

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 14, 2022

OPEN SESSION

CALL TO ORDER – President Phillips called the meeting to order at 6:32 p.m.

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

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

APPROVAL OF AGENDA – (with Amendments listed below)

Item 7: Add C. (Swearing in of America Navarro)

Between Items 11 and 12: Add (Student Representative Report)

- A. ASB
- B. FFA
- C. Student Recognition

Personnel Action Items 16B and 16C were removed from the agenda.

Item 16 B. Chondra should be Chandra

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

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

APPROVAL OF MINUTES

The Board approved the minutes from the regular Board meeting on November 09, 2022 as written. MSCU (Sheppard/Navarro) 5/0

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

THE OUTGOING BOARD MEMBERS (KATHRYN SHEPPARD AND DENNIS SLUSSER) WERE PRESENTED WITH A PLAQUE FOR THEIR DEDICATED SERVICE TO BUSD.

THE RETIRING ADMIN. ASSIST./H.R. DIRECTOR (DONNA CYR) WAS PRESENTED WITH A GIFT FOR HER DEDICATED SERVICE TO BUSD.

SWEARING IN CEREMONY – Superintendent Kaelin swore in new board members Melissa A. Atteberry and Sean Avram as well as returning board member M. America Navarro. He presented them with their certificates.

The Board adjourned into Closed Session at 6:45 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 7:04 pm and reconvened to Open Session at 7:05 pm.

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; LaQuita Ulrich, BES/RES Principal

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION – President Phillips announced no action was taken in Closed Session.

ACTION ITEM - ANNUAL ORGANIZATIONAL MEETING

A. ELECTION OF OFFICERS

1. *President* – Linda Brown

Jonna Phillips nominated Linda Brown. Linda Brown accepted the nomination. Sean Avram nominated Melissa A. Atteberry. Melissa A. Atteberry declined the nomination. MSCU (Phillips/Navarro) 5/0

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

2. *Vice President* – Melissa A. Atteberry

Sean Avram nominated Melissa A. Atteberry. Melissa A. Atteberry accepted the nomination. Jonna Phillips nominated M. America Navarro. M. America Navarro accepted the nomination. Vote on Melissa A. Atteberry: MSC (Avram/Navarro) 3/2

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

3. *Clerk* – M. America Navarro

Jonna Phillips nominated M. America Navarro. M. America Navarro accepted the nomination. There were no other nominations. MSCU (Phillips/Avram) 5/0

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

4. Establishment of Regular Meetings

The Board will keep the meeting time and place the same for 2023. The Board will meet the second Wednesday every month unless there is a holiday. There will only be a second meeting on the fourth Wednesday each month when necessary. The meeting time remains at 7:00 p.m. MSCU (Brown/Phillips) 5/0

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

5. Selection of Board of Trustees Representatives

The following members will be representatives for the following organizations:

- a) Representative to City Council – Linda Brown
- b) Representative to LCAP Committee – Jonna Phillips
- c) Representative to Biggs/Richvale Educational Foundation– M. America Navarro
- d) Representatives to Negotiation Teams: Biggs Unified Teachers Association (BUTA) and California School Employees Association (CSEA) – Melissa A. Atteberry to serve as BUTA rep. and M. America Navarro will be serving with CSEA. Sean Avram will be the alternate for BUTA and CSEA.

6. Secretary to the Board – Doug Kaelin, Superintendent

Linda Brown nominated Doug Kaelin. There were no other nominations. MSCU (Brown/Phillips) 5/0

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

PARENT ASSOCIATIONS REPORTS – None; however, Doug Kaelin mentioned the upcoming PAWS luncheon on December 21st.

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

STUDENT REPORTS:

- A. ASB REPORT - Jazmine Ibarra reported that the wreath sale fundraiser was a success as well as the Secret Santa reveal luncheon. Candidates for Basketball Homecoming will be announced on the 21st. December 21st is a minimum day. Students are encouraged to wear pajamas and there will be a staff vs. student basketball game. Basketball Homecoming will be in January when we get back from break.
- B. FFA REPORT – Marci Munanui reported that Silver Dollar Fair entries have opened. Their December chapter meeting was held on the 14th and snacks were provided. Chico State Field Day was fun. They will have hot chocolate and participate in cookie decoration on the 15th.

STUDENT AWARDS:

- A. Elementary Students – Principal Ulrich announced the November Student of the Month winners. The students came up and received their awards.
- B. High School Students – Principal Kaelin announced that Marci Munanui was one of three students in the state of California to win a \$500 scholarship from the National Football Playoff Association.

PUBLIC COMMENT- None**REPORTS:**ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Principal Ulrich gave the report: UDL training is ongoing and beneficial. Small groups encourage social emotional connection among teachers. Middle School MAP testing is done. Letters training is producing good things. They will be piloting Inspire Science after the break. PBIS program is going strong. The Principal gives out "Character Dares" every morning encouraging staff and students to make the people around them feel good. ASB donated canned goods to the Sacred Heart Church. They are also participating in Toys for Tots. ASB purchased a Grinch costume for photos. The Honor Roll assembly was successful. Christmas Programs will be on Tuesday, December 20th from 6-7. RES cancelled their Christmas Ball due to absences. The November 17th Veterans Day acknowledgement was successful. The perfect attendance award of a limo ride to Our Time Pizza and Back in Time was fun.

