

NORTH COW CREEK SCHOOL DISTRICT
Agenda for Regular Meeting of the Governing Board
Tuesday, February 25, 2020
7:00pm

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Americans with Disabilities Act Assistance – Auxiliary aids and services include a wide range of services and devices that promote effective communication for individuals with disabilities. If you require such assistance, please notify this office as soon as possible. We will make every effort to give primary consideration to expressed preferences or provide equally effective means of communication to ensure equal access to North Cow Creek School District programs and events.

Board Members:

Eileen Travis, President
Vacant

Jim Brimble, Member

Kim Christofferson, Clerk
Erika Callegari, Member

Call to Order/Flag Salute

1. APPROVAL OF THE ORDER OF THE AGENDA

Motion:
Second:
Vote:

2. CITIZENS ADDRESSING THE BOARD

Please be aware that the Board cannot take action on any items not on the agenda. Public comment is limited to a maximum of thirty minutes, and each speaker will be limited to 3 minutes.

- A. Items on the agenda
- B. Items on Closed Session agenda
- C. Items not on the agenda:

3. STAFF/COMMUNITY PRESENTATION

- A. Recognition of Kevin Butler for service to the Board and District
- B. North Cow Creek Educator's Association
- C. North Cow Creek Education Foundation

4. CORRESPONDENCE

- A. Letter from SCOE regarding the First Interim Report for the 19/20 Year

5. CONFERENCE SECTION

- A. Superintendent's Report
 - a. Enrollment
 - b. Modernization Project Update
 - c. E-Rate Project
 - d. Action Team Slideshow

6. INFORMATION ITEMS

- A. Calendar of Events

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7. CONSENT ITEMS

- | | |
|--|---------|
| A. Approval of Regular Meeting Minutes from January 21, 2020 | Motion: |
| B. Approval of Monthly Warrants | Second: |
| C. 2019/2020 Consolidated Application | Vote: |

8. DISCUSSION/ACTION ITEMS

- | | |
|---|---------|
| A. Discussion/Approval: Approval of AB1200 (Public Disclosure of Proposed Certificated Collective Bargaining Agreement) and attached Certificated Collective Bargaining Agreement. Pending County approval | Motion: |
| | Second: |
| | Vote: |
| | |
| B. Discussion/Approval: Approval of AB1200 (Public Disclosure of Proposed Classified Collective Bargaining Agreement) and attached Classified Collective Bargaining Agreement. Pending County approval. | Motion: |
| | Second: |
| | Vote: |
| | |
| C. Discussion/Action: Approval of the <u>Request for Allowance of Attendance Due to Emergency Conditions</u> waiver allowing the school to claim full attendance 12/5/19 and 12/6/19 when parents kept their students home due to the threat written in the upper grade boy's bathroom. | Motion: |
| | Second: |
| | Vote: |
| | |
| D. Discussion/Action: Selection of subcommittee from Board to interview and recommend a candidate for consideration to fill the Board position vacated by Kevin Butler. | Motion: |
| | Second: |
| | Vote: |
| | |
| E. Discussion/Presentation: Safety Plan Implementation. Overview of introductory video on the H.E.R.O active shooter program. School staff are utilizing this program to orient students on the procedures for addressing a stranger on campus. Drills will be scheduled as staff complete the lessons with their students. The Threat Assessment Team (TAT) is being developed and Office Estill will be working with the school to provide training to the TAT. | |

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F. Discussion/Action: Approval of the Board to authorize the Superintendent to work with the Happy Valley Elementary School District to develop a three-year shared contract between the two districts for sharing a Chief Business Officer position beginning with the 2020/2021 school year. Final contract will be presented to the School Board for approval at the March meeting.

Motion:
Second:
Vote:

G. Discussion: Overview of the upcoming Board/Community workshop to provide input on the 2020/2021 Local Control Accountability Plan (LCAP).

9. NEXT MEETING & BOARD DISCUSSION

- A. Board Discussion of School Affairs
- B. Board/Community Workshop – March 17 @ 6:00 pm
- C. Regular Board Meeting – March 17 @ 7:00 pm
- D. Future Agenda Items
 - a. Board appointment of replacement for Kevin Butler (March)
 - b. 2020/2021 Developer Fees Justification Study (March)
 - c. 2020/2021 Approval of Shared Business Services with Happy Valley Elementary
 - d. 2020/2021 Class configuration for grades K-3 (April)

10. ADJOURNMENT TO CLOSED SESSION at:

Motion:
Second:
Approved:

11. CLOSED SESSION

- A. Labor Negotiations (GC 54957.6)

12. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION:

13. ADJOURNED at:

Motion:
Second:
Vote:



SHASTA COUNTY OFFICE OF EDUCATION

To be leaders in educational excellence, offering support to schools and community to ensure Shasta County students receive a quality education preparing them for high school graduation and success in career and college.

4A.1
Superintendent
Judy Flores

Board of Education

Kathy Barry
Robert Brown
Rhonda Hull
Steve MacFarland
Laura Manuel
Denny Mills

Elizabeth "Buffy" Tanner

January 15, 2020

Governing Board
North Cow Creek Elementary School District
10619 Swede Creek Road
Palo Cedro, CA 96073

Dear Board Members:

In accordance with the provisions of Education Code Section 42131, a review of the North Cow Creek Elementary School District's (District) First Interim Report for fiscal year 2019/20 has been completed by the Shasta County Superintendent of Schools (County Superintendent). Based on the multi-year projections and assumptions provided by the District, it appears that the District should be able to meet its financial obligations for the current and two subsequent fiscal years. We therefore concur with the District's positive certification.

BUDGET SUMMARY

The District is projected to incur an unrestricted operating surplus of \$93,809 in the current year. Additionally, the District is projecting unrestricted surpluses of \$47,274 and \$79,090 in the subsequent two years.

We also noted that the multi-year projection is based on estimated LCFF COLA increases of 3.0% and 2.8% for the subsequent two years. The recent January budget proposal released by the Governor includes a COLA of 2.29% for 2020/21 which will reduce revenue estimates for the subsequent years. The budget should be adjusted at Second Interim with this more current information.

SALARY AND BENEFIT NEGOTIATIONS

According to the information provided, salary and benefit contract negotiations have not all been settled and potential increases have not been included in the budget. To the extent that collective bargaining agreements result in additional ongoing costs, we advise you that such increased costs should be supported by additional ongoing revenues or ongoing reduction of expenditures.

This letter is a reminder that, before the District's Board of Education takes any action on a proposed collective bargaining agreement, the District must meet the public disclosure requirements of Government Code Section 3547.5 and the California Code of Regulations Title V, Section 15449. The document used for this analysis is titled "Assembly Bill (AB) 1200: Public Disclosure of Proposed Collective Bargaining Agreement."

The AB 1200 document must be sent to the Shasta County Office of Education ten (10) working days prior to Board approval. AB 2756 amended Section 3547.5 of the Government Code to read: The superintendent of the school district and chief business official shall certify in writing that the costs incurred by the school district under the agreement can be met by the district during the term of the agreement. If a school district does not adopt all of the revisions to its budget needed in the current fiscal year to meet the costs of a collective bargaining agreement, the county superintendent of schools shall issue a qualified or negative certification for the district on the next interim report pursuant to Section 42131 of the Education Code.

