

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

District LCAP Goals

- ❖ Goal 1 – Biggs Unified will provide conditions of learning that will develop College and Career Ready students. Priority 1, 2 and 7.
- ❖ Goal 2 – Biggs Unified will plan programs, develop plans, and provide data from assessments that will maximize pupil outcomes. Priority 4 and 8.
- ❖ Goal 3 – Biggs Unified will promote students engagement and a school culture conducive to learning. Priority 3, 5 and 6.

**OPEN SESSION**

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

- Pgs. 3-4      A. August 30, 2021 Special Board Minutes  
Pgs. 5-8      B. September 1, 2021 Regular Board Minutes  
Pgs. 9-10     C. September 15, 2021 Special 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
  - A. Board to hear appeal of Superintendent finding on complaint against district employee
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 REPORTS
- C. M/O/T AND FOOD SERVICE REPORT:
- D. SUPERINTENDENT'S REPORT:
- 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. 11 A. Approve Inter-district Agreement Request(s) for the 2021-2022 school year
- Pgs. 12-17 B. Approve Auxiliary Organizations Liability Coverage.

**7. ACTION ITEMS**

- Pg. 18 A. Adopt Resolution 2021/2022 #3 Regarding Reduction in Classified Workforce – one 8 hr. Secretary/Attendance Clerk position at BHS
- B. Approve 6 hour/day Secretary / Attendance Clerk position at Biggs High School
- C. Approve changing one 6 hour 182 day/year Bus/Custodian/Lt Maint. position for RES to 8 hour position 182/days
- D. Approve pilot program for Social Studies curriculum "Impact" by McGraw Hill for K-8

**8. PERSONNEL ACTION**

- A. Approve Hiring of Jorge Castaneda as a walk-on coach for HS boys basketball and baseball for the 21/22 seasons
- B. Approve Hiring of Lisa Pritchard as a Substitute Teacher for the 2021/2022 school year
- C. Approve Hiring of Cody Walsh as Varsity Wrestling Coach for the 2021/2022 season
- D. Accept resignation of Ashley Nelson as Instructional Aide effective September 14, 2021
- E. Approve hiring of Natali Gonzalez as Instructional Aide effective October 1, 2021
- F. Approve hiring Allison Seale as a Substitute Classified employee effective October 1, 2021
- G. Approve hiring Allison Seale as Temporary Van Driver effective October 1, 2021
- H. Accept resignation of Loretta Long as Student Services Coordinator effective Sept. 30, 2021
- I. Approve hiring of Loretta Long as HS Secretary / Attendance Clerk effective October 1, 2021

**9. INFORMATION ITEMS**

- A. Schedule second Board meeting in October for ESSER III Plan

**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**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**August 30, 2021**

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 4:02 p.m.

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

**Staff Present:** Doug Kaelin, Superintendent 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 no changes. MSCU (Brown/Navarro) 4/0/1

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

**PUBLIC COMMENT:** There were no public comments.

**PUBLIC HEARING:**

The public hearing was opened at 4:03 pm. Superintendent Kaelin explained that Butte County Office of Education sent a letter stating that the LCAP expenditures must be the same as the Original Budget. The LCAP was reviewed updating the salaries of the Instructional Aides, added the matrix of the graduating seniors and showed the completed Career Pathways, update the EL student numbers and show professional development numbers. The Superintendent addressed the questions from the Board. There were no questions or comments from the public. The hearing was closed at 4:06 pm.

The Board adjourned into Closed Session at 4:07 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. 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)

*Board member Dennis Slusser arrived at 4:28 pm*

Closed Session was adjourned at 5:25 p.m.

**OPEN SESSION** – President Phillips called the meeting to order at 5:25 p.m.

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

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** –President Phillips announced there was no action taken in closed session.

**ADJOURNMENT – 5:26 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.

Minutes  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**September 1, 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, America Navarro, Dennis Slusser and Kathryn Sheppard were present.

