

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – December 7, 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 Jennipher Dace

2. ORGANIZATIONAL MEETING

2.1 **(Action)** Election of Officers – President; Vice-President; Clerk

Gina Taylor nominated, seconded by Lourdes Ruiz, Jeromy Geiger as President. Nominations were closed. Jeromy Geiger was elected with 4 yes votes (Gray, Parisio, Ruiz, and Taylor) and 1 abstention (Geiger).

Lourdes Ruiz nominated Gina Taylor as Vice President. Nominations were closed. Gina Taylor was elected with 5 yes votes.

Jeromy Geiger nominated Lourdes Ruiz as Clerk. Nominations were closed. Lourdes Ruiz was elected with 5 yes votes.

2.2 **(Action)** Appoint Secretary to the Board

Jeromy Geiger nominated Emmett Koerperich as Secretary to the Board. Nominations were closed. Emmett Koerperich was elected with 5 yes votes.

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

NOES: None

MOTION PASSED: 5-0

2.3 **(Action)** Authorization of Signatures

Jeromy Geiger moved, seconded by Lourdes Ruiz to authorize the newly elected officers to sign documents on behalf of the Board.

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

NOES: None

MOTION PASSED: 5-0

2.4 **(Action)** Designate Board Representatives as needed

a. Educators' Hall of Fame Committee (2 members)

Jeromy Geiger moved, seconded by Gina Taylor to appoint Kirsten Gray and Margaret Parisio as Educators' Hall of Fame Committee Representatives.

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

NOES: None

MOTION PASSED: 5-0

b. Budget Committee (1 member)

Gina Taylor moved, seconded by Jeromy Geiger to appoint Margaret Parisio as Budget Committee Representative.

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

NOES: None

MOTION PASSED: 5-0

3. AGENDA/MINUTES

3.1 Approve the Agenda for December 7, 2023.

Lourdes Ruiz moved, seconded by Jeromy Geiger to approve the Agenda for December 7, 2023.

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

NOES: None

MOTION PASSED: 5-0

3.2 Approve the Minutes of the Regular Meeting of November 2, 2023.
 Kirsten Gray moved, seconded by Gina Taylor to approve the Minutes of the Regular Meeting of November 2, 2023.

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

NOES: None

MOTION PASSED: 5-0

4. **PUBLIC COMMENTS** - None

5. **REPORTS**

5.1 **Associated Student Body President – Jordan Thomas reported:**

- ASB has been very busy these last two months.
- The Christmas rally is coming up. It will be on December 21, 2023.
- Started putting up locker decorations in recognition of Winter Sports athletes.
- There will be a movie night on December 13, 2023. The movie is “The Grinch”. Entry is free.
- Winter homecoming will be January 19, 2024 with the Homecoming dance to be held on January 20th, 2024.
- The Winter homecoming theme is “Winter Wonderland”.

5.2 **Employee Associations (WUTA & CSEA)**

WUTA – Vice President Jennipher Dace reported:

- Negotiations were held today, December 7, 2023. Hopefully working towards an agreement soon.
- Teachers are getting ready for finals week at WHS, end of semester grading at WIS and the Christmas program at MES.

CSEA – No report

5.3 **Principals**

MES – Miguel Barriga reported:

- This past month, MES held parent/teacher conferences. Proud of teachers for being diligent about meeting with parents and going over the details of each child’s progress.
- 1st trimester awards and assembly were held last Friday, December 1, 2023. Thank you to all the teachers and students for their hard work and to Mrs. Lanzi for leading the assembly and to all the parents for supporting their students.
- Part of the goal of improving on the high-performance culture is the improvement of the capacity as a leadership team. The data analysis workshops led by Scot Booth have been essential in increasing the knowledge of understanding the data. The goal is not to just know the data, but to make it actionable and to dig down and attempt to identify root causes, then create goals with action plans to make those goals possible.
- Identifying students at risk. Then using data and resources to focus on their growth, by getting together with the “assessment team” to plan, in order to assure that these students are given opportunities specific to their needs. The SST team had one day, this past month, dedicated to getting together with parents to identify ways to better support struggling students, whether it be academic, behavioral, or social emotional. The school counselor, psychologist, classroom teachers and intervention teachers are all part of this valuable process.
- Murdock PTO is strong. They provide so much support to the teachers and students. They are part of the cultural glue at Murdock.
- Finished work with GCOE in learning about children’s literature and anti-bias in the classroom. Work is continuing closely with them on other projects.
- Mrs. Lanzi (Murdock) and Tammy Owen (ARK) will be providing a full Christmas dinner for many Murdock families in the community.
- Murdock is on Instagram.
- The controlled entry gate is now fully operational.
- Hosted a dance performance in November in recognition of Native American month.
- Will be hosting an assembly, with dancing from Murdock students, on December 19, 2023 to celebrate Hmong New Year.
- Dessert with Santa will be held on December 12, 2023 from 5-7 p.m.
- Enrollment is 610 students with no students on independent study:
 - TK – 29