SUBMISSION OF STUDIES, REPORTS, EVALUATIONS AND/OR AUDITS

Education Code Sections 42127 and 42127.6 now require districts to submit to the County Office any studies, reports, evaluations, or audits done of the district that contain evidence that the district is showing fiscal distress. They also require the County Office to incorporate that information into our analysis of budgets, interim reports and the district's overall financial condition.

We request that the District submit to this office any such documents commissioned by the District (e.g., reports done by the Fiscal Crisis and Management Assistance Team), or by the State Superintendent of Public Instruction and/or a state control agency any time they are received by your district.

CONCLUSION

As always, we would like to express our appreciation to the District staff for their cooperation during the budgeting process and review. If you have any questions, or if our office can be of further assistance, please call me at 225-0235.

Sincerely,

A handwritten signature in blue ink, consisting of several overlapping loops and a horizontal stroke.

Jessica Tegerstrand, CPA
Executive Director of District Fiscal Services

cc: Kevin Kurtz, Superintendent
Cathleen Serna, Consulting CBO

March 2020

March 2020							April 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30		
29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 1	2 12:00pm Minimum Day/Staff Collaboration 1:00pm CPR/First Aide Training (Tentative)	3 1:30pm School Spelling Bee (1:20 4th-6th & 2:10 7th - 8th)	4 3:10pm Staff Meeting 6:30pm EdFoundation Meeting	5 7:30am Choir Rehearsal	6 7:30am Choir Rehearsal 8:45am Honor Roll Assembly 12:00pm Honor Roll Celebration	7
8	9	10 3:00pm Talent Show Dress Rehearsal	11 1:30pm Talent Show Assembly 3:00pm Tier 1 Behavior Meetings	12 Ski Club 7:30am Choir Rehearsal 6:30pm Talent Show	13 7:30am Choir Rehearsal	14
15	16	17 6:00pm School Board Workshop 7:00pm School Board Meeting	18 1:00pm Elementary Spelling Bee @ Millville 3:10pm Staff Meeting	19 7:30am Choir Rehearsal 1:00pm Junior High Spelling Bee @ Millville	20 7:30am Choir Rehearsal 8:00am 4th to Sutter Fort	21
22	23	24	25 3:00pm Tier 2 Behavior Meetings	26 Ski Club 7:30am Choir Rehearsal	27 7:30am Choir Rehearsal	28 5:00pm Beaver Bash
29	30 12:00pm Minimum Day/First Aide Training for Staff	31	Apr 1	2	3	4

6A

7A.1

NORTH COW CREEK SCHOOL DISTRICT
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Members Present: Eileen Travis, Jim Brimble, Kevin Butler, Kim Christofferson, Erika Callegari, Kevin Kurtz, Lori Brunelli

Call to Order/Flag Salute: 7:02 p.m.

1. APPROVAL OF THE ORDER OF THE AGENDA

Motion: JBrimble
Second: ECallegari
Vote: 5-0

2. CITIZENS ADDRESSING THE BOARD

Please be aware that the Board cannot take action on any items not on the agenda. Public comment is limited to a maximum of thirty minutes, and each speaker will be limited to 3 minutes.

- A. Items on the agenda: None
- B. Items on Closed Session agenda: None
- C. Items not on the agenda: None

3. STAFF/COMMUNITY PRESENTATION

- A. North Cow Creek Educator's Association: Greg Lawson reported there were 4 staff members that attended the CTA conference in Las Vegas.
- B. North Cow Creek Education Foundation: The Beaver Bash will be held March 28. The Foundation is still working on the details. Attendance was low at the Quarter Craze but everyone had a good time.

4. CORRESPONDENCE

NONE

5. CONFERENCE SECTION

- A. Superintendent's Report
 - a. Enrollment: 259
 - b. Modernization Project Update: We will be scheduling an appointment with the Office of Public School Construction to speak with them regarding safety issues with our parking lot. We are hoping to receive emergency funds to help with the re-design of our parking lot. Possible future projects are possibly new restrooms on the playground and a new music room.
 - c. Parent Magazine Ad: Our school advertisement will run in the Parent Magazine in February, March and April.

6. INFORMATION ITEMS

- A. Calendar of Events

7A.2

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7. CONSENT ITEMS

- | | |
|---|-------------------------|
| A. Approval of Regular Meeting Minutes from December 17, 2019 | Motion: JBrimble |
| B. Approval of Monthly Warrants | Second: KChristofferson |
| C. School Accountability Report Card (SARC) | Vote: 5-0 |

8. DISCUSSION/ACTION ITEMS

- | | |
|---|--|
| A. Discussion/Action: Accept Financial Statements and Audited Actuals
<i>(See supplemental audit report from Vavrinek, Trine, Day @ Co., LLP: SP200121)</i> | Motion: KChristofferson
Second: ECallegari
Vote: 5-0 |
| B. Discussion/Action: Approval of the Updated School Safety Plan
<i>(See supplemental 2019/2020 School Safety Plan: SP200121B)</i>
We will have active shooter training on February 3. The Board agreed to have Officer Estill teach the staff ALICE training. | Motion: KButler
Second: ECallegari
Vote: 5-0 |
| C. Discussion/Action: Approval of revised District Secretary salary schedule. | Motion: KChristofferson
Second: ECallagari
Vote: 5-0 |
| D. Discussion: Class Configuration for the 20/21 School Year: Kevin Kurtz discussed having a 1/2 combination and a 2/3 combination. There are not enough second graders for a straight second grade at this time. Kevin Kurtz will be working on different class configurations with staff. | |

9. NEXT MEETING & BOARD DISCUSSION

- A. Board Discussion of School Affairs: Kim Christofferson stated her concern for the safety of the children in the parking lot.
- B. Regular Board Meeting – February 25, 2020 @ 7:00 p.m.
- C. Future Agenda Items
 - a. Presentation: Friday Activity Period (7/8 grades) & Action Teams

10. ADJOURNMENT TO CLOSED SESSION at: 8:00 p.m.

Motion: JBrimble
Second: ECallegari
Approved: 5-0

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MA.3

11. CLOSED SESSION

- A. Superintendent Goal Update/Progress Report
- B. Labor Negotiations (GC 54957.6)

12. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION: Kevin Butler delivered his resignation letter to the Board.