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

**APPROVAL OF AGENDA**

The Board approved the agenda with changes / additions. Add Action Items 8D – Approve opening Fund 08 for tracking ASB activity as per requirement of GASB 84; Item 8E – Approve new position for a temporary Passenger Van Driver effective Sept. 1, 2021; Add Personnel Action Items 9D – Accept resignation of Deanna (Tinker) Jones as Lt. Maint./Cust./Bus at RES effective 9/6/2021 and Item 9E – Approve hiring Deanna (Tinker) Jones as Bus/Cust./Cook position effective 9/7/2021 . MSCU (Sheppard/Slusser) 5/0

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the August 4, 2021 Regular Board meeting as written. MSCU (Navarro/Slusser) 5/0

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

The Board adjourned into Closed Session at 6:32 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)**
- 5. Litigation; Pursuant to Government Code Sections 54956.9**

**Closed Session was adjourned at 7:08 pm and reconvened to Open Session.**

Staff Present: Doug Kaelin, Superintendent; LaQuita Ulrich, Elementary Principal and Donna Cyr, Admin. Assist. & HR Director

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – President Phillips read a statement regarding action taken in closed session directing the Superintendent. “The Biggs Unified School District Governing Board would prefer to continue with allowing parents and students the choice of wearing face covering while indoors. However, the District has received three formal complaints from the Department of Industrial Relation, Division of Occupational Safety, a letter from the district liability insurance and guidance from the district legal team, outlining the financial risk and the possibility of the schools being forced into online learning if the guidelines are not followed. The Governing Board is directing the Superintendent to comply with all California Department of Public Health mandates regarding COVID-19. The Board would ask that parents and community members direct their concern to the California Department of Public Health, California Governor, California Department of Education and local representatives of Sacramento”.

**PARENT ASSOCIATIONS REPORTS** – Nothing reported.

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

### **PUBLIC HEARING**

To allow public input on the Resolution regarding Sufficiency of Instructional Materials for 2021/2022.

The hearing for the Resolution regarding Sufficiency of Instructional Materials was opened at 7:10 pm. There was no public comment. Mr. Kaelin noted that all new books and instructional materials were signed off on the Annual Williams Report. The hearing closed at 7:13 pm.

### **PUBLIC COMMENT:**

Sandi Moffett, Biggs, addressed the new CDPH threats on mask mandates. She feels this is a government over reach.

Gaela Daniels, Biggs, spoke on her child’s inter-district denial. Asked the Board to overturn decision.

### **REPORTS:**

#### ELEMENTARY SCHOOL PRINCIPAL’S REPORT:

Principal Ulrich gave the report:

- It’s been a successful start of school. Team building and building strong connections/reviewing expectations.
- Trainer Heidi Koski met with the new hires.
- All the new teachers are doing very well:
  - Aaron Bayless is using his theatrical side to benefit the kids. Students are engaged and positive.
  - Ashley Odekirk is thinking outside the box and willing to change things up with implementing new ideas.
  - Hollie Byers’ focus is finding the positive in students. Looks for a way to make things better.
  - Beth Chavez is building a community of empathy, acceptance and kindness in her room. Started the Yearbook
  - Nick Grubiss is embracing curriculum with his students
- SDC has successfully mainstreamed 3 students and working on a 4<sup>th</sup>
- SST – Early Intervention. Melissa Green has revamped the forms and working on intervention
- Suicide Awareness Week is 9/7 – 9/10 and Counselor Fazila Afzal is setting it up and working on grade appropriate lessons.
- Annual Jog-a-thon is Aug. 30 – Sept. 17<sup>th</sup>. PAWS parent are helping with the on-line student store.

#### HIGH SCHOOL PRINCIPAL’S REPORT:

Superintendent Kaelin gave the report:

- Wonderful start to the new year.
- New teachers are doing fantastic.
- FFA had a great showing at the Fair
- FFA is working on the Green Hand program with freshmen
- Fall sports are in full swing with Volleyball, Cheer and Football. Our first game is in Alameda. Taking vans down.

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

Superintendent Kaelin gave the report:

- We have 2 bus drivers out and 1 retiring on Friday, Sept. 3<sup>rd</sup>. We're looking at hiring a van driver to help with the shortage.
- The breakfast program count is down. Looking at ways to pick up the count.
- It is the 6 year anniversary of our football stadium burning down. The new stadium is great.
- ESSR plan – starting to write it. We are looking at replacing some of the old A/C units; purchasing shade structures; water bottle filling stations and possibly new playground equipment.
- Talking with the fire dept. to use the Richvale post office building for fire training
- Working on a COVID-19 testing plan. It must be in place by October 15<sup>th</sup>. We are gathering data.
- Wanted to compliment Joelene Gilman as our Independent Study teacher. She took the ball and is running with it.
- Biggs is going to be involved in a Literacy Program Grant. \$185,000 over 3 years in teacher stipends. We will invite 10 teachers between the grades of 6<sup>th</sup> – 12<sup>th</sup> to participate. Comprehensive learning tools and professional development.

