

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**September 13, 2023**

**OPEN SESSION**

**CALL TO ORDER** – President Linda Brown called the meeting to order at 6:29 p.m.

**ROLL CALL** - Board members present: Linda Brown, M. America Navarro, Jonna Phillips, and Sean Avram were present. Board members absent: Melissa A. Atteberry was absent.

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

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

Add Action Item 14 S: Approve purchase of a sweeper from Jokela Power Equipment in the amount of \$12,838.80

Add Action Item 14 T: Approve purchase of iReady license from Curriculum Associates in the amount of \$24,284.50. Money will come from ESSER funds.

Add Action Item 14 U: Approve contract with LEAP for PBIS training. One-time funds will be used.

Add Personnel Action Item 15 E: Approve hiring Brent Geiger as a Certificated Substitute Teacher

Add Personnel Action Item 15 F: Approve hiring Sarah Brewer as a Substitute Instructional Aide

The Board approved the agenda as presented with Amendments. MSCU (Phillips/Avram) 4/0/1

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the Regular Board Meeting on August 9, 2023 as written. MSCU (Avram/Navarro) 4/0/1

Brown – Aye      Atteberry – Absent      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 7:09 pm and reconvened to Open Session at 7:09 pm.**

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; Beverly Landers, BES K-5 Principal; Tracey McPeters, RES and Middle School Principal

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – President Linda Brown announced that no action was taken during Closed Session.

**PARENT ASSOCIATIONS REPORTS** – None

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

**STUDENT REPORTS:**

- A. ASB REPORT - ASB President Addie Scott talked about preparation for the weeks leading up to our six home football games. There will be a theme and rally each week preceding the games. They are busy making spirit posters. This week's theme is Hawaiian. The snack bar fundraiser was successful. Members participated in the Run Around the Rice this year. The ASB purchased Student Council shirts. Homecoming week is October 3<sup>rd</sup> through 6<sup>th</sup>. Float building and the Powder Puff game will take place that week.
- B. FFA REPORT – FFA Reporter Jasmine Ibarra said that their Welcome Back BBQ was a success with over 100 plus in attendance. 325 pig raffle tickets were sold, and the winner ended up donating the pig back to FFA. They are deciding what to do with it. Our chapter tee shirt sale was a success. All species were represented by Biggs at the Butte County Fair. Some of our members moved on to Advanced Showmanship. Freshman, Riley Harrison, won Supreme Exhibitor. FFA Floral Subscriptions for arrangements from September to May are for sale, and 50 have already been purchased. Over 50 members showed up to their first Chapter meeting. Our Officer Leader Team will attend the Leadership Conference Sept. 30<sup>th</sup> through Oct. 1<sup>st</sup> in Sutter.

**PUBLIC COMMENT-** None

**REPORTS:**

BIGGS ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Beverly Landers read her report notes and submitted them for the record.

RES/MIDDLE SCHOOL PRINCIPAL'S REPORT:

Tracey McPeters read her report notes and submitted them for the record.

HIGH SCHOOL PRINCIPAL'S REPORT:

Doug Kaelin shared that the football players and cheerleaders are welcoming the students at Biggs Elementary the morning of home games. The Friday Night Live Club is sending two of our students to a conference. Six of our students participated in the Chico State Upward Bound program over the summer. There have been minor problems with spectators at the football games. It has been a positive start to the school year except for a few social media issues. Mr. Boyes's class is working in the walnut orchard.

M/O/T/, FOOD SERVICE:

Superintendent Kaelin read John Strattard's report and submitted it for the record.

SUPERINTENDENT'S REPORT:

Doug Kaelin brought up some issues with disciplining students and reported that it is hard to hold students accountable when the state is making it very hard to suspend students.

