

**MINUTES
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 13, 2014**

OPEN SESSION

CALL TO ORDER

President Lattemore called the meeting to order at 6:28 p.m.

ROLL CALL

Board members: Terry Lattemore, Dennis Slusser, Kathryn Sheppard and Robin Clark.
Kari Wheeler had an excused absence.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Pam Ragan, Financial Officer and Donna Cyr, H. R. Officer/Admin. Asst.

PLEDGE OF ALLEGIANCE

The Pledge was recited.

APPROVAL OF AGENDA

Mr. Lattemore noted one change to the agenda adding Item 11B approving election of a Temporary Middle School Teacher. The Board approved the agenda with addition. MSCU (Slusser/Sheppard) 4/0

APPROVAL OF MINUTES

Minutes from the December 16, 2013 meeting were approved as written. MSCU (Clark/Slusser) 4/0

The Board adjourned to closed session at 6:30 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. Litigation; Pursuant to Government Code Section 54956.9

Closed Session was adjourned at 7:00 p.m.

OPEN SESSION

President Lattemore called the meeting to order at 7:01 p.m.

ROLL CALL

Board members present: Robin Clark, Terry Lattemore, Kathryn Sheppard, and Dennis Slusser.

Staff present: Doug Kaelin, Superintendent, Minden King, Elementary Principal, Mike Pena, High School Vice Principal, Nelda Andes, M/O/T Supervisor and Donna Cyr, H. R. Officer/Admin. Asst,

ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Mr. Lattemore reported that no action took place in closed session.

Mr. Lattemore did report that before the closed session there was an Agenda modification – adding Item 11B - to approve hiring a Temporary Middle School Teacher.

SPECIAL REPORT - Independent Annual Audit Report by Stephen Roatch from Stephen Roatch Accountancy.

Mr. Roatch went through the audit report giving an overview of the report. There was a question regarding if the unfunded liability for post employment benefits was going up and it was noted that it did. There were no other questions. The Board thanked Mr. Roatch for his time.

STUDENT REPRESENTATIVE REPORT

There were no Student Representative reports.

STUDENT AWARDS

The student award will be tabled until the February meeting.

PARENT ASSOCIATIONS REPORTS

Kris Scott let the Board know they are kicking off Basketball and the Pancake Breakfast is on Saturday, Jan. 25th. She said that the Box Top collection ends on the 14th and it went well. Mrs. Scott wanted to remind everyone that the Sweetheart Dinner is on the February 22nd.

CLASSIFIED SCHOOL EMPLOYEES ASSOCIATION (CSEA) and BIGGS UNIFIED TEACHERS ASSOCIATION (BUTA) REPORTS

There was nothing from CSEA or BUTA at this time.

PUBLIC COMMENT

There was no public comment.

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

Mrs. Andes gave her report noting:

- The scoreboard in the gym has been installed and working.
- The portable at Richvale Elementary has been removed and the sidewalks were repaired.

- They are working hard on the football field adding dirt and seed.
- They are replacing lights where needed with more energy efficient ones.
- Her workers are going to workshops on Asbestos to keep compliant with the State.

ELEMENTARY SCHOOL PRINCIPAL'S REPORT:

Mrs. King reported:

- The Christmas programs were very well attended and she thanked everyone for their hard work.
- There was a paraprofessional training focused on Reading Mastery and the direct instruction reading programs presented by Dawn Robinson.
- The next faculty staff development day is January 29th on developing Common Core Foundational Second Trimester Standards.
- They are working on scheduling changes for our ELD programs to insure that we are meeting the needs of our EL students.
- Shady Creek is scheduled for January 27th through 31st for the sixth grade BES students and fifth & sixth grade RES students.
- There have been twelve new students enroll in the last three month bringing a total of 74 new students arriving and staying this academic year to Biggs Elementary.

HIGH SCHOOL AND CDS PRINCIPAL'S REPORT:

Mr. Pena gave his report:

- The ASB Blood Drive went very well.
- Morale is still up and the disciplines issues are way down from previous years.
- The JV Wrestling team participated in a Tournament in Durham and Juan Vera received a medal.
- Basketball Homecoming is January 24th.
- Updated the Board on various teachers and their programs.
- Mr. Howell's math syllabus for Integrated Math I was approved as a A-G class for college entrances.

SUPERINTENDENT'S REPORT

Mr. Kaelin updated the Board on:

- He is attending a workshop on the Governor's Budget with Pam Ragan and Minden King on Wed., Jan. 15th.
- He and Mr. Pena attended a seminar on student discipline in Richvale.
- He is looking into creating technical career classes at the High School.
- He wanted to let the Board know of a financial donation of \$70,000 in stocks & bonds that will be going into the Educational Foundation for scholarships.
- At the County Superintendent's meeting there has been a lot of discussion about the growing pains in LCFF within the Districts.
- He wanted to let the Board know that he was meeting with the ROP Director on Tuesday, Jan. 14th.
- He is working on the LCAP three year plan.

BOARD MEMBER REPORTS:

Ms. Sheppard had nothing at this time.

Ms. Clark said she has been attending the Soccer games and the kids are working as a team and they are doing well.

Mr. Slusser said he has heard nothing but good things and that everyone is happy the portable at Richvale is gone.

Mr. Lattimore is happy things are going well and we are moving forward with new programs. He wanted to commend everyone for doing a good job.

CONSENT AGENDA

The Board approved the Consent Agenda. MSCU (Slusser/Sheppard) 4/0

- A. Approve Purchase Orders and Vendor Warrants
- B. Approve Inter-District Transfers for the 2014-2015 school year

ACTION ITEMS

The Board approved Action Items A & B. MSCU (Sheppard/Clark) 4/0

- A. Approve 2012/2013 Annual Audit
- B. MAA (Medi-Cal Administrative Activities) Contract

PERSONNEL ACTION

The Board approved Personnel Action items A& B MSCU (Slusser/Sheppard) 4/0

- A. Approve Election of Betty Reynolds and Eileen Cullen as Substitute Teachers
- B. Approve Hiring a Temporary Middle School for the remainder of 2013-14 school year.

INFORMATION ITEMS

- A. Butte County Treasurer's Investment Report

There were no questions or comments regarding the report.


FUTURE ITEMS FOR DISCUSSION

- In answer to Mr. Lattimore's request, Mr. Kaelin said he would have some general Illuminate reports available to the Board at the February meeting.
- Mr. Lattimore would like to discuss the districts website and the direction on where it's going.
- He would also like to see an annual audit report of some kind for the Education Foundation for transparency.

ADJOURNMENT

The meeting was adjourned at 7:55 pm

MINUTES APPROVED AND ADOPTED: February 5, 2014

 Presiding Chairman

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.