

## **WILLOWS UNIFIED SCHOOL DISTRICT**

**Regular Meeting – December 4, 2025**

**Regular Session 7:00 p.m.**

**Willows City Council Chambers**

**201 N. Lassen Street, Willows, CA 95988**

## **MINUTES**

### **1. OPEN SESSION – CALL TO ORDER**

- 1.1 Roll Call – President Jeromy Geiger called the meeting to order at 7:00 p.m. Members present were Jeromy Geiger, Kirsten Gray, and Lourdes Ruiz. Gina Taylor and Margaret Parisio were absent.
- 1.2 Welcome to Visitors
- 1.3 Flag Salute was led by Shelby Jones.

### **2. ORGANIZATIONAL MEETING**

- 2.1 **(Action)** Accept the Resignation of Board Member Margaret Parisio, effective 12/15/25.  
Jeromy Geiger moved, seconded by Lourdes Ruiz to accept the resignation of Board Member Margaret Parisio, effective 12/15/25.  
**AYES: Geiger, Gray, Ruiz**  
**NOES: None**  
**ABSENT: Parisio, Taylor**  
**MOTION PASSED: 3-0-2**
- 2.2 **(Action)** Notice of Vacancy and Intent to Appoint  
Jeromy Geiger moved, seconded by Lourdes Ruiz to declare that the Board provide public notice of the vacancy and solicit applications for appointment to fill the vacant Board seat in lieu of a special election, following the established appointment procedure.  
**AYES: Geiger, Gray, Ruiz**  
**NOES: None**  
**ABSENT: Parisio, Taylor**  
**MOTION PASSED: 3-0-2**
- 2.3 **(Action)** Election of Officers – President; Vice-President; Clerk  
Kirsten Gray moved, seconded by Lourdes Ruiz to nominate Jeromy Geiger as President. Nominations were closed. Jeromy Geiger was elected with 2 yes votes (Gray and Ruiz) and 1 abstention (Geiger).  
Jeromy Geiger moved, seconded by Kirsten Gray to nominate Gina Taylor as Vice-President. Nominations were closed. Gina Taylor was elected with 3 yes votes (Geiger, Gray, Ruiz). Nominations were closed.  
Jeromy Geiger moved, seconded by Lourdes Ruiz to nominate Kirsten Gray as Clerk. Nominations were closed. Kirsten Gray was elected with 2 yes votes (Geiger and Ruiz) and 1 abstention (Gray).
- 2.4 **(Action)** Appoint Secretary to the Board  
Jeromy Geiger moved, seconded by Kirsten Gray to appoint Emmett Koerperich as Secretary to the Board.  
**AYES: Geiger, Gray, Ruiz**  
**NOES: None**  
**ABSENT: Parisio, Taylor**  
**MOTION PASSED: 3-0-2**
- 2.5 **(Action)** Authorization of Signatures  
This agenda item pertains to the formal authorization of newly elected school board members to act as official signatories for the district.  
Jeromy Geiger moved, seconded by Lourdes Ruiz to authorize the newly elected officers to sign documents on behalf of the Board.  
**AYES: Geiger, Gray, Ruiz**  
**NOES: None**  
**ABSENT: Parisio, Taylor**  
**MOTION PASSED: 3-0-2**
- 2.6 **(Action)** Designate Board Representatives as needed
  - a. Educators' Hall of Fame Committee (2 members)

Jeremy Geiger moved, seconded by Lourdes Ruiz to appoint Gina Taylor and the newly appointed member as representatives to the Educators' Hall of Fame Committee.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

b. Budget Committee (1 member)

Lourdes Ruiz moved, seconded by Jeremy Geiger to appoint Kirsten Gray as representative to the Budget Committee.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

c. Wellness Committee (1 member)

Jeremy Geiger moved, seconded by Kirsten Gray to appoint Lourdes Ruiz as representative to the Wellness Committee.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

### 3. AGENDA/MINUTES

3.1 Approve the Agenda for December 4, 2025.

Kirsten Gray moved, seconded by Lourdes Ruiz to approve the agenda for December 4, 2025.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

3.2 Approve the Minutes of the Regular Meeting of November 6, 2025.

Lourdes Ruiz moved, seconded by Kirsten Gray to approve the minutes for November 6, 2025.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

