

WILLOWS UNIFIED SCHOOL DISTRICT

DISTRICT PLAN FOR COMMITTEE ON ASSIGNMENTS

PURPOSE: A district may establish a committee on assignments as outlined in ED 44258.7 (c) and (d) to review and approve assignments of teachers with special skills and preparation to teach outside their credential area up to 40 percent of their full-time position assignment.

- 1. This is to certify the establishment of our District Committee on Assignments in accordance with provisions of EC 44258.7 (d) (1).

Emmett Koerperich
District Superintendent

Jeromy Geiger
President or Chairperson of District
Governing Board

- 2. Effective date of establishment of Committee on Assignments: 7/1/21

- 3. District administrative contact person relative to the Committee on Assignments:

Name: Christopher Harris Phone: (530) 934-6633

Title: Principal

- 4. Procedures for selection of the committee membership in accordance with EC 44258.7 (c) (list or attach):

- A. Two WUSD Administrators appointed by Superintendent
- B. Two Certificated Staff Members appointed by WUTA
- C. _____
- D. _____

- 5. Term of office for Committee on Assignments members:

Teacher Representative(s)	Date	Length of Term
<u>Jessamin Proctor</u>	<u>7/1/21</u>	<u>1 year</u>
<u>Pam Steward</u>	<u>7/1/21</u>	<u>1 year</u>
_____	_____	_____

Administrator Representative (s)	Date	Length of Term
<u>David Johnstone</u>	<u>7/1/21</u>	<u>1 year</u>
<u>Christopher Harris</u>	<u>7/1/21</u>	<u>1 year</u>
_____	_____	_____

- 6. Subject matter competence shall be determined by assessing the following:
 - Knowledge of State curriculum framework for the subject area.
 - Ability to teach the appropriate content to the age group of the specific assignment.

The subject matter competence review may include a personal interview, written assessment, demonstration lessons, observations, and/or written materials (portfolio, self-study, letters of recommendation from colleagues, etc.) to verify the teacher’s knowledge and ability.

cc: County Superintendent of Schools

**Willows Unified School District
2021-2022
Committee on Assignment**

We, the undersigned, find the following certificated individuals qualified to teach the specific subjects indicated for the 2021/2022 school year. Criteria used included verification of subject matter knowledge, past teaching experience in the related subjects, experience teaching at this grade level, and willingness to teach this subject.

Maria Briones
Cathy Fleming
Joyce Ksander

History (grade 8)
Opportunity (grades 6-8); Social Studies (grade 7)
Social Studies/History; Reading Enhancement; Language
Arts Intervention Lab (grades 7-8)

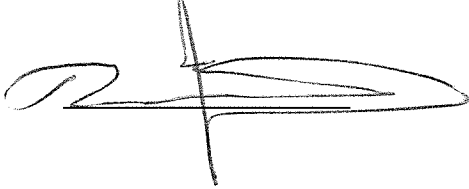
Luis Perez
Pam Steward
Caleb Fleming
Jenni Girard
Katie Jones
Victoria Prickett

American Sign Language (grades 7-8)
Social Studies/History (grade 7); Art (grades 7-8)
Physics (grades 11-12)
Computer Apps (grades 9-12)
Independent Study (grades 9-12)

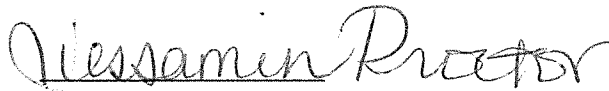
Jessie Proctor
Kendall Smith

Career Ed (grade 9); Yearbook (grades 10-12);
Study Skills (grades 9-12); Health (grade 9)
AP Psychology (grades 11-12); Psychology (grades 10-12)
Study Skills (grades 9-12)

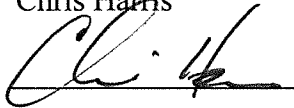
David Johnstone



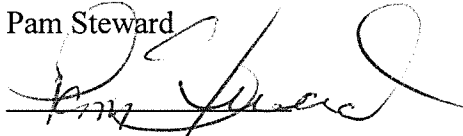
Jessamin Proctor



Chris Harris



Pam Steward



WILLOWS UNIFIED SCHOOL DISTRICT

SITE ADMINISTRATOR AFFIDAVIT FORM

PURPOSE: See instruction section in form below.

WILLOWS UNIFIED SCHOOL DISTRICT

Affidavit of the Proper Certification for Work Performed by Certificated Employees
(Education Code Section 44258.9(b))

STATE OF CALIFORNIA

COUNTY OF GLENN

I, David Johnstone, School Site Administrator of
Willows High School, declare that all employees in
positions requiring certification qualifications, for whom I am responsible, were properly
credentialed for the work performed by such employees during the school year 2021-2022.

Date 8/12/21 (Signed) 

David Johnstone
School Site Administrator

INSTRUCTION

This affidavit shall be utilized by each School Site Administrator and shall be considered a part of the annual report of the schools under his/her jurisdiction to be forwarded to the District Superintendent/designee as prescribed in Education Code Section 44258.9(b).

Distribution: White – District Office Yellow – School Site

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(Education Code Section 44258.9(b))

STATE OF CALIFORNIA

ss.

COUNTY OF GLENN

I, Christopher Harris, School Site Administrator of the
Willows Intermediate School, declare that all employees in
positions requiring certification qualifications for whom I am responsible, were properly
credentialed for the work performed by such employees during the school year 2021-
2022.

Date 8/20/2021 (Signed) 

Christopher Harris
School Site Administrator

INSTRUCTION

This affidavit shall be utilized by each School Site Administrator and shall be considered
a part of the annual report of the schools under his/her jurisdiction to be forwarded to the
District Superintendent/designee as prescribed in Education Code Section 44258.9(b).

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