

**Minutes**  
**BIGGS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**May 13, 2026**

**OPEN SESSION**

**CALL TO ORDER** – President Jesmer called the meeting to order at 6:07 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 following amendments:  
Personnel Action Item 15 G: Remove Hollie Byers from Science Camp Teacher on the stipend list

MSCU (Avram/Navarro) 5/0

Jesmer - Aye

Avram - Aye

Phillips - Aye

Navarro - Aye

Brown - Aye

**APPROVAL OF MINUTES**: The Board approved the minutes from the Regular Board Meeting on April 8, 2026 as written. MSCU (Navarro/Brown) 5/0

Jesmer – Aye

Avram – Aye

Phillips –Aye

Navarro – Aye

Brown – Aye

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

The Board adjourned into Closed Session at 6:09 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
5. Instructions to Board Negotiators, Superintendent and Board Member, Pursuant to Government Code Section 54957.6(a)

Closed Session was adjourned at 6:34 p.m. and the Board reconvened to Open Session at 6:34 p.m.

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO, Beverly Landers, Dean of Students; Tracey McPeters, RCA and BES 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-** Laura Cockrell commented on the timing of the announcement of the dates for Summer School. The flyer was released on April 29<sup>th</sup>, which was later than a lot of other districts in the area. She feels that parents were not left with much time to plan for signing their children up for the various summer camps that are being offered. It has put her and other families in a difficult situation as she finds her children on waitlists for programs.

**STUDENT REPRESENTATIVE REPORTS AND RECOGNITION**

- A. Student(s) of the Month: Holly Perkins introduced her student and presented him with a certificate. Bev Landers introduced a student and presented her with a certificate.
  
- B. ASB: Gracie Sheppard reported on a successful BOTS (Battle of the Sexes) rally, which included fun with Belly Bumpers. They made spirit posters. Seniors are looking forward to the upcoming bbq and Rite of Passage.
  
- C. FFA: Four students received their State Degrees on April 27<sup>th</sup>. The FFA Banquet was held last Thursday. The outgoing and incoming Presidents were recognized. They are hosting a Barn Day for the Elementary students.

**REPORTS:**

DEAN OF STUDENTS' REPORT: Beverly Landers read her report 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 WASC accreditation was extended for three years. Mr. Kaelin has to serve on a WASC committee in the near future. Night of the Starrs went well, and the FFA Banquet was a success. Many seniors received funds for college at Scholarship Night. ASB and FFA held their elections for next year's officers. Track is participating in a Divisional meet. One student may have recorded a new school record in discus. Both baseball and softball have home playoff games on Friday. Ninth graders are going to Butte College on a field trip for career exploration. Graduations will start a half hour later this year at 7:30 p.m.

M/O/T/, FOOD SERVICE DIRECTOR'S REPORT: Mr. Kaelin reported that there have been burglaries in the MOT Department. Locks have been cut and gas has been siphoned. The guys put up trail cameras, but that has not stopped the thieves. We have pictures and videos, but no one has been identified. \$6,000 worth of loss so far.

**SUPERINTENDENT'S REPORT:** Doug Kaelin reported that we will work on announcing Summer School dates earlier in the future. The District is planning for next year, but we are waiting on the State to finalize its budget. We are holding interviews for open positions. Mr. Kaelin gave his presentation on Discipline and Bullying Policies as requested.

**CBO'S REPORT:** Anayln Dyer reported that the auditor's visit went smoothly. He had a lot of recommendations but no findings. Adjustments will be made, and she will highlight those when she presents the Budget in June.

**BOARD MEMBER REPORTS:** None

**CONSENT AGENDA:** The Board approved Consent Agenda Items A-E. MSCU (Avram/Navarro) 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 April 1, 2026 – April 30, 2026
- C. Approve Confidential Staff Summer Schedule of four 10-hour days per week starting June 1, 2026
- D. Approve Fundraiser Requests for 2025-2026
- E. Approve Field Trip Requests for 2025-2026

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

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Aye

- A. Accept donation of \$16,211.60 from the Biggs Educational Foundation for the BHS Marquee
- B. Approve Declaration of Need (DON) for Fully Qualified Educators for the 2026-2027 school year
- C. Approve Statement of Need (SON) for the 2026-2027 school year
- D. Approve the Financial Audited Reports of the Building Fund and Bond Performance audits
- E. Approve MOU with Butte County Public Health for School Based Dental Services

- F. Approve proposal from Catapult for website template redesign in the amount of \$6,980
- G. Approve Measure A Citizen's Oversight Committee Bylaws
- H. Approve the change orders contract with Michael Roberts Construction for additional expenses from the re-roofing project
- I. Adopt Resolution 2025-2026 #09 Authorizing End of Year Budget Transfers

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

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

- A. Approve the following Classified Personnel as summer work crew; scheduling will be as needed per M/O/T Supervisor:  
Brigitt Browning  
Tylor Rodrigues  
Katie Cyr
- B. Approve Summer School 2026 staff per attachment in the agenda packet
- C. Accept retirement of Dean of Students, Beverly Landers, effective June 30, 2026. This action rescinds the Board's acceptance of Beverly Landers's resignation at the March 11, 2026 Regular Board Meeting
- D. Accept retirement of Bilingual Instructional Aide, Cecilia Garcia, effective May 28, 2026
- E. Accept resignation of One on One Instructional Aide, Deanna Delany, effective April 30, 2026
- F. Approve hiring Trinity Ingersoll as a Multi Subject Middle School Teacher at BES effective August 3, 2026. Educator will be teaching under an Intern Credential.
- G. Approve the Stipends for 2026-2027 per attachment in the agenda packet (with the removal of Hollie Byers)
- H. Approve Aurora Little as a returning Lifeguard for the summer 2026 season

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

Jesmer – Aye  
Avram – Aye  
Phillips – Aye

Navarro – Aye  
Brown – Aye

- I. Adopt Resolution 2025-2026 #05 Honoring Retiring Employee, Cecilia Garcia
- J. Adopt Resolution 2025-2026 #06 Honoring Retiring Employee, Estella Herniman
- K. Adopt Resolution 2025-2026 #07 Honoring Retiring Employee, Wendy Hall
- L. Adopt Resolution 2025-2026 #08 Honoring Retiring Employee, Beverly Landers
- M. Approve Valentina Gonzalez as the Bilingual Instructional Aide at BES effective August 4, 2026
- N. Approve Ricardo Galicia as the TK-8<sup>th</sup> Grade Vice Principal for BES/RCA effective July 1, 2026
- O. Approve Ashleigh Summerfield as the SST Coordinator for BHS 2025-2026

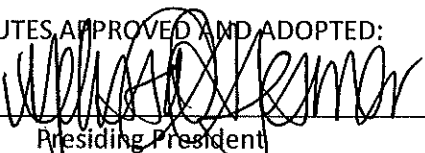
**INFORMATION ITEMS:**

- A. Bond Expense Report to date: Reviewed
- B. To confirm, the two Board meeting dates in June are as follows: Regular Board Meeting, June 10, 2026 and Special Board Meeting, June 24, 2026. Board Members set the time for the Special Meeting on the 24<sup>th</sup> at 5:00 p.m.
- C. Board members are now required to complete Mandated Reporter training annually. Board Members were notified that they would be set up in our Keenan system to take this training.

**FUTURE ITEMS FOR DISCUSSION – None**

**ADJOURNMENT – 7:21 p.m.**

MINUTES APPROVED AND ADOPTED:

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

JUN 10 2026

\_\_\_\_\_  
Date

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