

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – August 1, 2024

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 Jeromy Geiger called the meeting to order at 7:00 p.m. Members present were Jeromy Geiger, Kirsten Gray, Lourdes Ruiz, and Gina Taylor. Margaret Parisio was absent.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Miguel Barriga.

2. AGENDA/MINUTES

2.1 Approve the Agenda for August 1, 2024.

Jeromy Geiger corrected two items on the agenda - a typo error on Consent Calendar Human Resource Item 6.C.10 Approve the employment of Stacy Lanzi, MES Principal, effective July 1, 2024. The effective date should be July 25, 2024. Item 8.3 Announcements, the WIS Back to School Night will be Thursday, August 15th and the WHS Back to School Night will be Wednesday, August 14th.

President Jeromy Geiger pulled Consent Calendar Human Resource Item 6.C.18 Approve the employment of Jeremy Benjamin, Accounting Manager, effective September 1, 2024 and Business Services Action Item 7.D.2. Accept bid for the Willows High School Agriculture Facility and authorize the Superintendent to enter into a contract with United Building Contractors, Inc.

Jeromy Geiger moved, seconded by Kirsten Gray to approve the Agenda for August 1, 2024 as amended.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

2.2 Approve the Minutes of the Special Meeting of June 10, 2024 and the Regular Meeting of June 13, 2024.

Gina Taylor moved, seconded by Jeromy Geiger to approve the Minutes of the Special Meeting of June 10, 2024 and the Regular Meeting of June 13, 2024.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

3. RECOGNITION OF RETIREE

3.1 DEBBIE COSTELLO

Superintendent Emmett Koerperich presented Debbie with a certificate. The Superintendent and the Board Members expressed their appreciation for her years of service to WUSD.

4. PUBLIC COMMENTS

Miguel Barriga spoke in regards to his leaving WUSD. He thanked the WUSD Board, the District, the Community, and the Students and Staff at Murdock Elementary.

5. REPORTS

5.1 Employee Associations (WUTA & CSEA)

WUTA – No report

CSEA – No report

5.2 Principals

WHS – Julie Carriere reported:

- Introduced the new Assistant Principal for WHS – Mr. John Calonico.
- Current enrollment is 454 students:
 - 9th – 117
 - 10th – 115
 - 11th – 129
 - 12th – 93
- All needed instructors have been hired and are ready to start the new school year.
- Freshman Orientation will be next Monday, August 5, 2024 at 9:00 a.m. to 11:30 a.m. Pizza lunch will be provided. Nikeedra Laufer and Amanda Huston are planning a morning of fun and information for the incoming freshmen.
- Teachers will be returning on Tuesday, August 6, 2024. Many have already been in their rooms getting ready for the new school year.
- The new English team met today to get a jump on their curriculum and vertical alignment to maximize student success.
- The Management Team went to the San Diego County Office of Education to attend a Targeted Feedback training. Training produced some excellent conversations, resources and tools that are going to be implemented to improve skills.
- Roxanne Winslow held Summer Band Camp this week, Monday – Thursday. There was a solid turn out.
- Back to School Night is Wednesday, August 14, 2024.
- **WHS Athletics – Bob Rawles reported:**
 - Bob gave a report of all Fall Sports
 - 1st day of Fall Sports practice was July 29th.

WIS – Chris Harris reported:

- Everyone is working hard on getting the school in shape for the first day of school.
- There is a good balance in each grade level. There is quite a bit of flux with enrollment as new students enroll and others disenroll. It will take a few weeks to “let the dust settle.”
- Current enrollment is 472 students:
 - 5th – 131
 - 6th – 106
 - 7th – 115
 - 8th – 120
- Many teachers have already been on campus and are gearing up for the new school year.
- Currently have a more complete support staff than in the recent past.
- Appreciated the Management Team meeting that was held on July 29, 2024. The absolute focus is on safety and student achievement.
- Mr. Booth has been and will instrumental in desegregating our data and achievement numbers to help our focus on closing the achievement gap.
- Attended the conference held at San Diego County Office of Education regarding Targeted Feedback. Will be hearing more on this throughout the year as well as the School Wellbeing Program Grant. This program will be a weekly program focusing on student and staff mental well-being and relationship building.
- Back to School Night will be held on Thursday, August 15, 2024.

