

Minutes
BIGGS UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 9, 2026

OPEN SESSION

CALL TO ORDER – President Jesmer called the meeting to order at 6:01 p.m.

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

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

APPROVAL OF AGENDA: The Board approved the agenda, MSCU (Avram/Phillips) 4/0/1, with the following Amendments:

Remove Personnel Action Item 16 E

Add the name Cindi Van Quick to Personnel Action Item 16 L

Jesmer - Aye

Avram - Aye

Phillips - Aye

Navarro - Aye

Brown - Absent

APPROVAL OF MINUTES: The Board approved the minutes from the Regular Board Meeting on August 12, 2026 as written. MSCU (Avram/Navarro) 4/0/1

Jesmer – Aye

Avram – Aye

Phillips –Aye

Navarro – Aye

Brown – Absent

PUBLIC COMMENT (Closed Session Items) – None

The Board adjourned into Closed Session at 6:02 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 6:33 p.m. and the Board reconvened to Open Session at 6:33 p.m.
Staff Present: Doug Kaelin, Superintendent; Loretta Long, Admin. Assist. & HR Director; Analyn Dyer, CBO; Tracey McPeters, Elementary 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

PUBLIC HEARING – A Public Hearing allowing input on the Resolution regarding Sufficiency of Instructional Materials for 2026-2027 was held. No comment was made. No Board discussion.

STUDENT REPRESENTATIVE REPORTS AND RECOGNITION

- A. Student(s) of the Month: Tracey McPeters and Holly Perkins each recognized a student and presented them with a certificate.
- B. ASB: ASB is continuing with Homecoming planning coming up on October 23rd. They will have their annual parade that day as well. They are holding a Glow in the Dark Rally and a Pink Out Day for one of the upcoming home games.
- C. FFA: Four of our FFA members went to the Leadership Conference where they attended workshops focused on management and involvement. The club had 13 exhibits at the Butte County Fair. On the 16th, they will hold a Chapter Meeting. There is an upcoming FFA Scavenger Hunt. On the 17th, state members will be visiting our group. FFA is busy selling shirts and pig raffle tickets as their current fundraisers. They sold 35 Floral Subscriptions this year.

REPORTS:

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

HIGH SCHOOL PRINCIPAL'S REPORT: Mr. Kaelin reported that staff is currently working on Learning Objectives as a part of Staff Development. They are cross-sharing ideas among their respective subjects. There are 173 students enrolled with a 94% attendance rate. A lot of students are participating in extracurricular activities this year. The FFA has field trips to various Field Days planned. CJSF will be visiting a few colleges and universities in the near future.

M/O/T/, FOOD SERVICE DIRECTOR'S REPORT: None

SUPERINTENDENT'S REPORT: Doug Kaelin reported that the new roofing is done and has a 30-year warranty. New gutters fitted around existing structures were put in as well. The old nurse's office had a leak, so we are looking into getting that room at the high school fixed up. We are still waiting on the state's approval of our plans for the new middle school gym and classrooms. We are working with consultants regarding funding opportunities that might be available for us to build new TK classrooms

with bathrooms and generally get our buildings up to compliance. We are also looking into grant funds to offset the cost of building the new gym. The next bond project will be to resurface the pool. It will go out to bid soon.

CBO'S REPORT: Analyn Dyer presented an overview of the Unaudited Actuals on the agenda for approval.

BOARD MEMBER REPORTS: None

CONSENT AGENDA: The Board approved Consent Agenda Items A-D. MSCU (Avram/Navarro) 4/0/1

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Absent

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

ACTION ITEMS: The Board approved Action Items A-L. MSCU (Navarro/Phillips) 4/0/1

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Absent

- A. Adopt Resolution 2026-2027 #005 Regarding Sufficiency of Instructional Materials for 2026-2027
- B. Approve the College and Career Access Pathways Partnership Agreement with Butte-Glenn Community College District for the 2026-2027 school year
- C. Approve MOU with BCOE for the After School Education and Safety Program (ASES) 2026-2027 School Year
- D. Approve overnight field trip for the 5th/6th Graders to Shady Creek from January 26 – 29, 2027
- E. Approve Agreement for Special Services with BCOE for Teaching Artists

- F. Adopt Resolution 2026-2027 #006 Commitment to Facilities Maintenance, Renewal, and Modernization Funding
- G. Approve Section 125 Flexible Benefit Plan for 2026-2027
- H. Adopt Resolution 2026-2027 #007 Resolution for Adopting the GANN Limit
- I. Approve the Unaudited Actuals Fiscal Year 2025-2026 Report
- J. Approve FY 2025-2026 Annual Disclosure of Capital Facilities/Accounting of Developer Fees (Form 25)
- K. Approve action to change the date of the November 2026 Regular Board Meeting and the December 2026 Organizational Board Meeting to the 3rd Wednesday of those respective months
- L. Approve New Pool Service Agreement with Backyard Paradise Pool Cleaners

PERSONNEL ACTION ITEMS: The Board approved Personnel Action Items A-D and Personnel Action Items G-N. MSCU (Avram/Navarro) 4/0/1

Jesmer – Aye

Avram – Aye

Phillips – Aye

Navarro – Aye

Brown – Absent

- A. Approve Unpaid Leave of Absence for Instructional Aide, Lauryn Hoogeveen, beginning August 10, 2026 with a scheduled return date of September 21, 2026
- B. Approve Alexis Bagnani as a Classified Substitute Instructional Aide
- C. Approve Bereniz Baltazar as a Gate Worker
- D. Approve Katie Ryan as an unpaid Walk-On Assistant JV Girls Basketball Coach
- ~~E. Approve Cindi Van Quick as an unpaid Walk-On Assistant JV Girls Basketball Coach~~
- G. Approve Mateo Marquez as an unpaid Assistant Middle School Volleyball Coach
- H. Approve Tamara Williams as an unpaid Assistant Middle School Volleyball Coach
- I. Approve Mateo Marquez as the 6th Grade Girls Basketball Coach
- J. Approve Hollie Byers as the 7th/8th Grade Boys Basketball Coach
- K. Approve Cole Ingersoll as a Certificated Substitute Teacher

- L. Approve Girls Varsity Basketball Coach: Cindi Van Quick
- M. Approve Avery Chavez as a Special Circumstances 1 on 1 Instructional Aide at BES
- N. Approve new Assignment and revised contract for Vice Principal, Ricardo Galicia

PERSONNEL ACTION ITEMS: The Board approved Personnel Action Item F. MSCU (Avram/Navarro)
3/0/1/1

Jesmer – Aye

Avram – Aye

Phillips – Abstain

Navarro – Aye

Brown – Absent

- F. Approve Jonna Phillips as the 7th/8th Grade Volleyball Coach

FUTURE ITEMS FOR DISCUSSION – None

ADJOURNMENT – 7:01 p.m.

MINUTES APPROVED AND ADOPTED:



Presiding President

OCT 14 2026

Date

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