CBO'S REPORT:

CBO, Anlyn Dyer, stated that she would speak on Action Item 14P

BOARD MEMBER REPORTS:

Nothing from the Board

**CONSENT AGENDA:**

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

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

- A. Approve Inter-District Agreement Request(s) for the 2023-2024 school year
- B. Approve AP Vendor Check Register and Purchase Order Listing August 2, 2023 – September 7, 2023

**ACTION ITEMS:**

The Board approved Action Item A-U. MSCU (Navarro/Avram) 4/0/1

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

- A. Approve MOU with BCOE for Librarian of Record Services
- B. Approve College and Career Access Pathways Partnership Agreement with Butte-Glenn Community College District
- C. Approve the 2022 Consumer Confidence Report for the Richvale Elementary School Main Well
- D. Approve MOU with BCOE for the After School Education and Safety Program (ASES)
- E. Approve the Expanded Learning Opportunities Program Plan (ELOP)
- F. Approve the High-Speed Data Line (E-Rate). District portion of \$14,345.61 will be taken from ESSER Funds
- G. Approve purchase of a mower from Oroville Power Equipment in the amount of \$5,520.74
- H. Approve Resolution 2023/24 #03 "Resolution Regarding Sufficiency of Instructional Materials for 2023-24"
- I. Approve Resolution 2023/24 #04 "Resolution for Adopting the GANN Limit"

- J. Approve IXL Learning 3 year Site License for \$17,796 from ESSER and LCAP funds
- K. Approve Wireless Access Point Upgrade in the amount of \$35,409.83 from ESSER funds
- L. Approve 2022-23 Annual Disclosure of Capital Facilities/Accounting of Developer Fees
- M. Approve Auxiliary Organization Application for BSSP coverage
- N. Approve Section 125 Flex Spending Plan
- O. Approve changes to BP 3350 and AR 3350 "Travel Expenses and Travel Reimbursement"
- P. Approve the Unaudited Actuals Fiscal Year 2022-23 Report
- Q. Approve Resolution 2023/24 #05 "Resolution to Commit-Fund 01 Ending Fund Balance"
- R. Approve Update on Safe Return to Instruction and Continuity Plan
- S: Approve purchase of a sweeper from Jokela Power Equipment in the amount of \$12,838.80
- T: Approve purchase of iReady license from Curriculum Associates in the amount of \$24,284.50. Money will come from ESSER funds.
- U: Approve contract with LEAP for PBIS training. One-time funds will be used.

**PERSONNEL ACTION ITEMS:**

The Board approved Action Items A-F. MSCU (Avram/Phillips) 4/0/1

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

- A. Approve hiring Melanie Gardiner as an Instructional Aide effective 8/21/23
- B. Approve hiring Hannah Wakefield as a Certificated Substitute Teacher
- C. Accept the resignation of SDC teacher, Kathryn Jackson, effective 8/29/23
- D. Approve the following Stipend Positions for 2023-24:
 

Javier Solis	BES Lead Teacher
Javier Solis	Spelling Bee Coordinator
Javier Solis	ASB Student Council at BES
Javier Solis	Red Ribbon Week Coordinator
Tracey McPeters	Science Camp Coordinator
Joelle Proper	Science Camp Teacher
Kameron Smith	Science Camp Teacher
Beth Chavez	CJSF Advisor
Char Locey	STEAM Night Coordinator
Ashleigh Summerfield	BHS SST Coordinator
Ashleigh Summerfield	BHS Testing Coordinator
Michelle Schleef	Assistant Athletic Director
Doug Kaelin	Athletic Director

E: Approve hiring Brent Geiger as a Certificated Substitute Teacher

F: Approve hiring Sarah Brewer as a Substitute Instructional Aide

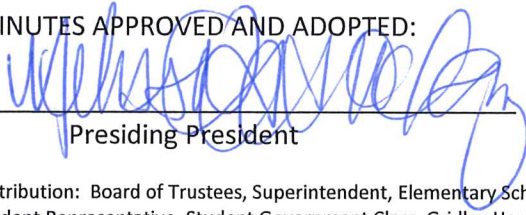
**INFORMATION ITEMS:**

A. Discussion of School Facilities Bond

**FUTURE ITEMS FOR DISCUSSION** –Board Member Jonna Phillips reported on the Run Around the Rice fundraiser and how one of our 8<sup>th</sup> grade students won the 5K. She is wondering about the possibility of restarting a Cross Country team at the high school. Can we put out an interest/sign up form for a co-ed team? Doug Kaelin will look into the CIF requirements.

**ADJOURNMENT – 8:25 p.m.**

MINUTES APPROVED AND ADOPTED:

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

10-11-23  
\_\_\_\_\_  
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.