WUSD Board Packet Items List – Regular Meeting November 18, 2026

Following is a list of the materials included in addition to your board packets.

Information and Discussion Items:
Item E-1: Monthly Financial Review
Item E-3: Wrestling Overnight Trips
Item E-5: Wellness Plan
Item E-6: Athletic Packet
Item E-7: BP and AR 203.5 Search and Seizure
Item E-8: Superintendent/Principal Salary Schedule
Item E-9: MOU between WUSD and Management – Health Benefit Cap
Item E-10: Superintendent/Principal Contract

Consent Agenda Items:
Item I-1: Minutes
Item I-4: William Lawsuit Complaint Form

WESTWOOD UNIFIED SCHOOL DISTRICT
REGULAR MEETING
BOARD OF TRUSTEES

Westwood Unified School District
4th & Greenwood Street, Westwood, CA 96137

November 18, 2026
Closed Session 5:30 pm/Open Session 6:00 pm

A. Introductory Procedures:
1. Call to order

B. Public Comment on Closed Session Items:

C. Closed Session:
1. Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiator,
   Employee Organizations: WEA and CSEA
   District Designated Representative: Superintendent
2. Pursuant to Government Code Section 65995.6 – Facilities
3. Pursuant to Government Code Section 4319.21 – Personnel
4. Pursuant to Government Code Section 54957 – Administrative Evaluations
5. Pursuant to Government Code Section 35146 – Student Matter – Consideration of Alternative Graduation Credit Pathway

A. Introductory Procedures (continued):
2. Flag Salute
3. Roll Call
4. Report of Action Taken in Closed Session
5. Approval, Additions or Deletions to the Agenda

(At a regular meeting, the Board may take action upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one or more of the following occurs: (a) the Board, by a majority vote of the full Board, decides that an emergency (as defined in Government Code section 54956.5) exists; or (b) upon a decision by a two-thirds vote of the Board, or if less than two-thirds of the Board members are present, a unanimous vote of those present, the Board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or (c) the item was posted on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.)

D. Communications:

E. Reports:
1. WHS Athletic Director
2. ASB
3. WEA
4. CSEA
5. School Site Council
6. Westwood Unified PTSA
7. CA Adult Education
8. FFA
9. Chief Business Official
10. Superintendent/Principal

F. Discussion and Informational Items:
1. Monthly Financial Reports

2. December Board Meeting Date
3. Wrestling Overnight Trip
    a. Dec 4 & 5 @ Weaverville
    b. Dec 11 & 12 @ Modoc
    c. Jan 8 & 9 @ Anderson
    d. Jan 29-30 @ Trinity
5. Wellness Plan – Second Read
6. Athletic Packet Update
7. Search and Seizure BP and AR 203.5 – First Read
8. Superintendent/Principal Salary Schedule
9. MOU between Management and WUSD – Health Benefit Cap
10. Superintendent/Principal Contract

G. Questions or Comments From the Public: (Public comment rules: For special meetings, members of the public may address the Board on agenda items only. For regular meetings, the public may address agenda items or non-agenda items. Please fill out a card available at the entrance indicating your name and item for which you wish to speak. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to 3 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.)

H. Board Communication Section:

I. Consent Agenda: (At the discretion of the Board of Trustees, any Consent Agenda items requiring further discussion or examination may be moved to the Action Items section by Trustee vote. It is recommended that the Consent Agenda be approved as presented).

1. Approval, Additions or Deletions to Minutes of the Regular Meeting of October 21, 2026
2. Approve Monthly Bill and Payroll Warrants for October 2026
3. Approve Hire of Varsity Softball Coach – Cassie Lemaster
4. Approve William Lawsuit Complaint Form
5. Approve adding Melissa Rickert to the following bank account: Fletcher Walker (2411)

J. Action Items:

1. Consideration to Approve December Board Meeting Date
2. Consideration to Approve Wrestling Overnight Tournaments
3. Consideration to Approve Wellness Plan
4. Consideration to Approve Athletic Packet
5. Consideration to Approve Superintendent/Principal Salary Schedule
6. Consideration to Approve MOU between Management and WUSD – Health Benefit Cap
7. Consideration to Approve Superintendent/Principal Contract

K. Next Meeting Agenda Items as Directed by Board:

L. Adjournment:

DOCUMENT AVAILABILITY
Documents provided to a majority of the Board regarding open session items on this agenda are available for public inspection at the District Office located at Fourth and Greenwood Streets, Westwood, CA 96137 during normal business hours 72 hours prior to this meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Westwood Unified School District Library to otherwise participate at the meeting, including auxiliary aids or services, please contact the District Office at 530-256-2311. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to the board meeting.

WESTWOOD UNIFIED SCHOOL DISTRICT
ENROLLMENT REPORT
2026-27 SCHOOL YEAR
October 2026

Item F-1

FLETCHER WALKER ELEMENTARY SCHOOL

	Current Enrollment	Last Month	October 2025
Transitional K (2040)	09	09	04 (2039)
Kindergarten (2039)	10	10	12 (2038)
Grade 1 (2038)	13	12	13 (2037)
Grade 2 (2037)	15	14	12 (2036)
Grade 3 (2036)	10	10	10 (2035)
Grade 4 (2035)	14	14	17 (2034)
Grade 5 (2034)	18	18	10 (2033)
Grade 6 (2033)	12	12	12 (2032)
Grade 7 (2032)	11	11	13 (2031)
Grade 8 (2031)	12	11	16 (2030)
6-8 Independent Study	**00**	**00**	**00**
Total for FWES	**124**	**121**	**119**

WESTWOOD HIGH SCHOOL

	Current Enrollment	Last Month	October 2025
Grade 9 (2030)	20	19	14 (2029)
Grade 10 (2029)	14	14	10 (2028)
Grade 11 (2028)	08	09	14 (2027)
Grade 12 (2027)	15	15	10 (2026)
HS Independent Study	**02**	**02**	**01**
Sml Schl Total	**59**	**59**	**49**

DISTRICT TOTALS	**183**	**180**	**168**

WESTWOOD UNIFIED SCHOOL DISTRICT

PAYROLL FOR THE MONTH OF OCTOBER 2026

PAYROLL

CERTIFICATED REGULAR	$76,268.76	CERTIFICATED SUBSTITUTES	$1,400.00
CLASSIFIED REGULAR	$66,341.67	CLASSIFIED SUBSTITUTES	$2,137.26
RETIRED	$400.00		

PETTY CASH OCTOBER 2026

DATE	DESCRIPTION	AMOUNT
10/21/2026	Dollar General (Board Dinner)	$17.61
10/27/2026	USPS	$0.82
10/27/2026	Twyla Braninburg (per diem)	$52.00
	Total	$70.43

Westwood Unified School District
Revolving Cash Fund
October 31, 2026

Checking Account		Credit	Debit	Balance
Balance October 31, 2026				$ 1,080.38
	Deposits			
10/15/2026	Reimbursement (Art Assembly)	$1,650.00		
10/20/2026	Reimbursement (Sunshine Fund/Flowers)	$100.00		
	Checks			
10/6/2026	Kyle's Cartoon Patoon		$1,650.00	
10/15/2026	Hawes Farms (Heisig/Hatten)		$816.00	
10/15/2026	Fuller Flowers		$300.00	
10/19/2026	Rebecca Nelson (Reimbursement/Hawes)		$626.24	
10/20/2026	Buffalo Chips (student award)		$71.33	

Reimbursement for October 2026 $1,713.57

FLETCHER WALKER ELEMENTARY

General Ledger Report

Financial Report

October 2026

Activity Accounts

From Date:	10/1/2026
To Date:	10/31/2026

From Acct:	1
To Acct:	999999

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
Acct Gr	**0001**							
100	FWE General Fund	$4,485.00	$0.00	$0.00	$0.00	$4,485.00	$0.00	$4,485.00
101	Student Council	$280.74	$0.00	$0.00	$0.00	$280.74	$0.00	$280.74
110	TK/Kindergarten	$888.03	$0.00	$0.00	$0.00	$888.03	$0.00	$888.03
111	Grade 1	$424.91	$0.00	$0.00	$0.00	$424.91	$0.00	$424.91
112	Grade 2	$321.19	$0.00	$0.00	$0.00	$321.19	$0.00	$321.19
113	Grade 3	$629.97	$455.50	$0.00	$0.00	$1,085.47	$0.00	$1,085.47
114	Grade 4	$721.82	$455.50	$(114.83)	$0.00	$1,062.49	$0.00	$1,062.49
115	Grade 5	$237.29	$0.00	$0.00	$0.00	$237.29	$0.00	$237.29
116	Grade 6	$237.30	$0.00	$0.00	$0.00	$237.30	$0.00	$237.30
117	Grade 7	$1,045.34	$0.00	$0.00	$0.00	$1,045.34	$0.00	$1,045.34
	Group Total	**$9,271.59**	**$911.00**	**$(114.83)**	**$0.00**	**$10,067.76**	**$0.00**	**$10,067.76**
Acct Gr	**0003**							
302	6th grd Outdoor Ed	$655.04	$0.00	$0.00	$0.00	$655.04	$0.00	$655.04
	Group Total	**$655.04**	**$0.00**	**$0.00**	**$0.00**	**$655.04**	**$0.00**	**$655.04**
Acct Gr	**0006**							
601	Enrichment (GATE)	$701.28	$0.00	$0.00	$0.00	$701.28	$0.00	$701.28
602	Music & Art (Mrs Q & Bnd)	$935.78	$0.00	$0.00	$0.00	$935.78	$0.00	$935.78
603	Donations	$75.00	$0.00	$0.00	$0.00	$75.00	$0.00	$75.00
604	Box Tops	$34.40	$0.00	$0.00	$0.00	$34.40	$0.00	$34.40
	Group Total	**$1,746.46**	**$0.00**	**$0.00**	**$0.00**	**$1,746.46**	**$0.00**	**$1,746.46**
Acct Gr	**0007**							
	Group Total	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
	Activity Accounts Grand Total	**$11,673.09**	**$911.00**	**$(114.83)**	**$0.00**	**$12,469.26**	**$0.00**	**$12,469.26**

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
992	Checking	$11,673.09	$911.00	$(114.83)	$0.00	$12,469.26	$0.00	$12,469.26
	General Ledger Grand Total	**$11,673.09**	**$911.00**	**$(114.83)**	**$0.00**	**$12,469.26**	**$0.00**	**$12,469.26**

WESTWOOD JR/SR HIGH SCHOOL

General Ledger Report

Financial Report

From Date: 10/1/2026
To Date: 10/31/2026

From Acct: 1
To Acct: 999999

October 2026
Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
Acct Gr	**0001**							
100	ASB General	$2,440.23	$30.00	$(448.98)	$0.00	$2,021.25	$0.00	$2,021.25
101	Class of 2031	$1,995.01	$79.12	$0.00	$0.00	$2,074.13	$0.00	$2,074.13
105	Class of 2025	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
106	Class of 2026	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
107	Class of 2027	$13,850.47	$0.00	$0.00	$0.00	$13,850.47	$0.00	$13,850.47
108	Class of 2028	$5,303.07	$1,190.00	$(271.89)	$0.00	$6,221.18	$0.00	$6,221.18
109	Class of 2029	$2,318.06	$253.00	$0.00	$0.00	$2,571.06	$0.00	$2,571.06
110	Class of 2030	$1,694.42	$0.00	$(100.00)	$0.00	$1,594.42	$0.00	$1,594.42
111	FBLA	$1,480.85	$0.00	$0.00	$0.00	$1,480.85	$0.00	$1,480.85
112	WHS Honor Society	$44.30	$0.00	$0.00	$0.00	$44.30	$0.00	$44.30
113	FFA	$5,405.20	$0.00	$(196.24)	$0.00	$5,208.96	$93.21	$5,115.75
114	Ski/Snowboard Club	$807.96	$0.00	$0.00	$0.00	$807.96	$0.00	$807.96
115	WHS Trap Team	$3,742.59	$0.00	$(1,838.34)	$0.00	$1,904.25	$0.00	$1,904.25
	Group Total	**$39,082.16**	**$1,552.12**	**$(2,855.45)**	**$0.00**	**$37,778.83**	**$93.21**	**$37,685.62**
Acct Gr	**0002**							
200	Jr. High ASB	$530.00	$40.00	$0.00	$0.00	$570.00	$0.00	$570.00
	Group Total	**$530.00**	**$40.00**	**$0.00**	**$0.00**	**$570.00**	**$0.00**	**$570.00**
Acct Gr	**0003**							
300	WHS Sports	$11,931.74	$2,986.64	$(2,946.29)	$0.00	$11,972.09	$0.00	$11,972.09
301	Boys Basketball	$4,312.28	$0.00	$0.00	$0.00	$4,312.28	$0.00	$4,312.28
302	Girls Basketball	$1,769.72	$0.00	$0.00	$0.00	$1,769.72	$0.00	$1,769.72
303	Football	$2,265.97	$0.00	$0.00	$0.00	$2,265.97	$0.00	$2,265.97
304	Volleyball	$7,591.02	$0.00	$(337.50)	$0.00	$7,253.52	$0.00	$7,253.52
305	Track	$621.47	$0.00	$0.00	$0.00	$621.47	$0.00	$621.47
306	Baseball	$1,361.02	$0.00	$0.00	$0.00	$1,361.02	$0.00	$1,361.02
307	Softball	$2,641.37	$0.00	$0.00	$0.00	$2,641.37	$0.00	$2,641.37
308	Golf	$987.55	$0.00	$0.00	$0.00	$987.55	$0.00	$987.55
309	Wrestling	$8,342.48	$0.00	$0.00	$0.00	$8,342.48	$0.00	$8,342.48
311	Running Jacks	$61.10	$0.00	$0.00	$0.00	$61.10	$0.00	$61.10
312	JrHi Girls Basketball	$96.75	$0.00	$0.00	$0.00	$96.75	$0.00	$96.75
313	JrHi Volleyball	$138.68	$0.00	$0.00	$0.00	$138.68	$0.00	$138.68
314	JrHi Boys Basketball	$885.00	$0.00	$0.00	$0.00	$885.00	$0.00	$885.00
315	JH Sports	$160.28	$461.00	$0.00	$0.00	$621.28	$0.00	$621.28
316	Cheer	$1,975.79	$463.00	$(2,439.94)	$0.00	($1.15)	$0.00	$(1.15)
	Group Total	**$45,142.22**	**$3,910.64**	**$(5,723.73)**	**$0.00**	**$43,329.13**	**$0.00**	**$43,329.13**
Acct Gr	**0006**							
600	Donations/Hardship Funds	$822.42	$0.00	$0.00	$0.00	$822.42	$0.00	$822.42
601	Revolving	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
602	Yearbook	$1,617.97	$0.00	$0.00	$0.00	$1,617.97	$0.00	$1,617.97
603	"S" Club	$134.88	$0.00	$0.00	$0.00	$134.88	$0.00	$134.88
605	Drama	$2,831.17	$0.00	$0.00	$0.00	$2,831.17	$0.00	$2,831.17
606	Scoreboard Funds	$1,751.71	$0.00	$0.00	$0.00	$1,751.71	$0.00	$1,751.71
607	Ag Mechanics	$955.75	$0.00	$0.00	$0.00	$955.75	$0.00	$955.75
608	Photo/Film	$2,030.58	$0.00	$0.00	$0.00	$2,030.58	$0.00	$2,030.58
609	JR/WHS Baking Club	$149.67	$0.00	$0.00	$0.00	$149.67	$0.00	$149.67
	Group Total	**$10,294.15**	**$0.00**	**$0.00**	**$0.00**	**$10,294.15**	**$0.00**	**$10,294.15**
Acct Gr	**0007**							

