

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 14, 2026

OPEN SESSION

CALL TO ORDER – President Jesmer called the meeting to order at 6:02 p.m.

ROLL CALL - Board members present: Melissa Jesmer, Linda Brown, Jonna Phillips, and Sean Avram were present. Board members absent: M. America Navarro was absent at roll call but arrived during Closed Session.

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

APPROVAL OF AGENDA: The Board approved the agenda with the addition of the name Zonah Headley added for Personnel Action Item Number 15H – Approve Head Varsity Softball Coach. MSCU (Avram/Brown) 4/0/1

Jesmer - Aye

Phillips - Aye

Navarro - Absent

Avram - Aye

Brown - Aye

APPROVAL OF MINUTES: The Board approved the minutes from the Regular Board Meeting on December 10, 2025 as written. MSCU (Avram/Brown) 4/0/1

Jesmer – Aye

Phillips –Aye

Navarro – Absent

Avram - Aye

Brown – Aye

PUBLIC COMMENT (Closed Session Items) – None

The Board adjourned into Closed Session at 6:04 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 6:30 p.m. and the Board reconvened to Open Session at 6:30 p.m.
Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; 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: No students of the month were recognized due to the winter break.

ASB REPORT: Mason Kaelin reported that Basketball Homecoming is the week of Feb. 2nd through Feb. 6th. The theme is Music Genres. Sophomores and Seniors (R&B) will be competing with Freshmen and Juniors (Rap). The Homecoming Rally with candidate announcements will be Feb. 6th at 3:00. There will be a Sadie Hawkins Dance on Saturday, Feb. 7th.

FFA REPORT: Mason Kaelin reported that State Convention applications are due next Friday. Biggs FFA is voting for delegates to attend. They talked about upcoming fair projects. This year, we have the highest number of students interested in raising an animal. Mr. Boyes hosted a YQCA (Youth for the Quality Care of Animals) class.

REPORTS:

DEAN OF STUDENTS' REPORT: None

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 teachers' in-service workday was spent working on the WASC Mid Cycle Report. There were a lot of sports events over winter break. Members of the Academic Decathlon have started practices. FFA is preparing for the State Convention. They will be driving to Southern California. The Cheer Team automatically qualified for State and will compete in Folsom on Friday. The girls who are juggling basketball and cheerleading are having a tough time.

M/O/T/, FOOD SERVICE DIRECTOR'S REPORT: Doug Kaelin reported that the lawn has dried out enough to be able to install the new marquee at the high school. Mr. Sharrock is in charge of the information to be displayed. The new sign has many cool features. The marquee at the elementary school is back up and running as well. The trees on the south lawn were trimmed and some need to be taken down altogether.

SUPERINTENDENT'S REPORT: Doug Kaelin reported that the surveyors were here to map out the layout of the new gym. The re-roofing of the district office is still in progress. The Math curriculum adoption took place today. The latest report on the Governor's budget says that more money will be coming to schools, but we cannot rely on that. There is talk of changing funding so that districts get money based on enrollment vs. it being based on average daily attendance.

CBO'S REPORT: None

BOARD MEMBER REPORTS: None

CONSENT AGENDA: The Board approved Consent Agenda Items A-C. MSCU (Navarro/Brown) 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 December 1, 2025 – December 31, 2025
- C. Approve Fundraising Requests for 2025-2026

ACTION ITEMS: The Board approved Action Items A-G. MSCU (Avram/Navarro) 5/0

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Aye

- A. Approve the 2025-2026 Consolidated Application
- B. Accept the 2025-2026 Ag Career Technical Education Incentive Grant award in the amount of \$9,450.36
- C. Approve the School Accountability Report Cards (SARC) for each site:
 - Biggs High School
 - Biggs Elementary School
 - Richvale Charter Academy
- D. Approve contract with Ray Dalton Construction Consulting
- E. Approve the updated Pool Personnel Salary Schedule to reflect the minimum wage bump
- F. Approve renewal contract with Buckmasters for copiers
- G. Adopt the 2024-2025 Audited Annual Financial Report

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

Jesmer – Aye

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

- A. Approve FMLA Leave of Absence for Analyn Dyer for December 18, 2025 to March 12, 2026
- B. Approve Iareni Stanley as a 5.25 HR Instructional Aide effective January 12, 2026
- C. Approve Tylor Rodrigues as the RCA Custodian / Van Driver effective January 12, 2026
- D. Approve Berenice Martinez (Wurth) as a TK-K Teacher from January 9, 2026 to May 28, 2026
- E. Approve Rigoberto Paredes Ornelas as a walk-on Assistant Wrestling Coach
- F. Approve Jeff Smith as a walk-on Assistant Baseball Coach
- G. Accept resignation of 4.5 HR RCA Instructional Aide, Mahri Hinshaw, effective January 19, 2026
- H. Approve Head Varsity Softball Coach; name to be announced (Zonah Headley was named before approval of the Agenda.)

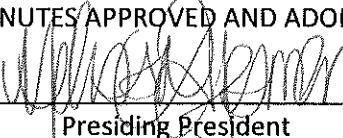
INFORMATION ITEMS:

- A. Bond Expense Report to date: Doug Kaelin reported that there have been no major expenses since the last Board meeting. There will be a committee meeting before the next Board meeting. The BHS roof has been inspected for damage assessment. Doug Kaelin is reaching out to the consultants about selling the next batch of bonds.
- B. 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.
- C. Prop 28 Survey: The results from the survey showed that the majority of responders like the current Art program and would like to keep it. The plan is to continue with the Art program as is and add outside independent contractors from time to time to get music and dance incorporated into the curriculum. The desire to start a music program/band is still strong, but we would need to use General Funds to do both music and art.

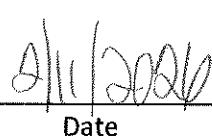
FUTURE ITEMS FOR DISCUSSION – None

ADJOURNMENT – 6:47 p.m.

MINUTES APPROVED AND ADOPTED:



Presiding President



Date

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