BOARD MEMBER REPORTS: Nothing from the Board

**CONSENT AGENDA**

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

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

- A. Inter-district Agreement Request(s) for the 2021 – 2022 school year
- B. Approve PO Vendor Report from June 12 through August 25, 2021
- C. Approve E-rate Management Services Agreement with E-rate Advisors for 2021-2022

**ACTION ITEMS**

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

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

- A. Adopt Resolution 2021/2022 #1 – Resolution Regarding Sufficiency of Instructional Materials as they relate to the Instructional Materials Funding Realignment Program (IMFRP)
- B. Approve Amendments to Adopted 2021 LCAP

BCOE reviewed the District's LCAP and found a few sections that needed to be amended or clarified. The changes have been made and the document is now being presented for approval. The Superintendent recommends approval.

- C. Approve Independent Study related curriculum for K – 12 grades using the Acellus platform for the 2021-22 school year.

Education Code requires local school district governing boards to approve all textbook/online purchases for students, and to annually approve those utilized for Independent Study students. The Superintendent recommends approval.

**D. Approve opening Fund 08 for tracking ASB activity as per requirement of GASB 84. – ADDED**

**E. Approve new position for a temporary Passenger Van Driver effective Sept. 1, 2021 - ADDED**

**PERSONNEL ACTION**

The Board approved Personnel Action Items A – E. MSCU (Sheppard/Slusser) 5/0

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

- A. Approve hiring of Hokulani Wickard as a walk-on football coach for the 2021/2022 season
- B. Accept resignation of Javier Solis as Head Varsity Baseball Coach for the 2021/2022 season.
- C. Accept retirement of Sharron Deniz as Bus/Lt. Maint./Cust./Cook effective September 3<sup>rd</sup>, 2021
- D. Accept resignation of Deanna (Tinker) Jones as Lt. Maint./Cust./Bus at RES effective Sept. 6, 2021 - ADDED**
- E. Approve hiring of Deanna (Tinker) Jones as Bus/Cust./Cook effective Sept. 7, 2021 - ADDED**

**INFORMATION ITEMS - NONE**

**FUTURE ITEMS FOR DISCUSSION - NONE**

**ADJOURNMENT – 7:45 p.m.**

**MINUTES APPROVED AND ADOPTED:**

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Presiding President

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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.



Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
September 15, 2021

**OPEN SESSION**

**CALL TO ORDER** – President Phillips called the meeting to order at 4:07 p.m.

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

Staff Present: Doug Kaelin, Superintendent; Lorelle Mudd, CBO 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. MSCU (Sheppard/Navarro) 3/0/2

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

**PUBLIC COMMENT** –None

Dennis Slusser arrived at 4:14 p.m.

**ACTION ITEMS**

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

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

- A. Adopt Resolution 2021/2022 #2 – Adopt the “Gann” Limit for Fiscal Year 2021/22
- B. Approve Unaudited Actuals for 2020/2021

Lorelle Mudd reviewed the transmittal Background and Fiscal Impact with the Board. All questions were answered by Mrs. Mudd and Superintendent Kaelin.

**PERSONNEL ACTION**

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

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

- A. Accept resignation of Christine Ryan as Secretary / Attendance Clerk at BHS effective Sept. 22, 2021

The Board adjourned into Closed Session at 4:21 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. 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 5:13 p.m.

**OPEN SESSION** – President Phillips called the meeting to order at 5:14 p.m.

**ROLL CALL** - Dennis Slusser, Kathryn Sheppard, Jonna Phillips and America Navarro were present.

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

**ADJOURNMENT** - The meeting was adjourned at 5:15 pm.

MINUTES APPROVED AND ADOPTED:

_____	_____
Presiding President	Date

Distribution: Board of Trustees, Superintendent, Elementary School Principal, Financial Officer/Administrative Advisor, BUTA and CSEA Presidents, Gridley Herald, District Office and Schools for Posting, and Official Record.

