Minutes
BIGGS UNIFIED SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF TRUSTEES
June 24, 2026

OPEN SESSION

CALL TO ORDER – President Jesmer called the meeting to order at 5:04 p.m.

ROLL CALL - Board members present: Melissa Jesmer, Sean Avram, and Jonna Phillips were present.
Board members absent: M. America Navarro and Linda Brown were absent.

Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Tracey McPeters, RCA/Middle School Principal

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

APPROVAL OF AGENDA: The Board approved the agenda with the following amendments:
Consent Agenda Item A has an updated Interdistrict transfer list
Action Item F needs to state Appendix B and C
Action Item U: Corrected contract with Ray Dalton Construction Consulting
Action Item V: Add new Worthington Direct quote to the total purchase price
MSCU (Phillips/Avram) 3/0/2
Jesmer - Aye
Avram - Aye
Phillips - Aye
Navarro - Absent
Brown - Absent

APPROVAL OF MINUTES: The Board approved the minutes from the Regular Board Meeting on June 10, 2026 as written. MSCU (Avram/Phillips) 3/0/2
Jesmer – Aye
Avram – Aye
Phillips –Aye
Navarro – Absent
Brown – Absent

PUBLIC COMMENT (Closed Session Items) – Beth Chavez says "Hi".

CONSENT AGENDA: The Board approved Consent Agenda Item A with the updated transfer list. MSCU (Avram/Phillips) 3/0/2
Jesmer – Aye
Avram – Aye
Phillips – Aye
Navarro – Absent
Brown – Absent

A. Approve Superintendent's recommendations regarding Inter-District Agreement Request(s) as listed for the 2026-2027 school year

REPORTS:

SUPERINTENDENT'S REPORT: Doug Kaelin reported that the plans for the Middle School Gym have been submitted to the State for review. The anticipated completion date for the review is mid-August. The first session of Summer School is almost done. All is going well. We are holding interviews next week for two open positions at BES.

BOARD MEMBER REPORTS: None

ACTION ITEMS: The Board approved Action Items A-X. MSCU (Avram/Phillips) 3/0/2
Jesmer – Aye
Avram – Aye
Phillips – Aye
Navarro – Absent
Brown – Absent

A. Approve the 2026-2027 LCAP Plan (Districtwide)

B. Approve the 2026-2027 LCAP Plan (Richvale Charter Academy)

C. Adopt the Original Budget for 2026-2027

D. Adopt LCFF Local Indicators for BUSD and RCA

E. Approve Education Protection Account (EPA) Expenses in the estimated amount of $1,408,243

F. Approve Agreement with BUTA Bargaining Unit for updated Appendix B and C Certificated Stipend List with Public Disclosure

G. Approve attendance at the CSBA annual AEC conference in San Diego for Loretta Long, December 1-3, 2026 with an estimated cost of $1,698

H. Approve License Renewals for 2026-27

I. Approve quote from BDJ Tech for Lenovo Chromebooks using LCAP Funds

J. Approve quote from MICHCO for a new floor scrubber machine using Maintenance/Operations General Funds

K. Approve quote from Dake Bros Heating & Air LLC for a new HVAC unit for the RCA kitchen using Cafeteria Funds

L. Adopt BUSD's Injury & Illness Prevention Plan

M. Adopt BUSD's Pest Management Plan

N. Adopt BUSD's Extreme Weather Protocols Plan

O. Approve quote from Curriculum Associates for curriculum renewal using LCAP Funds

P. Approve quote from Lexia Core for curriculum renewal using LCAP Funds

Q. Approve quote from NEXTGEN Ma+h for curriculum renewal using LCAP Funds

R. Approve bid from Harbert Roofing, Inc. in the amount of $991,000 for the BHS Re-Roofing Project

S. Approve payment to the Division of the State Architect (DSA) in the amount of $51,574.40 for gym plan review

T. Approve updated ELOP (Expanded Learning Opportunities Plan) for school years 2026 – 2029

U. Approve Ray Dalton Construction Consulting services for the BHS Re-Roofing Project (corrected contract)

V. Approve purchase of desks and chairs from Worthington Direct using Art and Music Discretionary Block Grant and Prop 28 Funds (added another quote to the total purchase price)

W. Approve quote from Paradigm for Math curriculum pilot using Learning Recovery Block Grant Funds

X. Approve MOU with BCOE for Lexia LETRS participation

PERSONNEL ACTION ITEMS: The Board approved Personnel Action Items A-C. MSCU (Avram/Phillips) 3/0/2
Jesmer – Aye
Avram – Aye
Phillips – Aye
Navarro – Absent
Brown – Absent

A. Rescind the layoff of Multi Subject Teaching Credential Position Number 17 at BES

B. Approve hiring Jennifer Hamill as a 4.5 HR Instructional Aide at RCA effective August 4, 2026

C. Approve Tristin Eber to teach K/1 summer school effective June 29, 2026

INFORMATION ITEMS:

A. Bond Expense Report to date: Reviewed. Doug Kaelin explained the fees and the status of the plan review and testing needed for the gym project.

FUTURE ITEMS FOR DISCUSSION – None

The Board did not convene to Closed Session.

ADJOURNMENT – 5:21 p.m.

MINUTES APPROVED AND ADOPTED:

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Presiding President Date

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