

WILLOWS UNIFIED SCHOOL DISTRICT
Office of the Superintendent

Date: March 3, 2016

Request For Placement on Board Agenda:

**AGENDA TOPIC: Approve Form J-13A Request for Allowance
Of Attendance Because of Emergency
Conditions**

PRESENTER: Debby Beymer, Director of Business Services

Information:

On Tuesday February 23, 2016 the Willows Police Department received what they deemed a “viable threat” to the safety of students at Willows High School.

A social media threat that a student at Willows High School was going to “shoot it up”, was reported and confirmed.

In the interest of the health and safety of Willows Unified staff and students, the Willows Police Dept. recommended that all schools in the Willows Unified School District be closed on Wednesday February 24, 2016, due to the close proximity of all sites. (Letter attached).

Recommendation:

The administration recommends that board members approve and sign the documentation, Form J-13A allowing Willows Unified to claim an emergency school closure for Wednesday February 24, 2016..

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: Willows Unified School District

School District (or Charter School) Address: 823 W. Laurel St., Willows CA 95988

County-District Code: 11-62661

County Name: Glenn

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

SCHOOL CLOSURE

Nature of Emergency (describe):

Social media threat of shooting to take place at the high school campus.

Recommendation of law enforcement to close all schools due to the close proximity of the high school.

Name of School(s):

All Schools:
Willows High School
Willows Community High School
Willows Intermediate School
Murdock Elementary School

School Code(s):

11-62661

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

Wednesday February 24, 2016

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Willows Unified school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

<u>Jeromy Geiger</u>	_____
<u>Alex Parisio</u>	_____
<u>James B. Ward</u>	_____
<u>Gina Taylor</u>	_____
<u>Michelle Knight</u>	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this 3rd day of March, 2016.

Signature, Title _____ Mort Geivett, Ed. D. Superintendent
of Glenn County, California

Contact/Individual responsible for preparing this form:

Name: Debby Beymer Title: Director of Business Services

Phone: 530.934.6600 Fax : 530-934-6609 E-mail: dbeymer@willowsunified.org

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Tracey Quarne, Superintendent

Date: _____

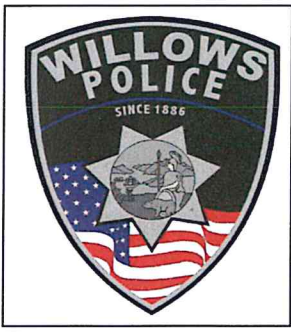
Subscribed and sworn (or affirmed) before me, this ____ day of March , 2016.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: Debby Beymer Title: Director of Business Services

Phone: 530.934.6600 Fax : 530-934-6609 E-mail: dbeymer@willowsunified.org



Willows Police Department

Jason Dahl, Chief of Police

201 N Lassen Street * Willows, California 95988 * (530) 934-3456 * FAX: (530) 934-4964

2/24/16

On 2/23/16 at approximately 10:52 pm, the Willows Police Department received information regarding a social media transmission that contained a clear threat to the safety of the students in the Willows Unified School District.

The Willows Police Department, Willows High School Staff and our Allied Agencies worked through the night conducting an investigation into the threat. While we worked to mitigate and eliminate the threat vigorously, we could not guarantee that all possible explanations and suspects were evaluated and eliminated. More time was needed to complete the investigation using specialized resources. These circumstances forced me to make the decision that all schools should be closed on 2/24/16 for the safety of the children.

The Glenn County Interagency SMART Team was activated and the investigation continued on 2/24/16 to find the source and the validity of the threat.

The safety of the students and staff of all the schools in the Willows Unified School District were the highest priority during the investigation. At the conclusion of 2/24/16, the SMART Team was able to determine that the threat was resolved and all of the students were able to return on 2/25/16.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jason Dahl", is written over a horizontal line.

Jason Dahl
Chief of Police