### 4. PUBLIC COMMENTS - None

### 5. REPORTS

5.1 Associated Student Body President – No report.

5.2 Employee Associations (WUTA & CSEA)

**WUTA – President Cathryn Fleming:**

- Acknowledged Margaret Parisio's resignation.
- Received a President Release Grant.
- Raised concerns about the potential bell schedule change at the high school with shortened instructional periods for science and CTE courses, emphasizing that the reduced time will make it challenging to complete everything that needs to be done in that period. She reminded the Board that a change in bell schedule would be considered a change in working conditions which would require a vote at the high school.

**CSEA – President Kathleen Morrison:**

- Expressed hope that everyone had a good Thanksgiving.
- CSEA had their November meeting where they took nominations for officers and they will vote in December.
- Their next meeting is on December 10<sup>th</sup> at Casa Ramos.

5.3 Principals

**Murdock Elementary School Principal – Stacy Lanzi:**

An Equal Opportunity Employer

- Jeremy Geiger requested that those reporting give a two-minute report that includes a highlight and student enrollment numbers. Stacy's highlights included listening to student interviews and having a great day in the office.

**Willows Intermediate School Principal – Durell Siplin:**

- Click [here](#) for the handout Durell provided to the Board.

**Willows High School Principal – Chris Harris:**

- Provided a follow-up report to the Board.
- Jeremy Geiger asked what the current percentage is for chronic absenteeism. Chris said that it was at 12.6% at the time he submitted the report.

**Willows Community High School Principal – Emmett Koerperich:**

- Click [here](#) for the report that Emmett provided to the Board.

**5.4 Director of Food Services – Mike Bottarini:**

- Provided a follow-up report to the Board.

**5.5 Director of Business Services – Diana Baca:**

- The next Wellness Committee meeting is on December 11<sup>th</sup>.

**5.6 Director of Community Schools – Julie Carriere:**

- Provided a follow-up report to the Board.

**5.7 Director of Curriculum, Instruction & Assessment – Michelle O'Dell:**

- Provided a follow-up report to the Board.

**5.8 Superintendent – Emmett Koerperich:**

- Current enrollment for the district is 1,383 students.
- Click [here](#) for the presentation that Emmett provided to the Board.

**5.9 Board of Education Members****Lourdes Ruiz:**

- Attended a CTE event and recognized WHS for doing an excellent job.
- Participates in the floral subscription and noted that the students are producing beautiful work.
- Supporting winter sports through her attendance.
- Expressed hope that everyone had a good Thanksgiving and gave well wishes for a good Christmas break.

**Kirsten Gray:**

- Has been actively involved with the Wellness Committee.
- Expressed hope that everyone had a good Thanksgiving and gave well wishes for a good Christmas break.

**Jeremy Geiger:**

- Attended the CTE advisory meeting with fellow community members. Highlighted that Red 88 did a great job and encouraged continued support of local businesses.
- Encouraged everyone to “finish strong” until break, expressing his appreciation for the staff, and noting that staff are doing an amazing job.

**6. CONSENT CALENDAR****A. GENERAL**

1. Accept donation from the Willows Community Thrift Shop for \$1,000.00 for WHS FFA for National Convention.
2. Accept donation from the Willows Community Thrift Shop for \$500.00 for WHS Cheerleading.
3. Approve the Murdock Elementary School PTO Movie Night on 12/5/25.

**B. EDUCATIONAL SERVICES**

1. Approve Interdistrict Request for Students #25-26-50 through #25-26-51 to attend school in the Willows Unified School District for the 2025/26 school year.
2. Approve the Overnight Field Trip Request for WHS Wrestling Team to attend the Half Moon Bay High School wrestling tournament in Half Moon Bay, CA, December 5-6, 2025.
3. Approve the Overnight Field Trip Request for WHS Girls Varsity Basketball Team to attend the Trinity High School basketball tournament in Weaverville, CA, December 11-13, 2025.
4. Approve the Overnight Field Trip Request for WHS FFA to attend the FFA MFE/ALA Conference in Monterey, CA, January 8-10, 2026.