- K – 88
- 1st – 89
- 2nd – 83
- 3rd – 90
- 4th – 128
- 5th - 103

WIS – Chris Harris reported:

- Data analysis workshops with Scott Booth have been great. Working on bringing data back to the staff. The goal is to evaluate what is being done and how to improve upon that.
- A GLRT (grade level review team) meeting was held on November 14, 2023 at which core teachers in all grade levels met to discuss every student. This provides an opportunity to adjust services that are needed to provide students with needed extra support.
- Xochitl Rodriguez and Mr. Harris continue to work with Hatching Results.
- Girls basketball finished up on December 6, 2023.
- Boys basketball will have tryouts the week of December 11, 2023. There could possibly be two teams for both 7th & 8th grades.
- WIS Cardinals Boosters met on November 29, 2023.
- PTO will meet on December 18, 2023.
- Beginning Band's winter concert will be held in the WIS Gym on December 13, 2023 at 6:00 p.m.
- The WIS Cardinal Band's winter concert will be held at Memorial Hall on December 19, 2023 at 6:00 p.m.
- Michelle O'Dell is the district lead for the Community Engagement Initiative Grant. The district's team will be meeting in person with the rest of the cohort in San Francisco on December 8, 2023. This is the first in-person meeting. Mrs. O'Dell has been doing a great job of putting together the team and in keeping the team organized and moving forward.
- There will be a Fun Friday on December 15, 2023 in which students will get to sign up with different teachers to participate in fun activities. These activities could be art or STEM related, or other fun activities.
- There will be a staff potluck with a mug exchange on December 21, 2023.
- Enrollment is 329:
 - 6th-108
 - 7th-116
 - 8th-105
- Chronic absenteeism is down to 15.1% from 21%.

WHS – Julie Carriere reported:

- Reviewing Hatching Results has brought amazing data to light.
- In efforts to build school culture, the Broadcasting Class, led by Mrs. Laufer, has been publishing the Honker Highlights as well as developing content for the WHS Instagram page.
- Gearing up for finals, which will start on December 15, 2023 and will go through December 20, 2023.
- The Winter Rally is scheduled for December 21, 2023 to celebrate the end of the first semester.
- The school counselors have been diligently working on getting all students set up in Aeries so that they can complete their portion of their four-year plan.
- Mr. Thompson is on his fifth installment of the Freshmen bootcamp. He pulls at risk students in and they go over proven strategies to be more successful in school.
- Attended another productive meeting in Orland, with the school counselors, looking at Hatching results assessing the data, finding gaps, and making plans to help students.
- The WIS and WHS Bands will hold their Winter Concert at the Memorial Hall on December 19, 2023 at 6:00 p.m.
- There are some new clubs on campus. The Drama Club, which currently has about 30 members, is planning a Spring Performance. The Book Club, which has about 25-30 members, has been raising money to purchase four different sets of books that they would like to read.
- A big shout out to the custodial and maintenance teams. They are doing a great job staying ahead of the rain and leaves.
- Current enrollment is 444 with 12 students on independent study.
- Bob Rawles, Athletic Director reported:
 - Mr. Rawles assigned a Christmas carol to each Fall and Winter team based upon their season.

- Basketball is currently at the Trinity Tournament.
- Numbers of students participating in sports is up.
- Wrestling will host division championships at the Honker gym.

WCHS – Emmett Koerperich reported:

- Current enrollment is 21.
- Since the last Board meeting, five more students have graduated. This brings the total to eight for this school year.
- The Thanksgiving Feast held on November 17, 2023 was a lot of fun and was well attended. Mrs. Beck roasted the turkeys and prepared stuffing while the food service department provided most of the side dishes. All the food was delicious.
- Next week the WCHS students will assume the role of an architect, tasked with designing and building a model home out of paper materials for a gingerbread family.
- Mrs. Soeth and Amanda Hutson are working on setting a date to have students trained in First Aid and CPR.
- Students will participate in the annual door decorating contest and end the semester with a Christmas celebration where the students will be preparing food to cook in the district office kitchen.

