

WILLOWS UNIFIED SCHOOL DISTRICT

Regular Meeting – February 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 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 Diana Baca

2. **AGENDA/MINUTES**

2.1 Approve the Agenda for February 1, 2024.

President Geiger corrected a typo of the date on Announcement Item 8.2. The date for the Murdock PTO Pulled Pork Fundraiser Dinner is February 29, 2024 not February 19, 2024.

Jeromy Geiger moved, seconded by Lourdes Ruiz to approve the Agenda for February 1, 2024.

AYES: Geiger, Gray, Ruiz, and Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

2.2 Approve the Minutes of the Regular Meeting of January 11, 2024.

President Geiger corrected a typo in the minutes on Reports 5.2 Employee Associations – CSEA. The CSEA Vice President is Rosa Hernandez and the Treasurer is Jaime Thorpe.

Jeromy Geiger moved, seconded by Gina Taylor to Approve the Minutes of the Regular Meeting of January 11, 2024.

AYES: Geiger, Gray, Ruiz, and Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

3. **RECOGNITION OF RETIREE**

3.1 Barbara Breuss – Superintendent Emmett Koerperich and the Board members presented Mrs. Breuss with a plaque and shared their appreciation for her 20 years of service to WUSD. MES Principal, Mr. Barriga, shared his appreciation and thanked Mrs. Breuss for her service.

4. **PUBLIC COMMENTS** - None

5. **REPORTS**

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

- Currently working on senior night posters for soccer, wrestling, and girls basketball.
- Winter Homecoming, held on January 19, 2024 was a huge success.
- There will be a Valentine’s Day fundraiser for a Bath and Bodyworks set for \$20.
- The Senior Class is getting ready for the Senior Trip. They are planning the date. It will be in late spring or early summer. The location is Santa Cruz.
- The Junior class is working on plans for the prom. The date is April 6, 2024. It will be at the Silos in Woodland.
- The Freshman class is getting ready for the Sadie Hawkins dance.

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

WUTA – WUTA Member and Insurance Committee Chairperson Ashlynn Geiger reported:

- The Insurance Committee has been working hard at communicating with different insurance representatives to gather information to locate the best plans possible for members.
- There will be several upcoming informational town hall style meetings where all district personnel will be invited.
- Looking forward to finding the best insurance plans for members and other applicable district personnel.

CSEA – Member Renee Laughlin reported:

- Would like to thank the district for movement on several items that were mentioned at the last regular board meeting.
- The CVT representative met with district personnel for training on the HSA plan. The classified group is very excited to hear the next steps for enrollment into the plan.
- Received the CBA with the changes for the 2023 agreement. It is currently being reviewed by the labor rep and team members.

5.3 Principals**WCHS – Emmett Koerperich reported:**

- Current enrollment is 21 students. One student went back to WHS and there are a few more who are currently on track to go back to WHS or graduate next month.
- Staff and students attended the Chico Trades Day at Silver Dollar Fairgrounds on January 25, 2024.
- Staff and students are planning on a snowshoe and hiking trip to Lassen Park on February 28, 2024, weather permitting.
- Amanda Hutson, the Career Technician at WHS, has made arrangements with the Willows Fire Department for WCHS students to receive the American Red Cross certification training for first aid and CPR on February 26-27, 2024.

WHS – Julie Carriere reported:

- Current enrollment is 437 students.
- Periodic attendance rate is up a few points to 87%.
- Celebrated New WHS teachers for making it halfway through the school year. Each were given a New Teacher Survival kit full of fun items to help them make it to the end of the year.
- Started an Instructional Leadership team. Plan is to meet once a month.
- Started to develop a discipline matrix that will help by defining expectations in a clear, concise and sustainable way. This matrix will cover everything from tardies to truancies.
- The counseling team is looking into AP signups verifying data and to make sure to remove any boundaries.
- This year, there has been a record number of seniors signing up for Butte English courses. Have received confirmation that Butte College has approved those two courses to be taught at WHS next school year.
- The School Site Council met last night, January 31, 2024. They approved the SARC.
- Had a lockdown drill. There were two Sheriff deputies and an SRO in training in attendance. Lots of information and feedback was gathered to help in securing the campus.
- The WHS Boosters Annual Fundraising Dinner will be held this Saturday, February 3, 2024.
- WHS will be hosting a celebration of life for Coach Robert Moore on February 24, 2024 at 1 p.m. in the WHS gym.
- Sports reported by Julie Carriere:
 - Boys and Girls basketball teams each have about three games left with the possibility of making playoffs.
 - Senior Night for Girls Basketball and Wrestling will on February 6, 2024.
 - Wrestling has league championships on the weekend of February 3, 2024.
 - Soccer has two games left. Their Senior Night will be on February 8, 2024.
 - All spring sports will be starting the week of February 5, 2024.

