

SIDE LETTER OF AGREEMENT
BY AND BETWEEN
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS WILLOWS CHAPTER NO. 119 (“CSEA”)
AND
THE WILLOWS UNIFIED SCHOOL DISTRICT (“DISTRICT”)
Pay Adjustments for Passenger Van Driver Positions

December 15, 2025

The California School Employees Association and its Willows Chapter No. 119 (“CSEA”) and the Willows Unified School District (“District”), collectively referred to as the “Parties,” hereby enter into this Side Letter of Agreement regarding specific pay step adjustments in the Passenger Van Driver classification.

The parties hereto agree as follows:

1. Due to the operational need to transport students residing in Elk Creek to and from school, a vacancy arose in the Passenger Van Driver position.
2. Employee Number 1402 who was employed as a Cafeteria Helper I at step placement 26/9, applied for and was selected to fill the Passenger Van Driver vacancy. To ensure that she did not assume the new position at a lower rate of pay, and in light of the District’s operational needs, she was placed at step 30/9 in the Passenger Van Driver classification.
3. To ensure fairness, consistency, and equitable compensation among all employees holding the Passenger Van Driver position, the District reviewed the step placements of the current Passenger Van Drivers and made the following adjustments:
 - a. Employee Number 726 was already at step 9 in both her Cafeteria Helper II and Passenger Van Driver positions; no adjustment was necessary.

- b. Employee Number 614 previously at step 29/9 as an Instructional Aide II and step 30/2 as a Passenger Van Driver, had her Passenger Van Driver placement adjusted to step 30/9.
 - c. Employee Number 1489 previously at step 28/5 as a Cafeteria Helper II, had her Passenger Van Driver placement adjusted to step 30/5.
4. These adjustments shall be effective December 11, 2025.
5. This Side Letter of Agreement addresses only the specific pay step adjustments described above and does not establish precedent for any future unrelated adjustments unless mutually agreed in writing by the Parties.

By: Kathleen Morrison
Kathleen Morrison
President, CSEA Chapter No. 119

Date: 12/17/25

By: Emmett Koerperich
Emmett Koerperich
Superintendent

Date: 12/16/25

By: Elena Bessette
Elena Bessette
CSEA Labor Relations Representative

Date: 12/17/2025

12/11/25

Rationale for Passenger Van Driver Pay Adjustments

A vacancy in the Passenger Van Driver position was created due to the need to transport students residing in Elk Creek to and from school. [REDACTED], currently employed as a Cafeteria Helper I, applied for the position. At the time, her placement as a Cafeteria Helper I was **26/9**. Because it was agreed that she should not assume the Passenger Van Driver role at a lower rate of pay, and given the district's operational need, she was placed at **30/9** for the Passenger Van Driver position.

In order to maintain fairness and consistency among all Passenger Van Drivers following this adjustment, the district reviewed the placements of current employees in the same role:

- [REDACTED] was already at **step 9** for both her Cafeteria Helper II and Passenger Van Driver positions, so **no adjustment** was necessary.
- [REDACTED] was placed at **29/9** as an Instructional Aide II and **30/2** as a Passenger Van Driver. Her Passenger Van Driver placement was adjusted to **30/9**.
- [REDACTED] was at **28/5** as a Cafeteria Helper II, so her Passenger Van Driver placement was adjusted to **30/5**.

These adjustments ensure equitable compensation and alignment across the Passenger Van Driver classifications.

E. With
12/11/25