5. Approve the Overnight Field Trip Request for WHS Wrestling Team to attend the Battle of the Belt Wrestling Tournament in Temecula, CA, January 15-18, 2026.
6. Approve the Overnight Field Trip Request for WHS FCCLA to attend the FCCLA State Leadership Conference in Riverside, CA, April 23-26, 2026.

**C. HUMAN RESOURCES**

1. Approve employment of Erika Martinez Cardenas, Bilingual Community Outreach Liaison, effective 12/1/25.
2. Approve employment of Emily Brewster, Yard Duty Supervisor/Crossing Guard, effective 12/1/25 (pending clearance).
3. Approve the employment of the following 2025/26 WHS Winter Coaches:

Volunteer Boys Varsity Basketball	Ryan Beatty
Volunteer Boys Soccer	Jose Olvera Diaz
4. Approve Classified Sub List.
5. Approve employment on the basis of a Provisional Internship Permit for Nicole Chavez-Avila for the assignment of ELD Teacher, teaching English as a second language to grades K-4 at Murdock Elementary School.

**D. BUSINESS SERVICES**

1. Approve warrants from 11/5/25 through 11/26/25.

Lourdes Ruiz moved, seconded by Kirsten Gray to approve the Consent Calendar.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

**7. DISCUSSION/ACTION CALENDAR****A. GENERAL**

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

BP 6141.2	Recognition of Religious Beliefs And Customs
BP 6142.1	Sexual Health And HIV/AIDS Prevention Instruction
BP 6142.8	Comprehensive Health Education
2. **(Action)** Second Reading of the following additions/deletions/changes to Board Policies per CSBA's Policy Guide Sheet Recommendations:

BP 0410	Nondiscrimination in District Programs and Activities
BP 0440	District Technology Plan
BP 0441	Artificial Intelligence
BP 0450	Comprehensive Safety Plan
BP 1113	District and School Websites
BP 1312.3	Uniform Complaint Procedures
BP 4030	Nondiscrimination in Employment
BP 4033	Lactation Accommodation
BP 4112.9/4212.9/4312.9	Employee Notifications
BP 4119.11/4219.11/4319.11	Sexual Harassment
BP 5125.1	Release of Directory Information
BP 5145.3	Nondiscrimination/Harassment
BP 5145.6	Parent/Guardian Notifications
BP 5145.7	Sexual Harassment
BP 5146	Married/Pregnant/Parenting Students
BP 6142.91	Reading/Language Arts Instruction
BP 6145.2	Athletic Competition
BB 9011	Disclosure of Confidential/Privileged Information

Jeromy Geiger moved, seconded by Kirsten Gray to approve the Second Reading of the following additions/deletions/changes to Board Policies per CSBA's Policy Guide Sheet Recommendations.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT:** Parisio, Taylor  
**MOTION PASSED:** 3-0-2

**B. EDUCATIONAL SERVICES**

1. **(Discussion/Possible Action)** Bell schedule formal recommendation.

Willows High School Principal, Chris Harris, proposed the high school moving to a 7-period schedule. Click [here](#) for handout given to the Board. Jeremy Geiger brought up the opportunity that this schedule would create with second chance breakfast. He feels that there are disadvantages as well, specifically with the shorter time frame for the CTE and science courses. He asked Eric Chavez, Technology Support Technician, to look into an option to digitize the process of taking attendance where students could possibly scan a QR code to eliminate some time where a teacher would spend taking roll. Jeremy and Kirsten Gray were not ready to make a decision on this and requested more information while Lourdes Ruiz shared that she is confident in moving forward with Chris's recommendation. Kirsten inquired about the hybrid schedule and requested that Chris provide more information on this option. Cathryn Fleming stated that negotiations can be made regarding the teachers' schedules. Stacy Lanzi encouraged Chris to talk with students about this topic. Carl Cooper, sophomore at WHS, shared his concerns about the potential schedule change. Jeremy said that they want to make a change that would benefit everyone and that this conversation will be revisited in January.

**C. HUMAN RESOURCES**

1. **(Discussion)** School Bus Driver Recruitment and Retention Plan.

