

Agenda
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
BOARD ROOM – 300 B Street
November 8, 2023
6:30 p.m. Closed Session
7:00 p.m. Estimated 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**

Pg 3-7 A. October 11, 2023 Regular Meeting

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)

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

- 6. ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**
- 7. PARENT ASSOCIATIONS REPORTS**
- 8. CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS**
- 9. STUDENT REPRESENTATIVE REPORTS**
 - A. ASB

B. FFA

10. 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.

11. 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. RES/MIDDLE SCHOOL PRINCIPAL'S REPORT:

C. HIGH SCHOOL PRINCIPAL'S REPORT:

D. M/O/T AND FOOD SERVICE DIRECTOR'S REPORT:

E. SUPERINTENDENT'S REPORT:

Pg 8 F. CBO'S REPORT:

G. BOARD MEMBER REPORTS:

12. 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 9 A. Approve Inter-District Agreement Request(s) for the 2023-2024 school year

Pg 10-24 B. Approve AP Vendor Check Register and Purchase Order Listing October 5, 2023 – November 1, 2023

13. ACTION ITEMS

Pg 25-36 A. Approve 6th grade overnight field trip to Shady Creek for April 8-12, 2024

Pg 37-45 B. Approve purchase of bus from A-Z Bus Sales, Inc. in the amount of \$261,477.71 using ESSER III funds

14. PERSONNEL ACTION

A. Approve Lisa Seipert as the Head JV Girls' Basketball coach for 2023-2024

B. Approve Nicole Thomas as a Substitute Instructional Aide

C. Approve Tiffany Andes as a Substitute Instructional Aide

15. INFORMATION ITEMS

A. Bond

16. FUTURE ITEMS FOR DISCUSSION

17. ADJOURNMENT

Notice to the Public: Please contact the Superintendent's Office at 868-1281 ext. 8100 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. Agenda materials are available for public inspection at 300 B St., Biggs, CA 95917

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 9th. 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 5th/6th and 7th/8th Boys’ Basketball coach
- F. Approve Hollie Byers as the 5th/6th and 7th/8th 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:

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.

Biggs Unified School District

300 B STREET, BIGGS, CALIFORNIA 95917
(530)868-1281

Doug Kaelin
Superintendent

CBO BOARD REPORT

11/08/2023

- ❖ Financial Audit Report SY 22/23
 - a) There were some reinstatements/adjustments but no audit findings.
 - b) The final report will be presented at the December or January meeting.
 - c) SY 21/22 audit findings were all implemented.

- ❖ SY 23/24 First Interim Reporting is in process- board update 12/13/23.

Yours in Education,
Analyn Dyer

BIGGS UNIFIED SCHOOL DISTRICT

Meeting Date: November 8, 2023

Item Number: 12 A
Item Title: Inter-district Agreement Request(s)
Presenter: Doug Kaelin, Superintendent & Loretta Long, 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>2023-2024 School Year</u>	<u>From:</u>	<u>To:</u>	<u>Action</u>	<u>New/Ongoing:</u>
1. (9 th Grade)	Biggs	Gridley	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.

Number	Amount Status	Fund	Cancel Register Id	Payee
3005-271188	25.00 Printed	01		SAMANTHA SCROGGINS (SAMANTHA SC - Payee)
3005-271189	27.50 Printed	01		SARAH HENKER (SARAH HENKE - Payee)
3005-271190	43.42 Printed	01		Speegle, Justine A (000712 - Emp)
3005-271191	36.15 Printed	01		Smith, Kameron (001443 - Emp)
3005-271192	114.17 Printed	01		ALHAMBRA SIERRA SPRINGS (100070/1)
3005-271193	391.53 Printed	01		Valley Iron Inc. (100071/2)
3005-271194	1,717.53 Printed	01		ANDES POOL SUPPLY (100077/1)
3005-271195	480.84 Printed	01		AT&T (100086/1)
3005-271196	3,625.50 Printed	01		Bramcove d.b.a. LEAP (100820/1)
3005-271197	271.57 Printed	01		BSN SPORTS (100111/1)
3005-271198	678.86 Printed	01		BUTTE AUTO PARTS (100115/1)
3005-271199	50.00 Printed	01		BUTTE COUNTY SELPA (100124/1)
3005-271200	61.74 Printed	01		CANDELARIO ACE HARDWARE (100250/1)
3005-271201	2,662.28 Printed	01		CITY OF BIGGS (100164/1)
3005-271202	261.32 Printed	01		Callensitch, LLC Corporate Casuals (100838/1)
3005-271203	1,840.00 Printed	01		CSBA - WESTAMERICA BANK (100177/2)
3005-271204	3,871.42 Printed	13		DANIELSEN COMPANY (100182/1)
3005-271205	481.00 Printed	01		EWELL EDUCATIONAL SERVICES (100523/1)
3005-271206	180.06 Printed	01		GRAINGER INC (100240/1)
3005-271207	184.28 Printed	01		HCI AUDIOMETRICS (100571/1)
3005-271208	235.97 Printed	01		HOUGHTON MIFFLIN CO (100261/1)
3005-271209	1,718.50 Printed	13		HYLEN DISTRIBUTING (100268/1)
3005-271210	2,701.03 Printed	01		Lakeview Petroleum Co. (100304/3)
3005-271211	190.18 Printed	01		MACS MARKET (100318/1)
3005-271212	13,286.69 Printed	01		McGraw Hill, LLC (100326/2)
3005-271213	100.33 Printed	01		MJB SALES & SERVICE (100336/1)
3005-271214	358.22 Printed	01		PREMIER PRINT AND MAIL (100374/1)
3005-271215	1,130.38 Printed	13		PRO PACIFIC FRESH (100376/1)
3005-271216	525.00 Printed	01		SUPERIOR REGION FFA (100441/1)
3005-271217	3,217.65 Printed	13		SFS OF SACRAMENTO, INC (100443/2)
3005-271218	476.67 Printed	01		TPX COMMUNICATIONS (100764/1)
3005-271219	320.83 Printed	01		Educ'l & Community Supports (100703/2)

Number	Amount Status	Fund	Cancel Register Id	Payee
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41,265.62	Number of Items	32 Totals for Register 000452		
2024 FUND-OBJ Expense Summary / Register 000452				
	01-4100			13,522.66
	01-4300			3,496.16
	01-4303			2,701.03
	01-5200			1,135.57
	01-5300			1,840.00
	01-5502			2,662.28
	01-5600			190.18
	01-5800			4,769.78
	01-5807			52.50
	01-5900			957.51
	01-9110*			31,327.67-
Totals for Fund 01		31,327.67		31,327.67-
	13-4300	208.86		
	13-4700	9,729.09		
	13-9110*			9,937.95-
Totals for Fund 13		9,937.95		9,937.95-
Totals for Register 000452		41,265.62		41,265.62-

* denotes System Generated entry

Net Change to Cash 9110

41,265.62- Credit

Number	Amount Status	Fund	Cancel Register Id	Payee
3005-271522	852.22 Printed	01		CASCADE ATHLETIC SUPPLY (100149/1)
3005-271523	324.74 Printed	01		Oroville Power Equipment (100864/1)
3005-271524	150.00 Printed	01		ROCHELLE LAIRD (100302/1)

