

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**February 11, 2026**

**OPEN SESSION**

**CALL TO ORDER** – President Jesmer called the meeting to order at 6:00 p.m.

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

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

**APPROVAL OF AGENDA**: The Board approved the agenda with the addition of the name Eddie Del Rio added for Personnel Action Item Number 15F – Approve Head Varsity Football Coach. MSCU (Phillips/Brown) 5/0

Jesmer - Aye

Phillips - Aye

Navarro - Aye

Avram - Aye

Brown - Aye

**APPROVAL OF MINUTES**: The Board approved the minutes from the Regular Board Meeting on January 14, 2026 as written. MSCU (Navarro/Avram) 5/0

Jesmer – Aye

Phillips –Aye

Navarro – Aye

Avram - Aye

Brown – Aye

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

**The Board adjourned into Closed Session at 6:01 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  
C.D., Guardian Ad Litem for P.D. vs. Biggs Unified School District, Case No. 25CV02049

**Closed Session was adjourned at 6:32 p.m. and the Board reconvened to Open Session at 6:32 p.m.**  
**Staff Present**: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; Tracey McPeters, RCA and Middle School Principal

**ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION** – President Jesmer 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- None**

**STUDENT REPRESENTATIVE REPORTS AND STUDENT RECOGNITION**

STUDENT(S) OF THE MONTH: Holly Perkins presented her Student of the Month. Tracey McPeters presented Elizabeth Terpening's pick for Student of the Month.

ASB REPORT: Mason Kaelin reported that Homecoming festivities went well. There was a massive turnout at the game. Ryan Flowers won Homecoming King, and Emma Bermudez won Homecoming Queen. They are busy planning for this year's Battle of the Sexes (BOTS) where there will be activities and dress up days.

FFA REPORT: Mason Kaelin reported that they are getting ready for the Silver Dollar Fair. Shoary Gonzalez and Rhegan Jones were voted to be state delegates. FFA is excited for all the events planned to finish off the school year.

**REPORTS:**

DEAN OF STUDENTS' REPORT: Tracey McPeters read the report from Beverly Landers and submitted it for the record.

RCA/MIDDLE SCHOOL PRINCIPAL'S REPORT: Tracey McPeters read her report and submitted it for the record.

HIGH SCHOOL PRINCIPAL'S REPORT: Doug Kaelin reported that the spring semester is off to a flying start. Winter sports are winding down, and all four basketball teams are league champions. The CIF is having their seeding meeting on Friday, and we will find out when and where they will play for the playoffs. Four wrestlers are moving on to Divisionals. Progress reports come out this Friday. Mr. Kaelin and the counselor are meeting with seniors who may have problems meeting graduation requirements. They are working on the Master Schedule for the 2026-2027 school year. Students had a good time at the recent MORP dance. The Math curriculum adoption is underway. Connor McGee is looking at ways to restructure the program from middle school through high school for the better. The cheer team finished seventh out of ten teams in the CIF competition. Students are getting ready for the Silver Dollar Fair. This year, there is a football game scheduled for the Friday of the Butte County Fair. There is talk of Gridley moving the fair to the beginning of August. Students are loving the drumming independent contractor that has come in to teach classes for a few weeks.

M/O/T/, FOOD SERVICE DIRECTOR'S REPORT: John Strattard's previously submitted report was reviewed.

SUPERINTENDENT'S REPORT: Doug Kaelin reported that Analyn Dyer will be honored as CBO of the year at tomorrow's ACSA dinner. Mr. Kaelin says that our district has a good relationship with our unions when compared to other districts in California. Many districts are on or threatening strike throughout the state. We are moving forward with bond projects. The roof is coming along nicely and looks like

the old one. Our district building is old. Maintenance found that cement walls were blocking access to pipes in the foundation. Surveys have been completed for the new gym and classrooms. Jenna Phillips visited a gym similar to the one we are having built. Ours is a little bigger. The architects are adjusting the plans for storage space. It will go out to bid later this spring. The high school roofing project will go out to bid soon. We are having heating issues with some of our units. The MOT department is prepping for the transition from winter to spring. The new BHS marquee looks nice. It was suggested that flowers be planted around the bottom of the signs. Talk to John Strattard in maintenance for info regarding how to get that done.