5.4 Director of Business Services – Debbie Costello reported:

- The LAO released their long-awaited analysis of the State’s fiscal condition, citing a \$68 billion budget deficit over the current three-year budget period. Anticipate additional information and direction will be forthcoming.
- Will be finalizing the 2023/24 1st Interim budget update next week and will be presenting it at the January 11, 2024 board meeting.
- The site work component of the Murdock modular classrooms project and the TK classroom (500 wing) modernization project will be going out to bid next week.
- The WHS front office modernization project will be going out to bid in early January with bid award anticipated at the February 2, 2024 board meeting.
- Completed final reporting for the Assessment & Maintenance phase of the Cal SHAPE ventilation program.
- The Category 2 E-Rate equipment including switches and other infrastructure components has been delivered. Equipment installation will start over winter break along with completion of final phases of data drops and cabling improvement projects.

5.5 Director of Instructional Support Services – No report

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

- Site principals have been dutifully working on the School Accountability Report Cards for each of their sites.
- Hosted “workout” sessions so that each SARC is to the point of awaiting the release of state data and the completion of Facility Inspections.
- Development of the LCAP is underway, which will include the scheduled LCAP Advisory on December 14, 2023 at 5:30 p.m.
- The CIA is beginning an in-depth analysis of student achievement data, which will yield further development of action-steps for each goal.
- The November 28, 2023 CIA meeting provided an opportunity to review the MDMTSS (Academic, SEL, and Behavioral) maps for student supports, and proposals for supplementary materials and new courses (Dance II and Art of Floral II). These courses will be coming to the Board for approval in January. The next CIA meeting is scheduled for January 23, 2024.
- Dedicated pull-out time for core area departments is scheduled for January 24, 24, 28, and 29, 2024 to prepare for intensive time to review and identify grade-level Essential Standards for grades 5-12.
- The Winter window for Map Growth testing has opened and is scheduled to close on December 21, 2023. This will provide administration the time needed to download testing reports for this session. A Map Growth workshop for administration, to help support their analysis by focusing on the foundation reports, was held on November 27, 2023. There was an additional workshop held on December 4, 2023, to begin writing SMART goals for ELA and mathematics. Will continue to review and revise these goals as preparations for the Spring semester begin.
- The updated California School Dashboard is set to go public on December 15, 2023. Preview reports were given to the Board and reviewed.

5.7 Superintendent – Emmett Koerperich reported:

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- Very proud of the admin, faculty, staff, and students for the way they handled the power outage yesterday (December 6th). The administrators did a great job communicating with the staff, teachers found activities for the student to do, food service made sure the students were fed, and the maintenance department checked on the water and restrooms to make sure everything was functioning properly.
- The next couple of weeks will be filled with a lot of end-of-semester events such as Band performances, projects, presentations, and finals.
- The district has scheduled the annual winter social which will be held this year at CB Kitchen on Thursday, December 21, 2023. This is a fun event to kick off the holiday season and celebrate the end of the first semester.
- District enrollment is 1,400.

5.8 Board of Education Members

Kirsten Gray reported:

- Attended the Thanksgiving Feast at WCHS.
- Wished everyone Happy Holidays.

Lourdes Ruiz reported:

- Thankful for all of the recent donations.
- Thank you to the parents for all of the fundraising efforts.
- The Floral class at WHS has been doing an outstanding job on projects.
- Attended a WHS basketball game.
- Wishing everyone Happy Holidays.

Margaret Parisio reported:

- Attended an event at Thunderhill Raceway at which the WHS Band performed at the opening ceremony. They did an outstanding job.
- Attended a WHS Boys Basketball game.
- Wishing everyone Happy Holidays.

Gina Taylor reported:

- Happy to see more people, members of the public and staff, coming to meetings and participating.
- Wishing everyone Happy Holidays, Merry Christmas, and Happy New Year.