WIS – No Report**MES – Miguel Barriga reported:**

- The focus for February continues to be academic: to have a high showing in participation in the Glenn County Science Fair; the 3rd, 4th, and 5th grades to start focusing on end of year assessments; and making sure that students have the academic language to help them perform better.
- The English language learners school wide are currently doing final preparations to take the ELPAC after the February break.

- Recently hired two new yard duty supervisors. MES is fully staffed.
- Very proud of all of the staff. They have risen to a new level and continue to support all of the students with intervention programs, counseling, and program improvements using everything from aligning curriculum to using student achievement as a guide to teaching.
- Grateful to the District Office staff, the School Board, and all staff for their continued support in MES's efforts.
- Continued support from MES PTO as a resource and partner. There was a Father/Daughter Disco dance on January 20, 2024 at the Quack Shack Café, a Pulled Pork Dinner Drive-Thru on February 29, 2024 and an upcoming movie night will be held in March.
- Have established a good relationship and connection with Natalie Hubbard of GCOE serving as the Educational Services Coordinator. Looking forward to working with her on improving the SEL (social emotional learning). She will be meeting the staff on February 7, 2024.
- Had the 100th Day of School celebration on January 31, 2024.
- Current enrollment is 619 students:
 - TK – 28
 - K – 90
 - 1st – 88
 - 2nd – 85
 - 3rd – 90
 - 4th – 132
 - 5th – 106
- Congratulations to Barbara Breuss on her 20 years of service to the District.

5.4 Director of Food Services – Mike Bottarini reported:

- The last year has been a challenge for the Food Service Department, operating out of one tiny kitchen at MES, followed by two mobile kitchens in the midst of project delays and new projects starting up.
- Very proud of the Food Service team. They persevered through all of the challenges. They worked hard making sure that the students had a healthy nutritious meal for breakfast and lunch every day.
- Very blessed to have two new kitchens. They are beautiful. The quality of food is some of the best and is being improved upon every day.
- Mr. Bottarini himself is one of 24 school food professionals selected from across the state to participate in @Chef Ann Foundation's 2024 Healthy School Food Pathway Fellowship. It is an incredible opportunity made possible thanks to funding from the program's founding partners @ Whole Kids Foundation and the state of California.
- The HSFP Fellowship program aims to empower school food professionals as they master the skills for creating and running a successful K-12 scratch-cook program.
- Over the next 23 months, Mr. Bottarini will be joining 23 other Fellows from across the nation, engaging in diverse learning experiences designed to refine leadership skills and broaden culinary expertise. He is eager to spearhead impactful changes in Willows Unified School District Food Service and on a national scale.
- For those interested in learning more about the Healthy School Food Pathway Fellowship, please visit <https://www.chefannfoundation.org/fellowship>
- Other things in process are: the Titan Point of Sale implementation; possible implementation of breakfast in the classrooms at MES & WIS; professional development with Fred Schaffer for all Food Service staff; working with Mr. Harris on improvements for WIS for meal service; Mr. Bottarini is in the final stages of the TSS Food Service Director course.

5.5 Director of Business Services – Debbie Costello reported:

- Formally introduced Diana Baca, the new Accounting Manager. She is the newest member of the Business Services Team. Grateful to have her onboard.
 - Diana gave a brief summary of her career and stated that she is excited to be back into education and is excited to move forward with the district.
- Debbie and Emmett attended the SSC Governors' Budget workshop in Sacramento on January 17, 2024. Some of highlights of the key components were given.
- P-1 Attendance has been completed and submitted.
- Follow up meetings with Jennifer Butler and the SitelogIQ team. They have hit the ground running with site assessments and plan development to hopefully receive additional grant funding to provide additional solar arrays on Murdock, WIS and Willows High campuses. Also working to coordinate

the completion and submittal of the districts' application for the CalSHAPE Ventilation program Upgrade and Repair phase.

- Most of the Cat2 E-Rate equipment was deployed during winter break and the cabling and data drop improvement projects have been completed.
- The 1st Interim budget will be addressed later in the agenda. Please bear in mind that 1st Interim is presented based on October 31st actuals and the forecasted COLAs that are anticipated prior to the January Governor's budget. 2nd Interim updates will be presented in March and will reflect the updated economic factors.