13. ADJOURNED at: 9:26 p.m.

Motion: ECallegari
Second: JBrimble
Approved: 5-0

Respectfully Submitted:

Lori Brunelli, District Secretary

Kim Christofferson, Board Clerk

Checks Dated 01/09/2020 through 02/12/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010839061	01/22/2020	ACCU-PRINT	01-5801	FINGERPRINTS/SAUNDERS SB COACH		36.00
9010839062	01/22/2020	ANDERSON COTTONWOOD DISP SVS	01-5545	GARBAGE		641.02
9010839063	01/22/2020	BLUE STAR GAS	01-5630	TANK LEAK REPAIR		275.48
9010839064	01/22/2020	CALIFORNIA SAFETY CO	01-5620	ALARM 1/1/20-1/31/20		87.50
9010839065	01/22/2020	COLUMBIA SCHOOL DISTRICT	01-5805	QTR 2 MTV ED CONSORT		4,687.50
9010839066	01/22/2020	DEPARTMENT OF JUSTICE	01-5801	FINGERPRINTS		64.00
9010839067	01/22/2020	MISSION LINEN SUPPLY	01-5530	LAUNDRY		160.61
9010839068	01/22/2020	PALO CEDRO MARKET - SHELL	01-4510	MOWER GAS		37.03
9010839069	01/22/2020	PALO CEDRO TRUE VALUE	01-4510	HARDWARE	.73	
				HARDWARE	61.94	
9010839070	01/22/2020	STROUPS CHAIN SAW INC.	01-5630	SHARPEN CHAINS		62.67
9010839071	01/22/2020	TERMINIX PROCESSING CENTER	01-5555	PEST CONTROL		20.00
9010839072	01/22/2020	TROXELL COMMUNICATIONS	01-4410	COMPUTER/COUNSELING OFFICE		128.00
9010839073	01/22/2020	TSA CONSULTING GROUP, INC	01-5801	RETIREMENT ADMIN SRVC	15.00	1,386.26
				RETIREMENT ADMIN SRVS	15.00	
9010839074	01/22/2020	USI INC	01-4310	LAMINATING FILM		30.00
9010839400	01/23/2020	ANDERSON HIGH SCHOOL BOYS BASK ETBALL	01-5801	A BOYS TOURNEY		189.77
9010839401	01/23/2020	COOK, GINA	01-4310	ELECTIVES/STAFF APPRECIATION		135.00
				ELECTIVES/STAFF APPRECIATION	25.27	
9010839402	01/23/2020	CRESSWELL PHYSICAL THERAPY	01-5805	OT	29.41	54.68
9010839403	01/23/2020	HUE & CRY INC	01-5620	ALARM 2/1/20--2/29/20		300.00
9010839404	01/23/2020	JACK SCHREDER AND ASSOCIATES	01-5801	DEC 2019 SCHOOL FACILITY PROGRAM		64.63
9010839405	01/23/2020	NCC EDUCATION FOUNDATION	01-4510	STAFF PRIZES		330.00
9010839406	01/23/2020	NCCS REVOLVING FUND	01-5805	REIMBURSEMENT BB OFFICIALS		50.00
9010839407	01/23/2020	NORTH VALLEY VOLLEYBALL ASSOC	01-5805	ADJUSTMENT FOR ONE GAME		810.00
9010839408	01/23/2020	OFFICE DEPOT	01-4310	MAGNETIC BOARD		15.00
9010839409	01/23/2020	PACE ENGINEERING, INC	01-5801	PARKING LOT		51.47
9010839410	01/23/2020	SEQUOIA SPORTS BOOSTERS	01-5801	B BOYS BB TOURNEY		1,475.00
9010839411	01/23/2020	SYNCB/AMAZON	01-4310	GAME	1.99	175.00
				REPLACEMENT CHROMEBOOK	87.95	
				REPLACEMENT CHROMEBOOK	90.08	
				STORAGE LOCK BOX	20.37	
9010840056	01/29/2020	BELLA VISTA WATER DISTRICT	01-4510	DOOR LATCH COVER (safety)	42.68	243.07
9010840057	01/29/2020	BLUE STAR GAS	01-5210	WATER 11/18/19-1/17/20		189.48
9010840058	01/29/2020	COOK, GINA	01-5550	GAS		1,076.30
9010840059	01/29/2020	CRESSWELL PHYSICAL THERAPY	01-5525	ELECTIVES		120.91
			01-4310	OT		825.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE

ONLINE

Checks Dated 01/09/2020 through 02/12/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010840060	01/29/2020	MISSION LINEN SUPPLY	01-4510	SUPPLIES	304.75	
9010840061	01/29/2020	OFFICE DEPOT	01-5530	LAUNDRY	167.34	472.09
9010840062	01/29/2020	PACIFIC GAS ELECTRIC COMPANY	01-4310	HEARING IMPARED ADAPTER	19.28	
9010840063	01/29/2020	PALO CEDRO PRINTING		INTERVENTION SUPPLIES	57.55	76.83
9010840610	02/05/2020	CALIFORNIA'S VALUED TRUST	01-5515	POLE 12/17/19-1/15/20		24.06
			01-4510	ATTENDANCE SLIPS		85.80
			76-9550	FEB 2020 HEALTH/DENTAL/VISION -	24,215.10	
				EMPLOYEE		
			76-9563	FEB 2020 HEALTH/DENTAL/VISION -	126.19	24,341.29
				RETIREE		
9010840948	02/06/2020	CANON FINANCIAL SERVICES	01-5620	COPIER		975.18
9010840949	02/06/2020	COLUMBIA SCHOOL DISTRICT	01-5805	JPA FEES/DIRECTOR COSTS 19/20	3,699.60	
				Q2 19/20 BUSINESS SERVICE	15,868.25	19,567.85
9010840950	02/06/2020	COOK, GINA	01-4310	COOKING ELECTIVE		67.50
9010840951	02/06/2020	CRESSWELL PHYSICAL THERAPY	01-5805	OT		600.00
9010840952	02/06/2020	DONNELLEY, DAMON	01-4310	ICE/FIELD TRIP 200		294.66
9010840953	02/06/2020	GOPHER SPORT	01-4510	PLAYGROUND EQUIP		5,033.05
9010840954	02/06/2020	JW WOOD COMPANY INC	01-4510	PLUMBING		169.84
9010840955	02/06/2020	OFFICE DEPOT	01-4310	GLUE STICKS	57.58	
				MARKER/RO CLSRM SUPPLIES	83.68	
				PAPER	6.68	
				STAFF ROOM SUPPLIES	604.62	752.56
9010840956	02/06/2020	SHASTA COUNTY OFFICE OF ED	01-5805	19/20 SARB AND TRUANCY	431.76	
				INTERNET SRVC 19-20	2,417.00	2,848.76
9010840957	02/06/2020	US BANK	01-4310	HEADPHONES	414.70	
				MATH INCENTIVES	27.97	
				WATER/BOARD MTG/STUDENT	41.07	
				INCENTIVES		
			01-4510	SHORT SCHOOL LUNCHES	22.97	
				STAFF DEV LUNCH	120.60	
				WATER/BOARD MTG/STUDENT	19.77	
				INCENTIVES		
			01-5814	AD E RATE ELIGIBLE PROJECTS	76.20	723.28
9010840958	02/06/2020	VERIZON WIRELESS	01-5910	SUPT CELL 12/23-1/22		62.54
9010841279	02/11/2020	ANDERSON COTTONWOOD DISP SVS	01-5545	GARBAGE		541.02
9010841280	02/11/2020	APPLE INC	01-4310	SP ED IPAD APPS		50.00
9010841281	02/11/2020	CDW GOVERNMENT	01-5801	LICENSE/WIRELESS ACCENT POINT		3,825.00
9010841282	02/11/2020	COOK, GINA	01-4310	COOKING ELECTIVES		33.26

