

WILLOWS UNIFIED SCHOOL DISTRICT
Office of the Superintendent

Date of Meeting: August 6, 2026

Request For Placement on Board Agenda:

AGENDA TOPIC: Resolution #2026-27-02

PRESENTER: Shelby Jones, Director of Business Services
Diana Baca, Director of Business Services

Background Information:

Approval of this resolution authorizes the Superintendent and the new Director of Business Services to serve as the Willows Unified School District's designated representatives for State Allocation Board (SAB) administered school facilities programs. These representatives are authorized to sign, submit, and certify applications and other required documents on behalf of the District. This action ensures the District's compliance with State Allocation Board and Office of Public School Construction requirements.

Recommendation:

The administration recommends the Board approve this Resolution.

**BEFORE THE BOARD OF EDUCATION
WILLOWS UNIFIED SCHOOL DISTRICT
COUNTY OF GLENN, STATE OF CALIFORNIA**

RESOLUTION #2026-27-02

AUTHORIZED SIGNERS FOR OPSC ONLINE APPLICATIONS

WHEREAS, Education Code established multiple programs to be administered by the Department of General Services (DGS) as staff to the State Allocation Board (SAB); and

WHEREAS, the Board of Trustees and Willows Unified School District will be requesting eligibility, funding, and/or certifying information for one or more SAB-administered program projects pursuant to, but not limited to, Chapter 12.5, Part 10, and Article 7, Chapter 3, Part 10.5, under Division 1 and Title 1 commencing with Section 17070.10, et. seq. of the Education Code; and

WHEREAS, the Willows Unified School District intends to file applications for funding under the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program as provided in Section 17375, et. seq., of the Education Code.

WHEREAS, the Board of Trustees is required to identify the School District Representatives that will sign, submit, and certify documents and act as liaison with the Office of Public School Construction as staff to the State Allocation Board; and

WHEREAS, the Willows Unified School District understands that the signing and submittal of forms on behalf of the school district commits the school district to comply with program requirements.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Willows Unified School District Board of Trustees authorizes the individuals identified below to physically sign all documents and papers or submit documents via OPSC Online that are associated with SAB-Administered Program(s). Any previous authorized District Representatives not listed below are to be removed from the list of District Representatives:

1. Emmett Koerperich, Superintendent
2. Shelby Jones, Director of Business Services

PASSED AND ADOPTED on August 6, 2026 by the Willows Unified School District Board of Trustees by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTION:

Date: _____

President, Board of Education
Willows Unified School District

CERTIFICATION

I, Kirsten Gray, Clerk/Secretary of the Board of Education of the Willows Unified School District, County of Glenn, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a meeting held at its regular meeting place on August 6, 2026, which action is contained in the minutes of the meeting of said Board.

Date: _____

Clerk,/Secretary, Board of Education
Willows Unified School District