WCHS – Emmett Koerperich reported:

- Current enrollment is 13 students:
 - 11th – 1
 - 12th – 12
- The faculty will be meeting on Tuesday, August 6, 2024.
- Looking forward with year two with our teacher Michaela Soeth. With the addition of the Construction Management class, looking forward to seeing some of the applied units of study that Mrs. Soeth comes up with. As with last year, the goal is to schedule some events throughout the year to expose our students to enrichment activities off campus and have all students graduate with a career certification.

MES – Stacy Lanzi reported:

- The focus at Murdock will be to excel on the path that we have been on for the past three years.

- All of the Murdock staff share a strong sense of purpose and feel aligned with our core values to support our students.
- Murdock has a stellar teaching team which includes the tremendous potential we have in our newly hired TK teacher, Kindergarten teacher, 1st Grade teacher, and a new PE teacher.
- We believe that early identification is key to utilizing a multi-tiered system of support (MTSS) to identify students who may be struggling academically, socially, or emotionally. This early intervention will allow us to address issues before they become significant barriers to success.
- Our intervention programs, classroom teachers, trained classroom aides, and our counselor will continue to support our at-risk students.
- We have established a good relationship with Natalie Hubbard of GCOE serving as the Educational Services Coordinator. Many of our teachers have already been working with her on improving SEL in every classroom for a strong Tier 1 approach.
- Back to School Night will be held on Wednesday, August 7, 2024. This year, we will have a slightly different format to ensure equal participation for all families. We will create an easygoing atmosphere, more of a “Meet the Teacher” and allow families with more than one child to meet all their children’s teachers without feeling rushed. Every child will meet their teacher, spend time in their new classroom, and release lots of nervous energy, instead of a traditional sit-down and listen-to presentation that is for parents only.
- Current enrollment is 466 students:
 - TK – 40
 - K – 64
 - 1st – 90
 - 2nd – 91
 - 3rd – 86
 - 4th - 95

5.3 Director of Food Services – Diana Baca reported:

- The Summer Meal program was a big success. The community and students were very happy and thankful that we provided the service for them. It was a humbling experience to serve the many families that counted on us each day to feed their children.
- Meal counts through June 10 – July 31:
 - Breakfast – 14,733
 - Lunch – 15,146
- This year, we have been selected to receive our Administrative Review that occurs every five years. We are working diligently to compile all of the documents that will be requested prior to their entrance meeting.
 - Part of this requires that we update our wellness policy every three years. We are working on gathering committee members consisting of staff, community members and the administration. We will have updates and more information on our progress in upcoming board agenda meetings.
- Getting ready for students to be back to school. Working on opening orders and procedures and staff development for the new year. Looking forward to the 2024/25 school year and building further on the progress we have made thus far.

5.4 Director of Business Services – Debbie Costello reported:

- It has been a very busy summer with facilities projects, fiscal year end processing and audit activity, prepping for the start of another school year, and all of the other business office and District office daily and extra summer frenzy. She wanted to acknowledge and express her appreciation for all of the efforts and great work by the business office team during these past several weeks.
- She and Emmett have been working very closely with Shin Green of Eastshore Consulting and other partners to move forward with issuance of our Certificates of Participation (COP) to fund current and future facilities projects. COP issuance is tracking for August 22nd or 23rd with proceeds being received in the District’s county treasury fund within a day or two of issuance.
- Year-end closing of the 2023/24 fiscal year is well under way. The Unaudited Actuals will come to the board for approval in September. Our 2023/24 audit is also progressing well and is again being completed remotely this year. We expect an on-time audit report to be brought to the board in December or January.
- 2024/25 Budget updates:
 - We will be reviewing the 2024/25 Adopted Budget 45-day Revision later in the agenda.

