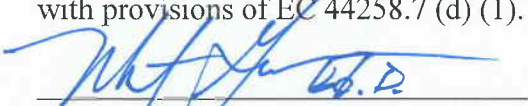


WILLOWS UNIFIED SCHOOL DISTRICT

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).


District Superintendent


President or Chairperson of District Governing Board

- 2. Effective date of establishment of Committee on Assignments: 7/1/11

- 3. District administrative contact person relative to the committee on assignments:

Name: Stephen Sailsbery 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. 2 teachers from Willows Unified Teachers Association
- B. 2 Willows Unified School District Administrators
- C. _____
- D. _____

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

| Teacher Representative (s) | Date | Length of Term |
|----------------------------|--------|----------------|
| Amy Steele | 7/1/11 | 1 year |
| Pam Steward | 7/1/11 | 1 year |

| Administrator Representative (s) | Date | Length of Term |
|----------------------------------|--------|----------------|
| Jerry Smith | 7/1/11 | 1 year |
| Stephen Sailsbery | 7/1/11 | 1 year |

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

cc: County Superintendent of Schools

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))

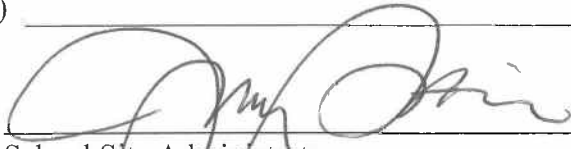
STATE OF CALIFORNIA

ss.

COUNTY OF GLENN

I, Jerry Smith, School Site Administrator of the
Willows High School 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 2011-
2012.

Date 9-26-11 (Signed) _____



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

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

ss.

COUNTY OF GLENN

I Stephen Sailsbery, 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 2011-2012.

Date: 9/27/11

(Signed) _____



Stephen Sailsbery

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).

**Willows Unified School District
2011-2012
Committee on Assignments**


We, the undersigned, find the following certificated individuals qualified to teach the specific subjects indicated for the 2011/2012 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.

| | |
|----------------|---------------------------------|
| Mark Huntley | U.S. History (grade 8) |
| Inette Howard | U.S. History (grade 8) |
| Bill Shively | General Math (grades 7-8) |
| Mike Fleming | Algebra, Algebra A (grades 7-8) |
| Julio Garcia | Computer Literacy (grades 7-8) |
| Lisa Michael | Computer Literacy (grades 7-8) |
| Margaret Ansel | Economics (grade 12) |
| Maria Herrera | Reading (grades 9-12) |
| Patricia Perry | Economics (grade 12) |
| Tom Chisholm | World History (grade 10) |
| Amanda Samons | Earth Science (grade 9) |

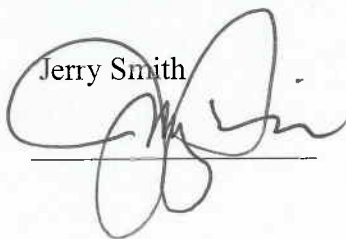
Stephen Sailsbery



Pam Steward



Jerry Smith



Amy Steele