1,326.96 Number of Items 3 Totals for Register 000453

2024 FUND-OBJ Expense Summary / Register 000453

01-4300	1,326.96
01-9110*	1,326.96-
Totals for Register 000453	1,326.96-

* denotes System Generated entry

Net Change to Cash 9110 1,326.96- Credit

2024 FUND-OBJ Expense Summary / Register 000453 (continued)

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Number	Amount Status	Fund	Cancel Register Id	Payee
3005-271842	3,364.50 Printed	01		U S BANK OFFICE EQUIP FINANCE SERVICES (100458/1)

3,364.50 Number of Items 1 Totals for Register 000454

2024 FUND-OBJ Expense Summary / Register 000454	
01-5606	3,364.50
01-9110*	3,364.50-
Totals for Register 000454	3,364.50 3,364.50-

* denotes System Generated entry

Net Change to Cash 9110 3,364.50- Credit

2024 FUND-OBJ Expense Summary / Register 000454 (continued)

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Number	Amount Status	Fund	Cancel Register Id	Payee
3005-272477	25.00 Printed	01		GABRIELA CAMACHO (GABRIELA CA - Payee)
3005-272478	25.00 Printed	01		JONATHAN CONN (JONATHAN CO - Payee)
3005-272479	25.00 Printed	01		JORDAN ZAMORA (JORDAN ZAMO - Payee)
3005-272480	25.00 Printed	01		RILEY HARRISON (RILEY HARRI - Payee)
3005-272481	73.38 Printed	01		Strattard, John (001201 - Emp)
3005-272482	171.96 Printed	01		McPeters, Tracey (001462 - Emp)
3005-272483	63.84 Printed	01		PACIFIC STORAGE COMPANY AMERICAN MOBILE SHREDDING (100075/1)
3005-272484	40.00 Printed	01		BUCKMASTER OFFICE SOLUTIONS (100112/1)
3005-272485	339.91 Printed	01		BUTTE AUTO PARTS (100115/1)
3005-272486	273.00 Printed	01		CA STATE DEPT OF JUSTICE ACCOUNTING OFFICE (100132/1)
3005-272487	107.31 Printed	01		CANDELARIO ACE HARDWARE (100250/1)
3005-272488	49,315.94 Printed	01		CDW GOVERNMENT INC (100151/1)
3005-272489	4.46 Printed	01		CENTURYLINK COMMUNICATIONS (100153/1)
3005-272490	8,423.22 Printed	01		CITY OF BIGGS (100164/1)
3005-272491	1,004.00 Printed	01		CompuGroup Medical, Inc (100796/1)
3005-272492	2,986.00 Printed	13		DANIELSEN COMPANY (100182/1)
3005-272493	1,993.93 Printed	01		HELENA AGRILENTERPRISES LLC (100254/3)
3005-272494	1,397.46 Printed	13		HYLEN DISTRIBUTING (100268/1)
3005-272495	1,946.93 Printed	01		J C NELSON SUPPLY CO (100275/1)
3005-272496	39.15 Printed	01		LAKESHORE LEARNING MATERIALS (100303/1)
3005-272497	2,003.74 Printed	01		Lakeview Petroleum Co. (100304/3)
3005-272498	221.70 Printed	01		MACS MARKET (100318/1)
3005-272499	2,358.93 Printed	01		PG&E (100369/1)
3005-272500	1,167.11 Printed	13		PRO PACIFIC FRESH (100376/1)
3005-272501	1,309.07 Printed	01		RECOLOGY BUTTE COLUSA (100384/1)
3005-272502	1,509.01 Printed	13		SFS OF SACRAMENTO, INC (100443/2)
3005-272503	200.55 Printed	01		Wilson Language Training Corp (100786/1)

77,050.60

Number of Items

27

Totals for Register 000455

2024 FUND-OBJ Expense Summary / Register 000455

01-4300	5,550.77
01-4303	2,003.74
01-4400	14,265.26

2024 FUND-OBJ Expense Summary / Register 000455 (continued)

01-5502	8,423.22	
01-5503	2,358.93	
01-5504	1,309.07	
01-5606	40.00	
01-5800	35,762.57	
01-5807	273.00	
01-5900	4.46	
01-9110*		69,991.02-
Totals for Fund 01	69,991.02	69,991.02-
13-4700	7,059.58	
13-9110*		7,059.58-
Totals for Fund 13	7,059.58	7,059.58-
Totals for Register 000455	77,050.60	77,050.60-

* denotes System Generated entry

Net Change to Cash 9110

77,050.60- Credit

Number	Amount Status	Fund	Cancel Register Id	Payee
3005-273562	25.00 Printed	01		JADEN SAECHAO (JADEN SAECH - Payee)
3005-273563	25.00 Printed	01		MAILEY SEIPERT (MAILEY SEIP - Payee)
3005-273564	25.00 Printed	01		YAHIR VIRELAS HERRERA (YAHIR VIREL - Payee)
3005-273565	32.29 Printed	01		Gonzalez, Natali (001209 - Emp)
3005-273566	108.59 Printed	01		Wylie, Brenda (001423 - Emp)
3005-273567	201.27 Printed	01		Mcdaniel, Monica (001477 - Emp)
3005-273568	25.00 Printed	01		Smith, Abigail L (001485 - Emp)
3005-273569	161.63 Printed	01		A Z Bus Sales Inc (100057/4)
3005-273570	9,833.00 Printed	01		Beverly Landers (100854/1)
3005-273571	195.00 Printed	01		BUTTE COUNTY SHERIFF S OFFICE RECORDS DIVISION (100125/1)
3005-273572	255.62 Printed	01		CANDELARIO ACE HARDWARE (100250/1)
3005-273573	135.00 Printed	01		CASBO PROFESSIONAL DEVELOPMENT ACCOUNTS RECEIVABLE (100148/1)
3005-273574	4,210.23 Printed	01		CASCADE ATHLETIC SUPPLY (100149/1)
3005-273575	3,111.00 Printed	01		CDW GOVERNMENT INC (100151/1)
3005-273576	1,200.00 Printed	01		E-Rate Advisors Inc. (100795/2)
3005-273577	329.80 Printed	01		GOLD COUNTRY BANK CARD SERVICE CENTER (100235/1)
3005-273578	162.96 Printed	01		GRAINGER INC (100240/1)
3005-273579	631.00 Printed	13		HYLEN DISTRIBUTING (100268/1)
3005-273580	9,246.00 Printed	01		INC IXL LEARNING (100274/1)
3005-273581	63.43 Printed	01		J C NELSON SUPPLY CO (100275/1)
3005-273582	3,551.80 Printed	01		Lakeview Petroleum Co. (100304/3)
3005-273583	450.00 Printed	01		Leaving The Village LLC (100865/1)
3005-273584	132.40 Printed	01		MAR/CAL (100321/1)
3005-273585	910.00 Printed	01		MAX S DIESEL SERVICE (100324/1)
3005-273586	1,268.74 Printed	01		McGraw Hill, LLC (100326/2)
3005-273587	210.00 Printed	01		North State Water System (100827/1)
3005-273588	1,371.68 Printed	01		OFFICE DEPOT (100358/1)
3005-273589	774.60 Printed	13		PRO PACIFIC FRESH (100376/1)
3005-273590	4,200.87 Printed	13		SFS OF SACRAMENTO, INC (100443/2)
3005-273591	40,100.00 Printed	01		Uniq Steel, Inc. (100847/1)

