

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – April 6, 2023

Regular Session 7:00 p.m.

Willows City Council Chambers

201 N. Lassen Street, Willows, CA 95988

MINUTES

1. OPEN SESSION – CALL TO ORDER

- 1.1 Roll Call – President Geiger called the meeting to order at 7:00 p.m. Members present were Jeromy Geiger, Kirsten Gray, Margaret Parisio, Lourdes Ruiz, and Gina Taylor.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Scott Booth.

2. AGENDA/MINUTES

- 2.1 Approve the Agenda for April 6, 2023.
President Geiger pulled Item #6D-1 until the May board meeting.
Jeromy Geiger moved, seconded by Gina Taylor to approve the Agenda for April 6, 2023.
AYES: Geiger, Gray, Parisio, Ruiz, and Taylor
NOES: None
MOTION PASSED: 5-0
- 2.2 Approve the Minutes of the Regular Meeting of March 2, 2023.
Gina Taylor moved, seconded by Jeromy Geiger to approve the Minutes of the Regular Meeting of March 2, 2023.
AYES: Geiger, Gray, Parisio, Ruiz, and Taylor
NOES: None
MOTION PASSED: 5-0

3. PUBLIC COMMENTS – None

4. REPORTS

4.1 Associated Student Body President – President Karli Lanzi reported:

- Sadie Hawkins Dance was held on March 11, 2023.
- 29 students attended the FFA State Conference March 14-20, 2023.
- 29 FFA members received their state degrees.
- ASB recently met with WHS administration and had a productive meeting.
- Rally will be held April 7, 2023 where a staff vs student basketball game will be featured.
- Prom will be held on April 9, 2023 at a venue in Sacramento.

4.2 Employee Associations (WUTA & CSEA)

WUTA – Cathy Fleming reported:

- Scott Booth presented information on LCAP at the monthly meeting.
- Enjoyed the WIS PTO Chicken Teriyaki Bowl.
- WHS teachers have been meeting with the Superintendent. Cathy Fleming read a letter to the Board from the WHS teachers regarding issues with the principal, Julie Carriere.

CSEA – No report

4.3 Principals

MES – Miguel Barriga reported:

- All K-3 teachers are scheduled to attend the week long IMSE (Institute of Multi-Sensory Education) training.
- Through project ARISE (GCOE), all classroom aides, along with 4-5 grade teachers will receive training on the following topics:
 - Foundational skills
 - Comprehension
 - Building knowledge and vocabulary

- Evidence based discussion and writing
- Executive functioning skills
- English learners will be afforded additional opportunities in an effort to close the achievement gap. The focus will be on increased services for the 4-5 grade students in designated ELD. Doing a deep dive into this program and looking at other ways
- First “Data Points” meeting with the intervention team, the counselor and administration. Meet every two weeks to review data points for tier two and tier three interventions. Specifically looking at 4-5 grade English Learners, current ELA and Math intervention students, office referrals, and attendance.
- Yard Duty staff were recently trained in trauma informed practices.
- All first grade students know their letters and sounds. This is a huge milestone. This was made possible by the testing and tracking.
- With the adjustments planned for English Learners, the goal is to double the reclassification numbers from 8 to 16, but specifically wanting the 4-5 grade reclassification numbers to go from 3 to 10. Reclassification is a process that includes passing scores on the ELPAC (English Language Proficiency Assessments for California) as well as other criteria.
- Celebrated Para-Professionals Day and provided certificates and treats. The contributions they have made in the classroom have also assisted in getting our students on track.
- Impressed by the amount of support the District receives from GCOE with MTSS, NorCal ELC, and ATSI support.
- Visited all the Willows preschools, along with Michelle O’Dell and the Engagement Team, to promote Murdock and invite students on a field trip to the TK and kindergarten classrooms on May 1st prior to round up.
- Scheduled a transition/orientation for the outgoing 5th graders at WIS.
- PTO sponsored a fun and well-attended Mother/Son dance.
- Held the second trimester awards ceremony on March 16, 2023.
- Enrollment is 610 students.

