

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – November 3, 2022

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, Alex Parisio, Lourdes Ruiz, and Gina Taylor.

1.2 Welcome to Visitors

1.3 Flag Salute was led by Alex Parisio.

2. AGENDA/MINUTES

2.1 Approve the Agenda for November 3, 2022. President Geiger requested that Items #7D-1 and 7D-2 be pulled from the agenda.

Jeromy Geiger moved, seconded by Alex Parisio to approve the Agenda for November 3, 2022 as amended.

AYES: Geiger, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 4-0

2.2 Approve the Minutes of the Regular Meeting of October 13, 2022.

Alex Parisio moved, seconded by Lourdes Ruiz to approve the Minutes of the Regular Meeting of October 13, 2022.

AYES: Geiger, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 4-0

3. RECOGNITION OF RETIREES

3.1 Karen Colombo – Emmett Koerperich and Miguel Barriga presented Karen Colombo with a plaque of recognition for her 23 years of service as a teacher to WUSD.

3.2 Alex Parisio – Emmett Koerperich and Board members presented Alex Parisio with a plaque of recognition for his 20 years of service as a board member to WUSD.

President Geiger called a recess at 7:15 p.m.

President Geiger reconvened the meeting at 7:28 p.m.

4. PUBLIC COMMENTS - None

5. REPORTS

5.1 Employee Associations (WUTA & CSEA)

WUTA – No report

CSEA – President Kathleen Morrison reported:

- Compliment everyone for all the work that happened throughout the District during the October break.
- Utilized Survey Monkey to ask for input into what should be in the Initial Proposal.
- Attended the OSHA-10 certification training.

5.2 Associated Student Body President – No report

5.3 Principals

MES – Miguel Barriga reported:

- Working on completing the new Standards-Based report cards.

- 2nd grade team has been spending PLC time going over achievement data. They created reports they shared with the whole staff. One of the goals at MES is to create this type of atmosphere where the staff works as professionals, especially with student achievement data and peer observations.
- October 24-28, 2022 was Fire Safety Week. Thank you to the Willows Fire Department for presenting to the classes.
- Over 120 parents attended the “Go to School with Your Student” week. Thank you to the Engagement Team for putting this event together.
- Fall Festival was held on October 27, 2022 and was an amazing event. Within an hour and a half of the end of school, the courtyard was transformed into a grand festival. Thank you to the PTO for organizing this event. Thank you to the Grounds and Custodial staff for cleaning up afterwards.
- MES students and staff enjoyed the Homecoming Parade.
- Thank you to Alex Parisio for his years of service.
- Mrs. Trujillo’s class performed a play about Frida Kalo.
- Cafeteria is now called the “Quack Shack Café”. Kids have been eating outside and picking up after themselves.
- Enrollment is 609 to include 2 on long-term independent study:
 - TK – 26
 - K – 85
 - 1st – 84
 - 2nd – 90
 - 3rd – 129
 - 4th – 95
 - 5th - 98

WIS – Chris Harris reported:

- Thank you to Alex Parisio for his 20 years of service.
- Attended a Hatching Results training with other administrators and counselors.
- Enrollment is 299:
 - 6th – 103
 - 7th – 102
 - 8th - 94
- Attendance for the regular program through the first 3 months of school is just under 95%.
- Girls basketball is off to a good start.
- Glo Party on October 14, 2022 was a great success. Over 100 students attended.
- Thank you to Kathleen Morrison. She consistently goes above and beyond for students, and she participates in staff events.
- 1st quarter ended and are finalizing schedules for interventions.
- BMX assembly will be held on November 4, 2022. This assembly will promote positive lifestyles, education, inclusiveness, and “turning positive thoughts into purposeful action”.
- WIS PTO, 8th grade parents, and Willows Cardinals Boosters continue to meet on a regular basis to plan, promote, and put on great events for our students.
- Darren Massa from GCOE is providing staff development for Universal Design Learning.
- Before Thanksgiving, administration and the counselor will meet with every student who received an “F”. Also, will be meeting with all students to discuss their MAP Growth score and set a goal, hopefully inspiring students to improve upon their previous performance.
- With the construction going on at WHS, WIS is sharing their facilities with the various sports teams.
- There is a need for subs in the District. Thank you to the Board for increasing the sub rate pay. The staff at WIS consistently comes through to support one another and cover classes when needed.