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

E S C A P E

ONLINE

Checks Dated 01/09/2020 through 02/12/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
9010841283	02/11/2020	CRESSWELL PHYSICAL THERAPY	01-5805	OT		412.50
9010841284	02/11/2020	FRONTIER	01-5910	PHONE 1/25/20-2/24/20		180.84
9010841285	02/11/2020	MENDES SUPPLY	01-4515	BRUSH ROLLER		128.27
9010841286	02/11/2020	MISSION LINEN SUPPLY	01-4510	SUPPLIES	26.81	
			01-5530	LAUNDRY	172.89	
9010841287	02/11/2020	NORTH STATE PARENT	01-5814	1/4 PAGE AD		199.70
9010841288	02/11/2020	OFFICE DEPOT	01-4310	COPY PAPER		560.00
9010841289	02/11/2020	PALO CEDRO TRUE VALUE	01-4510	HARDWARE		62.76
9010841290	02/11/2020	PERIPOLE INC	01-4310	RECORDER		97.43
9010841291	02/11/2020	RAY MORGAN COMPANY	01-4510	STAPLES		39.86
9010841292	02/11/2020	REDDINGS SPEECH & LANGUAGE CTR	01-5805	SPEECH		63.28
9010841293	02/11/2020	SAFE KIDS INC	01-4310	H.E.R.O PROGRAM		3,112.50
9010841294	02/11/2020	TSA CONSULTING GROUP, INC	01-5801	RETIREMENT/ADMIN SERVICE		1,040.00
Total Number of Checks					62	80,178.09

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General	61	55,836.80
76	Payroll/Clearing	1	24,341.29
Total Number of Checks		62	80,178.09
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			80,178.09

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

7B.3

2019-20 Certification of Assurances

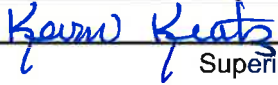
Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca19assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Kevin Kurtz
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	06/19/2019

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

7C2

2019-20 Protected Prayer Certification

ESSA Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Kevin Kurtz
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	06/18/2019
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the Comment field. (Maximum 500 characters)	

*****Warning*****

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me.3

2019-20 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCFF@cde.ca.gov, 916-323-5233

To receive funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to apply for funds, the LEA must certify that the 2017/18–2019/20 LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification the LEA is agreeing to submit the LCAP Federal Addendum that has been approved by the local governing board or governing body of the LEA to the California Department of Education (CDE), and acknowledging that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

County Offices of Education and School Districts Enter the original approval date of the county office of education or school district 2017/18–2019/20 LCAP	07/01/2017
Note: For districts, the date should be the day your county office of education (COE) approved your 2017/18–2019/20 LCAP. For COEs, it should be the date the CDE approved your 2017/18–2019/20 LCAP.	
Charter Schools Enter the adoption date of the charter school LCAP	
Authorized Representative's Full Name	Kevin Kurtz
Authorized Representative's Title	Superintendent

*****Warning*****

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2019-20 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/18/2019
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District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name (non-LEA employee)	
DELAC review date	
Meeting minutes web address Please enter the web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	DELAC is not required as there are less than 50 EL students.

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No

*****Warning*****

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2019-20 Application for Funding

CDE Program Contact:Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Title IV, Part A (Student Support) ESSA Sec. 1112(b) SACS 4127	Yes
Title V, Part B Subpart 1 Small, Rural School Achievement Grant ESSA Sec. 5211 SACS 5810	No

*****Warning*****

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2019-20 Federal Transferability

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds transferred under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, lfassett@cde.ca.gov, 916-323-4963
Federal Programs and Reporting Office, TitleIV@cde.ca.gov, -

Title II, Part A Transfers

2019-20 Title II, Part A allocation	\$3,174
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title IV, Part A	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2019-20 Title II, Part A allocation after transfers out	\$3,174

Title IV, Part A Transfers

2019-20 Title IV, Part A allocation	\$10,000
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title II, Part A	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title IV, Part A funds transferred out	\$0
2019-20 Title IV, Part A allocation after transfers out	\$10,000

*****Warning*****

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2019-20 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:

Sylvia Hanna, Federal Programs and Reporting Office, shanna@cde.ca.gov, 916-319-0948

Rina DeRose, Federal Programs and Reporting Office, RDeros@cd.ca.gov, 916-323-0472

2019-20 Title I, Part A LEA allocation (+)	\$24,250
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2019-20 Title I, Part A LEA available allocation	\$24,250

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$243
LEA parent and family engagement	\$0
* Local neglected institutions Does the LEA have local institutions for neglected children?	No
Local neglected institutions reservation	
* Local delinquent institutions Does the LEA have local institutions for delinquent children?	No
Local delinquent institutions reservation	
Direct or indirect services to homeless children, regardless of their school of attendance	\$243

Authorized Reservations

Public school Choice transportation	
Other authorized activities	
2019-20 Approved indirect cost rate	5.12%
Indirect cost reservation	\$1,266
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$1,509
School parent and family engagement reservation	\$243
Amount available for Title I, Part A school allocations	\$22,498

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2019-20 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, abobadilla@cde.ca.gov, 916-319-0208

Lisa Fassett (Program), Standards Implementation Support Office, lfassett@cde.ca.gov, 916-323-4963

2019-20 Title II, Part A allocation	\$3,174
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$3,174
Repayment of funds	
2019-20 Total allocation	\$3,174
Administrative and indirect costs	\$158
Equitable services for nonprofit private schools	
2019-20 Title II, Part A adjusted allocation	\$3,016

*****Warning*****

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2019-20 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title IV, Part A and to report reservations.

CDE Program Contact:

Federal Programs and Reporting Office, TitleIV@cde.ca.gov, -

2019-20 Title IV, Part A LEA allocation	\$10,000
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2019-20 Title IV, Part A LEA available allocation	\$10,000
Indirect cost reservation	\$154
Administrative reservation	
Equitable services for nonprofit private schools	
2019-20 Title IV, Part A LEA adjusted allocation	\$9,846

*****Warning*****

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2019-20 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Arturo Ambriz, Financial Accountability and Info Srv Office, AAmbriz@cde.ca.gov, 916-323-0765

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****Warning*****

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70.11

2019-20 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Arturo Ambriz, Financial Accountability and Info Srv Office, AAmbriz@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2019-20 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

*****Warning*****

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**PUBLIC DISCLOSURE OF PROPOSED
COLLECTIVE BARGAINING AGREEMENT**
(AB-1200, GOVERNMENT CODE SECTION 3547.5)

School District: North Cow Creek Elementary School District

Name of Bargaining Unit:	<u>Certificated</u>
Effective dates of the proposed agreement:	<u>July 1, 2019 - June 30, 2021</u>
Settles negotiations for which fiscal year:	<u>2019-2020 & 2020-2021</u>
Date of Public Meeting:	<u>February 25, 2020</u>
Disclosure prepared by:	<u>Beth Roberts</u>

Send to Shasta County Office of Education ten (10) days prior to Board approval.

A. Proposed Change in Salary

Indicate the percentage salary change over the prior year salary schedule for the current and two subsequent fiscal years. Are the costs on-going or one-time?

Year of Proposed Agreement	Current Year	Year 1	Year 2
Percentage Salary Change	3.33%	3.19%	0%
On-going or one time cost?	On-Going	On-Going	

B. Cost of agreement

Indicate the costs of salary and benefit increases that would be incurred under the agreement for the current and two subsequent fiscal years.

Year	Current Year	Year 1	Year 2
Salary	28,285	50,176	50,176
Benefits	5,804	16,546	16,546
Other Costs - Health & Welfare increase	0	0	0
Total Cost	34,089	66,722	66,722

C. Source of funding

Indicate the source of funding for the proposed agreement. If Staff reductions would be required, this should be stated. Please use additional pages as necessary.