WESTWOOD JR/SR HIGH SCHOOL

General Ledger Report

Financial Report

October 2026

From Date:	10/1/2026						**From Acct:**	1
To Date:	10/31/2026						**To Acct:**	999999
Group Total		**$2,809.93**	**$0.00**	**$0.00**	**$0.00**	**$2,809.93**	**$0.00**	**$2,809.93**
Activity Accounts Grand Total		**$97,858.46**	**$5,502.76**	**$(8,579.18)**	**$0.00**	**$94,782.04**	**$93.21**	**$94,688.83**

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
992	Checking Account	$97,858.46	$5,502.76	$(8,579.18)	$0.00	$94,782.04	$93.21	$94,688.83
General Ledger Grand Total		**$97,858.46**	**$5,502.76**	**$(8,579.18)**	**$0.00**	**$94,782.04**	**$93.21**	**$94,688.83**

Saving Accounts Information as of **October 2026**

Barrera, Madden, & Stevens Memorial	$1846.26
WHS Alumni Leadership Fund	$995.34
WHS Marquee	$756.87

WESTWOOD UNIFIED SCHOOL DISTRICT
TOTAL BILL WARRANTS TO BE APPROVED
Board Meeting 11/18/2026

Batch#		2708	2709	2710			Total
Warrant Issue Date		10/8/2026	10/22/2026				
General Fund	*01*	$ 54,883.58	$ 45,409.24	$ 48,243.02	$ -	$ -	$ 148,535.84
Adult Education	*11*	$ 20,156.25	$ 60.32	$ 344.10	$ -	$ -	$ 20,560.67
Cafeteria	*13*	$ 1,865.10	$ 985.03	$ 66.38	$ -	$ -	$ 2,916.51
Capital Facilities	*25*	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL TO BE APPROVED		$ 76,904.93	$ 46,454.59	$ 48,653.50	$ -	$ -	$ 172,013.02



Krissy House, Chief Business Official

ACCOUNTS PAYABLE WARRANT RUN AUTHORIZATION REQUEST
FOR DATA PROCESSING SERVICES

DISTRICT # 33

DISTRICT NAME: WESTWOOD USD

BATCH# 2708

WARRANT ISSUE DATE: 10/8/2026

BUDGET YEAR: 2026-2027

Please process the enclosed claims for payment in the following funds and amounts:

FUND: 01	General Fund	$ 54,883.58
FUND: 11	Adult Education	$ 20,156.25
FUND: 13	Cafeteria	$ 1,865.10
FUND: 30	School Facilities	$ -
FUND:		
	BATCH TOTAL:	$ 76,904.93

SUFFICIENT CASH FOR ALL FUNDS: YES/NO

AUTHORIZED BY: Paula A. Silva DATE: 10/7/2026

****

LCOE USE:

DATE RECEIVED FOR AUDIT: 10/7/2026

APPROVED FOR PAYMENT

The Superintendent of Schools of Lassen County hereby approves the issuance of individual warrants to the payees named in this batch.

AUDITED BY: A Foss DATE APPROVED: 10/7/2026

COMMENTS:

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436368	102345/	ACCOUNTABLE HEALTHCARE				
	270014	PO-270014	1.	01-6500-0-5100-5760-1110-060-00	9/8-9/11 SPED Teaching	3,200.00
	270014		1.	01-6500-0-5100-5760-1110-060-00	9/14-9/18 SPED Teacher	3,200.00
				WARRANT TOTAL		$6,400.00
31436369	102161/	LLC BRADY INDUSTRIES				
		PV-270072		01-0000-0-4300-0000-8200-060-00	12158201 Janitorial Supplies	296.86
		PV-270073		01-0000-0-4300-0000-8200-060-00	12246996 Janitorial Supplies	612.49
				WARRANT TOTAL		$909.35
31436370	101876/	C & S WASTE SOLUTIONS				
	270027	PO-270027	1.	01-0000-0-5520-0000-8100-063-00	9/1-9/30 Garebage Service	616.04
	270028	PO-270028	1.	01-0000-0-5520-0000-8100-061-00	9/1-9/30 Garbage Service	312.07
				WARRANT TOTAL		$928.11
31436371	100670/	CA DEPARTMENT OF JUSTICE				
		PV-270074		01-0000-0-5806-0000-7200-000-00	071015 August Fingerprinting	194.00
				WARRANT TOTAL		$194.00
31436372	101878/	CANON FINANCIAL SERVICES INC				
	270009	PO-270009	1.	01-0000-0-5600-1110-2700-060-00	9/20-10/19 Copy Machine Leases	867.87
				WARRANT TOTAL		$867.87
31436373	101052/	ED STAUB & SONS PETROLEUM				
	270011	PO-270011	1.	01-0000-0-5530-0000-8100-061-00	14739809 Propane Purchase	955.92
	270011		1.	01-0000-0-5530-0000-8100-061-00	14650975 Propane Purchase	414.01
	270011		2.	01-0000-0-5530-0000-8100-063-00	14652435 Propane Purchase	191.90
	270011		2.	01-0000-0-5530-0000-8100-063-00	14739810 Propane Purchase	973.28
				WARRANT TOTAL		$2,535.11
31436374	102237/	EWELL EDUCATIONAL SERVICES				
		PV-270075		01-6387-0-5200-3824-1000-063-AG	508-26296 CATA Fall Meeting	185.00
				WARRANT TOTAL		$185.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436375	101209/	FRONTIER				
	270005	PO-270005	1.	01-0000-0-5910-0000-8100-000-00	9/20-10/19 Phone Service	38.84
				WARRANT TOTAL		$38.84
31436376	102346/	FRONTIER 530-189-0040-060226-8				
	270012	PO-270012	1.	01-0000-0-5920-0000-7707-000-00	9/1-9/30 ISP Services	1,043.46
				WARRANT TOTAL		$1,043.46
31436377	102350/	GO LOCAL ARIZONA				
		PV-270076		01-6387-0-4300-3824-1000-063-AG	25033 FFA Banners, tent etc	1,894.00
				WARRANT TOTAL		$1,894.00
31436378	102296/	KING CONSULTING				
		PV-270077		01-0800-0-5800-0000-8400-000-A1	Sept Facility Modernization	2,081.25
				WARRANT TOTAL		$2,081.25
31436379	102200/	LASSEN GAS LLC				
		PV-270078		01-2600-0-4300-0000-3600-061-B1	Sept Fuel Purchases	99.68
				01-6387-0-4300-3824-3600-063-AG	Sept Fuel Purchases	138.00
				01-8150-0-4300-0000-3600-000-00	Sept Fuel Purchases	1,045.24
				WARRANT TOTAL		$1,282.92
31436380	100125/	LASSEN MUNICIPAL UTILITY DIST				
	270029	PO-270029	1.	01-0000-0-5510-0000-8100-061-00	8/20-9/20 Electricity	559.65
	270029		2.	01-0000-0-5510-0000-8100-063-00	8/20-9/20 Electricity	2,999.82
	270029		3.	01-0000-0-5510-0000-8100-125-00	8/20-9/20 Electricity	208.20
	270029		4.	01-0000-0-5510-0000-8100-313-00	8/20-9/20 Electricity	45.20
				WARRANT TOTAL		$3,812.87
31436381	102032/	CASSIE LEMASTER				
		PV-270080		01-6387-0-5200-3824-1000-063-AG	CATA Meeting Lodging	209.40
				WARRANT TOTAL		$209.40
31436382	102316/	LIGHTS CREEK CONSTRUCTION				
		PV-270079		01-6387-0-6200-3824-8500-063-AG	#0293 FFA Wash Station	19,220.00

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
				WARRANT TOTAL		$19,220.00
31436383	101808/	LOZANO SMITH LLP				
		PV-270081		01-0000-0-5801-0000-7110-000-00	General Labor & Employment	852.00
				WARRANT TOTAL		$852.00
31436384	100391/	MJB WELDING				
		PV-270082		01-6387-0-4300-3824-1000-063-AG	AG Mech Welding Supplies	4,184.66
				WARRANT TOTAL		$4,184.66
31436385	102087/	NAPA SIERRA				
		PV-270083		01-0800-0-4300-0000-3600-000-C7	Shop Truck Repairs	13.93
				WARRANT TOTAL		$13.93
31436386	102211/	INC PRESENCE LEARNING				
	270016	PO-270016	1.	01-0800-0-5800-1110-3110-061-C6	August 2026 Services	930.26
	270016		2.	01-0800-0-5800-1110-3110-063-C6	August 2026 Services	930.26
				WARRANT TOTAL		$1,860.52
31436387	100342/	SLUSHER PLUMBING				
		PV-270084		01-8150-0-5620-0000-8110-060-00	Root clearing restrooms FB	510.00
				WARRANT TOTAL		$510.00
31436388	101796/	SYSCO FOOD SVCS OF SACRAMENTO				
		PV-270095		01-7810-0-4700-0000-3700-060-00	Cafe California Grown Veggies	274.19
		PV-270096		01-7810-0-4700-0000-3700-060-00	Cafe California Grown Veggies	349.78
				WARRANT TOTAL		$623.97
31436389	100079/	CONNIE THEOBALD				
		PV-270085		01-6770-0-4300-1110-1000-063-00	Paint for Sports figures gym	145.46
				01-6770-0-4300-1110-1000-063-00	Paint for Sports figures gym	24.93
				WARRANT TOTAL		$170.39
31436390	102230/	UBEO WEST				
	270018	PO-270018	1.	01-0000-0-5600-1110-2700-060-00	9/12-10/11 CN32615-01 Copiers	180.52
		PV-270086		01-0000-0-5600-1110-2700-060-00	8/21-9/20 CN16889-06 Copiers	890.12

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
		PV-270087		01-0000-0-5600-1110-2700-060-00	9/21-10/20 CN16889-06 Copiers	890.12
				WARRANT TOTAL		$1,960.76
31436391	102212/	WESTERN EXTERMINATOR				
	270032	PO-270032	1.	01-0000-0-5630-0000-8400-060-00	103384729 Sept 26	316.87
				WARRANT TOTAL		$316.87
31436392	100182/	WESTWOOD COMMUNITY SERVICES				
	270031	PO-270031	1.	01-0000-0-5580-0000-8100-061-00	Sept Water & Sewer D500	301.94
	270031		2.	01-0000-0-5580-0000-8100-063-00	Sept Water G301	590.15
	270031		3.	01-0000-0-5580-0000-8100-125-00	Sept Water & Sewer B125	88.55
	270031		4.	01-0000-0-5580-0000-8100-313-00	Sept Water & Sewer B313	88.50
				WARRANT TOTAL		$1,069.14
31436393	100276/	WUSD				
		PV-270088		01-6770-0-5100-1110-1000-061-00	Art Assembly	1,650.00
				WARRANT TOTAL		$1,650.00
31436394	101801/	WUSD PETTY CASH				
		PV-270089		01-6500-0-4300-5760-1110-060-00	Sept Life Skills	35.85
		PV-270090		01-0000-0-4300-0000-7200-060-00	Postage	30.64
				01-0000-0-4300-0000-7200-060-00	Supplies	2.67
				WARRANT TOTAL		$69.16

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS: 27	TOTAL AMOUNT OF CHECKS:	$54,883.58*
	TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS: 27	TOTAL AMOUNT:	$54,883.58*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436395	102145/	LANA BEAL				
		PV-270091		11-6391-0-4300-4110-1900-000-00	Vegetables for canning class	156.25
				WARRANT TOTAL		$156.25
31436396	100169/	LASSEN CO OFFICE OF EDUCATION				
		PV-270092		11-6391-0-7212-0000-9200-000-00	26/27-078 AE Allocation Amend	20,000.00
				WARRANT TOTAL		$20,000.00