Jeremy Geiger reported:

- Thank you to all of the staff, especially during the recent power outage.
- Wishing everyone a Merry Christmas and Happy New Year.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Jim and Nancy Hutson in the amount of \$50.00 for the Willows Intermediate School Journalism class.
2. Accept donation from Willows Community Thrift Shoppe in the amount of \$800 to the WHS Trap Team.
3. Accept donation from Willows Community Thrift Shoppe in the amount of \$200 to the WHS Multicultural Club.
4. Accept donation from Willows Community Thrift Shoppe in the amount of \$250 to WHS FCCLA.
5. Accept donation from Monday Afternoon Club for \$201 to the WHS Book Club.
6. Approve the WUSD Obsolete Technology Equipment List.
7. Approve disposal of surplus or obsolete items at Willows Intermediate School.

B. EDUCATIONAL SERVICES

1. Approve Interdistrict Request for Student #23-24-45 to attend school in the Willows Unified School District for the 2023/24 school year.
2. Approve Interdistrict Request for Student #23-24-48 through #23-24-53 to attend school in another district for the 2023/24 school year
3. Approve Overnight Field Trip Request for WHS Girls and Boys Basketball Teams to attend the Trinity basketball tournament in Weaverville, CA December 7-9, 2023.

C. HUMAN RESOURCES

1. Accept resignation of Mariah Baker, Yard Duty Supervisor/Crossing Guard at WIS, effective 12/1/23.
2. Approve employment of Mariah Baker, After School Program Activity Assistant at MES, effective 12/4/23.
3. Approve the extra duty assignment:

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|---|----------------------------------|
| Detention at WHS | Matthew Alcina |
| 4. Approve the employment of the following coaches for the 2023/24 school year: | |
| James Holvik | Volunteer Varsity Baseball Coach |
| Kenya Gallardo | Volunteer Girls Soccer Coach |

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 10/31/23 through 12/4/23.

Gina Taylor moved, seconded by Margaret Parisio to approve the Consent Calendar.

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

NOES: None

MOTION PASSED: 5-0

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Action)** Second Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guide sheet Recommendations:

BP 1113	District and School Websites
BP 4112.2	Certification
BP 4140/4240/4340	Bargaining Units
BP 5117	Interdistrict Attendance
BP 5141.5	Mental Health
BP 5141.6	School Health Services
BP 5145.6	Parent/Guardian Notifications
BP 6146.4	Differential Graduation and Competency Standards for Students with Disabilities
BP 6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education
BP 6174	Education for English Learners
BB 9322	Agenda/Meeting Materials

Gina Taylor moved, seconded by Lourdes Ruiz to approve the above Board Policies per CSBA’s Policy Guidesheet Recommendations.

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

NOES: None

MOTION PASSED: 5-0

2. **(Action)** Approve Resolution #2023-24-08 Adopting a Conflict of Interest Code.

Gina Taylor moved, seconded by Kirsten Gray to approve Resolution #2023-24-08 Adopting a Conflict of Interest Code. (Roll call vote was taken.)

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

NOES: None

MOTION PASSED: 5-0

B. EDUCATIONAL SERVICES

1. **(Discussion)** Move the 5th Grade to WIS.
 - Superintendent Koerperich shared a Power Point presentation in regards to the need for the potential move of the 5th grade to WIS. Currently the MES campus is impacted due to lack of classrooms and storage space. These space issues at Murdock include: intervention programs; GCOE support services; and the after-school program. In additional, due to the new State square footage requirements for TK and Kindergarten classrooms, there is a need for modernization and expansion of the 400 and 500 buildings. There is not enough room on campus to house all of these programs. Mr. Koerperich demonstrated in the Power Point presentation, that the plan is to create a “school within a school”, with different lunch schedules, bell schedule, consideration of a separate playground area, and the 5th Grade classrooms in the main building. There has also been discussion about adding a full time Dean of Students or Assistant Principal.

- Mrs. Ksander, Literacy Teacher at MES, spoke about the need for 5th grade students to be able to have recess.
 - Patty Lev, 5th grade teacher, spoke on behalf of her current 5th grade students. She read questions that her students had come up with. She also spoke of her concerns; keeping the 5th grade students separate from the 7th & 8th grade students, separate playground area that is designated specifically for them and the timely construction of this playground area; which classrooms will be designated for 5th grade, having similar PE and Music schedules.
 - Mrs. Street, the MES Music teacher, spoke about her experiences as a 5th grade teacher at WIS years ago before the 5th grade was moved to MES. She expressed her concerns about recess as the students need learning breaks, a place to play and just be kids. At MES the 5th graders have recess with lots of social interaction, leadership opportunities, a standard space, music and PE program, a loving and welcoming staff intervention program, a great library program, and counseling services.
 - No action taken at this time.
2. **(Action)** Approve expulsion of Student #2023-24-01 for the remainder of the 2023/24 school year. Gina Taylor moved, seconded by Lourdes Ruiz to approve the expulsion of Student #2023-24-01 for the remainder of the 2023/24 school year.