**BIGGS UNIFIED SCHOOL DISTRICT**

Meeting Date: October 6, 2021

Item Number: 6A  
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>2021-2022 School Year</u>	<u>From:</u>	<u>To:</u>	<u>Action</u>	<u>New/Ongoing:</u>
1. (9 <sup>th</sup> grade)	Biggs	Gridley	Release	Ongoing
2. (6 <sup>th</sup> grade)	Biggs	Gridley	Release	New
3. (3 <sup>rd</sup> grade)	Biggs	Gridley	Release	New
4. (11 <sup>th</sup> grade)	Biggs	Chico	Release	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.

**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
BUTTE SCHOOLS SELF-FUNDED PROGRAMS and  
BAY AREA SCHOOLS INSURANCE COOPERATIVE**

For Activities Sponsored by the Biggs Unified School District  
and BHS Boosters Club

During the Period July 1, 2021 through June 30, 2023

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The Butte Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative (BASIC) have adopted the following minimum guidelines for the BHS Boosters Club (organization), an auxiliary organization of the Biggs Unified School District (district), to receive liability protection under the BSSP and BASIC memorandums of coverage:

1. The organization must have written bylaws specifying its purpose as a district/pupil support organization.
2. The bylaws must reflect the nature and degree of the district's direction and supervision of the organization and its activities.
3. The organization's meetings must be timely noticed.
4. The organization may not be a nonprofit corporation organized under Section 501(c)(3) of the Internal Revenue Code, under the California Nonprofit Corporation Law, or under any similar law.
5. Minutes of all proceedings must be kept on file with the district.
6. The organization's events must have specific approval from the district's governing board or its authorized representative.
7. The organization's funds must be reported to and be under the control of the authorized representative of the district. Control shall be through one of the following:
  - a. A district administrative employee must be a signor on the organization's bank account(s);
  - b. A district administrative employee must sign on all payments and/or purchase orders; or
  - c. The organization must post a financial bond for the amount of the funds expected to be collected over a one-year period.
8. The organization must be approved by the district's governing board and the governing boards of both BSSP and BASIC for endorsement to the Memorandum of Coverage.
9. The organization must not discriminate against individuals or its members through the dissemination of funds.
10. Activities covered:
  - a. Meetings of the officers and members of the organization
  - b. Newsletter and bulletins
  - c. Candy, cake and bake sales
  - d. Breakfasts, luncheons, brunches or dinners (excluding alcohol)
  - e. Movies, lectures, or awards assemblies
  - f. Drawings or auctions
  - g. Fairs, bazaars or carnivals (excluding animal or mechanical rides)
  - h. Float construction
  - i. Garage sales
  - j. Roller skating or ice skating
  - k. Auto or motor vehicle shows/display
  - l. Watercraft shows/display
  - m. Car washes
  - n. Concerts (excluding rock or "heavy metal")
  - o. Field trips
  - p. Amateur or professional live entertainment
  - q. Parades
  - r. Picnics and barbecues
  - s. Pep rallies

**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
BUTTE SCHOOLS SELF-FUNDED PROGRAMS and  
BAY AREA SCHOOLS INSURANCE COOPERATIVE**

For Activities Sponsored by the Biggs Unified School District  
and BHS Boosters Club  
During the Period July 1, 2021 through June 30, 2023

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t. Walk-a-thons, jog-a-thons, and like events

u. Dances

1. Excluded activities include, but are not limited to:

- a. Motor vehicle or watercraft speed competitions or races
- b. Events involving alcohol
- c. Mechanical rides
- d. Animal rides
- e. Donkey basketball/baseball
- f. Fireworks
- g. Rodeo
- h. Skateboard events
- i. Bicycle events, involving acrobatics, stunts, or "motocross"
- j. Owned automobiles and trailers
- k. Athletic events such as: football, basketball, soccer, baseball/softball, volleyball, water sports, boxing, wrestling, physical contact sports, etc.