WIS – Chris Harris reported:

- Enrollment is 303 students.
- Attendance is just under 95%. Continuing to work on bringing that number up.
- Track and swimming are beginning.
- Open House was very positive and well attended. Held it early due to the construction that will be starting soon.
- PTO held a Chicken Teriyaki bowl and poker night fundraiser.
- Great turnout for the 8th grade parent meeting in preparation for the end of year events.
- Held a school-wide rally on March 31, 2023 to recognize students for perfect attendance, 4.0 gpa, and growth on their MapGrowth benchmark assessments.
- Will begin testing after Spring Break.
- Construction will begin during Spring Break. Mobile offices have arrived. Work has begun on the removal of the old portables.
- Many staff have attended various conferences on school culture.
- Maria Briones attended a conference on bilingual education. It was a great conference that all teachers should attend.
- Administration and counselors have been attending Hatching Results training sessions, and it has been worthwhile.
- MTSS team continues to meet and is preparing to launch the training to the entire staff on May 10, 2023. Very thorough review of all aspects of WIS to hopefully implement sustainable change in everything the staff does.

WHS – Julie Carriere reported:

- Met with ASB. They were insightful and had excellent ideas on improving school spirit and culture. ASB leadership will be attending CASL (a leadership conference). Some of their recommendations are having a “Teacher of the Week”, holding the Mr. Honker pageant, as well as painting murals and inspirational quotes around campus.
- Finalizing numbers and solidifying the master schedule. Making sure students are in the right classes and receiving the interventions they need. Working with GCOE in identifying students groups to get them in the correct classes. Total class numbers are declining as it is a large graduating class, and the incoming class is smaller.

- Continuing to work with Hatching Results and reviewing data to find the gaps and get all students supported.
- Over 50% are done with state testing.
- FCCLA held their bake sale and fundraiser.
- A staff vs student basketball game will be held on April 7, 2023.
- Drama class will be putting on a spring play “Haunting of Chip Lake House” April 26-27, 2023.
- Open House will be held on May 3, 2023 starting at 5:00 p.m., followed by the Annual FFA Banquet.
- Bob Rawles, Athletic Director reported:
 - Tennis is undefeated in league – they’ve played 3 matches.
 - Golf is going well and have been to 4 matches. Hosted a recent match at Glenn Golf.
 - Baseball – lots of changes to the schedule due to weather.
 - Track – large team and have attended 4 meets.
 - Softball – having a great season so far.

WCHS – Emmett Koerperich reported:

- Enrollment is 20 students with 2 sophomores, 13 juniors, and 5 seniors.
- 6 seniors have earned enough credits to graduate.
- Attended “Imagine Willows” meeting to discuss ways to improve the community of Willows. Main theme was youth engagement and volunteerism.
- Reinstating students working with the residents of the local convalescent hospital.
- Career Education Tech, Amanda Hutson, will be taking students to a hiring fair put on by the Willows Chamber of Commerce. Students will be working on resumes and mock interviews.
- WCHS staff took 6 students on a field trip to the Job Corps center in Sacramento. It’s a tuition-free training and education program that connects eligible young people with the skills and educational opportunities they need to establish real careers. It’s an on-campus living program.
- The commandant of the Discovery Challenge Academy (San Jose) made a presentation to WCHS students. It’s a 22-week residential program, delivered in a highly structured, quasi-military format, emphasizes self-discipline, personal responsibility, and positive motivation. Students, referred to as Cadets while on campus, not only take classwork to complete credits for high school graduation, but they also participate in workshops and skills training in areas like coping strategies, job searching, health and hygiene, responsible citizenship, and leadership. Several students interviewed and completed an application.
- Open House will be held on May 2, 2023.