82,946.91

Number of Items

30 Totals for Register 000456

2024 FUND-OBJ Expense Summary / Register 000456

2024 FUND-OBJ Expense Summary / Register 000456 (continued)

01-4100	940.71	
01-4200	328.03	
01-4300	6,827.61	
01-4303	3,551.80	
01-5200	787.29	
01-5800	23,385.00	
01-5805	1,200.00	
01-5807	220.00	
01-6170	40,100.00	
01-9110*	77,340.44	
Totals for Fund 01	77,340.44	77,340.44
13-4300	518.79	
13-4700	5,087.68	
13-9110*	5,606.47	
Totals for Fund 13	5,606.47	5,606.47
Totals for Register 000456	82,946.91	82,946.91

* denotes System Generated entry

Net Change to Cash 9110

82,946.91- Credit

Number	Amount Status	Fund	Cancel Register Id	Payee
3005-273592	1,021.30 Printed	01		OFFICE DEPOT (100358/1)

1,021.30 Number of Items 1 Totals for Register 000457

2024 FUND-OBJ Expense Summary / Register 000457	
01-4300	1,021.30
01-9110*	1,021.30-
Totals for Register 000457	1,021.30

* denotes System Generated entry

Net Change to Cash 9110

1,021.30- Credit

2024 FUND-OBJ Expense Summary / Register 000457 (continued)

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Number	Amount Status	Fund	Cancel Register Id	Payee
3005-273593	402.30 Printed	01		OFFICE DEPOT (100358/1)

402.30 Number of Items 1 Totals for Register 000458

2024 FUND-OBJ Expense Summary / Register 000458	
01-4300	402.30
01-9110*	402.30-
Totals for Register 000458	402.30
	402.30-

* denotes System Generated entry

Net Change to Cash 9110

402.30- Credit

2024 FUND-OBJ Expense Summary / Register 000458 (continued)

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2024 FUND-OBJ Expense Summary / Register 000458 (continued)

207,378.19 Number of Items 95 Totals for Org 006 - Biggs Unified School District

Biggs Unified School District

Field Trip Request Approval Form

Proposed Activity: Shady Creek

Date of Request: 10/13/23 School: Biggs Middle School

Name of Staff Member/Position Making the Request: Tracy McPeters

Class, Grade or Organization Making the Request: 6th grade

Destination: Shady Creek

Number of Students Involved in this Activity: 42-44 Cost Per Student: \$325

Funding Source: fundraising Cost to District: 0

Was Trip Budgeted: yes no

Adult Chaperones (including teachers): Ms. Proper, Mr. Smith

**Attach a list of all Adult Chaperones: Include name and cell telephone number
(Reminder: All chaperones need fingerprint clearance before chaperoning a trip.)**

Purpose and relationship of trip to class activities: Science Camp

Educational Standard(s) to be realized through trip: NGSS Science Standards

Signature of Staff Member Making the Request:

X Tracy McPeters

Date(s) of the Field Trip:

A complete itinerary of the trip including a breakdown of activities by hours, housing arrangements(s) including phone number(s) and address(es), and an explanation of the educational purpose(s) of this trip must be included with this request. The Field trip request form must be received by the principal **30 days** prior to the trip. All out-of-state and overnight trips need Biggs Unified Board of Trustees approval. Out-of-state and overnight trips must be submitted one week prior to a regular Board meeting.

Cafeteria Information:

Will student miss scheduled lunch at school site: YES NO

Sack lunches needed: YES NO

Number needed

They may need lunch the first day - Not sure yet, but will let John know.

*If trip is approved you will need to contact Cafeteria Director.

Travel Information

All Means of Transportation (check all that apply):

- Personal Car(s)
- Rental Vehicle(s)
- Charter Bus

if necessary

Air

Bus(es) *

Number 1 *if you*

if possible can fit all the kids.

(School approval of this form signifies that proper car insurance documents are on file with the school.)

*If trip is approved you will need to schedule a bus.

Itinerary

Departure: Biggs Elementary Return: Biggs Elementary

Date: April 8 Time: 8:00 ish. Date: 12 Time: depart at 10:30

Departure Location: Biggs to Gladys creek Return Location: Shady creek to Biggs

A current roster of students must be submitted to the site office on the day of the trip prior to leaving the school.

Approved Denied

Jenny McPat
Principal's Signature

Approved Denied

Doug Lee
Superintendent or Designee Signature

Board Approval Date:
(For overnight/Out-of-State)

Lodging Arrangements (required for all overnight trips)

Date(s): April 8 to April 12 City: Nevada City

Business name of Lodging: Shady Creek Outdoor School

Street Address: 15601 Patutinder Way Nevada City 95959

Phone Number: 530-822-2949

Please attach an activity breakdown for each day listing meal times/locations, practice times/locations, transit time, organized group events, and wake-up and bed times.

Date: _____

Time:

Event:

Location:

<u>See attached</u>

PROGRAM DETAILS

ARRIVAL AND DEPARTURE

Pupils arrive at Shady Creek between 10:00 a.m. and 11:00 a.m. on Monday of their week. They will depart from Shady Creek at 10:30 a.m. on Friday. There will be approximately 180 pupils at Shady Creek each week. Your child's school principal will give you the exact departure and return times.

TYPICAL SCHEDULE

7:00 a.m.	Everybody up, clean cabins	4:00 p.m.	Recreation
8:00 a.m.	Breakfast	5:00 p.m.	To cabins, clean up
9:00 a.m.	Classes start		for dinner, showers
11:30 a.m.	Classes end	6:15 p.m.	Dinner
11:30 a.m.	Lunch		
12:45 p.m.	Music	7:30 p.m.	Evening Program
1:20 p.m.	Classes start	8:30 p.m.	To cabins, prepare
3:50 p.m.	Classes end		for bed
3:50 p.m.	Snack	9:15 p.m.	Lights out

REFUNDS

Shady Creek does not issue reimbursements or credit schools for students who are sent home because of illness, disciplinary issues, or any other situation that may require your child to leave Shady Creek early.

MONEY

Pupils are asked NOT to bring any money with them. There is nothing to buy and those that do bring money sometimes lose it.

VISITS

Do not plan to visit while your child is at the outdoor school. If parents want to visit Shady Creek prior to their child's stay, such arrangements can be made. Parents must visit during the time our school program is operational (Monday through Thursday). Although homesickness only affects a few students each week, visits from family can make homesickness worse.

Students will understand that each plant



SHADY CREEK OUTDOOR SCHOOL & EVENTS

Garden (newly restored)

During Garden class, students will explore Shady Creek's organic garden using all of their senses. They will go over concepts of energy flow and matter cycling through exploring garden food chains. Also students will dig into concepts of decomposition, composting, tracing food back to the soil and tending to a garden. Dictated by the season, students will taste the produce that is growing in the garden. By the end of class, students will understand why gardens have ingredients for life.

