

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

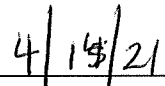
- A. LCAP Update – Moving forward with surveys and meeting with student and parent groups.

**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.