Ending fund balance and reserves will cover the cost in the current fiscal year and 1st and 2nd subsequent years. The District will continue to monitor the deficit spending and make adjustments as necessary to maintain a positive budget.

D. Major provisions

List the major provisions and each of the other costs of the agreement for the current and two subsequent fiscal years. Please use additional pages as necessary.

3.0% increase in 2019-2020 - effective July 1, 2019

Increase Column F Steps 22-24 to 1.2% increase over previous step (previously a 1.01% increase) - effective July 1, 2019

2.5% Increase in 2020-2021 - effective July 1, 2020

2020-21 Increase benefit cap \$496. (Employer benefit now \$10,100 per certificated FTE) - effective July 1, 2020

E. Impact of proposed agreement on District reserves

State Recommended Minimum Reserve Level (after implementation of Proposed agreement)

The District reserves will be maintained above the State recommended minimum reserve level in the current year and both the 1st and 2nd subsequent years.

District UNRESTRICTED Reserves sufficient to meet the minimum recommended level AFTER IMPLEMENTATION OF PROPOSED AGREEMENT for the current and two subsequent fiscal years.

GENERAL FUND RESERVES

YEAR	Current Year	Year 1	Year 2
Designated for Economic Uncertainties (Object code 9789)	410,712	407,753	412,464
Board-Assigned Reserves (Object code 9780)	256,506	208,924	185,470
UnAssigned / Unappropriated Amount (Object code 9790)	0	0	0
TOTAL RESERVES:	667,218	616,677	597,934

If the funding source is the ending balance; the ending balance should be reduced each year by the cost of this agreement.

CERTIFICATION

To be signed by the District Superintendent and Chief Business Official when submitted for Public Disclosure before formal action by the Governing Board on the proposed agreement.

The Superintendent and Chief Business Official verify that the costs incurred by the District can be met during the complete term of the agreement.

Kevin Keith
District Superintendent
(Signature)

2-13-20
Date

Belita Roberts
District Chief Business Official
(Signature)

2-13-20
Date

CERTIFICATION

To be signed by the District Superintendent when submitted for Public Disclosure and by the Board President after formal action by the Governing Board on the proposed agreement.

The information provided in this document summarized the financial implications of the proposed agreement and is submitted for public disclosure in accordance with the requirement of AB1200 and GC3547.5

Kevin Keith
District Superintendent
(Signature)

2-13-20
Date

After public disclosure of the major provisions contained in the Summary, the Governing Board, at its meeting on February 25, 2020 took action to approve the proposed agreement with the Certificated bargaining unit.

President, Governing Board
(Signature)

Date

TENTATIVE AGREEMENT
BETWEEN NORTH COW CREEK ELEMENTARY SCHOOL DISTRICT and
NORTH COW CREEK EDUCATORS ASSOCIATION - CERTIFICATED
2019-2020 and 2020-2021

The North Cow Creek Elementary School District ("District") and the North Cow Creek Educators Association - Certificated ("Association") hereby enter into this Tentative Agreement ("Agreement"). The parties have considered their mutual interests and agree to the following:

1. **Salary Increase 2019-2020 School Year.** For the 2019-2020 school year, the previous approved 2018-2019 salary schedule, Appendix A, shall be modified to provide a three percent (3%) increase and Column F Steps 22-24 will reflect a change from 1% increase over the previous Step to 1.2% increase over the previous Step, effective July 1, 2019.
2. **Salary Increase 2020-2021 School Year.** For the 2020-2021 school year, the previous proposed 2019-2020 salary schedule, Appendix A, shall be modified to provide a two and one-half percent (2.5%) increase, effective July 1, 2020.
3. **Collective Bargaining Agreement 2019-20 School Year.** For the 2019-20 school year, the parties agree to amend Article 9 – 9.6 to include extra duty assignments beginning July 1, 2019 for one (1) Cross Country Coach at \$600.00 and two (2) STEM Leadership \$600.00/each. Appendix B attached.
4. **Collective Bargaining Agreement 2020-21 School Year.** For the 2020-21 school year, the parties agree to amend Article 9 – 9.2.1 paragraph one (1) to read as follows:
 - a. 9.2.1 Full-time unit members are eligible to receive a District insurance premium contribution to be applied to the current District group medical, dental and vision insurance coverages for eligible employees and covered dependents and the current District group life insurance coverage for eligible employees. Effective ~~July 1, 2016~~ **July 1, 2020** the amount of such District insurance premium contribution shall be ~~\$9604~~ **\$10,100**, and will be applied to the annual premium payment for the eligible employee.
5. **Collective Bargaining Agreement:** The parties have agreed to work jointly on cost neutral contract language to make the contract compliant with California law. The Contract would be ratified for the 2020-2021 thru 2022-2023 years. Language changes.
 - a. **Specifically:**
 - i. Legal definitions Parental Leaves as pertaining to use of sick leave. Based on FMLA and CFRA and Ed Code 44977.5 / 45196.1. To be sure all information referenced in contracts compliant to Ed Code and Law.
 - ii. Association Rights – mutual agreement as to holding of "orientation" and association access to new employees.
 - iii. Emergency Closure – Develop language for clarification as pertaining to staff.

6. **Conclusion of Negotiations 2019-2020 School Year.** The District and Association agree to completely conclude compensation negotiations for the 2019-2020 school year.
7. **Conclusion of Negotiations 2020-2021 School Year.** The District and Association agree to completely conclude compensation negotiations for the 2020-2021 school year.

This Agreement shall not be effective until and unless it has been ratified by the Association's members and the District's Board of Trustees. The District and Association acknowledge that by signing below, they are entering into a good faith commitment to secure the approval of this Agreement.

For the District:

Heaven Kertz
Aileen Harris
Betta Roberts

Date: February 13, 2020
~~December~~ ~~2019~~

For the Association:

Cathy White
Jessy Thompson

Date: February 13, 2020
~~December~~ ~~2019~~

8A.5

**North Cow Creek Elementary School District
2019/2020 Certificated Salary Schedule
Effective July 1, 2019**

	1 Intern	A 30+	B 39+	C 48+	D 57+	E 66+	F 75+
1	41,903	45,547	46,913	48,321	49,770	51,264	52,801
2	43,580	47,369	48,790	50,254	51,761	53,314	54,914
3		49,264	50,742	52,264	53,832	55,447	57,110
4		51,234	52,771	54,354	55,985	57,665	59,394
5		53,284	54,882	56,529	58,224	59,971	61,770
6		55,415	57,077	58,790	60,553	62,370	64,241
7		57,077	58,790	60,553	62,370	64,241	66,168
8		58,790	60,553	62,370	64,241	66,168	68,153
9		60,553	62,370	64,241	66,168	68,153	70,198
10		62,370	64,241	66,168	68,153	70,198	72,304
11		62,370	64,241	66,168	68,153	71,251	73,388
12		62,370	64,241	66,168	68,153	72,320	74,489
13		62,370	64,241	66,168	68,153	73,404	75,607
14		62,370	64,241	66,168	68,153	74,506	76,741
15		62,370	64,241	66,168	68,153	75,623	77,892
16		62,370	64,241	66,168	68,153	76,531	78,826
17		62,370	64,241	66,168	68,153	77,449	79,772
18		62,370	64,241	66,168	68,153	78,378	80,730
19		62,370	64,241	66,168	68,153	78,378	81,698
20		62,370	64,241	66,168	68,153	78,378	82,679
21		62,370	64,241	66,168	68,153	78,378	83,671
22		62,370	64,241	66,168	68,153	78,378	84,675
23		62,370	64,241	66,168	68,153	78,378	85,691
24		62,370	64,241	66,168	68,153	78,378	86,719

Unit members who have reached step 10 or above of Column F shall be compensated \$50 per year for each college unit above 75 units beyond the Bachelors Degree. In no event shall such unit compensation exceed a total of 100 units. In order for employees to receive credit for units earned prior to September 15 of any school year, the employee must have previously provided evidence of such units to the District.

