2 - Instruction –Certificate of Proficiency/High School Equivalency – add

BP 6170.1 – Instruction – Transitional Kindergarten - update

BB 9012 – Board Bylaws – Board Member Electronic Communications – update

BB 9320 – Board Bylaws – Meetings and Notices - update

**PERSONNEL ACTION**

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

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

- A. Approve Hiring of Cindi VanQuick as walk-on Girls Basketball coach for 2020/2021 season


**INFORMATION ITEMS**

- A. Quarterly Report on Williams Uniform Complaints – No complaints were filed with any school in the district during the last quarter.

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

**ADJOURNMENT** - The meeting was adjourned at 7:45 pm

**MINUTES APPROVED AND ADOPTED:**

  
\_\_\_\_\_  
Presiding President

2/3/21  
\_\_\_\_\_  
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.