- The impact of enrollment and staffing changes and other factors will be incorporated into future budget updates and reflected in the First Interim Budget update.
- As this is her last Board Report and regular board meeting, she wanted to also take a minute to express her gratitude to the Board and to Emmett for the opportunity to serve Willows Unified School District and to help accomplish so many great things that will benefit students and the WUSD community for years to come.

Diana Baca reported:

- Current activities:
 - Working on year-end and audit activities.
 - Joining construction calls and attending project site visits.
 - Working with Debbie on the transition.
- Upcoming activities:
 - Resurrecting the Local Wellness Policy Committee with Mike Bottarini.
 - Planning site secretary roundtable meetings.
 - Planning ASB secretary trainings.

5.5 Director of Instructional Support Services – No report

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

- AERIES End of Year reporting was completed and certified prior to the July 28th deadline.
- Consolidated Application Reporting (CARS) is annual reporting for federal categorical programs, that is completed in two parts. Winter reporting usually happens in late January/February, while Spring reporting takes place in the summer. On this evening’s agenda, you will find the 2023/24 Spring submission.
- Want to be sure to highlight an important piece of legislation that will impact curriculum, at least graduation requirements:
 - We are getting close to completing the development and implementation of Ethnic Studies instructional materials and will be bringing those to the Board for approval this Fall. We are required to adopt an Ethnic Studies course and have it in place as a graduation requirement by the 2025/26 school year.
 - AB2927, signed by the Governor in late June, requires students, commencing with the Class of 2031, to complete a one-semester course in personal finance. The bill requires all high schools to offer a one-semester course in personal finance beginning with the 2027/28 school year. This legislation also permits students the ability to exempt a course in Economics with this stand-alone course in Personal Finance.
- To start the school year, we are providing a Back-to-School with SEL training for all staff (certificated and classified), featuring, *The Four R’s of Integrating Social, Emotional, and Academic Supports into Every Classroom*. Training will begin on Tuesday morning, for the certificated staff at Murdock, followed in the afternoon for the WIS and WHS certificated staff. On Wednesday morning, the classified staff will receive their training.
- While continuing to work on curriculum mapping, effective collaboration, and articulation; WUSD is shifting our improvement focus to instruction. With this, we will be implementing not just our K-6 Instructional Coaching program, but districtwide, the implementation of a non-evaluative practice of *Targeted Feedback* to work through cycles of feedback for teacher growth.
- Awaiting the release to LEAs of the 2024 state testing data, we have been able to dig through state testing data files from the California Test Operations Management System. This means that the data is very raw and preliminary, but gives some indication as to how we performed. The District Target Goals has been updated to provide a brief view - Scott provided the Board with a handout which is attached to these minutes.

5.7 Superintendent – Emmett Koerperich reported:

- Welcomed everyone back and hoped that everyone had a great summer.
- Officially welcomed John Calonico as the new Assistant Principal at WHS.
- It has been a busy summer for the district as there have been several facilities projects occurring on all three comprehensive sites.
 - Wanted to start off by saying that due to delays and on-going construction, everyone will need to be patient and flexible the first few weeks of school.
 - The faculty and students return next week and everyone will need to find a way to make everything run as smoothly as possible.
 - On the Murdock campus:

11. Approve the employment of Elizabeth Enke, WHS Ag Teacher, effective August 6, 2024.
12. Approve the employment of Karlee Lavallo, After School Program Activity Assistant at WIS, effective August 6/2024.
13. Approve the employment of Marissa Medina Chavez, MES Instructional Aide I, effective August 6, 2024.
14. Approve the employment of Pajzib Hawj, Yard Duty at WIS, effective August 6, 2024.
15. Approve the employment of Robyn Briggs, Yard Duty at WIS, effective August 6, 2024. (pending clearance)
16. Approve the employment of Yesenia Rojas, Instructional Aide II – Bilingual at WIS, effective August 6, 2024.
17. Approve employment of Diana Baca, Director of Business Services, effective September 1, 2024.
- ~~18. Approve employment of Jeremy Benjamin, Accounting Manager, effective September 1, 2024. Pulled~~
19. Approve increase of Position #110 (Perla Rubio Guerrero) Site Custodian to 1.0 FTE, effective July 1, 2024.
20. Approve increase of Position #148 (Amanda Hutson) Career Education Technician II to 1.0 FTE, effective August 6, 2024.
21. Approve the employment of Amy Estes, as 1.0 FTE WIS Library Media Specialist, effective August 6, 2024.
22. Approve the employment of Rebecca Ayala, as Instructional Aide I (Opportunity), effective August 6, 2024.
23. Approve employment of Edith Rivera and Lilianna Johnson for Temporary Summer Custodial (June 12 – August 2, 2024).
24. Approve the following 2024/25 WHS Fall Coaches:

Varsity Football - Assistant	Robert Stupey
JV Football – Volunteer	Dave Coehn (pending clearance)
Varsity Volleyball – Volunteer	Hanna Parisio (pending clearance)
Cheerleading – Volunteer	Jessica Sandoval
Swimming – Head Coach	Monica Throm
Swimming – Volunteer	Luke Hernandez

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 6/11/24 through 7/29/24.
3. Approve ASB Quarterly Reports (MES/WIS/WHS).
4. Approve the increase in pricing of adult breakfast to \$4.25 and adult lunch to \$6.00 purchased from the National School Breakfast and Lunch Program beginning of the 2024/25 school year.

Jeromy Geiger moved, seconded by Lourdes Ruiz to approve the Consent Calendar.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Approve WUSD Member to the Golden State Risk Management Authority Board of Directors for a 2-year term starting July 1, 2024 through June 30, 2026.
Lourdes Ruiz moved, seconded by Kirsten Gray to approve Gina Taylor to represent WUSD on the Golden State Risk Management Authority Board of Directors for a 2-year term starting July 1, 2024 through June 30, 2026.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
2. **(Action)** Approve revised Schedule of WUSD Regular Board Meetings for the 2024/25 school year.
Gina Taylor moved, seconded by Lourdes Ruiz to approve the revised Schedule of WUSD Regular Board Meetings for the 2024/25 school year.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
3. **(Information)** Williams Uniform Complaint Quarterly Report. (There were no complaints)

B. EDUCATIONAL SERVICES

1. **(Action)** Approve 2024/25 Bus Routes.
Gina Taylor moved, seconded by Jeromy Geiger to approve the 2024/25 Bus Routes.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
2. **(Action)** Approve the starting date and times of WUSD schools for the 2024/25 school year.
Jeromy Geiger moved, seconded by Lourdes Ruiz to approve the starting date and times of WUSD schools for the 2024/25 school year.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
3. **(Action)** Approve the College and Career Access Pathways Partnership Appendix with Butte College.
Lourdes Ruiz moved, seconded by Gina Taylor to approve the College and Career Access Pathways Partnership Appendix with Butte College.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
4. **(Action)** Approve Proposition 28 Report and Plan – Arts and Music Education Funding Program.
Jeromy Geiger moved, seconded by Lourdes Ruiz to approve Proposition 28 Report and Plan – Arts and Music Education Funding Program.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
5. **(Action)** Approve the Teaching Assignment Monitoring Outcomes (TAMO) Report for 2022-23.
Gina Taylor moved, seconded by Jeromy Geiger to approve the Teaching Assignment Monitoring Outcomes (TAMO) Report for 2022-23.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
6. **(Action)** District and School Site Parent and Family Engagement Policies.
Lourdes Ruiz moved, seconded by Kirsten Gray to approve District and School Site Parent and Family Engagement Policies.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
7. **(Information)** WUSD Workplace Violence Prevention Plan.
8. **(Information)** Glenn County Plan for Expelled Students for 2024-2027.
9. **(Action)** Approve the Updated WHS Athletic Code.
Lourdes Ruiz moved, seconded by Kirsten Gray to approve the Updated WHS Athletic Code.
AYES: Geiger, Gray, Ruiz, Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