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS: 2	TOTAL AMOUNT OF CHECKS:	$20,156.25*
	TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS: 2	TOTAL AMOUNT:	$20,156.25*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436397	100190/	CASHIER'S OFFICE CDE				
		PV-270093		13-5310-0-4700-0000-3700-060-00	Cafe Purchases	29.25
				WARRANT TOTAL		$29.25
31436398	102200/	LASSEN GAS LLC				
		PV-270078		13-5310-0-4300-0000-3700-060-00	Sept Fuel Purchases	95.65
				WARRANT TOTAL		$95.65
31436399	101978/	MORNING GLORY INC				
		PV-270094		13-5310-0-4300-0000-3700-060-00	Dairy Purchases	32.97
				13-5310-0-4700-0000-3700-060-00	Dairy Purchases	283.57
				WARRANT TOTAL		$316.54
31436400	101796/	SYSCO FOOD SVCS OF SACRAMENTO				
	270006	PO-270006	2.	13-5310-0-4300-0000-3700-060-00	6317201504 Cafe Purchase	132.91
	270006		1.	13-5310-0-4700-0000-3700-060-00	6317201504 Cafe Purchase	556.01
	270006		1.	13-5310-0-4700-0000-3700-060-00	63173278757 Cafe Purchase	734.74
				WARRANT TOTAL		$1,423.66

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS:	4	TOTAL AMOUNT OF CHECKS:	$1,865.10*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	4	TOTAL AMOUNT:	$1,865.10*
*** BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	33	TOTAL AMOUNT OF CHECKS:	$76,904.93*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	33	TOTAL AMOUNT:	$76,904.93*
*** DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	33	TOTAL AMOUNT OF CHECKS:	$76,904.93*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	33	TOTAL AMOUNT:	$76,904.93*

ACCOUNTS PAYABLE WARRANT RUN AUTHORIZATION REQUEST
FOR DATA PROCESSING SERVICES

DISTRICT # 33

DISTRICT NAME: WESTWOOD USD

BATCH# 2709

WARRANT ISSUE DATE: 10/22/2026

BUDGET YEAR: 2026-2027

Please process the enclosed claims for payment in the following funds and amounts:

FUND: 01	General Fund	$ 45,409.24
FUND: 11	Adult Education	$ 60.32
FUND: 13	Cafeteria	$ 985.03
FUND: 30	School Facilities	$ -
FUND:		
	BATCH TOTAL:	$ 46,454.59

SUFFICIENT CASH FOR ALL FUNDS: YES/NO

AUTHORIZED BY: Paula A. Silva DATE: 10/21/2026

****

LCOE USE:

DATE RECEIVED FOR AUDIT: 10/21/2026

APPROVED FOR PAYMENT

The Superintendent of Schools of Lassen County hereby approves the issuance of individual warrants to the payees named in this batch.

AUDITED BY: AFong DATE APPROVED: 10/21/2026

COMMENTS:

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436684	102062/	ABM BUILDING SOLUTIONS				
	270008	PO-270008	1.	01-0000-0-5630-0000-8400-060-00	Oct-Dec HVAC Maintenance	13,983.00
				WARRANT TOTAL		$13,983.00
31436685	102345/	ACCOUNTABLE HEALTHCARE				
	270014	PO-270014	1.	01-6500-0-5100-5760-1110-060-00	9/21-10/2 SPED Teacher	7,400.00
	270014		1.	01-6500-0-5100-5760-1110-060-00	10/5-10/9 SPED Teacher	3,900.00
				WARRANT TOTAL		$11,300.00
31436686	102351/	FEATHER RIVER CENTER				
		PV-270098		01-0800-0-5800-1110-1000-061-C8	Aquatic trip - Hatchery/Salmon	1,000.00
				WARRANT TOTAL		$1,000.00
31436687	102346/	FRONTIER 530-189-0040-060226-8				
	270012	PO-270012	1.	01-0000-0-5920-0000-7707-000-00	10/1-10/31 ISP Services	1,043.46
				WARRANT TOTAL		$1,043.46
31436688	101207/	Frontier				
		PV-270099		01-0000-0-5910-0000-8100-060-00	10/3-11/2 Phone & Internet	554.71
				01-0000-0-5920-0000-7707-000-00	10/3-11/2 Phone & Internet	554.71
				WARRANT TOTAL		$1,109.42
31436689	102149/	LEMASTER TREE SERVICE				
		PV-270100		01-6387-0-5620-3824-8110-063-AG	FFA Facility Maint/Groundwork	7,400.00
				WARRANT TOTAL		$7,400.00
31436690	102087/	NAPA SIERRA				
		PV-270105		01-0000-0-4300-1110-1000-063-00	Basketball hoop lubricant	64.33
				WARRANT TOTAL		$64.33
31436691	101797/	RONALD OUTLAND				
		PV-270104		01-0000-0-5220-1110-1001-063-ML	September Mileage Reimburse	20.30
				01-0000-0-5220-3824-1001-063-AG	September Mileage Reimburse	20.30
				WARRANT TOTAL		$40.60
31436692	102211/	INC PRESENCE LEARNING				
	270016	PO-270016	1.	01-0800-0-5800-1110-3110-061-C6	Sept 2026 Services	3,394.33

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
	270016		2.	01-0800-0-5800-1110-3110-063-C6	Sept 2026 Services	3,394.34
				WARRANT TOTAL		$6,788.67
31436693	100342/	SLUSHER PLUMBING				
		PV-270106		01-8150-0-5620-0000-8110-060-00	Restroom Repairs - Boys	1,024.34
				WARRANT TOTAL		$1,024.34
31436694	101630/	TURNER EXCAVATING INC.				
		PV-270107		01-6387-0-4300-3824-1000-063-AG	DG for cow barn	1,474.90
				WARRANT TOTAL		$1,474.90
31436695	102230/	UBEO WEST				
	270018	PO-270018	1.	01-0000-0-5600-1110-2700-060-00	10/12-11/11 CN32615-01 Copiers	180.52
				WARRANT TOTAL		$180.52

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS: 12	TOTAL AMOUNT OF CHECKS:	$45,409.24*
	TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS: 12	TOTAL AMOUNT:	$45,409.24*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436696	102145/	LANA BEAL				
		PV-270097		11-6391-0-4300-4110-1900-000-00	Canning Supplies	60.32
				WARRANT TOTAL		$60.32

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	$60.32*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	1	TOTAL AMOUNT:	$60.32*

DISTRICT: 033 WESTWOOD UNIFIED SCHOOL DIST
BATCH: 2709 AP#2 October 2026
Fund : 13 CAFETERIA

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436697	101978/	MORNING GLORY INC				
		PV-270101		13-5310-0-4700-0000-3700-060-00	407882A Dairy Purchases	250.53
		PV-270102		13-5310-0-4700-0000-3700-060-00	407986A Dairy Purchases	414.21
		PV-270103		13-5310-0-4700-0000-3700-060-00	408082 Dairy Purchases	320.29
				WARRANT TOTAL		$985.03

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	$985.03*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	1	TOTAL AMOUNT:	$985.03*
*** BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	14	TOTAL AMOUNT OF CHECKS:	$46,454.59*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	14	TOTAL AMOUNT:	$46,454.59*
*** DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	14	TOTAL AMOUNT OF CHECKS:	$46,454.59*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	14	TOTAL AMOUNT:	$46,454.59*

ACCOUNTS PAYABLE WARRANT RUN AUTHORIZATION REQUEST
FOR DATA PROCESSING SERVICES

DISTRICT # 33

DISTRICT NAME: WESTWOOD USD

BATCH# 2710

WARRANT ISSUE DATE: 10/29/2026

BUDGET YEAR: 2026-2027

Please process the enclosed claims for payment in the following funds and amounts:

FUND: 01	General Fund	$ 48,243.02
FUND: 11	Adult Education	$ 344.10
FUND: 13	Cafeteria	$ 66.38
FUND: 30	School Facilities	$ -
FUND:		
	BATCH TOTAL:	$ 48,653.50

SUFFICIENT CASH FOR ALL FUNDS: YES/NO

AUTHORIZED BY: Paula A. Silva DATE: 10/27/2026

****

LCOE USE:

DATE RECEIVED FOR AUDIT:

APPROVED FOR PAYMENT

The Superintendent of Schools of Lassen County hereby approves the issuance of individual warrants to the payees named in this batch.

AUDITED BY: DATE APPROVED:

COMMENTS:

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436805	102330/	TWYLA BRANINBURG				
		PV-270113		01-0800-0-5200-1110-1000-063-C8	CEI Conference Expenses	190.00
				01-6332-0-5200-8100-5000-060-00	CEI Conference Expenses	355.68
				WARRANT TOTAL		$545.68
31436806	100670/	CA DEPARTMENT OF JUSTICE				
		PV-270110		01-0000-0-5806-0000-7200-000-00	078662 Sept Fingerprinting	175.00
				WARRANT TOTAL		$175.00
31436807	102352/	DIALED IN ATHLETICS INC.				
		PV-270109		01-0800-0-4300-1110-1000-063-C8	HS Basketball Jerseys	525.52
				WARRANT TOTAL		$525.52
31436808	102341/	GUZI-WEST INSPECTION AND				
	270002	PO-270002	1.	01-0800-0-5800-0000-8500-000-A1	2026-418 Mold Inspection Work	24,460.00
		PV-270111		01-0000-0-5800-0000-8500-000-00	2026-418C Asbestor/Lead Paint	1,500.00
				WARRANT TOTAL		$25,960.00
31436809	102277/	SPORTSMEN'S DEN				
		PV-270112		01-1100-0-4300-1802-4200-063-GB	Q#14687 Girls Basketballs	219.84
				WARRANT TOTAL		$219.84
31436810	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		01-0000-0-4300-0000-2700-060-00	Lockdown Kits	394.32
				01-0000-0-4300-0000-2700-060-00	Box Cutters	16.07
				01-0000-0-4300-0000-2700-060-00	Batteries	11.43
				01-0000-0-4300-0000-2700-060-00	AAA Batteries	25.72
				01-0000-0-4300-0000-2700-061-00	FWE Accounting Software	184.82
				01-0000-0-4300-0000-3140-060-00	Ice Packs	151.11
				01-0000-0-4300-0000-3140-060-00	Nurse's room bed paper	51.17
				01-0000-0-4300-0000-7200-060-00	Lockdown Kits	494.73
				01-0000-0-4300-0000-8200-060-00	Soap Dispensers	158.68

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
				01-0000-0-4300-0000-8200-060-00	Disinfecting Wipes	182.21
				01-0000-0-4300-0000-8200-060-00	Janitorial Supplies	8.20
				01-0000-0-4300-0000-8200-060-00	Vacuum	193.04
				01-0000-0-4300-0000-8200-060-00	Vacuum Parts	27.44
				01-0000-0-4300-1110-1000-061-00	Office Files	32.16
				01-0000-0-4300-1110-1000-061-00	FWE PE Equipment	82.56
				01-0000-0-4300-1110-1000-061-00	Halloween Parade/Office Reimb	88.95
				01-0000-0-4300-1110-1000-063-00	PTSA Concession Reimb	272.32
				01-0000-0-4300-1110-1000-063-00	ChatGPT Subscription Rickert	20.00
				01-0000-0-4300-1110-1000-063-00	AI Grading Subscription	149.99
				WARRANT TOTAL		VOIDED
31436811	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		01-0000-0-4300-1110-1000-063-00	ChatGPT Subscription (Rickert)	20.00
				01-0000-0-5800-1110-1000-060-00	Peaceful Playground	400.00
				01-0723-0-4300-0000-3600-000-00	Gas can spouts	17.14
				01-0723-0-4300-0000-3600-000-00	Work Truck Repairs	857.43
				01-0800-0-4100-1110-1000-061-A3	Reading Curriculium	160.97
				01-0800-0-4100-1110-1000-061-A3	Reading Curriculium	111.19
				01-0800-0-4100-1110-1000-061-A3	ELA Consumables	28.00
				01-0800-0-4100-1110-1000-061-A3	ELA Consumables	128.70
				01-0800-0-4100-1110-1000-063-A3	Class Set Curric (Foy)	128.66
				01-0800-0-4300-1110-1000-061-C2	Attendance Magnets	84.57
				01-0800-0-4300-1110-1000-061-C5	Art Supplies	44.59
				01-0800-0-4300-1110-1000-061-C5	Portable Volleyball Net	57.90

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
				01-0800-0-4300-1110-1000-061-C5	Student Incentives	146.91
				01-0800-0-4300-1110-1000-061-C8	3/4 Grade Binders	36.45
				01-0800-0-4300-1110-1000-063-C2	Attendance Magnets	84.57
				01-0800-0-4300-1110-1000-063-C5	Homecoming Decor & Supplies	124.38
				01-1100-0-4300-0000-2420-060-00	Library Books	34.70
				01-1100-0-4300-0000-2420-060-00	Library Supplies	105.17
				01-1100-0-4300-1110-1000-063-02	Rickert Class Supplies	111.68
				WARRANT TOTAL		VOIDED
31436812	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		01-1100-0-4300-1110-1000-063-16	Class Supplies (Foss)	59.88
				01-4035-0-5300-0000-7150-060-A4	PIP Fees - Hatten	102.65
				01-5810-0-4300-1110-1000-061-A2	Computer Speakers	51.46
				01-5810-0-4300-1110-1000-061-A2	Noise Canceling Headphones	57.84
				01-5810-0-4300-1110-1000-061-A2	Laptop cords/audio jacks	131.08
				01-5810-0-4300-1110-1000-061-A2	Headphone Bags & Labels	34.29
				01-5810-0-4300-1110-1000-061-A2	Classroom Technology (Heisig)	699.11
				01-5810-0-4300-1110-1000-063-A2	Laptop cords/audio jacks	131.08
				01-6387-0-4300-3824-1000-063-AG	OSHA Certificates	630.00
				01-6387-0-4300-3824-1000-063-AG	AG Mech Supplies	1,233.73
				01-6387-0-4300-3824-1000-063-AG	Cow Barn Panels	5,447.21
				01-6387-0-4300-3824-1000-063-AG	Cow Barn Supplies	162.73
				01-6500-0-4300-5760-1110-060-00	SPED Student Supplies	156.50
				01-6500-0-4300-5760-1110-060-00	SPED Snacks	114.73
				01-6500-0-4300-5760-1110-060-00	SPED Student Supplies	85.81