4.4 Director of Business Services – No report**4.5 Director of Instructional Support Services – Michelle O’Dell reported:**

- ELO-P
 - Dance and tennis intersession camps went well. Great to see the high school students providing leadership for the younger kids, and the younger kids loved seeing the high school students.
 - 62 signed up, 57 attended.
 - Thank you to maintenance and grounds, food services, custodial staff, site administration, the coaches and players, and the classified staff for a successful camp.
- Expect Success Summer Camp
 - June 13th -July 14th from 8:00 a.m. – 5:00 p.m. at MES
 - Registration will begin on April 7, 2023.
- SPARK
 - Completing a series of staff development led by Sara Cervantes, MES math intervention teacher. She is providing staff with math activities and techniques that can be used to support students during the academic period after school.
 - GCOE will be providing training to help staff better support English Language Learners in the after school program.
 - Thank you to maintenance for helping with moving and storing the SPARK supplies due to the impending construction at WIS.
- Independent Study (ISP)
 - Long term ISP enrollment: MES-4, WIS-3, WHS-17
- Engagement Team
 - WIS 3 on 3 Basketball Family Night was held on March 10, 2023 with 4 teams participating.
 - Parent Academy will be held on April 19, 2023 in the District Office Conference Room.

- Continuing to partner with the WHS Boosters with planning the Cinco de Mayo fundraiser. A lot of support from local businesses who have donated goods or allowed the event to be publicized at their businesses.

4.6 Director of Curriculum, Instruction & Assessment – Scott Booth reported:

- Since last year, the District has made so many improvements in academics and facilities.
- Continuing work on the development of the LCAP with all stakeholders.
- District and site administration met with Kendra Tyler (GCOE) to develop the School Plan for Student Achievement (SPSA). SPSAs will go to site council for review and approval and be presented at the May board meeting.
- Gearing up the end of year reporting which is set to start in early May. Also preparing for the Civil Rights Data Collection (CRDC) targeting data from 2021/22.
- Started a public review of the novel “Hatchet” for MES 5th grade. It will come to the board in May.
- At the March 20, 2023 CIA Advisory meeting, the team reviewed the District LCAP metrics and identified needs. Will survey the Local Performance Indicators and review supplemental programs at the May 11, 2023 meeting.
- Testing is underway in all areas.

4.7 Superintendent – Emmett Koerperich reported:

- Enrollment is 1,405.
- Great things happening in WUSD:
 - Amazing faculty and staff throughout the District.
 - K-3 reading initiative where all students can read by 3rd grade.
 - Essential standards identified K-5 – identifying what students are supposed to learn.
 - Standards based report cards at MES – aligned with state standards.
 - District ELA and math interventions – complex schedule for both push in and out of the classroom.
 - Investment in positive school climate – entire district will receive training in September.
 - Increased professional development opportunities – both certificated and classified personnel.
 - MTSS and UDL implemented at WIS.
 - Increased A-G completion.
 - Increased CTE completers.
 - More dual enrollment classes.
 - Increased opportunities for after school and summer enrichment programs.
 - Clean and well-maintained facilities.
 - \$8 million investment in facility modernization.
- Facilities Updates:
 - Mobile offices set up at WIS.
 - Mobile kitchens set up at WHS and MES.
 - Staging for the MES kitchen and cafeteria starts soon.
 - Lunches served from the mobile kitchens after spring break.
 - WHS kitchen is expected to be operational in late May and will serve the summer program.
 - Portables at WIS will be removed during spring break.
 - WIS construction starts after spring break.
 - K-8 summer school will be at MES.
- Transportation:
 - Heavy rain caused road closures.
 - Appreciated the good communication with Jaime Thorpe
 - No issues reported
- Maintenance and Operations:
 - Working with the leads to plan summer projects
 - Appreciation in advance to faculty and staff for their flexibility and support of the modernization projects

4.8 Board of Education Members

Kirsten Gray reported:

- Privilege of being part of the Educator’s Hall of Fame Committee.
- Attended the WIS Open House.
- Will be attending the FFA plant sale.

Lourdes Ruiz reported:

- Supported the WIS PTO Chicken Teriyaki Chicken Bowl fundraiser.
- Supported the 7th grade popcorn sale at WIS.
- Attended WHS baseball game.
- Thank you to staff for their work during testing.

Margaret Parisio reported:

- Participated in the selection committee for the Educator’s Hall of Fame.
- Attended WHS softball games.
- Attended the FFA plant sale.
- Supported the WIS PTO Chicken Teriyaki Chicken Bowl fundraiser.