Master Stipend: \$1,250

Board Approved:

3%

**North Cow Creek Elementary School District
2019/2020 Certificated Salary Schedule
Effective July 1, 2020**

	1 Intern	A 30+	B 39+	C 48+	D 57+	E 66+	F 75+
1	42,951	46,686	48,087	49,529	51,015	52,546	54,122
2	44,670	48,553	50,010	51,510	53,056	54,647	56,287
3		50,496	52,010	53,571	55,178	56,833	58,538
4		52,515	54,091	55,714	57,385	59,107	60,880
5		54,616	56,254	57,942	59,680	61,471	63,315
6		56,801	58,505	60,260	62,068	63,930	65,848
7		58,505	60,260	62,068	63,930	65,848	67,823
8		60,260	62,068	63,930	65,848	67,823	69,858
9		62,068	63,930	65,848	67,823	69,858	71,953
10		63,930	65,848	67,823	69,858	71,953	74,112
11		63,930	65,848	67,823	69,858	73,033	75,224
12		63,930	65,848	67,823	69,858	74,128	76,352
13		63,930	65,848	67,823	69,858	75,240	77,497
14		63,930	65,848	67,823	69,858	76,369	78,660
15		63,930	65,848	67,823	69,858	77,514	79,840
16		63,930	65,848	67,823	69,858	78,444	80,798
17		63,930	65,848	67,823	69,858	79,386	81,767
18		63,930	65,848	67,823	69,858	80,338	82,749
19		63,930	65,848	67,823	69,858	80,338	83,741
20		63,930	65,848	67,823	69,858	80,338	84,746
21		63,930	65,848	67,823	69,858	80,338	85,763
22		63,930	65,848	67,823	69,858	80,338	86,792
23		63,930	65,848	67,823	69,858	80,338	87,834
24		63,930	65,848	67,823	69,858	80,338	88,888

Unit members who have reached step 10 or above of Column F shall be compensated \$50 per year for each college unit above 75 units beyond the Bachelors Degree. In no event shall such unit compensation exceed a total of 100 units. In order for employees to receive credit for units earned prior to September 15 of any school year, the employee must have previously provided evidence of such units to the District.

Master Stipend: \$1,250

Board Approved:

2.5%

**PUBLIC DISCLOSURE OF PROPOSED
COLLECTIVE BARGAINING AGREEMENT**
(AB-1200, GOVERNMENT CODE SECTION 3547.5)

School District: North Cow Creek Elementary School District

Name of Bargaining Unit:	<u>Classified</u>
Effective dates of the proposed agreement:	<u>July 1, 2019 - June 30, 2021</u>
Settles negotiations for which fiscal year:	<u>2019-2020 & 2020-2021</u>
Date of Public Meeting:	<u>February 25, 2020</u>
Disclosure prepared by:	<u>Beth Roberts</u>

Send to Shasta County Office of Education ten (10) days prior to Board approval.

A. Proposed Change in Salary

Indicate the percentage salary change over the prior year salary schedule for the current and two subsequent fiscal years. Are the costs on-going or one-time?

Year of Proposed Agreement	Current Year	Year 1	Year 2
Percentage Salary Change	3.78%	3.89%	0%
On-going or one time cost?	On-Going	On-Going	

B. Cost of agreement

Indicate the costs of salary and benefit increases that would be incurred under the agreement for the current and two subsequent fiscal years.

Year	Current Year	Year 1	Year 2
Salary	10,261	20,824	20,824
Benefits	3,011	6,110	6,110
Other Costs - Health & Welfare increase	0	0	0
Total Cost	13,272	26,934	26,934

C. Source of funding

Indicate the source of funding for the proposed agreement. If Staff reductions would be required, this should be stated. Please use additional pages as necessary.

Ending fund balance and reserves will cover the cost in the current fiscal year and 1st and 2nd subsequent years. The District will continue to monitor the deficit spending and make adjustments as necessary to maintain a positive budget.

D. Major provisions

List the major provisions and each of the other costs of the agreement for the current and two subsequent fiscal years. Please use additional pages as necessary.

3.5% increase in 2019-2020 - effective July 1, 2019

Increase Step 20+ to a 3% increase over Step 19 (previously a 2% increase) - effective July 1, 2019

3.75% Increase in 2020-2021- effective July 1, 2020

E. Impact of proposed agreement on District reserves

State Recommended Minimum Reserve Level (after implementation of Proposed agreement)

The District reserves will be maintained above the State recommended minimum reserve level in the current year and both the 1st and 2nd subsequent years.

District UNRESTRICTED Reserves sufficient to meet the minimum recommended level AFTER IMPLEMENTATION OF PROPOSED AGREEMENT for the current and two subsequent fiscal years.

GENERAL FUND RESERVES

YEAR	Current Year	Year 1	Year 2
Designated for Economic Uncertainties (Object code 9789)	410,712	407,753	412,464
Board-Assigned Reserves (Object code 9780)	256,506	208,924	185,470
UnAssigned / Unappropriated Amount (Object code 9790)	0	0	0
TOTAL RESERVES:	667,218	616,677	597,934

If the funding source is the ending balance; the ending balance should be reduced each year by the cost of this agreement.

CERTIFICATION

To be signed by the District Superintendent and Chief Business Official when submitted for Public Disclosure before formal action by the Governing Board on the proposed agreement.

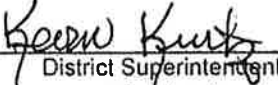
The Superintendent and Chief Business Official verify that the costs incurred by the District can be met during the complete term of the agreement.

 District Superintendent (Signature)	<u>2-13-20</u> Date
 District Chief Business Official (Signature)	<u>2-13-20</u> Date

CERTIFICATION

To be signed by the District Superintendent when submitted for Public Disclosure and by the Board President after formal action by the Governing Board on the proposed agreement.

