

Minutes  
BIGGS UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
October 11, 2023

**OPEN SESSION**

**CALL TO ORDER** – Vice President Atteberry called the meeting to order at 6:36 p.m.

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

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

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

Add Personnel Action Item Number 14 G: Approve Icelina Telly as a Substitute Instructional Aide

Add Personnel Action Item Number 14 H: Approve Marisol Topete as a Substitute Light  
Maintenance/Custodian/Grounds worker

Add Informational Item 15C: Review FIT Reports for BES, RES, and BHS

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

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the Regular Board Meeting on September 13, 2023 as written. MSCU (Avram/Phillips) 3/0/1/1

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

**The Board adjourned into Closed Session at 6:39 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 7:08 pm and reconvened to Open Session at 7:08 pm.**

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Beverly Landers, TK-5 Principal; Tracey McPeters, RES/Middle School Principal

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – Vice President Atteberry 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:**

- A. ASB REPORT - ASB President, Addie Scott reported that Homecoming was a success. They kept busy all week with float building and Powder Puff practice. The Seniors and Freshmen won the Powder Puff game. They decorated the gym and had an hour-long rally the day of the Homecoming game. They handed out spirit gear to students. She commented that the Homecoming Parade could use some improvement. Thomas Job and Ally Williams won Homecoming King and Queen. The Sophomores won the float competition. There are two more home football games. The next one will include the Mini Cheer Camp performance, and the final home game will be a Black Out theme. They will hold a rally on the day of the final home game to honor the seniors. They are selling spirit gear tee shirts as a fundraiser. They will soon be starting up their Christmas wreath sale fundraiser.
  
- B. FFA REPORT - No student representative present, but Doug Kaelin reported that FFA held a Chapter Meeting on Monday the 9<sup>th</sup>. Three teams are headed to Shasta to compete. Last weekend, our FFA leaders attended a Leadership Conference in Sutter.

**PUBLIC COMMENT-** Parent Angie Cote addressed the Board with her concerns about the safety of her daughter on the BES campus. She read a prepared letter. Doug Kaelin ensured that we are continuing to work to make the campus safe for all students. Teachers and staff attended SELPA safety training on the staff in-service day. Staff learned redirection techniques and safe restraint training is in the works.

**REPORTS:**

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Beverly Landers deferred to the RES/Middle School Principal, Tracey McPeters, who presented her report first. Principal Beverly Landers then read her report and submitted it for the record.

RES/MIDDLE SCHOOL PRINCIPAL'S REPORT:

Principal Tracey McPeters read her report and submitted it for the record.

HIGH SCHOOL PRINCIPAL'S REPORT:

Principal Doug Kaelin reported that Homecoming activities were tiring but the kids did a wonderful job. There are certain areas that have been identified as needing improvement when it comes to Homecoming Week. Reps from Upward Bound presented their program this week. Three students participated last summer. New books for the Library were purchased with \$20,000 from the UDL Grant. Potentially controversial books were vetted. FFA teams headed to competitions this week. The CSF program's leader, Anne Lair, is planning trips to colleges such as Sac State, UC Davis, Simpson, and Modesto Junior College to expose students to options besides Butte. Grades come out this Friday, which may affect athlete eligibility. Mr. Kaelin has had conversations with each athlete who is at risk. Mrs. Morch, Mrs. Garcia, and Mr. McGee are offering tutoring

after school. Football has Study Hall on Wednesdays before practice. Volleyball has two matches left. Football is midway through league play.

M/O/T/, FOOD SERVICE DIRECTOR'S REPORT:

The report submitted by the M/O/T Supervisor for the agenda packet was not current. Superintendent Kaelin reported that the water system needs repair. Mr. Kaelin is shopping for a new diesel bus. A-Z called him today and let him know that companies are no longer offering diesels to California schools due to the new emission laws. However, A-Z had an 80 passenger diesel to offer that was turned down by another district, and a rep will get a quote to Mr. Kaelin shortly. The fencing will be complete when the buzzers have been installed. New playground equipment is being delivered next week.

SUPERINTENDENT'S REPORT:

Superintendent Kaelin is meeting weekly with site Principals. PBIS training is going well. He attended the BCOE Superintendent's meeting this morning, and it is refreshing to know that problems in our District are not as bad as he hears about from other Superintendents. Some are dealing with issues that end up involving law enforcement. Biggs is blessed. Our problems are relatively small in comparison. Approval for the new SDC teacher is on the agenda and the Elementary Counselor position has been reflowed. He is looking for a long-term sub to cover the absence of the Instructional Aide at the high school.

CBO'S REPORT:

Doug Kaelin read Analyn Dyer's prepared CBO report in her absence. Report submitted for the record.

BOARD MEMBER REPORTS:

Nothing from the Board

**CONSENT AGENDA:**

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

Brown – Absent    Atteberry – Aye    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 September 8, 2023 – October 4, 2023

**ACTION ITEMS:**

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

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

- A. Set date for the Annual Board Organizational Meeting (Form SF 1). The Board set the date of the Annual Board Organizational Meeting for December 13, 2023.

The Board approved Action Items B through F. MSCU (Navarro/Avram) 4/0/1

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

- B. Approve contract with MGM Transportation for \$6,000 using Learning Recovery Block Grant funds

- C. Approve quote from NorCal Food Equipment for a walk in freezer/cooler in the amount of \$78,978.86 using One Time Kitchen Infrastructure Fund monies
- D. Approve purchase of 10 LCD TVs and wall mounts from CDW-G for \$14,265.26 using ESSER III funds
- E. Approve the golf stipend for a golf team at BHS
- F. Approve Amended Esser III Expenditure Plan

**PERSONNEL ACTION ITEMS:**

The Board approved Personnel Action Items A, B, D and E through H. MSCU (Phillips/Navarro) 4/0/1

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

- A. Approve hiring Christy Headley as Cook/Custodian/Light Maintenance for Biggs Elementary School
- B. Approve hiring Cynthia Yanner as a Substitute Instructional Aide
- D. Approve hiring Abigail Smith as the Special Education Teacher for the Special Day Class (Moderate to Severe or ESN) at Biggs Elementary School for grade levels K-8. The applicant will be employed on the basis of a Provisional Internship Permit (PIP).
- E. Approve Steve Williams as the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> Boys’ Basketball coach
- F. Approve Hollie Byers as the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> Girls’ Basketball coach
- G. Approve Icelina Telly as a Substitute Instructional Aide
- H. Approve Marisol Topete as a Substitute Light Maintenance/Custodian/Grounds worker

The Board approved Personnel Action Item C. MSCU (Navarro/Phillips) 3/0/1/1

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

- C. Approve hiring Corrine Atteberry as a Substitute Instructional Aide

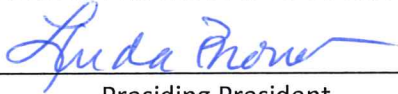
**INFORMATION ITEMS:**

- A. Census Day Enrollment Number: CALPADS Report dated October 4, 2023 reviewed for enrollment counts.
- B. Quarterly Report on Williams Uniform Complaints: Superintendent Kaelin reported out that for the last Quarter, there have been no Williams Uniform Complaints against any school in the District.
- C. Review FIT Reports for BES, RES, and BHS: FIT Reports for all three sites were reviewed.

**FUTURE ITEMS FOR DISCUSSION** –Potential Bond and the process to be discussed at the November Board meeting.

**ADJOURNMENT – 8:20 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.