C. HUMAN RESOURCES

1. **(Action)** Approve the employment of Mallorie Vasquez, Murdock TK Teacher, on a Provisional Internship Permit (PIP), effective August 6, 2024.
Lourdes Ruiz moved, seconded by Jeromy Geiger to approve the employment of Mallorie Vasquez, Murdock TK Teacher, on a Provisional Internship Permit (PIP), effective August 6, 2024.
AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

2. **(Action)** Approve the employment of Bailey Bean, Murdock 1st Grade Teacher, on a Provisional Internship Permit (PIP), effective August 6, 2024.

Gina Taylor moved, seconded by Kirsten Gray to approve the employment of Bailey Bean, Murdock 1st Grade Teacher, on a Provisional Internship Permit (PIP), effective August 6, 2024.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

3. **(Action)** Approve the employment of Amy Ulloa, WIS 5th Grade Teacher, on a Provisional Internship Permit (PIP), effective August 6, 2024.

Gina Taylor moved, seconded by Kirsten Gray to approve the employment of Amy Ulloa, WIS 5th Grade Teacher, on a Provisional Internship Permit, effective August 6, 2024.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

D. BUSINESS SERVICES

1. **(Information/Discussion)** FY 2024/25 Adopted Budget – 45 Day Revision.

2. **(Action)** ~~Accept bid for the Willows High School Agriculture Facility and authorize the Superintendent to enter into a contract with United Building Contractors, Inc.~~ **Pulled.**

3. **(Action)** Approve Change Order for Ginno Construction General Contractor – Willows High School Front Office Modernization Project – Change Order No. 2 for Additional Abatement.

Lourdes Ruiz moved, seconded by Gina Taylor to approve Change Order for Ginno Construction General Contractor – Willows High School Front Office Modernization Project – Change Order No. 2 for Additional Abatement.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

4. **(Action)** Approve Change Order for Ginno Construction General Contractor – Murdock Elementary School TK Wing Modernization Project - Change Order No. 2 for Additional Electrical Work.

Jeromy Geiger moved, seconded by Kirsten Gray to approve Change Order for Ginno Construction General Contractor – Murdock Elementary School TK Wing Modernization Project – Change Order No. 2 for Additional Electrical Work.

AYES: Geiger, Gray, Ruiz, Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

8. **ANNOUNCEMENTS**

8.1 Freshman Orientation will be held on August 5, 2024, from 9:00 a.m.-11:30 a.m.

8.2 Welcome Back Staff Luncheon will be held on Tuesday, August 6, 2024 at 11:00 a.m. in the WHS Cafeteria.

8.3 Back to School Nights are as follows:

MES Wednesday, August 7th at 5:30 p.m.

WCHS Wednesday, August 14th at 5:00 p.m.

WIS ~~Wednesday, August 14th~~ Thursday, August 15th at 6:00 p.m.

WHS ~~Thursday, August 15th~~ Wednesday, August 14th at 6:00 p.m.

8.4 The next Regular Board Meeting will be held on September 5, 2024, at 7:00 p.m. at the Willows Civic Center.

9. **PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS** – None

At 8:26 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.

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10. **CLOSED SESSION**

Closed Session began at 8:31 p.m.

10.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Emmett Koerperich. Employee Organizations: WUTA, CSEA, Management, and Confidential.

11. **RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session

At 9:17 p.m., the meeting reconvened to Open Session. President Geiger reported out:

10.1: Update given to the Board.

12. **ADJOURNMENT**

Meeting adjourned at 9:18 p.m.