Nature Awareness

Nature Awareness focuses on students using their senses to gain a deeper appreciation and awareness for nature. This class includes a guided sensory walk in which the students walk on a trail without using their vision. Students will have the opportunity to engage in different sensory activities such as rock stacking, and sound maps. This experience-based class helps students understand that people's experiences outside can influence the way the land is used.

Nature Investigation and Exploration (NIE)

During this class, students will start taking huge adventures on a small scale. Kids will discover natural mysteries and use science skills to conduct investigations. Scientific practices will be accentuated and utilized throughout the hike. By the end of class, students will have used field guides to investigate natural wonders. For example, students will create a list of suspects and use evidence to determine what is causing logs to disappear in the forest.

***Soil-ology (Pedology) New Class!**

Soil-ology class will have students examine soils in different locations looking for what makes those spaces unique. Following what a NASA scientist does, students will identify what makes up the soil beneath their feet. They will examine erosion on Shady Creek's landscape and the formation of rocks. They will go panning not just for gold but also different rock types and identify them.

Survival

The survival class is designed to give students the opportunity to engineer a survival shelter based on criteria that the students establish. During this two and a half hour class students will identify design constraints, and work together to improve their design to ensure survival under the wettest conditions. Students will learn about S.T.O.P. and F.I.B.S. as well as the most crucial aspects of surviving in the wild.

*** Part of the curriculum comes from our partnership with NASA GLOBE Goes To Camp**

NGSS and CCSS

Our classes are aligned with NGSS and CCSS. See the breakdown of each class here.

[Class Standards](#)

NASA GLOBE Goes To Camp

Shady Creek is joining forces with NASA!

Their Global Learning and Observations to Benefit the Environment Program is now partnering with camps to provide activities and assist with citizen science data collection.

[GLOBE Goes To Camp](#)

BEETLES

Our teaching approach and learn cycle strategies have been formed using BEETLES materials.

Better Environmental Education Teaching, Learning, and Expertise Sharing is a program of The Lawrence Hall of Science at the University of California, Berkeley.



Be an EcoKid

Class Descriptions

Day Programs

+ Employment and Volunteer Opportunities

FAQ's

Kids Photos

+ Forms

Raptor Barn

Testimonials

Submit Your Photos

[Home](#) > [Outdoor School Programs](#) > [Class Descriptions](#)

Class Descriptions

There are currently 10 classes offered at Shady Creek Outdoor School. Our most popular classes are survival, communities, creek, and birds. If your school is a FitQuest school, FitQuest class is required. Hikes not listed are the discovery hike, night hike, and closing hike. These are all susceptible to change based on a number of factors.

5 day week- Choose six classes

4 day week- Choose four classes

Birds

Utilizing argument from evidence is crucial to scientific practice. In birds class, students will explore bird adaptations and discuss the functions and benefits of structures found on birds. Students will collect evidence from bird observations to identify birds found around Shady Creek using binoculars. This class includes a visit to our raptor center with live birds of prey. All of our birds are injured and non-releasable. Meeting these birds teaches the students that both knowledge and caring are necessary in order to make a positive difference.

Communities

Communities is a team building class. While on communities class, students will have an opportunity to set goals as a group and as an individual. Students will be guided to use positive communication, inclusiveness, bravery, and kindness to achieve those goals. Over the course of the lesson students will gain a better understanding of what it means to be a member of a community.

*Creek Ecology

In creek ecology, students explore and collect aquatic macroinvertebrates living in Shady Creek. After collecting macroinvertebrates, students will create a scientific drawing then use a field guide to learn more about their species and its relationship to the ecosystem. With this information students will determine the health of the creek and surrounding watershed. Through discussions about the movement of water students will be able to make connections about human impacts on a watershed.

FitQuest

Fit Quest helps students learn things they can do to feel their best by focusing on physical, nutritional, and mindful practices. Students will participate in activities that get their pulse rate higher to experience what it means when they are told it is important to be active. Through discussions about food they will gain a better understanding of what different vitamins and minerals do for our bodies and why it is important to eat a variety of fruits and vegetables. They will have time to reflect on how they feel stress, what causes them to feel stress, and what they can do about it during a solo hike. If students know how to feel their best, they have the ability to do the things they enjoy.

*Forest Ecology

This is Shady Creek's longest hike. It can be up to two miles in length, but can easily be amended to be shorter. During forest ecology, students will walk through three different plant communities looking for evidence to explain why there are different types of plants within each community.

SHADY CREEK OUTDOOR SCHOOL & EVENTS



Billing and Reservations

970 Klamath Lane, Yuba City, CA 95993
Office: (530) 822-2949
Fax: (888) 847-1453

Camp Address

18601 Pathfinder Way, Nevada City, CA 95959
Office: (530) 822-2470



Christopher Little, Director

SHADY CREEK OUTDOOR SCHOOL PROGRAM
Management Services Provided By
SUTTER COUNTY SUPERINTENDENT OF SCHOOLS OFFICE
Tom Reusser, Superintendent
970 Klamath Lane, Yuba City, CA 95993/(530) 822-2949

ENVIRONMENTAL EDUCATION AGREEMENT

THIS AGREEMENT ("Agreement") is entered into between the Sutter County Superintendent of Schools ("Superintendent") and **Biggs Elementary School** ("District"). Collectively Superintendent and District shall be referred to as "Parties."

WHEREAS, Superintendent owns an outdoor education facility known as Shady Creek Outdoor School ("Shady Creek"), which is located at 18601 Pathfinder Way, Nevada City, CA, and thereon operates the Shady Creek Outdoor School Program ("Program"), an outdoor educational program for the benefit of public school students; and

WHEREAS, District desires its students to participate in the Program and stay at Shady Creek on the terms and conditions set forth in this Agreement.

The Parties agree as follows:

1. **Participation Fee:** District will participate in the Shady Creek Outdoor School Program on the terms and conditions set forth in this agreement. District desires to reserve space for **(40)** pupils (also referred to as "Students") and agrees to pay an amount **equal to \$350.00 per pupil** if scheduled for a five-day week and **\$325.00** per pupil if scheduled for a four-day week to participate in the Shady Creek Program (Participation Fee). *There will be no adjustment to the per pupil fee for students arriving late or leaving early.* This contractual reserved space is based on numbers supplied by District's school administrator. If there is a discrepancy with these numbers contact the Shady Creek office immediately. **Final Payment will be due no later than June 21, 2024.** This Participation Fee shall also cover the cost of lodging, food and recreational activities for the School Administrator, the health aide, and for one (1)-school personnel per twenty-five (25) students. All additional adults in attendance, including adult Cabin Chaperones provided by the District, and all other adults set forth in Paragraphs 5 and 6 of this Agreement shall have an additional charge of one hundred and seventy-five dollars (\$175.00) per individual.

- a. The participation fee covers the cost of food and meals for the pupils. The Program is approved by the State of California Child Nutrition Services Office for the School Breakfast/Lunch Program, and as such, must comply with the policies and procedures of the School Breakfast/Lunch Program. To that end, District shall execute and return the Free and Reduced Meal Form provided with this Agreement. If the Free and Reduced Meal Form is not returned

with this agreement, District will be charged an additional \$200 per student for each student who would have otherwise been covered by the program.