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
				01-6770-0-4300-3800-1000-063-00	Camera Lens	124.73
				01-7810-0-4300-1110-1000-061-00	Greenhouse Supplies	954.03
				01-7810-0-4300-1110-1000-061-00	Greenhouse Supplies	963.13
				01-7810-0-4300-1110-1000-061-00	Greenhouse Curric Supplies	887.45
				WARRANT TOTAL		VOIDED
31436813	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		01-7810-0-4300-1110-1000-061-00	Greenhouse Curric Supplies	804.75
				01-7810-0-4300-1110-1000-061-00	Greenhouse Currioc Supplies	178.75
				01-7810-0-4300-1110-1000-061-00	Greenhouse Curric Supplies	20.54
				01-7810-0-4300-1110-1000-061-00	Greenhouse Curric Supplies	1,540.92
				01-8150-0-4300-0000-8100-000-00	Keys	163.61
				01-8150-0-4300-0000-8100-000-00	Weed eater string & towels	186.56
				01-8150-0-4300-0000-8100-000-00	Weed Killer	199.99
				01-8150-0-4300-0000-8100-000-00	Bathroom Repairs (Toilet)	286.87
				01-8150-0-4300-0000-8100-000-00	Caulk for bathroom fixtures	42.36
				01-8150-0-4300-0000-8100-000-00	Door Closers	137.26
				WARRANT TOTAL		$20,816.98

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS: 9	TOTAL AMOUNT OF CHECKS:	$48,243.02*
	TOTAL ACH GENERATED: 0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED: 0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS: 9	TOTAL AMOUNT:	$48,243.02*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436814	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		11-6391-0-4300-4110-1900-000-00	AE Canning Supplies	54.15
				11-6391-0-4300-4110-1900-000-00	AE Canning Supplies	84.21
				11-6391-0-4300-4110-1900-000-00	AE Canning Supplies	154.46
				11-6391-0-4300-4110-1900-000-00	Cardstock	51.28
				WARRANT TOTAL		$344.10

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	$344.10*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	1	TOTAL AMOUNT:	$344.10*

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	DEPOSIT TYPE Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA NUM ACCOUNT NUM DESCRIPTION	AMOUNT
31436815	101166/	US BANK-GOVERNMENT SERVICES				
		PV-270108		13-5310-0-4300-0000-3700-060-00	Printer Ink Kitchen	66.38
				WARRANT TOTAL		$66.38

*** Fund TOTALS ***	TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	$66.38*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	1	TOTAL AMOUNT:	$66.38*
*** BATCH TOTALS ***	TOTAL NUMBER OF CHECKS:	11	TOTAL AMOUNT OF CHECKS:	$48,653.50*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	11	TOTAL AMOUNT:	$48,653.50*
*** DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS:	11	TOTAL AMOUNT OF CHECKS:	$48,653.50*
	TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	$.00*
	TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	$.00*
	TOTAL PAYMENTS:	11	TOTAL AMOUNT:	$48,653.50*

WESTWOOD UNIFIED SCHOOL DISTRICT
VOLUNTARY FIELD TRIP REQUEST AND CHECKLIST
(Revised February 2018)

Item F-3

This check list is in reference to the field trip requested for:

School: WHS Class or Grade: Wrestling

Date: _____ Place/Activity Planned: _____

	Initials
1. Has the sponsoring employee submitted detailed plans to the principal which address the activities on the trip, the safety of the students, and the assurance of adequate supervision for activities? **Those plans include this check list.**	____
2. Appropriate approval has taken place. School Board approval for overnight trips **MUST** take place **one month** before planned trip.	____
3. Meeting with staff and parents has taken place or is planned before the field trip takes place.	____
4. A first aid kit has been set up and will be taken on the trip. (in school vehicles)	____
5. Have field trip permission slips been collected or if a special permission form is required, has that been prepared? (Permission slips are to be taken on the trip and **a copy MUST be turned in to the office 1 day before the trip**).	____
6. Adequate chaperones based on Board Policy have been arranged. (Swimming activities require additional chaperones.) (The "Voluntary Excursion/Field Trip Notice and Medical Authorization" is required of all adult chaperones).	____
7. Has the bus or van request form been signed and submitted to the district office for transportation scheduling? (**MUST** be done 1 week prior to the trip.)	____
8. Arrangements have been made to cover any necessary transportation fees.	____
9. If automobiles have been arranged, have the appropriate private insurance forms been completed, signed by the superintendent and on file in the district office?	____
10. If someone other than a school employee is driving a school van, has the "Request for Approval of Driver" form been signed by the superintendent and filed in the district office? (**MUST** be done 1 week prior to the trip.)	____

On the day of the field trip make sure the attendance person has a list of the students actually leaving school for the field trip.

[signature] 11/12/26
Signature of Requesting Employee — Date

Paula A. Silva 11/12/2026
Signature of Site Principal or Superintendent — Date

Westwood Unified School District
Field Trip Itinerary
(Revised 021518)

Teacher/Lead Contact: Jason Haver

Contact Phone for trip: 530 953 7948

Grade level: 9-12 Number of students: 4-5 Date of trip: _____

Where are you going? Weaverville, Modoc, Andersen, Trinity

Purpose of trip/What will you be doing there? (ie: Upon arrival we will tour facilities, then have lunch on campus.) Wrestling Tournaments

Dec 4+5: Weaverville Jan 29-30: Trinity

Dec 11 +12: Modoc

Jan 8+9: Andersen

Departure time: TBD

Estimated Arrival time: TBD

Departure time for return: _____

Chaperones (1:10): Landon Merrifield, Jason Haver, [redacted]

Return this form along with field trip request and checklist package to the office.

Item F-5

Wellness Plan – Second Reading and Consideration

The Student Wellness Plan was initially reviewed and presented to the Board for a first reading on June 18, 2026. The time since the initial presentation has allowed for public review, input, and further development of the plan.

The plan has been reviewed by the Site Council and will also be shared with the Parent Teacher Association (PTA) for additional input and development.

To support compliance with administrative review requirements for the school cafeteria and applicable wellness policy guidelines, an additional section has been incorporated titled **Wellness Plan Implementation, Stakeholder Involvement, and Evaluation**. This section addresses the following areas:

- Implementation and Oversight
- Parent, Student, and Community Involvement
- Triennial Review and Evaluation
- Ongoing Improvement

The updated plan is being presented to the Board for a second reading and consideration.

WESTWOOD UNIFIED SCHOOL DISTRICT

STUDENT WELLNESS PLAN

I. PHYSICAL HEALTH & ACTIVITIES

A. Daily Physical Activity Programs

- Physical Education instruction shall be provided in accordance with California Education Code Sections 51210 and 51223.
- Students in grades K–8 shall receive approximately 200 minutes of physical education for every ten school days.
- Students in grades 9–12 shall complete two courses in physical education.
- Staff shall utilize California State Board of Education-approved curriculum.
- The Physical Education Framework shall guide instruction at each grade level.

B. Hygiene

- Personal hygiene instruction shall be incorporated into physical education.
- Hygiene education shall begin in TK/K with basic handwashing and gradually expand to include oral hygiene, bathing, deodorant use, and overall personal care by grade 8.
- Grades 7–8 shall receive additional instruction emphasizing handwashing and illness prevention.

C. Staff Fitness

- Staff are encouraged to participate in physical activities and wellness events hosted by the school and various grade levels.

II. WELLNESS & SUBSTANCE AWARENESS

A. Substance Prevention Programs

- Drug, tobacco, and alcohol prevention education shall be provided to students at all grade levels and incorporated into the general curriculum.
- Instruction shall emphasize healthy lifestyle choices, including regular exercise and nutritious food choices.

B. Drug-Free Workplace and Campus

- Westwood Unified School District maintains a drug-, tobacco-, and alcohol-free campus.

C. Healthy Food Options

- Nutritionally balanced breakfast and lunch meals shall be offered daily.
- Parents and guardians are encouraged to provide healthy snacks.
- Energy drinks are prohibited on campus during the school day.
- Carbonated beverages may be consumed if they contain no more than 50 mg of caffeine per serving. Beverages exceeding this limit are not permitted.
- Food and candy rewards should be replaced with low-cost, non-food items such as erasers, pencils, stickers, and other small prizes.
- Fundraisers featuring non-food items are encouraged.
- Healthy food alternatives should be encouraged at after-school activities.
- The Parent Teacher Organization is encouraged to support healthy nutrition initiatives.
- Access to non-nutritious food programs and incentives shall be limited.
- A list of healthy food options shall be provided to families.
- Healthy eating habits shall be promoted through school newsletters, the district website, and extracurricular activities.

D. In-Class Awareness

- Students are encouraged to create and display healthy snack posters in the cafeteria.
- Health and nutrition awareness shall be incorporated into classroom instruction and school activities.

E. Student and Community Interaction

- Students and families shall be encouraged to participate in school wellness activities.
- School communications and extracurricular programs shall reinforce healthy eating and active lifestyles.
- Community partnerships and parent organizations are encouraged to support student wellness initiatives.

F. Nutritional Education Programs

- Nutrition education shall be incorporated into the curriculum to encourage informed food choices and healthy eating habits.
- Students shall be provided opportunities to learn about the benefits of balanced nutrition and healthy lifestyles.

III. HEALTH SERVICES

A. Health and Hygiene

- Illness prevention and regular health instruction shall be provided in each classroom.
- Instruction shall include the relationship between the environment and personal health.
- Bloodborne pathogen and HIV education shall be presented in grade 8.
- Beginner hygiene kits shall be made available to all seventh- and eighth-grade students. Kits may include:
    - Deodorant

    - Body wipes
    - Comb or hairbrush
    - Toothbrush and toothpaste
    - Shampoo
    - Other necessary personal hygiene items
- Hygiene instruction shall be incorporated into seventh- and eighth-grade physical education, with particular emphasis on handwashing and illness prevention.
- Posters addressing handwashing, proper sneezing practices, and germ prevention shall be displayed in classrooms, the cafeteria, and restrooms.

B. Preventive Health Services

- The district shall provide proactive wellness services for student injuries and preventive health education.
- The county nurse shall provide or promote ongoing health screenings, including:
    - Vision screenings
    - Hearing screenings
- The district shall continue partnerships with public and private health agencies, including:
    - Lassen County Public Health Department
    - Banner Lassen Medical Center
    - Northeastern Rural Health Clinics

IV. WELLNESS PLAN IMPLEMENTATION, STAKEHOLDER INVOLVEMENT & EVALUATION

A. Implementation and Oversight

- The district shall work toward implementing the strategies outlined in this Student Wellness Plan.
- District administration shall oversee implementation and coordinate efforts to support student health and wellness.
- School staff, families, students, and community partners are encouraged to support district wellness initiatives.
- The district shall maintain documentation of wellness activities, progress, and areas identified for improvement.

B. Parent, Student, and Community Involvement

- Parents, students, school staff, and community members shall be encouraged to participate in the development, implementation, review, and evaluation of the district's Student Wellness Plan.
- The district shall provide opportunities for stakeholder input through meetings, surveys, school communications, and other appropriate methods.
- Input from parents, students, staff, and community partners shall be considered when establishing wellness goals, identifying areas of need, and recommending improvements.

- The district encourages collaboration with the Parent Teacher Organization, local health agencies, community organizations, and other partners to promote healthy lifestyles and support student wellness.
- Information regarding the Student Wellness Plan and opportunities for public participation shall be made available through district communication channels.

C. Triannual Review and Evaluation

- The Student Wellness Plan shall undergo a formal review every three years to ensure that it remains current, effective, and consistent with applicable state and federal requirements.
- The review shall include an evaluation of district wellness activities, implementation strategies, progress toward established goals, and areas needing improvement.
- Parents, students, school staff, and community stakeholders shall be provided opportunities to offer input during the review process.
- Revisions shall be made as necessary to reflect changes in student needs, district practices, state and federal requirements, and current wellness recommendations.
- The district shall maintain records of wellness plan reviews, evaluations, stakeholder input, and any revisions made.
- The updated Student Wellness Plan shall be made available to the public through the district office and district communication channels.

D. Ongoing Improvement

- The district shall periodically monitor wellness initiatives and identify opportunities to strengthen student health, nutrition, physical activity, and overall well-being.
- Recommendations and feedback received throughout the year may be used to make improvements between formal three-year reviews.

V. NONDISCRIMINATION & EQUAL OPPORTUNITY

Westwood Unified School District prohibits discrimination, intimidation, harassment (including sex-based harassment), and bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.

For questions, concerns, or complaints, please contact:

EQUITY OFFICE

Mrs. Paula Silva
Superintendent/Principal
4th and Greenwood Streets
Westwood, CA 96137
530-256-2311
psilva@westwoodusd.org

TITLE IX COMPLIANCE OFFICER

Trena Smith
Administrative Assistant
4th and Greenwood Streets
Westwood, CA 96137
530-256-2311
tsmith@westwoodusd.org

WESTWOOD UNIFIED SCHOOL DISTRICT
Home of the Lumberjacks

Board Approved:

Item F-6

Westwood High School
LUMBERJACKS
Extracurricular, Cocurricular, and Athletic Packet

The forms and information included in this packet are necessary for Westwood High School students to read and complete in order for allowance to participate in our extracurricular and cocurricular programs. It is our hope to provide a safe and productive experience for all involved and this material is vital for that purpose. All forms must be signed and turned into the school before any participation in practice or play may occur.