The information provided in this document summarized the financial implications of the proposed agreement and is submitted for public disclosure in accordance with the requirement of AB1200 and GC3547.5

 District Superintendent (Signature)	<u>2-13-20</u> Date
After public disclosure of the major provisions contained in the Summary, the Governing Board, at its meeting on <u>February 25, 2020</u> took action to approve the proposed agreement with the <u>Classified</u> bargaining unit.	
_____ President, Governing Board (Signature)	_____ Date

TENTATIVE AGREEMENT
BETWEEN NORTH COW CREEK ELEMENTARY SCHOOL DISTRICT and
NORTH COW CREEK EDUCATORS ASSOCIATION - CLASSIFIED
2019-2020 and 2020-2021

The North Cow Creek Elementary School District ("District") and the North Cow Creek Educators Association - Classified ("Association") hereby enter into this Tentative Agreement ("Agreement"). The parties have considered their mutual interests and agree to the following:

1. **Salary Increase 2019-2020 School Year.** For the 2019-2020 school year, the previous approved 2018-2019 salary schedule, Appendix A, shall be modified to provide a three and one-half percent (3.5%) increase and Step 20+ will be set to a 3% increase over Step 19, effective July 1, 2019.
2. **Salary Increase 2020-2021 School Year.** For the 2020-2021 school year, the previous proposed 2019-2020 salary schedule, Appendix A, shall be modified to provide a three and three-quarters percent (3.75%) increase, effective July 1, 2020.
3. **Collective Bargaining Agreement:** The parties have agreed to work jointly on cost neutral contract language to make the contract compliant with California law. The Contract would be ratified for the 2020-2021 thru 2022-2023 years. Language changes.
 - a. **Specifically:**
 - i. Legal definitions Parental Leaves as pertaining to use of sick leave. Based on FMLA and CFRA and Ed Code 44977.5 / 45196.1. To be sure all information referenced in contracts compliant to Ed Code and Law.
 - ii. Association Rights – mutual agreement as to holding of "orientation" and association access to new employees.
 - iii. Emergency Closure – Develop language for clarification as pertaining to staff.
4. **Conclusion of Negotiations 2019-2020 School Year.** The District and Association agree to completely conclude compensation negotiations for the 2019-2020 school year.
5. **Conclusion of Negotiations 2020-2021 School Year.** The District and Association agree to completely conclude compensation negotiations for the 2020-2021 school year.

This Agreement shall not be effective until and unless it has been ratified by the Association's members and the District's Board of Trustees. The District and Association acknowledge that by signing below, they are entering into a good faith commitment to secure the approval of this Agreement.

For the District:

Heaven Kutz
Aileen Harris
Bette Roberts

February 13, 2020
Date: ~~December~~ 13, 2019

For the Association:

[Signature]
[Signature]

Feb 13, 2020
Date: December 13, 2019

8B.5

APPENDIX A

**North Cow Creek Elementary School District
2019/2020 Classified Salary Schedule
Effective July 1, 2019 - Minimum Wage change effective 1/1/20**

	A Para Food Service Child Care Asst		B Custodial	C Child Care Supervisor Inst. Tech	D Custodial / Maintenance Lead	E Tech Coordinator	F SpEd Para	G Attendance Secretary
	7/1/19	1/1/20						
1	12.11	13.00	13.79	14.49	16.20	17.87	13.25	14.88
2	12.84	13.00	14.61	15.36	17.01	18.95	14.04	15.78
3	13.61		15.49	16.28	17.86	20.08	14.89	16.72
4	14.42		16.42	17.26	18.75	21.29	15.78	17.73
5	15.14		17.24	18.12	19.50	22.35	16.57	18.61
6	15.90		18.10	19.03	20.28	23.47	17.40	19.54
7	16.70		19.01	19.98	21.09	24.64	18.27	20.52
8	17.53		19.96	20.98	21.94	25.88	19.18	21.55
9	18.41		20.96	22.03	22.81	27.17	20.14	22.62
10 - 14	18.96		21.79	22.91	23.50	28.26	20.94	23.53
15 - 19	19.34		22.23	23.37	23.97	28.82	21.36	24.00
20 +	19.92		22.90	24.07	24.69	29.69	22.00	24.72

For each professional growth increment, an employee will be paid an additional \$100 per year. Payment will be part of their annual wage and be included in their monthly check.

Board Approved:

3.5%

8B.6

North Cow Creek Elementary School District
2020/2021 Classified Salary Schedule
Effective July 1, 2020 - Minimum Wage change effective 1/1/21

	A Para Food Service Child Care Asst		B Custodial	C Child Care Supervisor Inst. Tech	D Custodial / Maintenance Lead	E Tech Coordinator	F SpEd Para		G Attendance Secretary
	7/1/20	1/1/21					7/1/20	1/1/21	
1	12.56	14.00	14.30	15.03	16.81	18.54	13.74	14.00	15.44
2	13.32	14.00	15.16	15.94	17.65	19.66	14.57		16.37
3	14.12		16.07	16.89	18.53	20.84	15.44		17.35
4	14.96		17.03	17.90	19.45	22.09	16.37		18.39
5	15.71		17.89	18.80	20.23	23.19	17.19		19.31
6	16.50		18.78	19.74	21.04	24.35	18.05		20.28
7	17.32		19.72	20.73	21.88	25.57	18.95		21.29
8	18.19		20.71	21.76	22.76	26.85	19.90		22.35
9	19.10		21.74	22.85	23.67	28.19	20.89		23.47
10 - 14	19.67		22.61	23.77	24.38	29.32	21.73		24.41
15 - 19	20.06		23.06	24.24	24.87	29.90	22.16		24.90
20 +	20.67		23.75	24.97	25.61	30.80	22.83		25.65

For each professional growth increment, an employee will be paid an additional \$100 per year. Payment will be part of their annual wage and be included in their monthly check.

Board Approved:

8.7%

**2019-2020 PRELIMINARY BUDGET
MULTI-YEAR PROJECTION
North Cow Creek School District**

8B.7

2019-2021st Interim				2020-21 Projected			2021-22 Projected			
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
REVENUES	Object									
LCFF Revenue Sources	8010 - 8099	2,172,170	0	2,172,170	2,260,051	0	2,260,051	2,323,591	0	2,323,591
Federal Revenues	8100 - 8299	908	119,557	120,465	908	96,280	97,188	0	96,280	96,280
Other State Revenues	8300 - 8599	67,742	107,472	175,214	48,511	106,560	155,071	48,975	106,664	155,639
Other Local Revenues	8600 - 8799	44,913	116,125	161,038	41,200	114,305	155,505	41,200	114,305	155,505
Interfund Transfers In	8810 - 8929	43,750	0	43,750	0	0	0	0	0	0
Other Sources	8930 - 8979	0	0	0	0	0	0	0	0	0
Contributions	8980 - 8999	(190,050)	190,050	0	(127,380)	127,380	0	0	0	0
TOTAL REVENUES		2,139,433	533,204	2,672,637	2,223,290	444,525	2,667,815	2,282,446	448,569	2,731,015
EXPENDITURES	Object									
Certificated Salaries	1000 - 1999	941,374	70,393	1,011,767	941,374	70,393	1,011,767	955,429	71,219	1,026,648
Classified Salaries	2000 - 2999	306,546	54,471	361,017	306,546	54,471	361,017	313,132	55,897	369,029
Employee Benefits	3000 - 3999	442,555	145,991	588,546	442,555	145,991	588,546	466,282	149,036	615,318
Sleep and Column		0	0	0	25,457	2,864	28,321	26,353	2,839	29,192
STRS Increase		0	0	0	9,268	712	9,980	(7,758)	0	(7,758)
PERS Increase		0	0	0	9,641	1,721	11,362	6,718	1,205	7,923
Confidential Settlement		1,430	0	1,430	4,161	0	4,161	4,177	0	4,177
Certificated Settlement		34,089		34,089	66,722		66,722	66,722		66,722
Classified Settlement		13,272		13,272	26,934		26,934	26,934		26,934
Books and Supplies	4000 - 4999	93,882	86,929	180,811	73,882	71,116	144,998	73,882	71,116	144,998
Services, Other Operating Expenses	5000 - 5999	324,078	162,929	487,007	321,036	83,373	404,409	323,063	83,373	406,436
Capital Outlay	6000 - 6599	52,639	0	52,639	52,639	0	52,639	52,639	0	52,639
Other Outgo	7100 - 7499	0	7,500	7,500	0	7,500	7,500	0	7,500	7,500
Direct Support / Indirect Costs	7300 - 7399	(4,991)	4,991	0	(6,384)	6,384	0	(6,384)	6,384	0
Interfund Transfers Out	7610 - 7629	0	0	0	0	0	0	0	0	0
Other Uses	7630 - 7699	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES		2,204,874	533,204	2,738,078	2,273,831	444,525	2,718,356	2,301,189	448,569	2,749,758
NET INCREASE/DECREASE IN FUND BALANCE		(65,441)	0	(65,441)	(50,541)	0	(50,541)	(18,743)	0	(18,743)
BEGINNING BALANCE		734,159	0	734,159	668,718	0	668,718	618,177	0	618,177
Audit/Penalty Adjustment		0	0	0	0	0	0	0	0	0
ENDING BALANCE		668,718	0	668,718	618,177	0	618,177	599,434	0	599,434