2. Any activity not listed above must be referred to BSSP for approval.

**We accept and agree to abide by the above guidelines.**

Organization: BHS Boosters Club

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

District: Biggs Unified School District

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

BSSP Approval on: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
BUTTE SCHOOLS SELF-FUNDED PROGRAMS and  
BAY AREA SCHOOLS INSURANCE COOPERATIVE**

For Activities Sponsored by the Biggs Unified School District  
and Biggs Ag Boosters  
During the Period July 1, 2021 through June 30, 2023

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The Butte Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative (BASIC) have adopted the following minimum guidelines for the Biggs Ag Boosters (organization), an auxiliary organization of the Biggs Unified School District (district), to receive liability protection under the BSSP and BASIC memorandums of coverage:

1. The organization must have written bylaws specifying its purpose as a district/pupil support organization.
2. The bylaws must reflect the nature and degree of the district's direction and supervision of the organization and its activities.
3. The organization's meetings must be timely noticed.
4. The organization may not be a nonprofit corporation organized under Section 501(c)(3) of the Internal Revenue Code, under the California Nonprofit Corporation Law, or under any similar law.
5. Minutes of all proceedings must be kept on file with the district.
6. The organization's events must have specific approval from the district's governing board or its authorized representative.
7. The organization's funds must be reported to and be under the control of the authorized representative of the district. Control shall be through one of the following:
  - a. A district administrative employee must be a signor on the organization's bank account(s);
  - b. A district administrative employee must sign on all payments and/or purchase orders; or
  - c. The organization must post a financial bond for the amount of the funds expected to be collected over a one-year period.
8. The organization must be approved by the district's governing board and the governing boards of both BSSP and BASIC for endorsement to the Memorandum of Coverage.
9. The organization must not discriminate against individuals or its members thorough the dissemination of funds.
10. Activities covered:
  - a. Meetings of the officers and members of the organization
  - b. Newsletter and bulletins
  - c. Candy, cake and bake sales
  - d. Breakfasts, luncheons, brunches or dinners (excluding alcohol)
  - e. Movies, lectures, or awards assemblies
  - f. Drawings or auctions
  - g. Fairs, bazaars or carnivals (excluding animal or mechanical rides)
  - h. Float construction
  - i. Garage sales
  - j. Roller skating or ice skating
  - k. Auto or motor vehicle shows/display
  - l. Watercraft shows/display
  - m. Car washes
  - n. Concerts (excluding rock or "heavy metal")
  - o. Field trips
  - p. Amateur or professional live entertainment
  - q. Parades
  - r. Picnics and barbecues
  - s. Pep rallies

**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
BUTTE SCHOOLS SELF-FUNDED PROGRAMS and  
BAY AREA SCHOOLS INSURANCE COOPERATIVE**

For Activities Sponsored by the Biggs Unified School District  
and Biggs Ag Boosters  
During the Period July 1, 2021 through June 30, 2023

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- t. Walk-a-thons, jog-a-thons, and like events
  - u. Dances
1. Excluded activities include, but are not limited to:
- a. Motor vehicle or watercraft speed competitions or races
  - b. Events involving alcohol
  - c. Mechanical rides
  - d. Animal rides
  - e. Donkey basketball/baseball
  - f. Fireworks
  - g. Rodeo
  - h. Skateboard events
  - i. Bicycle events, involving acrobatics, stunts, or "motocross"
  - j. Owned automobiles and trailers
  - k. Athletic events such as: football, basketball, soccer, baseball/softball, volleyball, water sports, boxing, wrestling, physical contact sports, etc.
2. Any activity not listed above must be referred to BSSP for approval.

**We accept and agree to abide by the above guidelines.**

Organization: Biggs Ag Boosters  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

District: Biggs Unified School District  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_

BSSP Approval on: \_\_\_\_\_  
Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

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**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
BUTTE SCHOOLS SELF-FUNDED PROGRAMS and  
BAY AREA SCHOOLS INSURANCE COOPERATIVE**

For Activities Sponsored by the Biggs Unified School District  
and Richvale Parents' Association  
During the Period July 1, 2021 through June 30, 2023

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The Butte Schools Self-Funded Programs (BSSP) and Bay Area Schools Insurance Cooperative (BASIC) have adopted the following minimum guidelines for the Richvale Parents' Association (organization), an auxiliary organization of the Biggs Unified School District (district), to receive liability protection under the BSSP and BASIC memorandums of coverage:

