

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**March 8, 2023**

**OPEN SESSION**

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

**ROLL CALL** - Board members present: Linda Brown, Melissa A. Atteberry, M. America Navarro, Jonna Phillips, and Sean Avram were present. Board members absent: No members were absent.

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

**APPROVAL OF AGENDA – (with Amendments listed below)**

Add Report Item 11 E 2: Annual Disclosure of Capital Facilities/Accounting of Developer Fees

The Board approved the agenda as presented with Amendments. MSCU (Phillips/Atteberry) 5/0

Brown – Aye      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

**APPROVAL OF MINUTES**

The Board approved the minutes from the Regular Board Meeting on February 8, 2023 as written. MSCU (Navarro/Avram) 5/0

Brown – Aye      Atteberry – Aye      Navarro – Aye      Phillips – Aye      Avram – Aye

**The Board adjourned into Closed Session at 6:31 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. **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 7:03 pm and reconvened to Open Session at 7:03 pm.

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Anlyn Dyer, CBO

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

**PARENT ASSOCIATIONS REPORTS** – None

**CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS** - None

**STUDENT REPORTS** - (Item C “Student Recognition” went before Items A and B)

- A. **ASB REPORT:** Addie Scott reported that BOTS (Battle of the Sexes) is planned for the week of April 17<sup>th</sup> through the 21<sup>st</sup>. ASB officer applications are due March 16<sup>th</sup>. Prom tickets are on sale (\$30 for single and \$50 for couple), and the event will be April 8<sup>th</sup>. The seniors are planning their senior trip and preparing for Mock Interviews. ASB is busy making posters for spring events.
- B. **FFA REPORT:** Addie Scott reported that National FFA week was celebrated with dress up days and snacks. The rally was successful. Teams competed at Chico State Field Days and the floral team competed at the Gridley Field Days. The Rib Dinner fundraiser is tomorrow (3/9). Ten students will travel to the leadership convention in Ontario, CA March 16<sup>th</sup> through the 19<sup>th</sup>.
- C. **STUDENT RECOGNITION:** Superintendent Kaelin announced the February Student of the Month winners. The students came up and received their certificates from Mrs. Perkins.

**PUBLIC COMMENT-** Macy Lavy, the older sister of an 8<sup>th</sup> grader and a former Biggs student, spoke about some issues she has with staff and procedures at the elementary school. She is concerned about inappropriate movies that are being shown in the classroom, about math classes not being challenging, and about the constant and necessary use of computers in school for class and homework. She would like more boundaries, discipline, and consequences for students. She also brought up concerns about plagiarism being encouraged and tolerated in students’ assignments.

**REPORTS:**

ELEMENTARY SCHOOL PRINCIPAL’S REPORT: None

HIGH SCHOOL PRINCIPAL’S REPORT: Principal/Superintendent Kaelin gave the report: Mr. Kaelin said that the high school staff met with a team from the County to review data and strategize for ways to improve. The students are busy with spring activities.

M/O/T/, FOOD SERVICE: Superintendent Kaelin gave the report: Staff is working to fix leaks that come with the heavy rain. They are also working to keep the softball and baseball fields playable.

SUPERINTENDENT’S REPORT: Superintendent Kaelin gave the report: WASC preparation is ongoing.

**Action Item 13 A was moved up to accommodate the Auditor's presentation via Zoom**

Action Item 13 A: John Whitehouse from Christy White joined the meeting via Zoom to present the FS report for the 2021-2022 school year.

CBO's REPORT:

1. Second Interim Budget Presentation: Analyn Dyer gave a Power Point presentation covering the Second Interim Budget.

2. Annual Disclosure of Capital Facilities/Accounting of Developer Fees: Doug Kaelin and Analyn Dyer reported on developer fees and expenditures. Our CBO stated that this needs to be done annually within a certain time frame and will be presented at the September board meetings from here on.

BOARD MEMBER REPORTS: Nothing from the Board.

**CONSENT AGENDA:**

The Board approved the Consent Agenda Items A and B. MSCU (Navarro/Atteberry) 5/0

Brown – Aye    Atteberry – Aye                  Navarro – Aye                  Phillips – Aye                  Avram – Aye

- A. Approve Inter-District Agreement Request(s) for the remainder of the 2022-2023 school year and the 2023-2024 school year.
- B. Approve Surplus of Damaged Electronic/Computer Equipment

**ACTION ITEMS:**

The Board approved Action Item A. MSCU (Phillips/Avram) 5/0

Brown – Aye                  Atteberry – Aye                  Navarro – Aye                  Phillips – Aye                  Avram – Aye

- A. Adopt Auditor's FS report for the 2021-2022 school year. (Presentation by John Whitehouse via Zoom)

The Board approved Action Item B. MSCU (Atteberry/Phillips) 5/0

Brown – Aye    Atteberry – Aye    Navarro – Aye    Phillips – Aye                  Avram – Aye

- B. Approve Second Interim Budget

The Board approved Action Item C with Amendments. MSCU (Navarro/Avram) 5/0

Brown – Aye                  Atteberry – Aye                  Navarro – Aye                  Phillips – Aye                  Avram – Aye

C. Approve Amended Stipend List

The Board approved Action Item D. MSCU (Phillips/Navarro) 5/0

Brown – Aye            Atteberry – Aye            Navarro – Aye            Phillips – Aye            Avram – Aye

D. Approve overnight field trip for FFA to the State Finals in San Luis Obispo

The Board approved Action Item E. MSCU (Avram/Atteberry) 5/0

Brown – Aye            Atteberry – Aye            Navarro – Aye            Phillips – Aye            Avram – Aye

E. Approve Request for New Auditing Firm Services – RT Dennis Accountancy

The Board approved Action Item F. MSCU (Phillips/Navarro) 5/0

Brown – Aye            Atteberry – Aye            Navarro – Aye            Phillips – Aye            Avram – Aye

F. Approve Transportation Service Plan 22-23

The Board approved Action Item G. MSCU (Navarro/Avram) 5/0

Brown – Aye            Atteberry – Aye            Navarro – Aye            Phillips – Aye            Avram – Aye

G. Approve the Amended Joint Powers Agreement with Butte Schools Self-Funded Programs

**PERSONNEL ACTION ITEMS:**

The Board approved Action Items A-C. MSCU (Phillips/Atteberry) 5/0

Brown – Aye    Atteberry – Aye            Navarro – Aye            Phillips – Aye            Avram – Aye

- A. Accept the resignation of BES Counselor, Fazila Afzal, effective the end of the 2022-2023 school year
- B. Approve Brenda Tinoco as a Certificated Substitute Teacher
- C. Approve Jane Little as the 2023 Pool Manager

**INFORMATION ITEMS:**


A. LCAP Update: Mr. Kaelin reported that he will be meeting with CSEA and BUTA for their input on the LCAP. He is waiting on the Governor's budget assumptions before completing the LCAP.

**FUTURE ITEMS FOR DISCUSSION** – The second meeting for June has been set for June 28, 2023 at 6:00 p.m.

**ADJOURNMENT – 8:35 p.m.**

MINUTES APPROVED AND ADOPTED:

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

  
\_\_\_\_\_  
Date

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