2. Deposit. District shall pay fifty percent (50%) of the Participation Fee for the number of Students identified in Section 1 as a nonrefundable deposit (“Deposit”). The Superintendent shall receive the Deposit within sixty (60) days of submission of this signed agreement to Sutter County to reserve participation in the program. The District shall pay the balance of the Participation Fee once actual attendance is computed and final billing received by District. Final billing will be based on actual Student attendance, but in no event shall final billing be less than eighty-five percent (85%) of the number of Students identified in Section 2 under participation Fee.

3. Indemnity. District shall, to the furthest extent permitted by California law, and at its sole expense, defend, indemnify, and hold harmless Superintendent and its Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the “Indemnified Parties”) from any and all demands, losses, liabilities, penalties, interest, claims, suits, and actions (the “Claims”) of any kind, nature, and description, including but not limited to, personal injury, death, property damage, unfair employment practices, common law or joint employer issues, and Superintendent’s fees and/or attorney’s fees and costs, directly or indirectly arising out of, connected with, or resulting to a person, firm, or corporation for damages, injury or death arising out of or connected with this Agreement and participation in the Program and access to Shady Creek. Superintendent shall have the right to accept or reject any legal representation that District proposes to defend the Indemnified Parties.

Without limiting the District’s indemnification, the District shall maintain in force at all times while participating in the Program a policy or policies of insurance covering such participation including but not limited to the following coverages, and in the minimum limits of liability as stated herein: Comprehensive general liability, including personal injury in combined single limit of \$1,000,000.00 (one million dollars). All such policies shall provide an endorsement naming the Superintendent, his officers, agents, employees, *as additional insured*. The above-described coverage shall be maintained throughout District’s participation in the Program. **District shall file with the Superintendent a certificate of insurance evidencing that the insurance coverage as required herein has been obtained and is currently in effect.**

4. Cancellation. If the District cancels its reservation less than sixty (60) calendar days before its scheduled arrival date, the District will be charged for 85% of its contracted Student number, unless a state or local health agency issues an order or recommendation precluding Students from attending the Shady Creek residential Program, in which case the District shall not be charged under this Agreement and shall be refunded its deposit in full. A copy of the order or recommendation must be provided to the Superintendent.

5. Adult Participation Requirements. District shall require the following adult participants, who shall stay at Shady Creek with the Students.

- a. Lead Teacher. District shall designate one Lead Teacher who is responsible for coordinating the District’s participation in the Program, including payment of the Participation Fee and coordination of Program activities. The Program Coordinator may be a teacher or administrator otherwise attending the Program. The Program Coordinator shall be responsible for communicating with the Shady Creek Director or designee to ensure that all requirements of this Agreement have been fulfilled prior to the arrival of the District at Shady Creek.
- b. Teachers. District shall provide one teacher for each class of 30 or more Students at no additional cost. Districts with less than 20 students will have a prorated fee for the teacher’s food and lodging.
- c. Administrator: Districts attending shall coordinate to provide one administrator for each week Students are in attendance. If more than one district is participating in the Program during the Program

Term, Districts shall provide an administrator on a rotating basis. The Shady Creek Director or designee shall be responsible for coordinating the rotation of the Administrator

- a. Nurse. If all Students for the Program Term are from the same District, District shall provide one school nurse or health technician. If more than one district is participating in the Program during the Program Term, Districts shall provide a nurse or health aide on a rotating basis. The Shady Creek Director shall be responsible for coordinating the rotation of the school nurse. The Superintendent will pay the District a \$1,500.00 stipend for providing a School Nurse or LVN, and \$1,000 for a Health Supervisor.

It is understood that small districts may wish to combine pupils or classes and jointly provide the required instructional and administrative personnel. The Program Coordinator for the District shall work with the Shady Creek Director to confirm that adequate adult supervision is available in the event the District wishes to combine classes or supervision with another participating district.

6. Cabin Chaperones. In addition to the adult supervision required in Section 5, District shall provide cabin chaperones at a ratio of 1 to 7 for the girls and a ratio of 1 to 9 for the boys and no less than one chaperone per cabin. District shall establish a selection procedure that ensures competent and responsible chaperones. . In the event that the cabin chaperones are under the age of 18, District shall require the parent or guardian of the minor Cabin Chaperone to sign the release on the Student Health Form. Further for each minor Cabin Chaperone provided by District, District shall complete the "Minor Cabin Chaperone Attestation Form" provided with this Agreement to District. The Attestation form shall set forth the minor Cabin Chaperone's qualifications and credentials to be a cabin chaperone, and the District shall attest to that the minor Cabin Chaperone's is fitness to supervise the students in their cabin. The signed Student Health Form and the completed Minor Chaperone Attestation Form shall be submitted to the Shady Creek Director or designee upon arrival at camp.

District may use adult Cabin Chaperones that are over 18 and no longer students only when cleared as a volunteer by the District including background checks and other applicable volunteer requirements. For each adult Cabin Chaperone there shall be a \$175 fee as outlined in Paragraph 1 above.

7. Transportation. District shall be responsible for providing transportation of all employees, students, chaperones and staff to and from Shady Creek.

8. Safety. District shall be solely and completely responsible for the health and safety of all persons and property during times when District, its employees, volunteers and students access the Shady Creek facility. District, its employees, volunteers and students shall fully comply with all county, state, federal and other laws, rules, regulations, and orders, including but not limited to those relating to health and safety, and any rules posted at Shady Creek. Failure of the District, any Student or any other Program participant to comply with this section may result in the District, Student or Program participant being removed from the Program or the District not being allowed to participate in the Program in the future. Superintendent shall not be obligated to refund any Participation Fee to the District in the event any Student or other Program participant is removed from the Program because of violating this Section.

9. Medical Policies.

- (a) Health Forms and Waiver of Liability: District shall be responsible for collecting a health form including the Waiver of Liability for each student, chaperone, and teacher attending camp and submitting to the Shady Creek Director or designee upon arrival.
- (b) On-Call Doctor. In compliance with California Code of Regulations Title 17 § 30750(e), Shady Creek contracts with an on-call medical doctor for school program services. The services of the on-call medical doctor are provided in addition to the provision of the nurse or health technician by District as set forth in paragraph 4(d) above.

10. Waiver and Release of Liability. No county board member, officer, employee, representative, or agent of Superintendent, shall be personally liable in any manner or to any extent under or in connection with this Agreement. District, its employees and participants hereby waive any and all claims of such personal liability.

11. Governing Law and Venue. This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Sutter. The language in all parts of this Agreement shall be in all cases construed as a whole according to their fair meaning and not strictly for or against either the District or Superintendent. Any headings in this Agreement are included only as a matter of convenience and for reference and in no way define the scope or extent of this Agreement or the construction of any provision.

12. Severability. If any term, provision, condition or covenant of this Agreement or its application to any party or circumstance shall be held, to any extent, invalid or unenforceable, then the remainder of this Agreement shall not be affected.

13. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which shall, together, constitute one and the same instrument.