Approved: ~~August 20, 2025~~

Disclaimer:
In this packet, "Student Participant" refers to all students participating in athletics, extracurricular, and cocurricular activities.

Code of Conduct for Interscholastic Student Participants

Interscholastic athletic competition should demonstrate high standards of ethics and sportsmanship and promote the development of good character and other important life skills. Participation in school sports programs is a privilege not a right. To earn that privilege, student-Student Participants must abide by the rules and they must conduct themselves, on and off the field, as positive role models who exemplify good character. The highest potential of sports is achieved when participants are committed to pursuing victory with honor according to the six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. (the "Six Pillars of Character") This Code applies to all student-Student Participants involved in interscholastic sports in California. I understand that, in order to participate in high school athletics, I must act in accord with the following.

TRUSTWORTHINESS

1. ***Trustworthiness***-to be worthy of trust in all I do.
2. ***Integrity***- live up to high ideals of ethics and sportsmanship and always pursue victory with honor; do what's right even when it's unpopular or personally costly.
3. ***Reliability***-fulfill commitments; do what I say I will do; be on time to practice and games.
4. ***Loyalty***-be loyal to my school and team; put the team above personal glory.

RESPECT

5. **Respect**-treat all people with respect all the time and require the same of other student-Student Participants.
6. **Class** - live and play with class; be a good sport; be gracious in victory and accept defeat with dignity; give fallen opponents help, compliment extraordinary performance, show sincere respect in pre and post-game rituals
7. **Disrespectful Conduct** - don't engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of sexual or racial nature, trash-talking, taunting, boastful celebrations or other actions that demean individuals or the sport.
8. **Respect Officials** - treat contest officials with respect; don't complain about or argue with official calls or decisions during or after an athletic event.
9. ***Importance of Education*** - be a student first and commit to getting the best education I can. Be honest with myself about the likelihood of getting an athletic scholarship or playing on a profession level and remember that many universities will not recruit student-Student Participants that do not have a serious commitment to their education, their ability to succeed academically or the character to represent their institution honorably.

10. ***Role-Modeling*** - Remember, participation in sports is a privilege, not a right and that I am expected to represent my school, coach and teammates with honor, on and off the field. Consistently exhibit good character and conduct yourself as a positive role model. ***Suspension or termination of the participation privilege is within the sole discretion of the school administration.***
11. ***Self-Control*** - exercise self-control; don't fight or show excessive displays of anger or frustration; have the strength to overcome the temptation to retaliate.
12. ***Healthy Lifestyle*** - safeguard your health; don't use any illegal or unhealthy substances including alcohol, tobacco and drugs or engage in any unhealthy techniques to gain, lose or maintain weight.
13. ***Integrity of the Game*** - protect the integrity of the game; don't gamble. Play the game according the rules.

FAIRNESS

14. ***Be Fair*** - live up to high standards of fair play; be open minded; always be willing to listen and learn.

CARING

15. ***Concerns for Others*** - demonstrate concern for other; never intentionally injure any play or engage in reckless behavior that might cause injury to others or myself.
16. ***Teammates*** - help promote the well-being of teammates by positive counseling and encouragement or by reporting any unhealthy or dangerous conduct to coaches.

CITIZENSHIP

17. ***Play by the Rules*** - maintain a thorough knowledge of and abide by all applicable game and competition rules.
18. ***Spirit of Rules*** - honor the spirit and the letter of rules; avoid temptations to gain competitive advantage through improper gamesmanship techniques that violate the highest traditions of sportsmanship.

WESTWOOD HIGH SCHOOL
Interscholastic Sports Agreement

Participation in interscholastic sports at Westwood High School requires of Student Participants and parents a serious commitment of time, energy, and team cooperation. Student Participants are expected to fully commit to their team for the entirety of the season, have exceptional attendance, maintain good grades, conduct themselves at school, games, and practices in a cooperative and respectful manner, and to refrain from debilitating vices like tobacco, vaping, alcohol, marijuana, and other illegal drugs. Listed below are specific expectations of Westwood High Student Participants. It is our hope that parents will read and accept these expectations and help their children to meet them.

Attendance Policy
To remain eligible for athletic participation, students are required to attend school on **the day before**, **the day of**, and **the next scheduled school day following** any athletic contest—regardless of whether the contest is held on a weekday or weekend.

- **Friday contests require attendance on Thursday and the following scheduled school day (typically Monday).**
- **Saturday contests require attendance on Friday and the next scheduled school day (typically Monday).**
- If the following school day is a **holiday, in-service day, or part of a scheduled break**, students are expected to attend school on the **next day that school is in session**.

Unexcused absences on any of the required days may result in ineligibility to participate in the contest, or future contests, at the discretion of school administration.

Academics
Participation in extracurricular and cocurricular programs requires a great deal of time, and Student Participants must set priorities to ensure that academics get adequate attention. Coaches and teachers are available to help Student Participants with academic difficulties, but Student Participants must seek help early to avoid ineligibility.

***Scholastic Eligibility*:**
Student Participants are required to maintain an unweighted 2.0 grade point average based on a 4.0 grading scale, and to receive no more than one "F" grade; in enrolled

courses at the conclusion of the previous grading period. Grading periods are defined by CIF as, "that time when all students in school are graded".

Continuing Eligibility:

A student is scholastically eligible if:

a) The student achieved an unweighted 2.0 grade point average based on a 4.0 grading scale, and to receive no more than one "F" grade; in enrolled courses at the conclusion of the previous grading period;

b) The student is currently enrolled in at least 20 semester credits of work

c) The student was passing in the equivalent of at least 20 semester credits of work at the completion of the most recent grading period;

d) The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board;

e) The student has maintained an unweighted 2.0 grade point average based on a 4.0 grading scale, and to receive no more than one "F" grade; in enrolled courses at the conclusion of the previous grading period.

Academic Eligibility Waiver Probationary Period

Academic Probation Waiver Policy

Students who do not meet the academic eligibility requirements during the previous grading period **may be granted a one-time probationary waiver** during their high school career. (Jr High Students qualify for a one-time waiver during their middle school years.)

- This **academic waiver** is available **only once** per student and does **not apply to students who have been academically ineligible for two consecutive grading periods**.
- The waiver may be granted **only through a formal appeal process** and must be approved by the **site administrator**.

Final approval is at the discretion of administration.

Weekly Academic Progress Monitoring Policy

Students with a **GPA below 2.0 and/or more than one failing grade ("F")** are placed on weekly academic monitoring. The following guidelines apply:

- **Weekly grade checks** will be conducted to monitor progress toward meeting **CIF academic eligibility standards** (minimum 2.0 GPA and no more than one "F").
- Students must show **measurable academic improvement each week** in order to remain eligible.
- By the **start of the 4th weekly grade check**, students must be fully eligible—meeting or exceeding the **2.0 GPA** and having **no more than one "F."**

- **If a student still has a failing grade at the 4th weekly check**, they are **ineligible for the next athletic contest**.
- The student may **regain eligibility one final time** if their **5th weekly grade check** meets the CIF standards.
- Once eligibility is regained, the student must **maintain eligibility at every weekly progress check** for the remainder of the grading period.
    - Any **drop below the standard** at a future weekly check will result in **immediate ineligibility** for the remainder of that grading period.

This policy is intended to support academic accountability while offering a structured pathway back to eligibility for students who demonstrate consistent effort and improvement.

Commitment

Game schedules are set by a league committee along with the Athletic Director. Practice schedules are set by the coaches with Athletic Director approval to accommodate coaches and the majority of players. Student Participants will be expected to adjust their personal schedule in order to attend all games and practices. Coaches need to be notified well in advance of absences that cannot be avoided. Missed practices and games hurt the team effort and could result in benching, suspension from games, or removal from the team. The Student Participant must be in school in order to practice or play in a game unless he or she has a medical or dental appointment verified by the doctor or family emergency verified by principal, athletic director or coach.

Student Participants will be expected to work toward individual and team excellence with persistent physical effort, good sportsmanship, and a cooperative attitude.

Season of Sport Commitment

In order to establish a strong team structure, foster accountability, and implement effective game planning, it is imperative that athletes commit—and remain committed—to their selected season of sport.

An athlete is considered officially on a team after completing **ten practices** within that sport's season.

If an athlete is removed from the team (as determined by school administration) or voluntarily quits after becoming official, they will be ineligible to join **any other school sports teams during the same season**.

In addition, the athlete will incur a **sit-out penalty equal to 25% of scheduled contests** in the **next sport they participate in**, even if that sport occurs in a different school year. This includes any sport—fall, winter, or spring—and at any level.

However, if the athlete returns only to the **same sport they previously left**, during the same season **one year later**, the penalty will be **waived one time**. If the athlete quits that same sport again, in a future season, the sit-out penalty will be applied, and no additional waivers will be granted.

Legitimate reasons, such as verified illness, injury, or family emergencies, may be considered for exemption from this policy. All such cases will be **reviewed by school administration**, and the **final decision rests solely with the administration**.

Athletes are responsible for promptly communicating any issues affecting their participation.

Behavior

Westwood High School Student Participants represent our school and are in position of leadership. They are expected to follow all school, district, league and CIF rules; to have excellent attendance and to maintain good grades.

Student Participants whose school behavior results in referrals to the office will be warned on the first referral, possible suspension from a game at the second referral, and possible suspension from the team for the remainder of the season if a third referral is made. If a Student Participant is suspended from school, he or she will not be allowed to practice or participate in a game until the following day after the suspension ends. Final decision will be at the discretion of the athletic director and principal.

Westwood High Student Participants who are under supervision of adults from other schools must comply not only with Westwood High School Student Handbook rules and regulations but also host family and host school requirements, rules and regulations. Student Participants must stay with adult unless permission is granted to leave the school or host home. Any Student Participant leaving the supervising school or host home without permission will be dropped from the team.

Student Participants who are truant or have unexcused absences will not be allowed to practice or to play in games the day of the absence. All exceptions must be cleared in advance of absence with principal.

Coaches may limit playing time or recommend to the principal that a player be dropped from the team for repeated displays of poor sportsmanship, vulgarity, or lack of cooperation.

Student Participants will be expected to dress for athletic trips and events according to or above school dress regulations as directed by the coaches.

Alcohol, Tobacco, Vaping, and Controlled Substances
Student Participants possessing or using tobacco, alcohol, marijuana, other illegal drugs, and/or possessing or using vaping devices, no matter how substances or devices are obtained or who furnishes the illegal substances or devices, will not participate in any **contest** for up to four consecutive weeks. Student guilt and final discipline determination will be at the discretion of school administration based on physical evidence or behavior observed by coaches, school staff, or law enforcement. Second offense, the Student Participant will be suspended from all extracurricular, cocurricular, and athletic activities for the remainder of the school year.

Uniforms and Equipment
All Student Participants will be provided with the basic equipment and uniforms to participate in their chosen sport. They are responsible for maintaining uniforms and equipment and returning them in good condition to the coaches at the end of the season. Each Student Participant is financially responsible for all lost, damaged (through negligence), or unreturned items issued by the school officials in that student's name. Students will not be allowed to participate, practice or compete in another sport until he/she has returned, paid, or arranged to pay for all uniforms and equipment that was issued to them in a previous season. Student Participants will need to provide undergarments and footwear. Student Participants may also be asked to buy some optional apparel such as kneepads for volleyball and basketball warm-up gear. Students will own and keep such items.

Locker Room
All Student Participants are responsible for their uniforms, clothing and personal items in the locker room. It is necessary that all items are either stored in a locker or taken home each day after practice leaving the locker room clutter free for the use of the P.E. classes the following day. All items left out may be discarded and no longer available to the owner.

Transportation
Participates in interscholastic sports and extracurricular/cocurricular activities at Westwood Unified School requires a great deal of travel to away games. Transportation will be by bus for some contests. Parents are needed to volunteer to help transport the students to away games. In order to drive children that do not belong to the volunteer, the driver must first submit a DMV record and insurance forms with sufficient coverage and be cleared by the district office. In no case will a student be released to anyone other than a parent when school transportation is provided.

FITNESS TO PARTICIPATE IN STUDENT PARTICIPANTS

All high school sports present Student Participants with a very real risk of injury. Parents are responsible for all medical costs that may occur from injury. Students will be required to show that they have health insurance to address the potentially expensive cost of a sport injury. An inexpensive policy that covers only sports injuries is available through the school office.

Student Participants are required to present to the coach or the school office an official physical form with a doctor's statement as to the fitness of the Student Participant to participate in school sports before they begin practices. Student Participants kept from practice or games due to serious illness or injury will be expected to present to the coach a doctor's note clearing them to play before they resume full participation.

CIF requires that all high school Student Participants be under age 19 as of August 31st, be undergraduates in high school having completed no more than 8 semesters and be amateur. They further require that Student Participants have not competed on an outside team in the same sport during the school season of that sport and have not been expelled from any high school during the past year.

Westwood High School requires all participating Student Participants to have cleared all fines, detentions and unpaid school bills before starting practices.

Westwood High School believes that student participation in school sports should be a positive and enriching experience. A great deal of effort and considerable resources have been committed to provide facilities, uniforms, equipment, organization, and leadership for our sport program. We urge parents to be involved and hope all of our Student Participants will have safe, exciting and fulfilling seasons this year. Please direct question or concerns to our coaches, our Athletic Director or our Principal.