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

NOES: None

MOTION PASSED: 5-0

3. **(Action)** Approve Student Rubric for the State Seal of Civic Engagement Verification. Scott Booth presented information on the Student Rubric for the State Seal of Civic Engagement Verification. The State Seal of Civic Engagement has been around for a couple of years. Mr. Booth has been working with cohorts in the region, through Glenn County Office of Education, including Pleasant Valley High School, and Chico High. We have used Pleasant Valley High School as a model to develop our rubric. Part of the legislation in the State Seal for Civic Engagement allows LEAs to develop their own criteria on how a student earns this state seal. Mr. Booth had presented the rubric in a trifold pamphlet at the October board meeting. There are core principles to earning the seal. Earning the State Seal will be an opportunity to recognize our students for being active in their community to make some positive change. There are five elements that a student must complete: 1. Enrollment in 11-12th grade social science class - US history, government, or economics. They must pass these courses with a C or higher; 2. During enrollment of the above-mentioned courses, they must pass the United States citizenship exam with a 60% or higher; 3. Fifteen hours of community service; 4. Demonstration of civic knowledge, skills, and dispositions through self-reflection by incorporating civic engagement in their portfolio or a separate portfolio; 5. Completion of two from the following categories – participation in a school-based group - Site Council, ASB, LCAP, DELAC. And they must attend a local public meeting, either a school board meeting, city council meeting, or county board of supervisor meeting. In addition, they will need two letters of recommendation. If a student completes all five of these, they will qualify for the State Seal of Civic Engagement through Willow Unified School District. All students who earn this state seal will also be able to attend a field trip which is being planned to meet other students throughout the state who have earned this seal and to tour the State Capitol. In addition, there will be another field trip to meet Senator Gallagher and they will also have the opportunity to see one house of the legislation in action. Earning this State Seal will be a great thing to put on a resume and/or college applications. Their diploma will have an embossed emblem upon it. Jeremy Geiger moved, seconded by Gina Taylor to approve Student Rubric for the State Seal of Civic Engagement Verification.

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

NOES: None

MOTION PASSED: 5-0

C. HUMAN RESOURCES

1. **(Action)** Approve the Revised Declaration of Need for Fully Qualified Educators for the 2023/24 school year. Gina Taylor moved, seconded by Lourdes Ruiz to approve the revised Declaration of Need for Fully Qualified Educators for the 2023/24 school year.

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

NOES: None

MOTION PASSED: 5-0

D. BUSINESS SERVICES

1. **(Action)** Annual Developer Fee Report.

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Jeromy Geiger moved, seconded by Lourdes Ruiz to approve the Annual Developer Fee Report.

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

NOES: None

MOTION PASSED: 5-0

2. **(Action)** Approve Change Orders for BCM Construction – MES Kitchen Modernization.

Jeromy Geiger moved, seconded by Gina Taylor to approve Change Orders for BCM Construction-MES Kitchen Modernization.

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

NOES: None

MOTION PASSED: 5-0

8. **ANNOUNCEMENTS/UPCOMING EVENTS**

8.1 WIS Cadet Band Holiday Showcase will be held on Wednesday, December 13, 2023 at 6:00 p.m. at the WIS Gym.

8.2 The Double Winter Debut (WIS and WHS) will be held on Tuesday, December 19, 2023 at 6:00 p.m. at the Willows Memorial Hall.

8.3 December 21, 2023 is a district-wide Minimum Day.

8.4 There will be a district-wide break from December 22, 2023 – January 5, 2024. School resumes on January 8, 2024.

8.5 The next Regular Board Meeting will be held on January 11, 2024, at 7:00 p.m.

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

At 8:53 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 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 10:07 p.m., the meeting reconvened to Open Session. President Geiger reported out:

10.1: Update given to the Board.

12. **ADJOURNMENT**

Meeting adjourned at 10:08 p.m.