14. Entire Agreement; Amendments. This Agreement and the documents referred to in this Agreement constitutes the entire agreement of the Parties hereto with respect to the matters contained herein, and prior or contemporaneous agreements or understandings, oral or written, pertaining to any such matters are merged herein and shall not be effective for any purpose. No provision of this Agreement may be amended or added to except by an agreement in writing which is signed by the Parties hereto or their respect successors-in-interest and indicates that it is an amendment of this Agreement. Neither party shall assign or transfer any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of the other party.

15. Termination. Superintendent may voluntarily terminate this Agreement at any time prior to the District's scheduled arrival date, with thirty (30) days' notice to the District. If Superintendent opts to terminate the Agreement, it shall notify the District in writing and refund District's deposit in full.

16. Force Majeure. Any delay or failure of Superintendent to perform its obligations under this Agreement will be excused to the extent that the delay or failure was caused directly by an event beyond such Superintendent's control, the event prevents Superintendent from reasonably performing under the Agreement, the event occurred without Superintendent's fault or negligence and that by its nature could not have been foreseen by Superintendent or, if it could have been foreseen, was unavoidable (which events may include natural disasters, epidemics, embargoes, explosions, riots, wars, acts of terrorism, strikes, labor stoppages or slowdowns or other industrial disturbances, and shortage of adequate power or transportation facilities).

17. Authority. Superintendent has delegated authority to enter into this Agreement with District to the Shady Creek Resident Director.

Biggs Unified School District

By: Doug Kaelin, Doug Kaelin
(Print name and signature)

Dated: 10-30-23

Sutter County Superintendent of Schools

By: 
Sutter County Superintendent of Schools

Dated: 08/09/2023

The District designates as Program Coordinator:

Name: Tracey McPeters
Phone: 530) 868-1281

From: Biggs
(school or office)

Please provide us with an email address for further correspondence:

Email: tmcpeter@biggs.org

Participating Teachers and school Secretary's email addresses:

Joelle Proper jproper@biggs.org

Kameron Smith ksmith@biggs.org

sec Clara Callaway ccallaway@biggs.org

SHADY CREEK OUTDOOR SCHOOL & EVENTS



Billing and Reservations

970 Klamath Lane, Yuba City, CA 95993

Office: (530) 822-2949

Fax: (888) 847-1453

Camp Address

18601 Pathfinder Way, Nevada City, CA 95959

Office: (530) 822-2470



Christopher Little, Director

BILLING TO:

Biggs Elementary School

300 "B" Street

Biggs, CA 95917

Attn: Superintendent/Principal

DATE: August 8, 2023

INVOICE: 24-0084

Due Upon Receipt

SPRING 2024 - First Installment

ESTIMATED CHARGES:

40 participants 5 @ \$ 350.00 \$ 14,000.00

First Installment 50%

This will be deducted off of Final Invoice

Total Due:

\$ 7,000.00

MAKE CHECKS PAYABLE TO: SUTTER COUNTY SCHOOLS

Please return check to: Shady Creek Outdoor School, Attn. Satty Sangha

970 Klamath Ln., Yuba City, CA 95993

Questions? Email: shadycreek@suttercoe.org



3418 52nd Ave
 Sacramento, CA, 95823
 (800) 458-6363
<https://a-zbus.com>

Larry Lozano
 (916) 709-2297
 LLozano@A-ZBus.com

Quote #SAC4503
 October 11, 2023

2023 (or) Newer Blue Bird T3RE 3904

Customer:	Biggs Unified School District	Attn:	Doug Kaelin
Mailing Address:	300 B Street Biggs, CA, 95917	Phone:	(530) 868-1281 ext 8100
		Email:	dkaelin@biggs.org

Quantity:	1	Wheelbase:	259"
GVWR:	37,600#	Transmission:	3000 PTS SEM
Engine:	Cummins L9 300HP	Suspension:	Spring / Air
Fuel Type:	Diesel	Brakes:	Air Disc
Fuel Port:	Standard	Upholstery:	Blue
Capacity:	81 AMB	WC Lift:	N/A
AC:	N/A		

Body Content

- 'STOP WHEN RED LIGHTS FLASH'
- 3" REFLECT,FRONT,INT & REAR,3M DIA GRADE
- ACCESSORY POWER SOCKET W/CAP,BATTERY
- AIR HORN,MOUNTED UNDER FLOOR
- BARRIER, 39 INCH HIGH BACK
- BODY CONSTRUCTION FM/CMVSS 221
- BUZZER,MID SEC,P/O WINDOW
- CAMERA,SYSTEM,BACK UP VIEW
- CIRCUITS,SPARE,BODY HARN,TWO,14 GA
- CONSOLE MOUNT,ARM REST
- 2 PC CURVED TINTED W/S
- 77IN HEADROOM REAR ENGINE
- ACOUSTIC HEADLINING FULL LENGTH
- ARMREST,RH,DRIVER,SEAT,NATIONAL
- BATTERY COMPARTMENT,ROLLER TRAY,CHAS MTD
- BUZZER,L/H SIDE EMERG DOOR
- BUZZER,REAR EMERG WINDOW
- CIRCUIT PROTECTION,BREAKERS,MANUAL RESET
- COMPARTMENT,STORAGE,OVERHEAD,LOCKNG
- CONTROL,STROBE,S/CONT,W/PILOT

- CONTROLS,CONFIG,W/L,OPT #4,8-LGT,RH
- CUSHION,SEAT,STANDARD,REBOND FOAM
- DAYTIME RUN LGTS,W/ P/BRAKE DEACTIVATE
- DOME,2 ROW/2 SWITCHES,F & R,CONFIG
- DOOR SWITCH,STEPWELL LIGHT
- DOOR,ENT,OUTWARD OPENING W/AIR ACTUATOR
- EMERGENCY DOOR LS 28IN
- EXTERIOR SOLID NSBY
- FAN,AUXILIARY,UPPER CENTER,6"
- FE 5 LB DRY W/HOSE (DRIVERS CPT)
- FENDERS REAR RUBBER
- FLAPS REAR WITH BB LOGO
- FORWARD GRABRAIL
- GLASS,ENT DR,LOWER,TINT,LAM
- GLASS,SIDE EMER DR,DK TINT,TEMP
- HEATED MIRROR,EXT,15 MIN TIMER
- HEATER,50K,LH,REAR,F/M
- HOLDER,CUP
- HORN,BACKING SAFETY,112 DB
- INDICATOR,W/L SYSTEM,AMBER/RED
- INSULATION,BODY,FIBERGLASS,ADDITIONAL
- INSULATION,BOW CAVITY,FIBERGLASS
- LAMPS,HAZARD,2-AMBER,4IN,ENG CMPT
- LATCHES,LOCKABLE,ACCESS DOORS
- LETTERING,EMERGENCY EXIT,ABOVE EXIT
- LETTERING,EMERGENCY,INTERIOR,VINYL,BLACK
- LIGHT,4" BACKUP,LED,VANDAL RESIST
- COVERING,FLOOR,RUBBER,BLACK
- D/SEAT,NATIONAL,PREM,AIR,MORD,CHAR
- DELETE,ROOF HATCH BUZZER
- DOOR CONTROL,AIR PWR,MOM SW,2-POS
- DOOR,ENGINE CMPT,PERFORATED
- EMERGENCY DOOR ARROWS
- END CAP,RUB RAIL,STAMPED STEEL
- FAK,CALIFORNIA,METAL CASE
- FAN,AUXILIARY,UPPER LEFT,6"
- FENDERS FRONT RUBBER
- FLAPS FRONT, FULL LENGTH
- FLAPS,FRONT OF REAR WHEELS
- GALVALUME I/S PNL,FULL HEM, TEXTURIZED
- GLASS,ENT DR,UPPER,TINT,LAM
- HANDRAIL,ENT DR,BARRIER 3.25 - 5.25
- HEATER,12K,DRIVERS
- HOLDER,CERTIFICATE,7-5/8 X 9-1/4
- HOODS,WARNING LIGHTS,INDIVIDUAL
- HOSE,HTR,EPDM,W/CT CLAMPS
- INSULATED DRIVERS AREA
- INSULATION,BODY,POLYESTER/FIBERGLASS
- INSULATION,ENTRANCE DOOR HEADER
- LATCH,LOCKING,DOOR BATTERY CMPT
- LETTERING,"SCHOOL BUS"8",1-1/4 STRK
- LETTERING,EMERGENCY,EXTERIOR,VINYL,BLACK
- LIGHT,2 DOME,DRIVERS,LED,SEPARATE SW
- LIGHT,4" LED,STOP/TAIL,VANDAL RESIST