WHS – Julie Carriere reported:

- Thank you to Alex Parisio for his dedication to WUSD.
- Homecoming was great. School spirit was evident. Everybody dressed up every day. Parade was a success, and we won the game. Homecoming dance was well attended at Memorial Hall.
- Counselors have made multiple presentations and workshops for students.
 - 9th grade learned how to read their transcripts, how to calculate GPA, and building habits of a good student.
 - 15 seniors attended a UC personal essay workshop.
 - UC and CSU workshops to assist students through the application process.

- 26 students attended the first FAFSA night. California mandates the completion of the FAFSA for all seniors, so additional FAFSA workshops will be offered.
- Attended the 2nd of 5 Hatching Results training. Meshes nicely with the MTSS training.
- Counselors and administrators went through the grade reports, and made a list of all students who had at least one F. Discussed strategies to support them with Tier 1 and Tier 2 interventions. In the process of meeting with those students.
- Working with teachers to teach students on how to use a planner and how to manage their time.
- Over 80 community members attended the Career Day on November 2, 2022.
- Sports Update:
 - Volleyball is in the section finals.
 - Football will be in the playoffs if they win their next game.
 - Cross Country will attend the section finals next week. WHS has the #1 all league runner.
 - Swimming - WHS has 3 all league swimmers
 - New Varsity Girls Basketball coach will be Amanda Hutson, and volunteer will be Jeni Carriere.

WCCHS – Emmett Koerperich reported:

- Really good month with both academics and attendance.
- Enrollment is 25 students.
- Students earning credits in a variety of ways and an accelerated rate as compared to the start of the year.
- In November and December, students will have the opportunity to earn a Food Handlers Safety certificate.
- Mr. Rawles is researching other certifications like First Aid and CPR.
- On November 8, 2022, students will be attending the Chico Trades day at the Silver Dollar Fairgrounds in Chico.
- Glenn County Public Health visited the class for Red Ribbon Week. They discussed Drug and Alcohol Prevention.
- Met with therapists from Glenn County Mental Health to discuss programs available for students. They are going to start facilitating small group discussions on topics of interest such as anxiety, depression, stress management, and self-esteem.
- Working on building a positive school culture through events such as a scarecrow building contest.
- Mrs. Beck is organizing a Thanksgiving Feast for the students, and the Board is invited to attend.
- Mrs. Beck and Mrs. McNeil are working on creating more community service opportunities for students to help build their job resumes.

5.4 Director of Business Services – Debbie Costello reported:

- Due to ongoing challenges in the aftermath of the ransomware attack in May, the presentation of the 2021/22 Unaudited Actuals and Gann report and resolution will be delayed until the December 15, 2022 board meeting.
- Continuing to work on the setup items for leave tracking and reporting in Escape and implementation of the Frontline absence management system for all staff.
- The SUHSD technology team visited and assessed equipment and infrastructure needs at all sites on October 25, 2022. Will continue to work on transition elements in the coming weeks with full transition expected in January, contingent on staffing of district positions and receipt and deployment of necessary equipment and resources. The new firewall equipment has been received and SUHSD has provided specs for staff workstations and other items.
- Preparation for the modernization of the WHS kitchen is underway:
 - Slater & Son is providing submittals of project documents, specs, and equipment acquisition details and should be prepared to hit the ground running on November 28, 2022.
 - The district will be utilizing the same vendor/contractor as Slater for OFCI (owner furnished, contractor installed) equipment to help expedite procurement and ensure an efficient process.
 - Finalizing plans for food service operations during construction:
 - All primary kitchen functions will occur at MES.
 - Some staff work schedule modifications will be necessary due to space constraints.
 - Glenn County Environmental Health has expressed they will permit some expanded use of the WIS kitchen facilities during the modernization.
 - The food service van will be used to transport from MES to WIS and WCCHS.
 - Considering purchasing a food truck to provide a vehicle to transport food from MES to WHS, provide an additional serving location at WHS, and potentially utilize it for

catering/special events in the future. CTE students could also use it, or it could be sold, if there isn't future interest.

- Met with high school kitchen staff to review plans and get their input.
- Will visit all 3 sites, with Steve Permann, to assess additional needs.