5.6 Director of Instructional Support Services: No report

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

- Would like to thank and congratulate all of the sites for the hard work and patience in completing the SARC. They will now begin their work on the School Plan for Student Achievement (SPSAs).
- Milestones for this month for State and Federal programs include the CALPADS Fall 2 submission deadline of March 11, 2024, the completion of the Civil Rights Data Collection (CRDC) for the 2021/22 school year due on February 26, 2024, submission of the Risk Management Accreditation Program (RMAP) which is due on March 4, 2024, and the LCAP.
- The Curriculum, Instruction, and Assessment Advisory (CIA) met on January 23, 2024. The next meeting is scheduled for February 27, 2024.
- In a pull-out format, January 16-17 and January 22-23, core-content area teams (ELA, math, science, and social science) met for articulation to identify Essential Standards. Big shout out to Mike and Food Services. They provided the teams with breakfast goodies and coffee.
- On the verge of kicking off the 2023/24 Summative Testing Season. Provided the Board with the current testing schedule for each site.

5.8 Superintendent – Emmett Koerperich reported:

- Attended the state superintendent symposium during the prior week. The keynote speakers and breakout sessions were very informative.
- After conferring with legal counsel, it was determined that the bid submitted by Modern Construction was non-responsive as it did not fulfill the bid requirements.
- Met with Stan Adams of Wilbur-Ellis, along with Steven Permann, to review the athletic fields and develop a turf management plan. Looked specifically at the WIS soccer fields and WHS football and baseball fields. Will be getting a plan from Wilbur-Ellis for weed control and fertilizers to improve the quality of the athletic fields.
- The district is in the planning stages of developing a 5th and 6th grade play area on the grass north of the WIS woodshop yard. The design includes space for swings, a climbing apparatus, and concrete seating areas.
- Also, in the planning stages at WIS is the black top to the east of the school. Considering the elimination of the southernmost basketball court and replacing it with an outdoor learning or fitness area. The two remaining basketball courts would be removed and replaced with new ones.
- The entry at WIS will have a small construction project this summer to repair sidewalks and enhance the area around the flagpole.
- The maintenance department has plans to work on a few projects during the February break.
 - SMART Boards at Murdock will be installed in the 200 and 300 building classrooms.
 - New classroom furniture and cabinets are scheduled to be delivered for the new modular classrooms at WIS. New flooring will also be installed in the main hallway. The lockers will be painted in April.
- Due to the construction projects scheduled at Murdock and WIS, planning for summer school to be held at the high school this year.
- Looking forward to the Annual Booster Dinner on Saturday, February 3, 2024.

5.9 Board of Education Members

Kirsten Gray reported:

- Thank you to Barbara Breuss for her 20 years of service to the district.
- Enjoyed homecoming.

Lourdes Ruiz reported:

- Thank you to Barbara Breuss for her dedication to WUSD.
- Thank you to Knights of Columbus and Andrade Commercial & Residential Construction Co. for their donations to Girls Soccer.

Gina Taylor reported:

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- Enjoyed homecoming.
- There is an application for a zoning variance at the old title company on Sycamore Street for a proposed smoke shop. This could target our high school students as many of them walk by there every day at lunchtime. Encourages everyone to that has strong feelings about that to reach out to city council members.

Jeromy Geiger reported:

- No report.

6. CONSENT CALENDAR

A. GENERAL

1. Accept donation from Andrade Commercial & Residential Construction Co. LLC in the amount of \$300 to Girls Soccer.
2. Accept donation from Knights of Columbus in the amount of \$330 to Girls Soccer.

B. EDUCATIONAL SERVICES

1. Approve the Overnight Field Trip Request for FFA to attend the State Conference in Sacramento, March 21-24, 2024.
2. Approve the School Accountability Report Cards (SARCs) for all schools: Murdock Elementary, Willows Intermediate, Willows High, and Willows Community High.

C. HUMAN RESOURCES

1. Approve the retirement of Barbara Breuss, Yard Duty Supervisor/Crossing Guard at MES, effective 12/31/23.
2. Accept the resignation of Alicia Parra, Secretary I at WIS, effective 1/19/24.
3. Accept the resignation of Amanda Gerney, Yard Duty Supervisor at WIS, effective 1/31/24.
4. Accept the resignation of Emily Silva, After School Program Activity Assistant, effective 2/8/24.
5. Approve the employment of Fatima Gomez Hernandez, Yard Duty Supervisor/Crossing Guard at MES, effective 1/24/24.
6. Approve employment of Lisa Robinson, Instructional Aide I at WCHS, effective 1/24/24.
7. Approve the employment of Brittany Sawyer, Yard Duty Supervisor/Crossing Guard at MES, effective 1/24/24.
8. Approve the employment of the following employees for the ELOP Intersession Camp that runs from 2/21/24-2/23/24:

STEM Teacher	Patty Lev
Music Camp Curriculum Coordinator	Amy Street
Camp Counselors	Gloria Barragan, Maria Franco, Panra Lor, Julia Medina, Rebeka Mercado, Isabel Robles, Gene Smith, Kaitlyn Swihart

9. Approve the Classified Substitute List.
10. Approve the following WHS Spring Sports Coaches for the 2023/24 school year:

JV Baseball Head Coach	TBD
Baseball Volunteer Coach	Seth Ramsey

D. BUSINESS SERVICES

1. Approve budget revision summary.
2. Approve warrants from 1/9/24 through 1/29/24.
3. Approve ASB Quarterly Reports – WHS.