Emmett Koerperich and Diana Baca have been exploring an incentive structure for the recruitment and retention of qualified bus drivers from within the current workforce. Their idea is to establish paid training opportunities for current employees interested, provided multi-year recruitment and retention incentives for new drivers, and offer an annual stipend for existing certified drivers. Jeremy Geiger confirmed the district's need for bus drivers.

2. **(Discussion)** Restructuring the Maintenance, Operations, and Transportation Department, including the possibility of a Director of Transportation and Fleet Maintenance position or District Lead – Transportation & Custodial Services position.

Emmett Koerperich and Diana Baca have been working on ideas to provide leadership for the transportation department and have come up with two options:

1. Add a Director of Transportation and Fleet Maintenance
2. Create a new lead position by combining the transportation and custodial services positions

Emmett explained hiring a district lead of transportation and custodial operations from within our current staff would minimize the financial impact while allowing us to continue contracting our vehicle maintenance as we do today. It was agreed that option 1 would cost around \$80k-100k while option 2 would cost around \$15k-20k. It was noted that the recruitment/retention plan, job description, and salary range of the Lead of Transportation and Custodial position would need to be negotiated with CSEA.

3. **(Action)** Approve the Purchase Agreement between Solution Tree and Willows Unified School District for the purchasing of professional development products and services.

Jeremy Geiger moved, seconded by Kirsten Gray to approve the Purchase Agreement between Solution Tree and Willows Unified School District.

**AYES:** Geiger, Gray, Ruiz

**NOES:** None

**ABSENT:** Parisio, Taylor

**MOTION PASSED:** 3-0-2

4. **(Action)** Approve the revision of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (c) and (d) for the 2025/26 school year.

Lourdes Ruiz moved, seconded by Jeremy Geiger to approve the revision of the District Plan for Committee on Assignments in accordance with Education Code §44258.7 (c) and (d) for the 2025/26 school year.

**AYES:** Geiger, Gray, Ruiz

**NOES:** None

**ABSENT:** Parisio, Taylor

**MOTION PASSED:** 3-0-2

**D. BUSINESS SERVICES**

1. **(Action)** Approve the 2025/26 First Interim Budget Report.

Jeremy Geiger shared his appreciation with Diana Baca, recognizing the considerable time she put into the report. He asked her for an update. Diana shared that she is pleased with how things are looking but

recommends being fiscally conservative with services and other expenses. Jeromy confirmed that our enrollment numbers are declining and enrollment drives our revenue. Diana feels that enrollment as well as funding for the next few years appears fairly stable. Jeromy and Diana agreed that their goal is to build up our reserve.

Lourdes Ruiz moved, seconded by Jeromy Geiger to approve the 2025/26 First Interim Budget Report.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

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

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

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

3. **(Action)** Approve installation of safety and security measures.

Jeromy Geiger asked if we could use Golden State money for this and Diana Baca responded saying that we could use the money from them for the second measure.

Kirsten Gray moved, seconded by Jeromy Geiger to approve installation of safety and security measures.

**AYES: Geiger, Gray, Ruiz**

**NOES: None**

**ABSENT: Parisio, Taylor**

**MOTION PASSED: 3-0-2**

## **8. ANNOUNCEMENTS/UPCOMING EVENTS**

8.1 December 19, 2025 is a district-wide Minimum Day.

8.2 There will be a district-wide break from December 22, 2025 – January 2, 2025. School resumes on January 6, 2026.

8.3 The next Regular Board Meeting will be held on January 8, 2026, at 7:00 p.m.

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

At 8:19 p.m., Board took a short recess after the Regular Meeting before going into Closed Session. Jeromy Geiger will report out into Open Session upon conclusion of Closed Session.

## **10. CLOSED SESSION**

Closed session began at 8:31 p.m.

10.1 Pursuant to Government Code §54957.6: Conference with Labor Negotiator – Agency Negotiator: Emmett Koerperich. Employee Organizations: WUTA, CSEA, Management, and Confidential.

## **11. RECONVENE TO OPEN SESSION**

11.1 Announcement of Action Taken in Closed Session

At 9:11 p.m., the meeting reconvened to Open Session. Jeromy Giger reported:

10.1 Update given to the Board.

## **12. ADJOURNMENT**

Meeting adjourned at 9:11 p.m.