WESTWOOD HIGH SCHOOL
STUDENT TRAVEL CONDUCT

I agree to the following while traveling as a student of Westwood High School:

1. I will not have in my possession or use alcohol, tobacco, or drugs during any time on the trip
2. I will respect the vehicle in which I am riding-bus, car, van, or public transportation.
3. I will respect the housing provided on the trip - motel, hotel, home, or campground.
4. On overnight trips, I agree to stay in my assigned room and not disturb others.
5. I agree to abide by the school dress code on all school trips.
6. I agree not to leave the school group at any time without permission of the teacher or coach in charge.
7. On overnight trips, I agree to stay in my assigned room when the evening curfew begins and not visit other rooms or leave the room.
8. I agree to follow all school rules while attending a school trip.
9. If I cancel after agreeing to attend a tournament, contest, or conference, I will pay my portion of any fees. I understand this may include cost for registration, rooms, and activities that the school has paid for that cannot be refunded.

I understand that if I do not follow the above, there could be consequences including:

1. Disqualification from future school trips.
2. WHS discipline referral.
3. A call to law authorities.
4. A call to your parents requiring they pick you up.

TRANSPORTATION PERMISSION FORM

I give permission for my Student Participant to travel to all "AWAY" games during his/her athletic season of play. I understand that this transportation may take place in school vehicles or in district approved personal vehicles driven by district approved people.

Westwood High School Pledge

Westwood High School is committed to providing a safe, respectful and positive education experience for all students. Behaviors that are potentially demeaning, abusive, illegal or harmful to students are strictly prohibited at all times, both on and off school grounds and will be tolerated.

BULLYING, CYBER BULLYING & HARASSMENT

Included any physical act, gesture or use of verbal, written or electronically communicated expression with the reasonable intention to cause any of the following:

- *Physical or emotional harm to another student*
- *Damage to another student's property*
- *Intimidate or threaten the safety of another student*
- *Interfere with a student's education or the operation of the school*

HAZING

Hazing is any activity involving someone joining or participating in a group that humiliates, degrades, abuses or risks personal harm regardless of the individual's willingness to participate. Hazing activities and behaviors include, but are not limited to:

- *Humiliating acts*
- *Forced social isolation*
- *Physical brutality such as shipping, beating, striking, branding, shocking or placing a harmful substance on or in the body*
- *Verbal or emotional abuse*
- *Sexual abuse or misconduct*
- *Sleep deprivation, exposure to the elements, confinement in a small space, or any other activity that may adversely affect the mental or physical health of the victim*
- *Forced or excessive consumption of food, liquids, alcoholic beverages, drugs or any other substance*
- *Any activity that includes, causes, or requires a student to perform a duty or task that is illegal*

Hazing is abuse of power and unacceptable in any form or degree. Even seemingly harmless "traditions" or pranks can potentially go wrong, and often escalate to riskier behaviors or activities.

BULLYING, CYBERBULLYING, HARASSMENT, & HAZING ARE STRICTLY PROHIBITED

Bullying, cyberbullying, harassment, & hazing are disruptive to learning & extremely dangerous, often resulting in devastating & unintended consequences for perpetrators, victims, families, school & the entire community. Any activities or behaviors or behaviors associated with bullying, cyber bullying, harassment, or hazing are strictly prohibited in any form.

DISCIPLINARY MEASURES

Violations of the school's and athletic department's code of conduct, anti-bullying, anti-hazing policy and/or this pledge will be disciplined according to the discretion of the Principal and Athletic Director.

Student Participant
Social Media Agreement

Social media can be a useful tool to communicate with teammates, fans, friends, coaches and more. Social media can also be dangerous if you are not careful. Every picture, link, quote tweet, status, or post that you or your friends put online is forever part of your digital footprint. You never know when that will come back to hurt your reputation during the recruiting process, a new job, or other important areas of your life.

Recognizing the above:

I take responsibility for my online profile, including my posts and any photos, videos or other recordings posted by others in which I appear.

I will not degrade my opponents before, during, or after games.

I will post only positive things about my teammates, coaches, opponents, and officials.

I will use social media to purposefully promote abilities, team, community and social values.

I will consider "Is this the me I want you to see?" before I post anything online.

I will ignore any negative comments about me and I will not retaliate.

If I see a teammate post something potentially negative online, I will have a conversation with that teammate. If I do not feel comfortable doing so, I will talk to the team captain, or a coach.

I am aware that I represent my sport(s), school, team, family and community at all times, and will do so in a positive manner.

Item F-7

WESTWOOD UNIFIED SCHOOL DISTRICT

BOARD POLICY 203.5

STUDENTS — SEARCH AND SEIZURE

Proposed Draft for Board Review

The Governing Board is committed to maintaining a safe, healthy, and orderly learning environment and to preventing the possession and use of prohibited vaping devices, tobacco products, illegal drugs, controlled substances, and other prohibited items on school premises or at school-sponsored activities.

To protect the health and safety of students and staff, authorized school officials may conduct searches and seize prohibited items when permitted by law, Board policy, and administrative regulation. Searches shall be conducted professionally, discreetly, and with respect for students' privacy and dignity.

The Superintendent or designee shall ensure that employees responsible for conducting student searches receive appropriate training regarding reasonable suspicion, the scope and limitations of searches, student privacy, nondiscrimination, and applicable legal requirements.

Individual Searches Based on Reasonable Suspicion

School officials may search an individual student, the student's personal belongings, or district property under the student's control when specific and objective facts establish a reasonable suspicion that the search will uncover evidence of a violation of law, Board policy, administrative regulation, or school rules.

Reasonable suspicion may arise from circumstances including, but not limited to:

- A staff member directly observing a student using or possessing a vaping device or prohibited substance.

- A credible report identifying a student as possessing, using, or concealing a vaping device, cartridge, or prohibited substance.

- A student being observed transferring, concealing, or attempting to dispose of a suspected prohibited item.

- A school restroom or other designated area generating a vaping-related sensor alert, when additional facts reasonably connect a particular student to the suspected activity.

- Other specific and articulable facts that reasonably indicate a student may possess prohibited items.

A report, sensor alert, or anonymous tip shall be evaluated in context. An alert or uncorroborated allegation alone shall not automatically establish reasonable suspicion to conduct an intrusive search of a particular student.

Any search shall be limited in scope to the suspected violation and the locations or belongings reasonably likely to contain the item sought. School officials shall consider the student's age, the nature of the suspected violation, the reliability of the information, the potential risk to student or staff safety, and the intrusiveness of the proposed search.

Employees shall not conduct strip searches or body cavity searches of students. (Education Code 49050.)

Individualized student searches shall be conducted in the presence of at least two district employees, consistent with district procedures. The parent/guardian shall be notified as soon as practicable after an individualized search, consistent with applicable law and district procedures.

Use of Handheld Metal Detector Wands

The Governing Board authorizes the limited use of handheld metal detector wands by trained school administrators or other authorized district personnel when specific and objective facts establish reasonable suspicion that a student possesses or is concealing a prohibited item, including a metal-containing vaping device, vape cartridge, or other item prohibited by district policy.

A handheld metal detector wand is a screening tool only. It detects metal and cannot identify nicotine, THC, drugs, or other chemical substances. The use of a wand does not independently establish that a student possesses a prohibited substance and shall not be treated as proof of a policy violation.

A wand may be used as part of a reasonable, individualized investigation of suspected vaping or drug-related misconduct. It shall not be used as a substitute for reasonable suspicion or as authorization for an otherwise unjustified search.

The Superintendent or designee shall establish administrative procedures governing authorization, screening, documentation, student privacy, parent/guardian notification, and staff training.

(cf. 0450 — Comprehensive Safety Plan)

(cf. 3515 — Campus Security)

(cf. 5131 — Conduct)

(cf. 5131.6 — Alcohol and Other Drugs)

(cf. 5144.1 — Suspension and Expulsion/Due Process)

(cf. 5145.3 — Nondiscrimination/Harassment)

(cf. 5145.11 — Questioning and Apprehension by Law Enforcement)

WESTWOOD UNIFIED SCHOOL DISTRICT

ADMINISTRATIVE REGULATION 5145.12

STUDENTS — SEARCH AND SEIZURE

Procedures for Use of Handheld Metal Detector Wands

The following procedures shall be followed when an authorized school official determines that use of a handheld metal detector wand is reasonably necessary to investigate suspected possession or use of a prohibited vaping device or other metal-containing prohibited item.

1. Establishing Reasonable Suspicion

Before using a wand, the principal or designee shall identify and document the specific facts supporting reasonable suspicion that the student possesses or is concealing a prohibited item.

Relevant information may include direct observation, credible witness statements, corroborated reports, observed attempts to conceal or discard an item, or other objective circumstances.

A vaping sensor alert may be considered as part of the totality of the circumstances. Staff shall make reasonable efforts to determine whether other facts support an individualized investigation. A sensor alert that does not identify a particular student shall not, by itself, authorize the search of every student who was in the area.

The principal or designee shall determine whether a wand is an appropriate and proportionate screening method under the circumstances.

2. Explaining the Screening Procedure

Before screening, the administrator or designee shall explain to the student, in an age-appropriate manner, that the wand is being used to investigate a specific concern involving a prohibited item.

The student shall be asked to voluntarily remove ordinary metallic objects, such as keys, coins, or jewelry, and to identify any object that may reasonably trigger the detector.

Staff shall not require a student to remove clothing or expose areas of the body. A wand screening shall not involve physical contact unless a separate, legally justified search is authorized and conducted in accordance with district procedures.

3. Conducting the Wand Screening

The screening shall be conducted in a private or appropriately discreet location, away from unnecessary student observation, whenever practicable.

The staff member shall:

1. Use the wand according to the manufacturer's instructions and district training.
2. Maintain an appropriate distance from the student and avoid unnecessary physical contact.
3. Direct the wand toward the relevant areas in a professional and nonthreatening manner.
4. Avoid unnecessary or repeated scans once the purpose of the screening has been satisfied.

5. Stop the screening when the concern has been reasonably resolved or when further action would exceed the authorized scope of the investigation.

The wand shall not be used to make contact with the student's body or to probe beneath clothing.

4. Responding to a Detector Activation

If the wand activates, the staff member shall explain that metal may be the cause and ask the student to identify or voluntarily remove any remaining metallic object, where appropriate.

The staff member may repeat the screening after the object has been removed or the likely source of activation has been addressed.

An activation does not establish that the student possesses a vape, drugs, or other prohibited substance. Ordinary items, medical devices, accessibility equipment, or other metal-containing objects may cause activation.

If the activation is explained and no other facts support continued suspicion, the screening shall end.

If the activation remains unexplained and the original reasonable suspicion continues, the principal or designee shall determine whether a separate search of the student's belongings or person is justified under Board Policy 5145.12 and applicable law.

5. Searches of Personal Belongings

When reasonable suspicion supports a search of a student's backpack, purse, jacket, or other personal belongings, school officials may conduct a search limited to locating the suspected prohibited item.

The search shall be conducted in the presence of at least two district employees, consistent with district procedures.

A wand activation involving a backpack or other personal belonging does not automatically authorize a search of every item inside. The scope of the search must remain reasonably related to the suspected violation.

A student's personal electronic device shall not be searched merely because a wand activates. Access to information on a personal electronic device is governed by separate legal requirements and district policy.

6. Searches of a Student's Person

A wand screening is distinct from a pat-down or physical search.

If school officials believe that a physical search is necessary, the principal or designee shall independently determine whether the facts justify that search and whether its scope is reasonable under the circumstances.

Any authorized search shall be conducted discreetly, with appropriate regard for the student's age, dignity, privacy, and applicable legal protections. Where practicable and appropriate, the search shall be conducted by a staff member of the same gender as the student, in the presence of another district employee.

Employees shall not conduct strip searches or body cavity searches. No employee shall require a student to remove or rearrange clothing to permit a visual inspection of the student's underclothing, breasts, buttocks, or genitalia. (Education Code 49050.)

If there is an immediate safety concern involving a suspected dangerous substance, an unknown substance, or a potentially hazardous device, staff shall follow district emergency procedures and contact appropriate emergency personnel when warranted.

7. Discovery and Seizure of Prohibited Items

If a prohibited vaping device, cartridge, tobacco product, drug, or other prohibited item is discovered, school officials may secure the item in accordance with district procedures and applicable law.

Staff shall avoid unnecessary handling of unknown substances or leaking, damaged, or otherwise potentially hazardous devices. Suspected controlled substances shall be secured and handled according to district procedures and any applicable law-enforcement protocols.

The principal or designee shall determine appropriate follow-up, including parent/guardian notification, documentation, student support, disciplinary action, and referral to law enforcement when required or appropriate.

Disciplinary consequences shall be consistent with district policy, applicable law, and required due process protections.

8. Documentation

The principal or designee shall maintain a record of each individualized wand screening conducted under this regulation. Documentation shall include, as applicable:

- Date, time, and location of the screening.
- Name of the student and staff members involved.
- Specific facts establishing reasonable suspicion.
- The reason a handheld metal detector wand was selected.
- Whether the wand activated and how the activation was addressed.
- Whether an additional search occurred and the basis for that search.
- Any prohibited items found or seized.
- Parent/guardian notification and any follow-up action.

Records shall be maintained in accordance with district recordkeeping procedures and applicable student privacy laws.

9. Nondiscrimination and Training

Wand screenings and related searches shall be based on specific, objective circumstances and shall not be conducted in a discriminatory manner based on race, color, national origin, ancestry, gender, disability, religion, or any other protected characteristic.

The Superintendent or designee shall ensure that employees authorized to conduct screenings receive training on reasonable suspicion, appropriate wand use, search limitations, student dignity, nondiscrimination, documentation, and emergency response.