1. The organization must have written bylaws specifying its purpose as a district/pupil support organization.
2. The bylaws must reflect the nature and degree of the district's direction and supervision of the organization and its activities.
3. The organization's meetings must be timely noticed.
4. The organization may not be a nonprofit corporation organized under Section 501(c)(3) of the Internal Revenue Code, under the California Nonprofit Corporation Law, or under any similar law.
5. Minutes of all proceedings must be kept on file with the district.
6. The organization's events must have specific approval from the district's governing board or its authorized representative.
7. The organization's funds must be reported to and be under the control of the authorized representative of the district. Control shall be through one of the following:
  - a. A district administrative employee must be a signor on the organization's bank account(s);
  - b. A district administrative employee must sign on all payments and/or purchase orders; or
  - c. The organization must post a financial bond for the amount of the funds expected to be collected over a one-year period.
8. The organization must be approved by the district's governing board and the governing boards of both BSSP and BASIC for endorsement to the Memorandum of Coverage.
9. The organization must not discriminate against individuals or its members thorough the dissemination of funds.
10. Activities covered:
  - a. Meetings of the officers and members of the organization
  - b. Newsletter and bulletins
  - c. Candy, cake and bake sales
  - d. Breakfasts, luncheons, brunches or dinners (excluding alcohol)
  - e. Movies, lectures, or awards assemblies
  - f. Drawings or auctions
  - g. Fairs, bazaars or carnivals (excluding animal or mechanical rides)
  - h. Float construction
  - i. Garage sales
  - j. Roller skating or ice skating
  - k. Auto or motor vehicle shows/display
  - l. Watercraft shows/display
  - m. Car washes
  - n. Concerts (excluding rock or "heavy metal")
  - o. Field trips
  - p. Amateur or professional live entertainment
  - q. Parades
  - r. Picnics and barbecues
  - s. Pep rallies



**AUXILIARY ORGANIZATION APPLICATION FOR COVERAGE WITH  
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For Activities Sponsored by the Biggs Unified School District  
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During the Period July 1, 2021 through June 30, 2023

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- t. Walk-a-thons, jog-a-thons, and like events                      u. Dances

1. Excluded activities include, but are not limited to:
- a. Motor vehicle or watercraft speed competitions or races
  - b. Events involving alcohol
  - c. Mechanical rides
  - d. Animal rides
  - e. Donkey basketball/baseball
  - f. Fireworks
  - g. Rodeo
  - h. Skateboard events
  - i. Bicycle events, involving acrobatics, stunts, or "motocross"
  - j. Owned automobiles and trailers
  - k. Athletic events such as: football, basketball, soccer, baseball/softball, volleyball, water sports, boxing, wrestling, physical contact sports, etc.
2. Any activity not listed above must be referred to BSSP for approval.

**We accept and agree to abide by the above guidelines.**

Organization: Richvale Parents' Association  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

District: Biggs Unified School District  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_

BSSP Approval on: \_\_\_\_\_  
Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

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RESOLUTION 2020/2021 # 4  
BY THE BOARD OF TRUSTEES  
OF THE BIGGS UNIFIED SCHOOL DISTRICT  
BUTTE COUNTY, CALIFORNIA

WHEREAS, due to a lack of work and/or lack of funds, this Board of Trustees, pursuant to the recommendation of the Superintendent, finds it to be in the best interest of the District to eliminate the number of classified positions as set forth below:

One - 8 Hour Secretary / Attendance Clerk Position at Biggs High School

NOW, THEREFORE, BE IT RESOLVED that no later than sixty (60) days after notice is given to any and all affected employees, the classified positions of the District be eliminated to the extent set forth above.

BE IT FURTHER RESOLVED that the District Superintendent be hereby authorized to give notice(s) of layoff to classified employee(s) of the District pursuant to the District's rules and regulations, applicable provisions of the Education Code, and the collective bargaining agreement between the District and the California School Employees Association as soon as legally possible.

BE IT FURTHER RESOLVED that the District Superintendent be authorized and directed to take any other actions necessary to effectuate the intent of this Resolution.

THIS RESOLUTION was adopted at a meeting of the Governing Board of the Biggs Unified School District on October 6, 2021, by the following vote:

AYES:  
NOES:  
ABSENT:

Signed: \_\_\_\_\_

Presiding President  
Board of Trustees of Biggs Unified School District

**Attest:** \_\_\_\_\_

Clerk  
Board of Trustees of Biggs Unified School District