CBO'S REPORT: Anayln Dyer reported that we are changing auditors. The modernization project from 2020 still needs to be audited as a prerequisite to Prop 2 and new grants. Our current auditor did not complete the annual bond report, so our new firm will complete it. Mrs. Dyer is busy working on the Second Interim Budget for March.

BOARD MEMBER REPORTS: None

**CONSENT AGENDA:** The Board approved Consent Agenda Items A-C. MSCU (Avram/Phillips) 5/0

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Aye

- A. Approve Superintendent's recommendations regarding Inter-District Agreement Request(s) as listed for the 2025-2026 and the 2026-2027 school years
- B. Approve AP Vendor Check Register and Purchase Order Listing January 1, 2026 – January 31, 2026
- C. Approve Fundraiser Requests for 2025-2026

**ACTION ITEMS:** The Board approved Action Items A-H. MSCU (Brown/Navarro) 5/0

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Aye

- A. Approve agreement with Nichols, Melburg, & Rossetto for the Biggs High School Buildings Roof Replacement
- B. Approve overnight field trip for the FFA to the State Conference in Ontario, CA
- C. Approve Auditor Engagement with Stephen Roatch Accountancy Corporation for auditing services for the next three fiscal years and for Measure A-Building Fund 24/25 and 25/26 auditing services

- D. Approve Annual Certification of Temporary Athletic Coaches:  
*The Board is certifying to the State Board of Education that the walk-on coaches have been properly certified. Administration assures the Board that all coaches have been hired according to the Title 5 regulations.*
- E. Approve updated Safety Plans for each school site:  
*Biggs Elementary School  
Richvale Charter Academy  
Biggs High School*
- F. Approve attendance for Melissa Green at the 2026 Convergence Conference of the California Speech-Language-Hearing Association; estimated cost \$3,311.35
- G. Adopt the New or Updated Board Policies (BP), Admin. Regulations (AR), and Exhibits (E) from the CSBA January 2026 release
- H. Approve contracted agreement with James Marta & Company LLP for auditing services for School Facility Projects

**PERSONNEL ACTION ITEMS:** The Board approved Personnel Action Items A-J. MSCU (Navarro/Phillips)  
5/0

Jesmer – Aye  
Avram – Aye  
Phillips – Aye  
Navarro – Aye  
Brown – Aye

- A. Accept resignation of Wendy Hall, Certificated Multi-Subject Teacher at RCA, effective May 28, 2026
- B. Approve the following Certificated Stipend positions for the 2025-2026 school year:  
Connor McGee – Academic Decathlon Coordinator  
Ashleigh Summerfield – State Testing Coordinator
- C. Approve Megan Shelton as a walk-on assistant softball coach
- D. Approve Ashley Foote as a walk-on assistant softball coach
- E. Approve Ashley Rudd as a walk-on assistant softball coach
- F. Approve Head Varsity Football Coach for 2026-2027 season (Eddie Del Rio named at time of agenda approval)
- G. Approve Certificated Teacher at BHS, April Robinson’s, request for extended medical leave from April 28, 2026 to May 28, 2026

- H. Accept resignation of Bree Martin (Rosales), Certificated Multi-Subject Teacher at BES, effective May 28, 2026
- I. Approve Bereniz Baltazar as a 4.5 HR Instructional Aide at RCA effective February 2, 2026
- J. Approve Ernest Rodriguez as a Certificated Substitute Teacher

**INFORMATION ITEMS:**

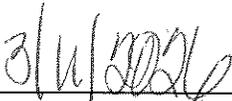
- A. Bond Expense Report to date: previously submitted report was reviewed
- B. LCAP mid-year update for the District and for RCA: previously submitted report was reviewed
- C. Night of the Stars dinner: Wednesday, May 6, 2026: time set for 6:00 p.m.
- D. Review Del Reeder Scholarship; Scholarship Night Monday, May 11, 2026: last year's application reviewed and it was determined the Board wants to keep it the same

**FUTURE ITEMS FOR DISCUSSION – None**

**ADJOURNMENT – 7:06 p.m.**

**MINUTES APPROVED AND ADOPTED:**

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

  
\_\_\_\_\_  
Date

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