Gina Taylor reported:

- Supported the WIS PTO Chicken Teriyaki Chicken Bowl fundraiser.
- Supported the CSF Carnitas dinner.
- Supported the 7th grade popcorn sale at WIS.
- Observed the JV baseball team practicing, and they have been respectful.

Jeromy Geiger reported:

- Appreciates the fundraisers and those who put forth the effort to make them happen.

5. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Kathi Meckfessel & William Masters in the amount of \$50.00 for Morgan Cirigliano’s 1st grade class.
2. Accept donation from Debra Guzman in the amount of \$250.00 for the Shady Creek Program.
3. Approve the disposal of obsolete kitchen equipment from MES.
4. Approve the WUSD Obsolete Technology Equipment list.
5. Approve the disposal of the obsolete textbooks at MES.
6. Approve the disposal of 6 fiberglass backboards, 2 glass backboards, and 8 winches from WIS.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Requests for Students #23-24-5 through #23-24-10 to attend school in the Willows Unified School District for the 2023/24 school year.
2. Approve Interdistrict Requests for Students #23-24-9 through #23-24-11 to attend school in another district for the 2023/24 school year.
3. Approve the Overnight Field Trip Request for the WHS ASB to attend the CASL (California Association of Student Leaders) State Convention in Santa Clara April 15-17, 2023.
4. Approve the Overnight Field Trip Request for FCCLA to attend the CTSO Capital Leadership Experience/State Officer Planning Meeting in Sacramento May 6-9, 2023.

C. HUMAN RESOURCES

1. Approve employment of Karissa Lutz, Instructional Aide I at MES, effective 3/8/23.
2. Approve employment of Briar Fleming, Yard Duty Supervisor/Crossing Guard at MES, effective 3/15/23.
3. Approve employment of Stephanie Lee, Yard Duty Supervisor/Crossing Guard at MES, effective 3/15/23.
4. Approve employment of Tracee Fink, After School Program Activity Assistant, effective 3/20/23.
5. Approve employment of Elizabeth Rodriguez, WIS PM Custodian, effective 3/27/23.
6. Approve employment of Rosa Gonzalez, Yard Duty Supervisor/Crossing Guard at WIS, effective 4/3/23.
7. Approve employment of Erin Taylor, Executive Assistant to the Superintendent/HR Specialist, effective 4/3/23.
8. Approve employment of Rosa Esparza-Contreras, Behavior Intervention Aide at MES, effective 4/17/23 (pending clearance).
9. Approve the Job Share of Kayla Hurt Bassetti (89 days) and Deidre Romano (94 days) for the MES ELA Intervention Teacher, effective 8/8/23 – 6/7/24.
10. Approve employment of Sara Cervantes, MES Math Intervention Teacher, effective 8/8/23.
11. Approve employment of Ashlynn Geiger, MES 2nd Grade Teacher, effective 8/8/23.
12. Approve the extra duty assignments:

MES Tutoring	Sara Cervantes
WHS Saturday School	Heidi Vasquez

13. Approve employment of the following Expect Success Summer Camp positions (22 days, June 12 - July 14):
Counselors Gloria Barragan, Tracee Fink, Maria Franco, Maria Garcia, Sopheap Kruoch, Panra Lor, Daniel Macias, Angel Medina, Julia Medina, Angelica Medrano, Rebeka Mercado, Sheyenne Munguia, Anna Pearson, Erika Pineda, Emily Silva, Gene Smith, Kaitlyn Swihart, Irma Weinrich, Cathy Yang, Leeci Camarena, Haley Thomas
14. Approve the Classified Substitute List.

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 2/28/23 through 4/3/23.

President Geiger requested Item #5C-11 be pulled from the Consent Calendar.

Jeromy Geiger moved, seconded by Gina Taylor to approve the Consent Calendar.

AYES: Geiger, Gray, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 5-0

Lourdes Ruiz moved, seconded by Gina Taylor to approve Item #5C-11.

