

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
April 14, 2021

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 6:30 p.m.

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

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

**APPROVAL OF AGENDA**

The Board approved the agenda with changes and additions. Removed Item 5D1 – Independent Annual 2019-2020 Audit Report under Superintendent’s Report and Removed Action Item 7B – Adopting the 2019-2020 Audit Certification. Added Action Item 7C – Approve Budget payment of \$57,644.37 to Western Alliance for Bleacher Project.  
MSCU (Sheppard/Slusser) 5/0

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the March 3, 2021 regular Board meeting as written. MSCU (Navarro/Slusser) 5/0  
Phillips – Aye          Slusser – Aye          Navarro – Aye          Brown – Aye          Sheppard – Aye

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**
  - A. Approve Unpaid Leave of Absence for Emp# 6901329 from March 16th – May 28th, 2021.
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 7:07 pm and reconvened to Open Session.**

Staff Present: Doug Kaelin, Superintendent; Tyler Rutledge, High School Principal and Donna Cyr, Admin. Assist. & HR Director

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – President Phillips announced action to approve Closed Session item 2A. No other action was taken.

**PARENT ASSOCIATIONS REPORTS** – America Navarro reminded everyone that Run Around the Rice was on May 23<sup>rd</sup> and that flyers went out to parents.

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

**PUBLIC COMMENT:** Bertha Oliverez, Richvale, CA spoke regarding interdistrict transfer request for her daughter to Durham.

**REPORTS:**

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Superintendent Kaelin gave the report:

- Back to full time at the elementary schools – going well
- Tweaking the Breakfast program
- Looking at alternative State testing
- Only 30+ days left of school
- Looking into summer school
- Everything is open on the playground. Kids are excited

HIGH SCHOOL PRINCIPAL'S REPORT:

Principal Rutledge gave the report:

- ASB report – Homecoming went well. Prom will be May 15<sup>th</sup> at the Colonial Hotel in Biggs. Working on providing a dinner.
- FFA report – Holding Officer interviews on Monday, 4/19. State Conference is being held in May virtually. Silver Dollar Fair is the end of May. Having Market animal and Showmanship. Butte County Fair will have livestock show. Ag Dept. had a successful Rib Dinner fundraiser.
- Athletics – Football's final game is this week. Volleyball is over, Basketball starts next week. Softball & Baseball starting soon.
- State Testing for Juniors is this week and next week.
- Sophomores taking the "Monitoring the Future" survey conducted by the National Institute on Drug Abuse.
- Graduation and Sober Grad Night are moving forward.
- Scholarships are posted on Google Classroom
- Teachers are collaborating on orientation for next year.

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

Superintendent Kaelin gave the report:

1. *Independent Annual 2019-2020 Audit Report - **REMOVED***

- Because of inability to get consistent orders from food vendors, we would not be posting monthly menus for the remainder of the school year.
- Grounds / Maintenance workers have been busy. They are doing a great job.
- Did a walk-thru with the contractors on the Modernization Project. Still a few more things to be done.
- Working with the State about grants for the removal of the Post Office building in Richvale
- Working on the LCAP. The survey is closed and we're looking at the data. We have to do three different reports this year – review future years; review past years and review the COVID year.

BOARD MEMBER REPORTS: Nothing from the Board

**CONSENT AGENDA**

The Board approved the Consent Agenda Item A. MSCU (Sheppard/Slusser) 5/0

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

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

**ACTION ITEMS**

The Board approved Action Items A & C. MSCU (Navarro/Brown) 5/0

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

- A. Adopt Stipend List for the 2021-2022 school year
- B. *Adopt the 2019/2020 Audit Certification - **REMOVED***
- C. *Approve Budget payment of \$57,644.37 to Western Alliance for Bleacher Project. - **ADDED***

**PERSONNEL ACTION**

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

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

- 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


**INFORMATION ITEMS**

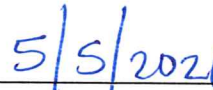
- A. LCAP Update – Survey has been completed. Very good information. Meeting with H.S. ASB students and parent groups next.
- B. Superintendent Kaelin reported out that for the last Quarter there have been no Williams Uniform Complaints against any school in the District.

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

**ADJOURNMENT – 7:34 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.