

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**August 14, 2024**

**OPEN SESSION**

**CALL TO ORDER** – President Brown called the meeting to order at 6:03 p.m.

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

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

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

Add Consent Agenda Item 13 D: Consider 1 year unpaid Leave of Absence request from Jessica Hane (Inst. Aide @RES)

Add Action Item 14 M: Approve Independent Study Plan for School Year 2024-2025

Add Personnel Item 15 H: Approve Alexis Allen as a Certificated Substitute Teacher

Add Personnel Item 15 I: Approve Tabatha Hennessy as TK-K Teacher effective August 15, 2024

Add Personnel Item 15 J: Approve Melissa Hall as a Substitute Classified Instructional Aide

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

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

**APPROVAL OF MINUTES**

The Board approved the minutes from the Special Board Meetings on June 26, 2024 and July 16, 2024 as written. MSCU (Avram/Atteberry) 5/0

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

**PUBLIC COMMENT (Closed Session Items) - None**

The Board adjourned into Closed Session at 6:05 p.m.

**CLOSED SESSION**

1. Public Employment Appointment of Personnel as listed under “Personnel Action” below; Pursuant to Government Code Section 54957
2. Litigation; Pursuant to Government Code Section 54956.9
3. Instructions to Board Negotiators, Superintendent and Board Member, Pursuant to Government Code Section 54957.6(a)

Closed Session was adjourned at 6:36 pm and the Board reconvened to Open Session at 6:36 pm.

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; Beverly Landers, Dean of Students; Tracey McPeters, Principal

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

**PARENT ASSOCIATIONS REPORTS** – None

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

**PUBLIC COMMENT-**

Char Locey wanted to give kudos to Bev Landers and Tracey McPeters. She stated that they are caring, supportive, and wonderful. They have good character and are very professional. She is inspired by their efforts to make the school feel like a village. Bev and Tracey work well as a team. Char wants to thank the Board for hiring them as she hopes their presence will draw in good new hires to our District.

The Moffitts addressed Consent Agenda Item A regarding the Inter-District transfer of their son Case which has been recommended to be denied. Derek Moffitt is a 1993 alumni of Biggs High. The decision to request a transfer to Gridley for his son was thoughtful and painful. Math is his son's passion, and in his opinion, the BHS math program is below standards. He compared state test results from BHS and GHS and found Biggs had the lowest scores in Butte County. He believes Gridley's math program is more rigorous and will challenge his son to be a top student. Sandi Moffitt stated that her kids have moved in and out of this school district because they were not learning here. She is concerned that her son will not be challenged if he stays in Biggs. She stated that Gridley will accept him into AP and honors courses and that they have room for her son. She is requesting a transfer release tonight so that they do not have to appeal to BCOE, as their case would not be heard until September 9<sup>th</sup>. Case Moffitt stated that he wants to attend Gridley High School's honors and AP classes. His favorite subject is math. In his opinion, BHS will not meet his needs in that area.

**STUDENT REPRESENTATIVE REPORTS AND RECOGNITION:**

- A. ASB REPORT: ASB President Maily Seipert reported that they are beginning to plan for Homecoming. The theme will be Big Cities. There will be a parade with floats and dress up days leading up to the game. They voted on a design for ASB shirts. The Buddy Reading Program will continue this year. ASB members will partner up with classes at the elementary school and read to younger students.
- B. FFA REPORT: FFA President Joselyn Navarro reported that they are selling Chapter shirts for \$25 again this year. They will be selling Pig Raffle tickets soon, and the winner will be announced on September 20<sup>th</sup>. The Butte County Fair is from Aug. 20<sup>th</sup>-24<sup>th</sup>. Biggs has rabbits, pigs, goats, lambs, and a turkey entered. Member Tylar Ainslie won a Supreme honor for his goats at the California State Fair over the summer. They have planned a Back to School Breakfast for the high school staff. Floral Subscriptions will soon be available for sale.

**REPORTS:**

- A. DEAN OF STUDENTS' REPORT: Beverly Landers read her report and submitted it for the record.
- B. RES/MIDDLE SCHOOL PRINCIPAL'S REPORT: Tracey McPeters read her report and submitted it for the record.
- C. HIGH SCHOOL PRINCIPAL'S REPORT: Doug Kaelin reported that Freshmen Orientation was well attended and that the foreign exchange students were invited to participate. Staff is focusing on the WASC accreditation update during articulation time. They will also be updating pacing guides to state standards. Our general education math program will be shifting to align with standards found on the

state CAASPP test. The first five days of the school year have gone smoothly. The FFA officers will be attending a conference this weekend. The football teams are scrimmaging Gridley this Saturday, Aug. 17<sup>th</sup>. Volleyball starts soon. An issue with a classroom air conditioner has been fixed.

- D. M/O/T/, FOOD SERVICE DIRECTOR'S REPORT: John Strattard's previously submitted report was reviewed.
- E. SUPERINTENDENT'S REPORT: Doug Kaelin reported that the staff Welcome Back Breakfast went well. MOT had all sites prepared and did a great job over the summer. The new bus finally arrived, and it has air conditioning. We are moving forward in the Bond Measure process focusing on funding for four main projects. It will be Measure A on the November ballot. It is hopeful that we will get good community involvement.
- F. CBO'S REPORT: CBO Analyn Dyer read her previously submitted report.
- G. BOARD MEMBER REPORTS: Melissa A. Atteberry commented that she loves the School Advisory idea and would like to be involved at Biggs Elementary School.