AYES: Gray, Parisio, Ruiz, and Taylor

NOES: None

ABSTAINED: Geiger

MOTION PASSED: 4-0-1

6. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Accept selection committee’s recommendations for the 2023 Glenn County Educator’s Hall of Fame Award recipients. (Kirsten Gray & Margaret Parisio) – Kirsten Gray announced the committee’s recommendation for the 2023 recipients as BJ Boyd and Liz Bettencourt.
Jeromy Geiger moved, seconded by Lourdes Ruiz to accept the committee’s recommendation of BJ Boyd and Liz Bettencourt as the 2023 Glenn County Educator’s Hall of Fame Award recipients for WUSD.
AYES: Geiger, Gray, Parisio, Ruiz, and Taylor
NOES: None
MOTION PASSED: 5-0
2. **(Information/Discussion)** Williams Uniform Complaints Quarterly Report. (There were no complaints) – Information only – no action taken.

B. EDUCATIONAL SERVICES

1. **(Action)** Approve the Adoption of McGraw-Hill: California Inspire Science Curriculum for grades K-5.
Lourdes Ruiz moved, seconded by Gina Taylor to approve the Adoption of McGraw-Hill: California Inspire Science Curriculum for grades K-5.
AYES: Geiger, Gray, Parisio, Ruiz, and Taylor
NOES: None
MOTION PASSED: 5-0
2. **(Action)** Approve the WUSD Transportation Plan.
Lourdes Ruiz moved, seconded by Gina Taylor to approve the WUSD Transportation Plan.
AYES: Geiger, Gray, Parisio, Ruiz, and Taylor
NOES: None
MOTION PASSED: 5-0

C. HUMAN RESOURCES

1. **(Action)** Increased Hours and Work Days for the Bilingual Parent Liaison.
Gina Taylor moved, seconded by Lourdes Ruiz to approve the increase in working hours from 6 hours/day to 8 hours/day and increase the days per year from 203 days to 240 days per year for the Bilingual Parent Liaison position effective April 17, 2023. This will be funded by the Community Schools Partnership Program Grant.

AYES: Geiger, Gray, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 5-0

D. BUSINESS SERVICES

1. **(Action)** Approve 2022/23 Second Interim Report. Pulled from the agenda.
2. **(Action)** Approve Agreement with Shasta Union High School District for Information Technology Services for the 2023/24 school year.

Lourdes Ruiz moved, seconded by Jeromy Geiger to approve the Agreement with Shasta Union High School District for Information Technology Services for the 2023/24 school year.

AYES: Geiger, Gray, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 5-0

7. ANNOUNCEMENTS

- 7.1 There will be a district-wide break from April 10-14, 2023.
- 7.2 The following are the dates and times for Open House at the different school sites:
Tuesday, May 2, 2023 at 5:30 p.m. Willows Community High School
Wednesday, May 3, 2023 at 5:00 p.m. Willows High School
~~Thursday~~ ~~Wednesday~~, May 17, 2023 at 5:30 p.m. Murdock Elementary School
- 7.3 The next Regular Board Meeting will be held on May 4, 2023, at 7:00 p.m.
- 7.4 Lamb Derby festivities will take place May 11-14, 2023.
- 7.5 Glenn County Fair will be held May 17-21, 2023.

8. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS - None

At 8:24 p.m., the Board took a short recess after the Regular Meeting before going into Closed Session. President Geiger will report out into Open Session upon the conclusion of Closed Session.

9. CLOSED SESSION

Closed Session began at 8:36 p.m.

- 9.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Emmett Koerperich. Employee Organizations: WUTA, CSEA, Management, and Confidential.
- 9.2 Pursuant to Government Code §54956.9(d): Anticipated Litigation – one case.

10. RECONVENE TO OPEN SESSION

10.1 Announcement of Action Taken in Closed Session.

At 11:11 p.m., the meeting reconvened to Open Session. President Geiger reported out:

- 9.1: Update given to the board. Direction given to the Superintendent to revise the Classified/Confidential Salary Schedule:
 - Increase the Step 1 hourly rate of the District Accounting and Payroll Technician equivalent to \$8,000 per year.
 - Apply a 5% increase to the salary schedule, retroactive to July 1, 2022.
 - Equalize the step 01 through 08 increments at 4% for all ranges.
- 9.2: Update given to the Board.

11. ADJOURNMENT

Meeting adjourned at 11:12 p.m.