11. Annual Notice

At the beginning of each school year and upon enrollment, students and parents/guardians shall be informed of the district's search and seizure policies, including the circumstances under which individualized searches and handheld metal detector wand screenings may be conducted.

Notice shall explain that a wand detects metal only and does not independently identify drugs or establish a violation.

Legal Reference: California Education Code §§ 35160, 49050, and other applicable provisions; applicable state and federal constitutional standards; and related district policies and administrative regulations.

WESTWOOD UNIFIED SCHOOL DISTRICT
SUPERINTENDENT/PRINCIPAL
SALARY SCHEDULE
2026-2027

Hmf-8

SUPERINTENDENT/PRINCIPAL

STEPS		
1	**110,000**	
2	**112,200**	
3	**114,444**	
4	**116,733**	
5	**119,068**	
6	**121,449**	
7	**123,878**	Silva
8*	**126,355**	
9*	**128,883**	
10*	**131,460**	

STEPS 1 - 10 2%
Step increases require satisfactory annual evaluations

Health Benefits Capped at $1,600 per month

Masters Degree Annual Stipend $1,000

Up to 3 years of service credit may be allowed for out-of-district administrative experience providing an administrative credential was held at the time.

Item F-9

Request for Consideration: District Office Health and Welfare Benefits

November 10, 2026

Greetings Board Members,

On behalf of the District Office employees, I would respectfully like to request consideration of an increase in our health and welfare (H/W) benefits to bring them in alignment with the benefits provided to the District's other bargaining units, WEA and CSEA.

Specifically, we are requesting that District Office employees receive the same health and welfare contribution cap established for WEA and CSEA members. We recognize and appreciate the District's efforts to support its employees, and we believe extending the same benefit level to District Office employees would demonstrate a commitment to fairness, consistency, and equity across all employee groups.

District Office employees play an important role in supporting the daily operations of the District, serving our students, staff, families, and community. We value the opportunity to contribute to Westwood Unified School District and believe that comparable benefits are an important part of recognizing the contributions of all employees.

We respectfully ask the Board to consider this request as part of its ongoing commitment to employee support, retention, and overall organizational stability.

Thank you for your time, consideration, and continued support of all District employees.

Respectfully,

Paula A. Silva

Paula Silva
Superintendent/Principal
Westwood Unified School District
PO Box 1225
4th & Greenwood Streets
Westwood, CA 96137

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
WESTWOOD DISTRICT OFFICE EMPLOYEES
AND
WESTWOOD UNIFIED SCHOOL DISTRICT

THIS AGREEMENT is made and entered into, effective October ___, 2027, by and between the Westwood Unified School District ("District") and the Westwood District Office Employees ("DO"). The Westwood District Office Employees include the following: Superintendent/Principal, Chief Business Official and Administrative Assistant. The District and Westwood District Office Employees have considered their mutual interests and hereby agree to the following:

WHEREAS, DO employees are eligible to enroll in medical, vision, and dental insurance through California's Valued Trust ("CVT"),

WHEREAS, the District and DO have agreed to establish a maximum allowance ("cap") for the medical insurance plan offered through CVT.

Terms of Agreement

1. The District will be responsible for paying Westwood District Office employee medical insurance benefits with a cap of $27,000 annually.

2. Westwood District Office employees who select a higher health plan above the medical insurance cap of $27,000 per year will be responsible for paying the difference in cost.

3. This agreement shall be effective October 1, 2027.

Westwood District Office Employees	Westwood Unified School District
_____	_____
Name	Date
Superintendent/Principal	
_____	_____
Name	Date
Chief Business Official	
_____	_____
Name	Date
Administrative Assistant	

Health Care Cap

	2026/2027			*2027/2028 Proposed									
				Health Insurance			Vision	Dental					
Superintendent	$1,600.00	12	$19,200.00	$ 2,250.00	12	$ 27,000.00	$ 1,760.88	$ 227.76	$ 28,988.64	$ 9,788.64	÷	12	$ 815.72
Chief Business Official	$1,600.00	12	$19,200.00	$ 2,250.00	12	$ 27,000.00	$ 1,760.88	$ 227.76	$ 28,988.64	$ 9,788.64	÷	12	$ 815.72
Administrative Assistant	$1,600.00	12	$19,200.00	$ 2,250.00	12	$ 27,000.00	$ 1,760.88	$ 227.76	$ 28,988.64	$ 9,788.64	÷	12	$ 815.72

Certificated Cap	$2,392.10	12	$28,705.20
Classified Cap	$2,392.10	12	$28,705.20
Difference	$792.10		$9,505.20

Item F-10

Westwood Unified School District
Superintendent/Principal Employment Agreement

This Superintendent/Principal Employment Agreement ("Agreement") is made this 18th day of November, 2026 by the Board of Trustees of the Westwood Unified School District ("District" or "Board") and Paula A. Silva ("Superintendent/Principal ") (collectively referred to as the "parties").

1) **Term/Assignment:** This Agreement commences July 1, 2027 and terminates on June 30, 2029 (two (2) year contract). There will be a one-year roll over extension after two (2) year contract period with satisfactory annual reviews. Superintendent shall, as part of his/her duties, serve as Principal of Fletcher Walker Elementary School and Westwood High School.

2) **Salary:**
   a) **Salary:** Superintendent/Principal's salary shall be $126,355 Step 8 on the Superintendents/Principals salary schedule for the 2027-2028 year and for the 2028-2029 the Superintendent/Principal's salary shall be $128,883, Step 9. (See attached schedule), plus a stipend for a Masters Degree of $1,000 annually.
   b) **Payment Schedule:** The Superintendent/Principal's salary shall be payable in equal monthly payments, less all applicable taxes and deductions.
   c) **Salary Increase by Mutual Consent:** Superintendent/Principal's salary schedule may be increased pursuant to negotiations with the Board in accordance with Education Code section 35032.

3) **Work Days:**
   a) **Work Year:** The Superintendent/Principal shall be required to render at least 225 workdays of service to the District during each school year, exclusive of holidays as defined in Education Code sections 37220 and 37221. Days in excess of 225 and holidays are considered non-work days. The Superintendent/Principal shall work on all pupil attendance days and all weekdays during the two weeks prior to first pupil attendance day and one week after the last pupil attendance day unless excused by the Governing Board. The Superintendent/Principal shall prepare and send the Board of Trustees a tentative work calendar at the beginning of each school year, and shall advise the Board of significant changes to the work calendar.

4) **Fringe Benefits:** Superintendent/Principal shall receive the following fringe benefits:
   a) **Sick Leave:** Superintendent/Principal shall receive sick leave at the rate of one day per month. Earned, unused sick leave may be accumulated without limitation; however, the District shall not be obligated to compensate the Superintendent/Principal for earned, unused sick leave. Unused sick leave may be credited for retirement purposes as authorized by the State Teachers Retirement System (STRS) and applicable law.
   b) **Bereavement Days:** Administrator shall be eligible during each contract year for up to three (3) bereavement days or five (5) bereavement days when traveling more than 200 miles, per bereavement. To be used in the event of death in the Administrator's "immediate family" (defined as spouse, parents, children, siblings, grandparents,

grandchildren, spouse's parents, grandparents, and grandchildren). These days are not cumulative. The Board may grant additional days upon request to and approval.

c) **Health and Welfare Insurance:** The Superintendent/Principal shall be eligible to receive health and welfare benefits from the District's insurance providers on the same terms and conditions as those granted to other management employees employed by the District.

d) **Vacation/Extra Days:** The Superintendent/Principal is not awarded any days of paid vacation. Any days worked by the Superintendent/Principal in excess of 225 days are as a volunteer and shall be without compensation unless the Superintendent/Principal obtains advance written permission and direction from the Governing Board to work in excess of 225 days at his/her per diem rate.

5) **Superintendent/Principal's Duties**:

a) **General:** The Superintendent/Principal shall perform the duties of District Superintendent/Principal as prescribed by the laws of the State of California, shall have primary responsibility for execution of Board Policy and the duties prescribed by Education Code section 35035 and 35250, and the following:

i) attend all regular and special Board meetings unless unavoidably detained;
ii) inform the Board periodically of the District's economic status and ensure expenditures do not exceed the District's annual income;
iii) serve as the District's negotiator for negotiations under the EERA (Gov. Code, section 3540).
iv) may be assigned teaching duties at the discretion of the Governing Board without extra compensation.
v) shall have primary responsibility in making recommendations to the Board regarding all personnel matters.
vi) review all policies adopted by the Board and make appropriate recommendations;
vii) periodically evaluate or cause to be evaluated all District employees;
viii) advise the Board of sources of funds that might be available to implement present or contemplated District programs;
ix) maintain and improve his/her professional competence;
x) establish and maintain positive staff and Board relations;
xi) establish and maintain positive community relations by participating in and attending community events and activities;
xii) serve as liaison to the Board with respect to all employer-employee relations matters;
xiii) recommend District goals and objectives to the Board;
xiv) serve as secretary to the Board;
xv) appropriately respond to referrals from the Board regarding suggestions, criticism and complaints;
xvi) perform such other duties as may be assigned by the Board.

6) **Board Responsibilities:** The Board shall retain primary responsibility and authority for formulating and adopting Board policies, evaluating and supervising the District Superintendent/Principal and hiring and dismissing District personnel. The Board shall promptly refer all criticisms, complaints, and suggestions called to its attention to the Superintendent/Principal for an appropriate response.

7) **Outside Professional Activities:** The Superintendent/Principal may undertake for consideration outside professional activities, including consulting, teaching, speaking and writing. The Superintendent/Principal's outside professional activities shall not occur during regular work hours and shall not interfere with the performance of the Superintendent/Principal's duties. The District will not be responsible for any expenses related to outside activities.

8) **Principal Powers and Duties.** Principal shall perform the duties of Principal, as prescribed by all applicable laws, policies, and regulations of the State of California. The powers and duties of the Principal are to be executed in accordance with the applicable policies of the Board of Trustees.

9) **Credential.** The Superintendent/Principal shall have a current California Administrative Services Credential on file at the District and the Lassen County Office of Education.

10) **Evaluation:**
   a) **Yearly Evaluation**: The Board shall formally evaluate the Superintendent/Principal at least once per school year. The Board may work with a Consultant or designee to complete this annual evaluation. The Superintendent/Principal shall work with the Board to develop a time line for the evaluation process. The evaluation discussion may include, among other things: (1) formal criteria to be used to evaluate the Superintendent/Principal, (2) an oral and/or written evaluation of the Superintendent/Principal's performance, (3) a review of the Superintendent/Principal's salary and benefits, and (4) discussion of goals and objectives for the succeeding year.
   b) **Board Review**: The Board shall endeavor to complete the evaluation by February 15. Based upon findings specified in the evaluation report, the Superintendent/Principal, in collaboration with the Board, will prepare an action plan, if necessary, that will address areas identified as needing clarification, emphasis, or improvement. If a jointly prepared action plan cannot be agreed upon, the Board in its sole discretion shall issue the action plan.
   c) **Failure to Evaluate Non-Limiting:** Any failure to meet the requirements set forth in this paragraph shall not release the Superintendent/Principal from fully and faithfully performing services under this Agreement, nor shall such failure constitute a default by District of its obligations under this Agreement.

11) **Termination of Agreement:**
   a) **Mutual Consent**: This Agreement may be terminated at any time by mutual consent of the Board and the Superintendent/Principal.
   b) **Non-Renewal of Agreement by District:** The Board may elect not to renew this Agreement upon its expiration, but shall do so by providing written notice to the Superintendent/Principal in accordance with Education Code section 35031 (currently 45 days prior notice), or other applicable provisions of law. The Superintendent/Principal shall inform each member of the Board of this notice requirement in writing no less than ninety (90) calendar days in advance of the expiration of this Agreement. The Superintendent/Principal's failure to give the 90-day notice constitutes a material breach of this Agreement and cause for termination. If

notice of non-renewal is not given, this Agreement shall be deemed renewed under the same conditions for a term of the same length.

c) **Non-renewal of contract by Superintendent/Principal:** The Superintendent/Principal may elect not to renew this Agreement upon its expiration, but shall do so by providing written notice to the Board.
   i) The Superintendent/Principal shall give written notice to the Board of his/her **intent** to non-renew this agreement for the following school year by the regularly scheduled board meeting in February.
   ii) The Superintendent/Principal shall give written notice that he/she has **elected to not renew** this agreement for the following school to the Board and shall do so by the regularly scheduled Board meeting in March.

d) **Death:** This Agreement shall terminate automatically upon death of the Superintendent/Principal.

e) **Disability of the Superintendent/Principal:** If, as a result of a physical or mental condition, the Superintendent/Principal is unable to perform the essential functions of his/her position, even with reasonable accommodations, this Agreement may, at the Board's election be terminated three (3) months from the date the Board issues a written notice of termination.

f) **Termination for Cause:** The Board may terminate this Agreement for: (1) acts done in bad faith to the detriment of the District; (2) refusal to act in accordance with a specific provision of this Agreement or a directive of the Board; (3) material breach of this Agreement; (4) unsatisfactory performance (5) misconduct or dishonest behavior with regard to the Superintendent/Principal's employment; (6) any act causing the suspension or revocation of any credential held by the Superintendent/Principal; (7) conviction of a crime involving moral turpitude, abuse of office as defined in Government Code sections 53243 et seq., dishonesty, breach of trust, or physical or emotional harm to any person; (8) any other cause the Board in its sole discretion deems sufficient for termination. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties of the parties under this Agreement. If cause exists, the Board shall meet with the Superintendent/Principal and shall submit a written statement of the grounds for termination. If the Superintendent/Principal disputes the cause for termination, the Superintendent/Principal and the Board shall be entitled to a conference before the Board in a closed session meeting. The Superintendent/Principal and the Board shall each have the right to be represented by counsel at their own expense. The Superintendent/Principal shall have a reasonable opportunity to respond to all matters raised in the written grounds for termination. The conference with the Board shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. If the Board, after considering all evidence presented, decides to terminate this Agreement, it shall provide the Superintendent/Principal with a written decision. The decision of the Board shall be final. The Superintendent/Principal's conference before the Board shall be deemed to satisfy the Superintendent/Principal's entitlement to due process of law and shall be the Superintendent/Principal's exclusive due process right. The Superintendent/Principal waives any other rights that may be applicable to this proceeding with the understanding that completion of this conference exhausts the Superintendent/Principal's administrative remedies.

g) **Termination without Cause:** The Board may terminate this Agreement at any time. In consideration for the exercise of this right, the District shall pay Superintendent/Principal six (6) months salary or the remainder of any salary due under this Agreement, whichever is less. Payments to Superintendent/Principal shall be made on a monthly basis unless the Board agrees otherwise. The Superintendent/Principal shall also be entitled to continue participation in the District's health and welfare benefit program for the remainder of the unexpired term of this agreement or six (6) months, whichever is less. If the Superintendent/Principal obtains other employment which provides health benefits the District provided benefits will be terminated.