**CONSENT AGENDA:**

The Board asked that Consent Agenda Items A and D be removed for further discussion. The Board approved Consent Agenda Items B and C. MSCU (Atteberry/Phillips) 5/0

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

- B. Approve AP Vendor Check Register and Purchase Order Listing July 1, 2024– July 31, 2024
- C. Accept donation from Positive Educational Partnership in the amount of \$200.00 to help families in need of financial support for school supplies

Consent Agenda Items removed for further discussion:

- A. **Approve Inter-District Agreement Request(s) for the 2024-2025 school year** – Melissa A. Atteberry wanted to know the criteria for accepting/denying transfer requests. Mr. Kaelin explained that for incoming students he looks for any behavior issues or students needing services that will cost the district extra money. He also checks to see if there is room in the requested grade levels. Mr. Kaelin explained that for outgoing requests he refers to Board Policy that lists what constitutes an automatic approval. He stated that each district could choose its own criteria. Mr. Kaelin reviewed our automatic release approval reasons.

The Board approved the Superintendent's recommendations regarding Inter-District Agreement Request(s) as listed for the 2024-2025 school year. MSC (Phillips/Navarro) 4/1

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

- D. **Consider 1 year unpaid Leave of Absence request from Jessica Hane (Instructional Aide @RES)** – Discussion was held concerning the issues that may arise from granting a Leave of Absence. It was mentioned that it might be difficult to get a quality long-term sub for this position.

The Board denied the requested Leave of Absence MSCU (Phillips/Atteberry) 5/0

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

**ACTION ITEMS:**

The Board approved Action Items A through M. MSCU (Atteberry/Avram) 5/0

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

- A. Approve Ag Incentive Grant Application for 2024-2025
- B. Approve MOU with Tehama County Teacher Induction Program for 2024-2025. This is funded out of the Educator Effectiveness Block Grant
- C. Accept REAP Grant for the 2024-2025 school year in the amount of \$9,857.00
- D. Adopt the New or Updated Board Policies (BP), Admin. Regulations (AR), and Exhibits (E) from the CSBA June 2024 and July 2024 releases
- E. Approve the Butte-Glenn Community College District College and Career Access Pathways Partnership Agreement for the 2024-2025 school year
- F. Approve bid from Demco for the BHS Library countertop in the amount of \$6,803.76 to be paid for with ESSER funds
- G. Approve purchase of TVs and wall mounts from CDW-G in the amount of \$9,897.24 using LCAP funds
- H. Approve renewal of Acellus Educational Services LLC license in the amount of \$12,450.00 using LCAP funds
- I. Approve quote from Gaynor for ALTA Access Control using \$16,131.36 in ESSER funds and the remaining balance of \$5,877.90 will be paid for with General Unrestricted funds
- J. Approve proposal from Gaynor for the Alta Cloud CCTV Control System Project in the amount of \$50,429.56. \$14,033.45 will come from Unrestricted Funds, \$36,396.11 will come from ESSER Funds, and \$7,697 will be added to the LCAP facility goals beginning in school year 25/26
- K. Approve Legal Services Agreement with the Law Offices of Young, Minney, and Corr LLP in the amount of \$5,000.00 for purposes of writing the charter petition for Richvale Elementary School
- L. Approve purchase and installation of an AC unit for BHS Room 11 from Emerson HVAC in the amount of \$7,000.00 using General Unrestricted Funds
- M. Approve Independent Study Plan for School Year 2024-2025

**PERSONNEL ACTION ITEMS:**

Jonna Phillips moved to approve Personnel Action Items A-J. Motion died for lack of a second. The Board approved Personnel Action Items A through E, removed Item F, and approved Personnel Action Items G-J MSCU (Atteberry/Navarro) 5/0

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

- A. Approve Agriculture Teacher Extended Year Agreement with Lilly Baker
- B. Approve Agriculture Teacher Extended Year Agreement with Stephen Boyes
- C. Approve hiring David Christian as the SDC Teacher effective August 5, 2024
- D. Approve hiring Michelle Schleef as the BHS Library Clerk effective August 1, 2024
- E. Approve the following stipends for coaches for the 2024-2025 school year:

Michelle Schleef	Head Varsity Volleyball
Lisa Seipert	Head JV Volleyball
Michelle Roles	Cheerleader Advisor
Roscoe Deel	Head Varsity Boys Basketball
Kameron Smith	Head JV Boys Basketball
Lisa Seipert	Head JV Girls Basketball
Cody Walsh	Head Varsity Wrestling
Allen Lee	Head Varsity Baseball
Michelle Schleef	Head Varsity Softball
Vince Sormano	Head Coed Golf
- ~~F. Approve Gaylene Nako as a long term Substitute Teacher for the recently opened and vacant TK/Kindergarten classroom~~
- G. Approve Lydia Buyawe as a Substitute Classified Instructional Aide
- H. Approve Alexis Allen as a Certificated Substitute Teacher
- I. Approve Tabatha Hennessy as TK-K Teacher effective August 15, 2024
- J. Approve Melissa Hall as a Substitute Classified Instructional Aide

**INFORMATION ITEMS:**

- A. 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.
- B. Countywide Expulsion Plan – Previously submitted plan was acknowledged.

**FUTURE ITEMS FOR DISCUSSION –None**

**ADJOURNMENT – 7:40 p.m.**

**MINUTES APPROVED AND ADOPTED:**

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

SEP 11 2024  
\_\_\_\_\_  
Date