5.5 Director of Instructional Support Services – Michelle O'Dell reported:

- Thank you to Alex Parisio for his service to WUSD and for his dedication to the community.
- SPARK/ASAP
 - Continuing to build connections with daytime staff. Working with 2nd, 3rd, and 5th grade teachers who have volunteered to help with correlating with happens during the day and with what happens in the after school portion of the day.
 - Opened a second class at WIS. Thank you to Mr. Harris for finding space and supporting the program.
 - Continuing to identify fun, new enrichment opportunities
 - Purchased kits on topics such as: drone design, famous architecture, Claymation, flight & aerodynamics, etc.
 - Incorporated the SPARK/ASAP staff in the Wellness Walk.
- Independent Study (ISP)
 - Long term ISP enrollment: MES-2, WIS-2, WHS-12
- Engagement Team
 - November 2nd Parent Academy focused on Standards Based Report Cards.
 - Wellness Walk had a great turn out.
 - Mr. Barriga passed out 100 tooth hygiene kits.
 - Delivered thank you cards to the community partners who participated and included a QR code to do a survey to see how we could improve the event for next year.
 - Go to School with Your Student Day at MES was a great success with a lot of positive feedback from parents who attended and the staff.

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

- State & Federal:
 - Working on Fall 1 clean up and certification.
 - First DELAC meeting was rescheduled to November 9, 2022. Will discuss Title I Parent Engagement policy, assessment results, a review of the ELD Master Plan, and an introduction to the LCAP.
 - Continued development at the sites of the School Plan for Student Achievement.
 - New funding opportunity is the Arts, Music, and Instructional Materials Block Grant which provides \$3.6 billion in one-time funding to LEAs. District must develop and plan and is expecting to receive \$852,000.
- Curriculum, Instruction & Assessment:
 - MES is wrapping up the Twig science pilot and will begin the McGraw Hill pilot.
 - Next CIA meeting is scheduled for November 17, 2022 and will discuss a possible high school science adoption and articulation planning.
 - Attended the second Hatching Results training for counselors and site administration which focused on the development of counseling lessons for students.
 - MES standards based grading report cards are ready and the grading window is open for teachers.
 - Next window for Map Growth testing will begin November 28, 2022.

5.7 Superintendent – Emmett Koerperich reported:

- Proud of the effort that sites have made to put on events for students.
 - MES Go to School with Your Student
 - MES Fall Festival
 - Rally for Mrs. Colombo
 - Homecoming Events
 - Scarecrow competition
 - Volleyball playoffs
- District enrollment is 1,425.
- Distributed and reviewed a Road Map: Planning Instruction and Assessments for the Success for all Students.
- Distributed and reviewed the updated project and construction schedules.

- Continuing to meet with site principals and classified leads on improving communications and solving problems.
- Continuing to plan the Multi-cultural Celebration Day with the Engagement Team that will be held in the spring.

5.8 Board of Education Members

Lourdes Ruiz reported: No report

Alex Parisio reported:

- Section finals for Volleyball is on Saturday, November 5, 2022.
- Helped with the FFA tri tip sandwich fundraiser. Served over 500 sandwiches.
- Fire Department participated in multiple school events.

Gina Taylor reported:

- Barely 3 months into the school year, and there are many activities already.
- Culture shifts don't happen overnight. Able to see changes already.
- Many community partners who donate time and talents for a variety of things. Thank you to Wilbur Ellis who donates fertilizer for the football field.

Jeromy Geiger reported: No report

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from John & Susie Alves in the amount of \$50.00 for WHS Wrestling in memory of Jeff Fleming.
2. Accept donation from Lee & Stephanie Cole in the amount of \$500.00 for the WHS Class of 2024.
3. Accept donation from Joyful Noise Preschool in the amount of \$300.00 for the 5th Grade Shady Creek trip.
4. Accept donation from Elenita's Mexican Restaurant in the amount of \$150.00 for the 5th Grade Shady Creek trip.
5. Accept donation from Eric Hanson in the amount of \$500.00 for Mrs. Bergmen-Feeney's class.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Request for Students #22-23-47 through #22-23-51 to attend school in the Willows Unified School District for the 2022/23 school year.
2. Approve Interdistrict Request for Students #22-23-29 through #22-23-30 to attend school in another district for the 2022/23 school year.
3. Approve Overnight Field Trip Request for the 5th Grade to attend the Shady Creek Outdoor School February 27-March 3, 2022 in Nevada City, CA.