Lourdes Ruiz moved, seconded by Gina Taylor to approve the Consent Calendar.

AYES: Geiger, Gray, Ruiz, and Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

7. DISCUSSION/ACTION CALENDAR

A. GENERAL

1. **(Information)** First Reading of the following additions/deletions/changes to Board Policies per CSBA’s Policy Guidesheet Recommendations:

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BP 0410	Nondiscrimination in District Programs and Activities
BP 1312.2	Complaints Concerning Instructional Materials
E(1) 1312.2	Complaints Concerning Instructional Materials
BP 1312.3	Uniform Complaint Procedures
E(1) 1312.4	Williams Uniform Complaint Procedures
E(2) 1312.4	Williams Uniform Complaint Procedures
BP 5145.3	Nondiscrimination/Harassment
BP 6143	Courses of Study
BP 6161.1	Selection and Evaluation of Instructional Materials
E(1) 6161.1	Selection and Evaluation of Instructional Materials
BP 6161.11	Supplementary Instructional Materials
BP 6163.1	Library Media Centers

B. EDUCATIONAL SERVICES

1. **(Information)** Annual Mid-Year LCAP Report.
Scott Booth provided a slideshow presentation of the Annual Mid-Year LCAP Report.
2. **(Action)** Approve the New Courses at Willows High School:
 - Construction
 - Emergency Medical Response

Gina Taylor moved, seconded by Jeromy Geiger to approve the New Courses at Willows High School: Construction and Emergency Medical Response.

AYES: Geiger, Gray, Ruiz, and Taylor

NOES: None

ABSENT: Parisio

MOTION PASSED: 4-0-1

C. HUMAN RESOURCES – None.

D. BUSINESS SERVICES

1. **(Action)** Approve the 2023/24 First Interim Budget Report.
Lourdes Ruiz moved, seconded by Kirsten Gray to approve the 2023/24 First Interim Budget Report.
AYES: Geiger, Gray, Ruiz, and Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
2. **(Action)** Accept base bids and alternate #01 from Ginno Construction, Inc. for the Murdock Elementary School Portable Classrooms 2024 (site only) and Murdock Elementary School TK Wing Modernization and authorize the Superintendent to enter into a contract with Ginno Construction, Inc.
Lourdes Ruiz moved, seconded by Jeromy Geiger to accept base bids and alternate #01 from Ginno Construction, Inc. for the Murdock Elementary School Portable Classrooms 2024 (site only) and Murdock Elementary School TK Wing Modernization and authorize the Superintendent to enter into a contract with Ginno Construction, Inc.
AYES: Geiger, Gray, Ruiz, and Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1
3. **(Action)** Accept base bid from Ginno Construction, Inc. for the Willows High School Front Office Modernization and authorize the Superintendent to enter into a contract with Ginno Construction, Inc.
Jeromy Geiger moved, seconded by Gina Taylor to accept base bid from Ginno Construction, Inc. for the Willows High School Front Office Modernization and authorize the Superintendent to enter into a contract with Ginno Construction, Inc.
AYES: Geiger, Gray, Ruiz, and Taylor
NOES: None
ABSENT: Parisio
MOTION PASSED: 4-0-1

8. **ANNOUNCEMENTS**

- 8.1 The WHS Boosters Annual Fundraising Dinner will be held on Saturday, February 3, 2024 at 6:00 p.m., St. Monica's Parish Hall.
- 8.2 Murdock PTO will be holding a Pulled Pork Fundraiser Dinner on February ~~19~~²⁹, 2024 from 3:00 p.m.-8:00 p.m.
- 8.3 There will be a district-wide break from February 19-23, 2024.
- 8.4 The next Regular Board Meeting will be held on March 7, 2024, at 7:00 p.m. at the Willows Civic Center.

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

At 8:05 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 8:14 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.
- 10.2 Pursuant to §54956.9(d)(1): Conference with Legal Counsel – Existing Litigation.

11. **RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session.

At 9:04 p.m., the meeting reconvened to Open Session. President Geiger reported out:

11.1 Update given to the Board.

12. **ADJOURNMENT**

Meeting adjourned at 9:05 p.m.