12) **Option for Renewal:** At least 90 days prior to the expiration of this Agreement, the Board shall determine whether to renew this Agreement for an additional term. If the Board elects not to extend the term of this Agreement, this Agreement shall remain in full force and effect until its expiration. Superintendent/Principal shall inform the Board of Trustees in writing at least 180 days prior to the expiration of this Agreement of this 90-day notice provision in order to allow the Board of Trustees to consider renewal of this Agreement.

13) **Abuse of Office Provisions:** In accordance with Government Code section 53243 et seq., and as a separate contractual obligation, if the Superintendent/Principal receives a paid leave of absence or cash settlement and this Agreement is terminated for any reason, such paid leave of absence or cash settlement shall be fully reimbursed to the District by the Superintendent/Principal if the Superintendent/Principal is convicted of a crime involving an abuse of office or the position of Superintendent/Principal. In addition, if the District funds the criminal defense of the Superintendent/Principal against charges involving abuse of office or position and the Superintendent/Principal is then convicted of such charges, the Superintendent/Principal shall fully reimburse the District all funds expended for the Superintendent/Principal's criminal defense.

14) **Tax/Retirement/STRS Issues:** The District shall not be liable for any state, federal, or employment tax consequences or retirement consequences as a result of this Agreement. Superintendent/Principal shall assume sole liability for all state, federal, or employment tax consequences and shall defend, indemnify and defend the District from all such consequences.

15) **Expense Reimbursement:** The District shall reimburse the Superintendent/Principal for actual and necessary expenses incurred within the scope of his/her employment. The Superintendent/Principal shall submit an expense claim in writing supported by appropriate written documentation for reimbursement. Any expenses in excess of $1,500.00 and/or expenses that will be incurred as part of travel related to the Superintendent/Principal's scope of employment, must receive the advance written approval of the Board.

16) **Notification of Absence:** If the Superintendent/Principal plans to be absent from the District more than five (5) continuous days, he/she shall notify the Board President in advance.

17) **Other Employment:** Superintendent/Principal agrees to provide the Board with written notice if he/she becomes a finalist in the selection process for another position with any other school employer.

18) **Professional Development:** Professional Association Dues. District shall the pay the Superintendent/Principal's expenses and dues for membership in two professional organizations which include the Association of California School Administrators (ACSA) and the National Association of School Superintendents (NASS). The District shall also pay on behalf of the Superintendent, expenses incurred in attendance for regional, state or national conferences, seminars, hearings or meetings, with board approval.
   a) ACSA/SSDA Professional Development. To support the Superintendent/Principal's success, the District will provide release time and related expenses for the Superintendent/Principal to participate in the following ACSA program- Superintendents' Symposium and SSDA program- Superintendent State Conference, with board approval.

19) **Waiver:** Any waiver of any breach of any term of this Agreement shall be in writing and shall not be construed to be a waiver of any other breach of this Agreement.

20) **Modification / Integration:** This Agreement constitutes the entire agreement between the parties and supersedes and replaces all prior negotiations and all prior agreements, written or oral. This Agreement may only be modified or superseded by a written instrument executed by both parties

21) **Construction:** Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against either party on the basis that the party was the drafter.

22) **Execution:** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same instrument.

23) **No Assignment:** The Superintendent/Principal may not assign or transfer any rights granted or obligations assumed under this Agreement.

24) **Exclusivity:** To the extent permitted by law, the employment relationship between the District and the Superintendent/Principal shall be governed exclusively by this Agreement.

25) **Management Hours:** Superintendent/Principal's duties may require him/her to average more than eight (8) hours a day and/or more than forty (40) hours per week. However, Superintendent/Principal shall not be entitled to overtime compensation or compensatory time off.

26) **Savings Clause:** If any provision of this Agreement or its application is held invalid, the remaining portions of the Agreement shall remain in effect.

27) **Board Approval:** This Agreement is contingent upon Board approval.

Date of Board Approval:_____ Vote:_____ _____
yes no

Signed:_____ Date:_____
Brittany Baehler, Board President
Westwood Unified School District

ACCEPTANCE OF OFFER

I accept the above offer. I understand that the District is relying upon information provided by me during the application process in extending this offer of employment. By signing below, I represent that I have not provided the District with any false information or made any misrepresentations during the job application process.

I further represent I have not entered into an agreement of employment with the governing board of another school district or any other employer that will in any way conflict with the terms of this agreement.

I hold valid administrative and teaching credentials each of which are or will be recorded in the Office of the Superintendent of Schools of Lassen County before receipt of my first payroll warrant. I certify that I meet the qualifications of Education Code section 35028.

Dated: _____ _____

Paula A. Silva

Item I-1

MINUTES
WESTWOOD UNIFIED SCHOOL DISTRICT
Regular Board Meeting
October 21, 2026
Westwood Unified
4th & Greenwood Street, Westwood, CA 96137
Closed Session 5:30 p.m. – Open Session 6:00 p.m.

A. Introductory Procedures:
1. The meeting was called to order by Board President, Jodie Gunn, at 5:30 pm.

B. Presentation:
1. Ms. Heisig's Student presented their writings.
2. Ms. Marissa and Ms. Anna from LCOE review the universal screening.

C. Public Comment on Closed Session Items:
None.

The board entered closed session at 6:00pm.

D. Closed Session:
1. Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiator,
   Employee Organizations: WEA and CSEA
   District Designated Representative: Superintendent
2. Pursuant to Government Code Section 65995.6 – Facilities
3. Pursuant to Government Code Section 4319.21 – Personnel

The board returned to open session at 6:00 pm.

A. Introductory Procedures (continued):
2. Mrs. Baehler led those present in the flag salute.
3. Mrs. Baehler reported all members are in attendance (E. Gurnee dismissed herself at 6:35pm)
4. Mrs. Baehler reported no action was taken.
5. **MSCU (Gunn/Tilford) to Approve Agenda as Posted**

E. Communications:
1. Letter from LCOE: Positive Certification for Unaudited Actuals – Mrs. House stated this an annual notification from the county.

F. Reports:
1. WHS Athletic Director – Not in attendance.
2. ASB – Ms. Barber stated ASB members are stepping up and creating a positive school culture. Homecoming was a huge success and she hopes the students will continue with their high school spirit right into sweetheart. She stated they are working on planning a volleyball alumni game and food drive. Unfortunately, because cause of basketball scheduling conflicts ASB cannot participate in Christmas in the Mountains and Family Ornament Night. ASB is working on community involvement, for the month of October they created a breast cancer awareness poster where community members, school staff, and students can write a name of a loved one on a heart and post it on the poster.
3. WEA – Mrs. Lemaster submitted her report via email: Everyone is working hard and getting ready to end the first quarter.
4. CSEA – Not in attendance.
5. School Site Council – Mrs. Silva stated the meeting in next week.
6. Adult Education - Ms. Smith stated funding was approved for the year. Welding starts next week and cottage industry will run again in November/December. She stated Connie Theobald is interested in teaching a sewing class in 2027.

7. Westwood Unified PTSA – Ms. Smith stated PTSA has 51 members! Color run was huge success bringing in $8,077.63 to our classroom accounts. PTSA members are gearing up for the Halloween Dance on 10/30 and look forward to collaborating with Molly for a thankful video this fall.
8. FFA – Mrs. Lemaster submitted her report via email: Barn update: new wash racks, groundwork prep for another barn, and steer barn is revamped to fit 4 steers. Lots of positive movement and growth. 9th grade attended GLC and FFA is hosting the haunted house on 10/30 at the PTA halloween dance.
9. Chief Business Official – Mrs. House stated she has been working on finalizing reports, in house audit, and ERATE.
10. Superintendent/Principal – Mrs. Silva stated the free-range cattle have been on the field and Gary, Mike, and Scott have spent the entire month of October picking up cow pies. They have moved some rocks in hopes to detour the cows, however, they keep coming back. She stated we need to look at fencing next year. Earthquake drill was held on 10/19 and she is starting to evaluate teachers.

G. Discussion and Informational Items:

1. Monthly Financial Reports
   No comments.
2. Arts and Music in School Funding Annual Report
   Ms. House stated this report is apart of our annual audit and must be published on our website.
3. Student Activity Funds Policy BP 2453, AR 3453, and Exhibit 3453
   Mrs. Silva stated this is the second reading of the report. She stated TK/K classroom fund directive needed to be added: TK/K will retain half of account balance at the end of year school year, the other half will move into the 1st grade class account.
4. Request for Proposal: Fletcher Walker Gym & Stage Area: Cleaning and Testing
   a. Service Master $22,820.43
   b. Dry Creek: $77,145.62
   The members stated they will be A to action.
5. Resolution No. 06-27: NCSIG Insurance Bylaws
   Mrs. Silva stated this bylaw does not favor small rural schools, but NCSIG is giving schools no choice but to approve the bylaws. She stated the updates reduce the number of representatives in the rural areas.
6. Resolution No. 07-27: EPA
   Mrs. House stated this EPA needs to be approved in September – the EPA is paid to teacher salaries.
7. 2026-2027 Master Agreement
   Mrs. Silva stated this is the usual agreement with LCOE – technology, software programs, Jr. High sports league, Afterschool program, and nursing.

H. Questions or Comments from the Public:
None.

I. Board Communications Section:
None.

J. Consent Agenda:

1. Approval, Additions or Deletions to Minutes of the Regular Meeting of September 16, 2026
2. Approve Monthly Bill and Payroll Warrants for September 2026
3. Approve Hire of Varsity Girls' Basketball Coach – Molly Barber
4. Approve Hire of Jr. High Girls' Basketball Coach – Jessica Compton
5. Approve Hire of Jr. High Boys' Basketball Coach – Robert Baehler
6. Approve Hire of Instructional Aide – Mara Naseath
7. Approve Hire of Intervention Aide (Roaming Support) – Cheyenne Mix-McKown

8. Approve Hire of Intervention Aide – Samantha Fuller
9. Approve Hire of Proximal Aide – Brianna Reece
10. Accept Resignation Letter – Cherilyn Cupelli

MSCU (Gunn/Tilford) to Approve Consent Agenda.

K. Action Items:

1. Consideration to Approve Arts and Music in School Funding Annual Report

MSCU (Tilford/Gunn) to Approve Arts and Music in School Funding Annual Report

2. Consideration to Approve Student Activity Funds Policy BP 2453, AR 3453, and Exhibit 3453

MSCU (Gunn/Tilford) to Approve Student Activity Fund Policy BP 2453, AR 3453, and Exhibit 3453 with the addition of TK/K will retain half of account balance at the end of year school year, the other half will move into the 1st grade class account.

3. Consideration to Approve Request for Proposal: Fletcher Walker Gym & Stage Area: Cleaning and Testing – **Bid MSCU (Gunn/Tilford) to Accept Bid Proposal from Service Master in the amount of $22,820.43**

4. Consideration to Approve Resolution No. 06-27: NCSIG Insurance Bylaws

MSCU (Tilford/Gunn) to Approve Resolution No. 06-27: NCSIG Insurance Bylaws

5. Consideration to Approve Resolution No. 07-27: EPA

MSCU (Gunn/Tilford) to Approve Resolution No. 07-27: EPA

6. Consideration to Approve 2026-2027 Master Agreement

MSCU (Gunn/Tilford) to Approve 2026-2027 Master Agreement

L. Next Meeting Agenda Items as Directed by Board

Add Melissa Rickert to bank accounts, Athletic Packet updates

M. There being no further business, the meeting adjourned at 7:06pm.

UNAPPROVED MINUTES

Item I-4

WILLIAMS LAWSUIT SETTLEMENT
QUARTERLY COMPLAINT SUMMARY FORM

(Per the requirements of the Williams Lawsuit Settlement, each educational agency must report quarterly to its Governing Board and the County Superintendent of Schools any complaints received related to the Williams Lawsuit.)

■ No, our District has not received any complaints relating to the Williams Lawsuit this quarter.

☐ Yes, our District has received a complaint(s) relating to the Williams Lawsuit.

If yes, please attach a copy of the complaint to this Summary Form (removing any confidential student information as appropriate). Please explain the District's resolution of the complaint(s)

_____
_____
_____
_____
_____
_____
_____
_____
_____

This Quarterly Complaint Summary Form is for the period ending:

☐ April 2026 ☐ July 2026 ■ October 2026 ☐ January 2027

District: Westwood Unified School District Date: November 18, 2026

Superintendent's Signature: _____

LCOE:3/05
Sar/Williams.complaint summary