C. HUMAN RESOURCES

1. Accept resignation of Tami Lucero, After School Program Activity Assistant at MES, effective 10/14/22.
2. Approve employment of Michelle Thomas, Account Clerk (Cafeteria), effective 10/17/22.
3. Approve employment of Daniel Macias, After School Program Activity Assistant at WIS, effective 10/24/22.
4. Approve employment of Amy Estes, Library/Media Specialist at WIS, effective 10/27/22.
5. Approve employment of Trudy Pimblett, Cafeteria Helper II at WHS, effective 10/31/22.
6. Approve employment of Veronica Feregrino, Instructional Aide II at WIS, effective 11/1/22.

7. Approve the extra duty assignments:

Athletic Ticket Sales at WHS	Rosa Hernandez
Tutorial at WIS	Rachel LaGrande & Ashley Huang

8. Accept the resignation of the following coaches:

Carol Martin	Varsity Girls Basketball Head Coach
Mike Rakestraw	Varsity Boys Baseball Head Coach

9. Approve the employment of the following coaches for the 2022/23 school year:

Amanda Hutson	Varsity Girls Basketball Head Coach
Courtney Paget	JV Girls Basketball Head Coach (pending clearance)
Jeni Carriere	Volunteer Girls Basketball Coach (pending clearance)

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 10/13/22 through 10/26/22.

- 3. Approve ASB Quarterly Reports – WIS/WHS.

Alex Parisio moved, seconded by Lourdes Ruiz to approve the Consent Calendar.

AYES: Geiger, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 4-0

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

- 1. **(Discussion/Possible Action)** Request to add a Trap Club at Willows High School. Charlie Squier, student at WHS and Marsha Squier presented information on adding a Trap Club at Willows High School. They distributed information that answers questions about starting a team. Board requested the Superintendent to check on liability with Golden State Risk Management Authority and bring this back to the next Board meeting in December.
- 2. **(Information)** First Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

BP 3110	Transfer of Funds
BP 3523	Electronic Signatures
BP 3550	Food Service/Child Nutrition Program
BP 3551	Food Service Operations/Cafeteria Fund
BP 3553	Free and Reduced Price Meals

Information only – no action taken.

B. EDUCATIONAL SERVICES

- 1. **Public Hearing:** In accordance with Education Codes §42127 & §52062, a Public Hearing will be conducted at this time to allow public input on the Willows Unified School District’s Revised Local Control Accountability Plan. (Available for preview at the District Office, 823 W. Laurel Street, Willows, CA)

President Geiger opened the Public Hearing at 8:50 p.m.

No comments

President Geiger closed the Public Hearing at 8:51 p.m.

C. HUMAN RESOURCES

D. BUSINESS SERVICES

- ~~1. **(Action)** Approve Resolution #2022-23-2 Adoption of the “Gann Limit”. (Annual Requirement)~~
- ~~2. **(Action)** Approve the Unaudited Actuals Financial Report for the Fiscal Year 2021-22.~~
- 3. **(Action)** Accept base bid for the purchase of the WIS Portables, and authorize the Superintendent to enter into a contract with the construction company. WUSD received bids from Enviroplex and American Modular Systems, Inc. Emmett Koerperich distributed the bid from American Modular Systems, Inc. who submitted the lowest bid.

Gina Taylor moved, seconded by Alex Parisio to accept base bid from American Modular Systems, Inc. in the amount of \$2,008,800.00 for the purchase of the WIS Portables, and authorize the Superintendent to enter into a contract with them.

AYES: Geiger, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 4-0
- 4. **(Action)** Approve agreement with Rainforth Grau Architects – Request for Additional Services for the MES Kitchen Modernization.

Lourdes Ruiz moved, seconded by Gina Taylor to approve the agreement with Rainforth Grau Architects for the additional services for the MES Kitchen Modernization.

AYES: Geiger, Parisio, Ruiz, and Taylor

NOES: None

MOTION PASSED: 4-0

8. **ANNOUNCEMENTS**

- 8.1 Veterans' Day Holiday (no school) will be observed on November 11, 2022.
- 8.2 Murdock Elementary will be holding Parent-Teacher Conferences November 17-18, 2022. School will be dismissed at 12:00 p.m.
- 8.3 There will be a district-wide Thanksgiving break from November 21 – November 25, 2022.
- 8.4 The next Regular & Organizational Board Meeting will be held on December 15, 2022, at 7:00 p.m.

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

At 8:54 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.

10. **CLOSED SESSION**

Closed Session began at 9:03 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 9:55 p.m., the meeting reconvened to Open Session. President Geiger reported out:

- 10.1: Update given to the Board. Direction given to the Superintendent.

12. **ADJOURNMENT**

Meeting adjourned at 9:56 p.m.