- LIGHT,7" STOP/TAIL,LED
- LIGHT,STEPWELL,LED,ADA
- LIGHTS,CL/MK,LED,2 AMBER,2 RED
- LIGHTS,DIR/MKR,SIDE,LED,FRT,BELT
- LIGHTS,DIRECTIONALS,RR,AMBER LED
- LIGHTS,ID,GROMMET MOUNT,LED
- LIGHTS,PILOT,W/L SYSTEM,LOC,RH
- LOCATION,STOP ARM,REAR
- LOCK,SECURITY,ENT DOOR
- LUGGAGE CMPT LIGHT-PASS THRU CMPT
- MIRROR,CROSSVIEW,EYE-MAX LP
- MIRROR,REARVIEW,INT,6 X 30,NONGLARE
- MODULE,CUSHION,ASSY,TILT W/FLEX MAT,SEAT
- PACKAGE,STATE,CALIFORNIA
- PAINT, INTERIOR, ASTRO WHITE
- PAINT,RUBRAILS ONLY,FULL WIDTH BLACK
- PANEL,MODESTY,BARRIER,ENT DOOR
- PASS THRU LUGGAGE COMPT 94 CU FT
- PLYWOOD FLOOR 1/2IN THICK
- POWER,BAT CONTROL,CLER/CSTR/ID LGTS
- POWER,BAT CONTROL,ENTRANCE DOOR
- RADIO,AM,FM,MP3,USB,SD,MMC,BT WITH PA
- SEAT BELT,DRV,3 PT,SINGLE RETRACT,BLACK
- SEAT,39,CONVERT, 3-PT BELT
- SEAT,39,CONVERT,FLIP,3-PT BELT
- SLIDING BOLT VANDAL LOCK - SED
- SPEAKER,O/S,UND FLR,W/WIRING
- LIGHT,PILOT,EXIT
- LIGHT,STROBE,SELF-CONT,LED,CLEAR
- LIGHTS,DIR,FRONT AMBER LED
- LIGHTS,DIR/MKR,SIDE,LED,REAR,BELT
- LIGHTS,DOME,120 LUMENS,LED
- LIGHTS,MKR,LED,INTERMEDIATE
- LIGHTS,WARN,LED,8-LGT,AMB/RED
- LOCATION,STROBE,4 FEET FROM REAR OF ROOF
- LOGO,BIRD ONLY,VINYL,BLACK
- MARKER LGT CONTROL,STEPWELL LGT
- MIRROR,EXT,OPEN VIEW,ES SPLIT SYSTEM
- MIRROR,REARVIEW,REMOTE CONTROL
- MODULE,SEAT,COLOR,BLUE
- PAINT DESIGN,BRIGHT WHITE ROOF,12.5 IN
- PAINT,HEADLIGHT BEZELS,NSBY
- PANEL,MODESTY,BARRIER,DRIVER,LH
- PANEL,SIDE,16 GA,25 3/4 SKIRT
- PILOT,STROBE LIGHT,ADDITIONAL INDICATION
- PLYWOOD FLOOR SCREWED DOWN
- POWER,BAT CONTROL,DOME LIGHTS
- POWER,BAT CONTROL,WARNING LIGHTS
- RETAINER SIDE EMERG DOOR LH
- SEAT,39, 3-PT BELT, DAVENPORT
- SEAT,39,CONVERT,3-PT BELT, FULLY FM
- SEQUENCE,W/L SYSTEM,NON-SEQUENTIAL
- SPEAKER,DLX,8 SPKR SYS W/WIRING
- SPRING,GAS,NON-LOCKING

- SPRING,GAS,PASS-THRU LUGG CMPT DOOR
- STEPTREAD,VINYL,BLACK
- STEPWELL PROTECTION
- STOP ARM,ELEC,LED,HI-IN,CLUSTER
- SWITCH,EMERGENCY OVERRIDE
- SWITCH,W/L MASTER,LOC,RH
- SWITCH,W/L START,MANUAL
- SWITCH,W/L,MASTER,GREEN PILOT
- TRIANGULAR WARNING DEVICE FLOOR
- UPH,FIRE BLOCK,BLUE,BARRIER
- VENT,ADVANTAGE,STANDARD
- VINYL,REFL,ROOF HATCH,WHITE,3M
- VINYL,REFL,SD EMER DR YELLOW,3M
- WARRANTY, BRONZE 2/10
- WHEELS,ALUM,8.25/22.5 DSC HUB-PLTD
- WINDOW,REAR EMERGENCY
- WINDOW,S/S,P/O,12",TEMP,TINT,BLK
- WIRING,DIR,SIDE,REAR,BELTLINE
- WIRING,S/ARM,ELECT W/INDEP FL SHR
- WIRING,W/L SYSTEM,14 GA
- YELLOW ENTRANCE DOOR
- STEEL FLOOR TRIM
- STEPTREAD,VINYL,RIBBED
- STEPWELL, GALVANIZED
- SWITCH,DOOR CONTROL,LOC,RH
- SWITCH,NOISE SUPPRESSION,LATCHING
- SWITCH,W/L START,LOC,RH
- SWITCH,W/L,EM OVERRIDE,LOC,RH
- SYSTEM,WARN,8-LGT,N/SEQ
- TRIM,AISLE,ALUMINUM
- VANDAL LOCK - REAR EMERGENCY WINDOW
- VINYL,REFL,P/O WINDOW YELLOW,3M
- VINYL,REFL,RR EMER WDW YELLOW,3M
- VISOR,ACRYLIC,LEFT SIDE,ADJUST,OPAQUE
- WDO ASSY,DRVR,GREEN TINT,LAM,BLK
- WINDOW,REAR EMERG,DK TINT,TEMP
- WINDOW,S/S,12",TEMP,TINT,BLK
- WIRING,DIR,SIDE,FRONT,BELTLINE
- WIRING,P/O WINDOW,DRS BUZ ONLY
- WIRING,VIDEO MONITORING SYSTEM
- WRG,2-WAY RADIO,CTR DASH MNT(07829)