HIGH SCHOOL PRINCIPAL'S REPORT:

Principal/Superintendent Kaelin gave the report: MAP testing was completed in the areas of Math, ELA, and Science. Connor McGee and Nick Wilson lead the training in reading the data. Common themes of good and bad performance were discovered. Teachers picked areas of focus. Principal Kaelin explained how MAP testing worked. Athletic Director Kaelin explained how he's been checking grades for winter sport participants. If a student had an F (even though they may have a 2.0 gpa) the student did not get to participate in the Portola Tournament. He may make it part of athletic policy. The 6 girl 1 boy wrestling team is doing well at tournaments. WASC was the focus of today's staff meeting. Parents and students will join committees next month to give input. Semester grades come out December 21st. Printed report cards will be mailed home. They will hold an academic awards assembly when they get back from the break. Roxie Jones will be handling Scholarships this year. Mrs. Morch and Mrs. Garcia will be helping seniors with their Scholarship Resumes. It has been a struggle to get students to apply for scholarships. There will be parent meetings to inform families about scholarship opportunities. It was suggested that we bring back former students who have received scholarships to encourage applications. Principal Kaelin is trying to bring back the Upward Bound program through Chico State. He met with Butte College regarding articulation, as he is hoping to get more classes articulated. Issues include problems like our teachers not holding Masters Degrees. Our FFA only secured 8 pig entries in the Silver Dollar Fair. 78 kids are on a waiting list. Long term Spanish sub is doing okay. Supplemental material that she is comfortable with has been purchased for her use. CIF realignment is happening in the Northern Section American Conference. 17 schools are determining leagues.

M/O/T/, FOOD SERVICE:

Nothing reported

SUPERINTENDENT'S REPORT:

Superintendent Kaelin gave the report:

- He is working on LCAP.

- He is working on SARC.
- He is getting our new CBO, Analyn Dyer, up to speed.

FINANCIAL REPORT – First Interim Budget Presentation

CBO, Analyn Dyer, presented the previous CBO’s power point outlining the First Interim Budget.

BOARD MEMBER REPORTS:

Nothing from the Board

CONSENT AGENDA

The Board approved the Consent Agenda Items A and B. MSC (Phillips/Navarro) 4/0/1

Brown – Aye	Atteberry – Abstain	Navarro – Aye	Phillips – Aye	Avram – Aye
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- A. Inter-district Agreement Request(s) for the 2022 – 2023 school year
- B. Approve Auxiliary Organization Application for Coverage with Butte Schools Self-Funded Programs and Bay Area Schools Insurance Cooperative

ACTION ITEMS

The Board approved Action Items A - I. MSC (Navarro/Phillips) 4/1

Brown – Aye	Atteberry – Nay	Navarro – Aye	Phillips – Aye	Avram – Aye
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- A. Approve First Interim Budget
- B. Accept 2022-2023 Ag Career Technical Education Incentive Grant Award in the amount of \$ 15,870.00
- C. Approve CBO Contract for Analyn Dyer
- D. Adopt Resolution 2022/2023 #03 California Schools Healthy Air, Plumbing, and Efficiency Program for BHS commercial dishwasher
- E. Accept California Energy Commission Grant in the amount of \$27,065.04 for a commercial dishwasher for BHS
- F. Adopt Resolution 2022/2023 #04 California Schools Healthy Air, Plumbing, and Efficiency Program for RES toilet
- G. Accept California Energy Commission Grant in the amount of \$4,574.16 for a toilet at RES
- H. Approve overnight field trip request for FFA to attend leadership training in Sacramento 1/13/23-1/14/23
- I. Approve purchase of Social Studies curriculum from McGraw Hill for grades 10-12 pertaining to LCAP Goal 1, Action 1.2

PERSONNEL ACTION ITEMS

The Board struck items B and C, and the Board approved Action Items A, D-J. MSCU (Avram/Atteberry) 5/0

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

- A. Approve hiring Steve Williams to coach 7th/8th grade boys basketball (paid) for the 2022/2023 season
- ~~B. Approve hiring Chandra Vines to coach 7th/8th girls basketball (paid) for the 2022/2023 season~~
- ~~C. Approve hiring Hollie Byers to coach 5th/6th grade boys basketball (paid) for the 2022/2023 season~~
- D. Approve hiring Hollie Byers to coach 5th/6th grade girls basketball (paid) for the 2022/2023 season
- E. Approve hiring Richard Oliverrez as Assistant Varsity Wrestling coach (paid) for the 2022/2023 season
- F. Approve David Brewer as a non-paid walk on Assistant 7th/8th grade boys basketball coach for the 2022/2023 season
- G. Approve hiring Melanie Gardiner as a Substitute Instructional Aide
- H. Approve hiring Alexandra Stephens as a Substitute Teacher
- I. Approve hiring Christy Headley as a Long Term Substitute Cook/Custodian
- J. Approve hiring Analyn Dyer as Chief Business Officer

INFORMATION ITEMS - None

FUTURE ITEMS FOR DISCUSSION – Melissa A. Atteberry expressed a desire for advisory councils made up of students, parents, and teachers from grade 4 on up. She suggested 2 students per class be nominated by their teachers to give input to Administration and the Board. She would like feedback from diverse groups to brainstorm ideas for District improvement. She wants to make sure parents and student feel heard and open the lines of communication from stakeholders. M. America Navarro suggested an anonymous “State of the School” survey be sent out. M. America Navarro also stated that she wants the high school counselor, Mrs. Aldridge to help students apply for College Core. It is a volunteer program that offers up to \$15,000 in scholarships with no income requirement.

The Board adjourned into Closed Session at 8:26 p.m.

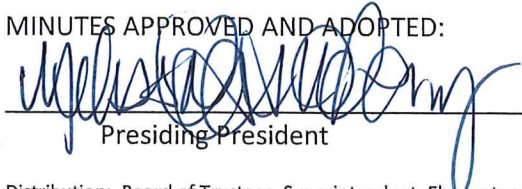
Closed Session was adjourned at 9:31 p.m. and reconvened to Open Session at 9:31 p.m.

No staff present

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION – President Brown announced no action was taken in Closed Session

ADJOURNMENT – 9:32 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.