Chassis Content

- AIR CLEANER,MULTI STAGE
- ANTIFREEZE,ES COMPLEAT,CUMMINS (BLUE)
- AXLE,STEER,HENDRICKSON NXT,14600 LBS
- BRAKE,EXHAUST,VGT
- BRAKES,ANTI-LOCK(ABS),AIR
- BUMPER,REAR,STEEL
- CRUISE CONTROL
- ELECTRONIC STABILITY CONTROL
- ENGINE EMISSION CONTROL,EPA /CARB 2022
- FILTER,COOLANT WATER
- FLUID,TRANSMISSION,SYNTHETIC
- FUEL TANK DOOR,SPRING-LOADED,LOCKING
- GAUGE,MULTIFUNCTION,REAR ENG CMPNT
- GOVERNOR,ROAD SPEED,65 MPH
- HOSE,COOLING,SILICONE,W/CONST TRQU CLAMP
- PEDALS,ADJUSTABLE
- PUMP,HEATER WATER
- RESERVOIR,ADDITIONAL WET TANK
- SUSPENSION,AIR,REAR,HENDRICKSON,23.5K
- SWITCH,BATTERY DISCONNECT
- TIRE,KUMHO,12R22.5,LRH,KRS02
- TRANS,ALLISON,3000PTS,6 SPD,
- VALVE,DRAIN,MANUAL,AIR TANK
- ALTERNATOR,LEECE-NEV,BRUSHLESS,350 AMP
- AXLE,REAR,23K LBS,5.29
- BATTERIES,GROUP 31,THREE
- BRAKES,AIR DISC,BENDIX
- BUMPER,FRONT,STEEL 12IN
- CERTIFICATION,4-WHEEL ALIGNMENT
- DRYER,AIR,BENDIX AD-IP
- ENG,CUM L9,DSL,300HP@860LB-FT,EPA/CARB
- EXHAUST,PRIMARY,SING CAN A/T,CUM
- FLTR,FUEL/WATER SEPARATOR
- FUEL SYSTEM,DSL,100 GAL BFR RH FILL
- GAUGE,AMMETER,FRONT
- GAUGE,SPEEDOMETER, MILES
- HI TEMPERATURE EXHAUST COOLING
- LUBRICATION,OIL,PETROLEUM,AXLE
- PROGRAM,TCM,F/S 2.0,GHG
- REGEN SETTING,0-MPH
- SPACER,SPRNG,2IN,FRONT SUSP
- SUSPENSION,SPRG,FRT,SOFTEK,14600
- SWITCH,IGNITION,KEYED ALIKE
- TOW HOOKS, FRONT
- UNDERCOAT,MODIFIED WAX,PREMIUM
- WHEELBASE,259 INCH

Dealer Added Content

- A/C Prep Package
- EP1 Child Check safety system - Wired to CA Specs
- Fog lights in front bumper area
- Hand held stop sign & Holder
- MCC AC12iw1iw1cr430d Dash Inwall Freeblow Roof QP55
- Electric air drain valves with controls in Dr's compt.
- FE/FAK/Reflectors/Decals - CA Spec
- Gatekeeper 5HD Standard Camera system, Installed
- Lettering - Beltline/CA #/Unit #'s
- PDI - Pre Delivery Inspection

Pricing

Unit Price before Sales Tax:	\$ 243,802.05
Taxable Amount:	\$ 243,802.05
Non-Taxable Amount:	\$ 0.00
7.250% Sales Tax Total:	\$ 17,675.66
Total Per Unit w/Sales Tax Included:	\$ 261,477.71
Grant per bus	-\$0.00
Total Grant Amount	-\$0.00
Grand Total For 1 Unit(s):	\$261,477.71

Acceptance

Signature:  Title: Superintendent
 Name: Doug Kaelin Date: 10/16/23

***Notice of Intent to Purchase:**

By signing this vehicle quotation above, it signifies the intent of Biggs Unified School District to purchase the vehicle(s) as listed on this document, from A-Z Bus Sales, Inc. This purchase is based on this Vehicle quotation and is subject to approval by our School Board at their 10/16/23 (date) Board meeting. DK (Initial Here)

*All pricing is based upon the Waterford Unified School District piggyback bid awarded to A-Z Bus Sales. A copy of all piggyback bid documents is available from A-Z Bus Sales, Incorporated.

All pricing valid for 30 days, or availability of stock units at time of purchase order. Prices quoted herein are based upon Federal, State, and Local Laws and Regulations governing truck equipment and performance levels in effect as of the date hereof. Buyer will pay for any equipment or performance changes, modifications, or additions required by any changes in such laws or regulations subsequent to the date hereof at the increased cost to Seller.

Required Information

Delivery Address:

Initial here: OK.

300 B. St. Biggs CA 95917

DMV Information:

Please confirm DMV registration name and address by signing below. Fill other sections as applicable.

Register To Name: Biggs Unified School District

Register To Address: 300 B. Street Biggs CA 95917

Signature Confirming DMV Address: Dan Kce
Signature, Name & Title

Exempt

Private

Out of State | Customer Demand

Lettering Information:

Initial Here: OK

Beltline Lettering: BIGGS UNIFIED SCHOOL DISTRICT

CA #: _____ Unit #: 25-1

Lienholder Information: (if none, write "none")

Lienholder Name: _____

Contact Person: _____

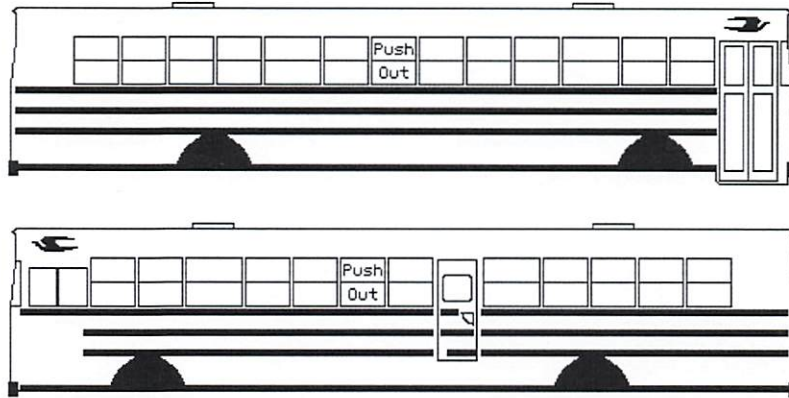
Contact Number: _____

Grant Information: (if applicable)

Agency Name: _____ Grant Deadline: _____

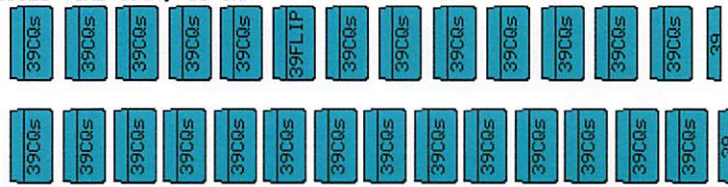
Quote Id: 217226 Body Plan / Seat Plan Information

Body Plan: 5011345



Seat Plan: 23028

SP: 23028 T3RE 3904, 81 CAP



Quote Id: 217226 Seat Plan Spacing Chart