Components of Ending Fund Balance

Reserved Rev Cash/GAINS/Stores	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Economic Uncertainty	410,712	410,712	410,712	410,712	407,753	407,753	407,753	412,464	412,464	412,464
Board Designated/Assigned	256,506	256,506	256,506	256,506	208,924	208,924	208,924	185,470	185,470	185,470
Restricted	0	0	0	0	0	0	0	0	0	0
Undesignated	0	0	0	0	0	0	0	0	0	0
Total Ending Fund Balance	668,718	668,718	668,718	668,718	618,177	618,177	618,177	599,434	599,434	599,434

% EUR to Expenditures 24.37% 22.69% 21.74%

Restricted balance projections change - for comparison- should compare Economic Uncert, Board Design and Undesignated

EUR=Econ Uncert, Undesign, Bd Design Change	667,218	667,218	667,218	667,218	616,677	616,677	616,677	597,934	597,934	597,934
Funded LCFF ADA	249.02	249.02	249.02	249.02	250.96	250.96	250.96	250.96	250.96	250.96

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K-12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fg/aa/pa/13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: North Cow Creek School District	COUNTY CODE: 45	DISTRICT CODE: 70078	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Kevin Kurtz - Superintendent	FISCAL YEAR: 2019-20		
ADDRESS: 10619 Swede Creek Rd	COUNTY NAME: Shasta		
CITY: Palo Cedro	STATE: CA	ZIP CODE: 96073	
CONTACT NAME: Beth Roberts	PHONE: 530-722-1706	E-MAIL: broberts@columbiasd.com	

PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):

<input checked="" type="checkbox"/> SCHOOL DISTRICT Choose one of the following: <input checked="" type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE) Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> CHARTER SCHOOL
---	--	---

PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

<input type="checkbox"/> SCHOOL CLOSURE: When one or more schools were closed because of conditions described in EC Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per EC Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to EC Section 46200, et seq. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.	<input checked="" type="checkbox"/> MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to EC Section 46392 and CCR, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to EC Section 46392 and CCR, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of EC Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
--	---

<input type="checkbox"/> LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in EC Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to EC Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i>
--

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CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

☒ **Not Applicable (Proceed to Section E)**

PART I: PERIOD OF REQUEST The entire period covered by the lost or destroyed records commences with _____ up to and including _____.

PART II: CIRCUMSTANCES (Describe below circumstances and extent of records lost or destroyed.)

PART III: PROPOSAL (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

8C.4

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
FORM J-13A, REVISED DECEMBER 2017

SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request. We, members constituting a majority of the governing board of February 25, 2020, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Eileen Travis

Jim Brimble

Kevin Butler

Erika Callegari

Kim Christofferson

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this 25th day of February, 2020

Witness: Kevin Kurtz

(Name)

(Signature)

Title: Superintendent

of Shasta

County, California

PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER (Only applicable to charter school requests)

Superintendent (or designee):

(Name)

(Signature)

Authorizing LEA Name:

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee):

(Name)

(Signature)

Subscribed and sworn (or affirmed) before me, this _____ day of _____,

Witness:

(Name)

(Signature)

Title: _____ of _____

County, California

COE contact/individual responsible for completing this section:

Name: _____

Title: _____

Phone: _____

E-mail: _____



H.E.R.O. Companion Guide for Parents



As we are all painfully aware, we live in a day and age where it has become prudent and necessary to prepare our children for exposure to violent events. Fortunately, **the science of protection** has provided us with effective responses to increase safety and survivability.

Your child's school has partnered with Safe Kids Inc., a team of **law enforcement and education experts**, who have developed curriculum that teaches these responses in a non-threatening manner - The H.E.R.O. program. H.E.R.O. is an acronym for:

HIDE!
ESCAPE!
RUN!
OVERCOME!

This companion guide is intended to encourage discussion between you and your child. By discussing the H.E.R.O. program with your child at the conclusion of each lesson, you'll help reinforce the concepts learned in the classroom and **develop effective safety strategies** for your entire family.

The H.E.R.O. program consists of five lessons: "HIDE!", "ESCAPE!", "RUN!", "OVERCOME!", and "Putting it all Together". Each lesson will be taught in the classroom and reinforced with physical activities, journaling, and schoolwide drills.



Safe thinking starts at home, and your commitment to your child's development is critical to any new learning experience. By asking your child the following questions, you can be sure that your child and you are on the same page when it comes to safety.

Prior to reviewing the following questions with your child, make sure to **ask them what each letter of the H.E.R.O. acronym stands for**. This will help reinforce the total concept and help you learn how to be a H.E.R.O. too!





Lesson 1

HIDE!

- What does it mean to **HIDE**?
- When would you want to **HIDE**?
- Where would you **HIDE** if we are _____? (places you and your child would frequent, e.g. park, mall, etc.)



Lesson 2

ESCAPE!

- What does it mean to **ESCAPE**?
- When would you want to **ESCAPE**?
- How can you **ESCAPE** from bullies? (Ask about cyberbullying too.)
- Where could you **ESCAPE** if we are _____? (at home, a playground, the super market, etc.)



Lesson 3

RUN!

- What does it mean to **RUN**?
- Can you show me the difference between "fun running" and "danger running"?
- When would you want to "danger run"?



Lesson 4

OVERCOME!

- What does it mean to **OVERCOME**?
- How did you learn to **OVERCOME** an invader?
- How does it feel knowing you can **OVERCOME** dangerous people and situations?
- Do a family scavenger hunt at various places in your community (supermarket, library, etc.) to find items you can use to **OVERCOME**.



Lesson 5

PUTTING IT ALL TOGETHER

- Where would you **HIDE** from a dangerous person if you're _____ (at home, a playground, the supermarket, etc.)?
- How could you use H.E.R.O. if you're being bullied?
- How could you use H.E.R.O. if a dangerous person was chasing you?
- How could you **OVERCOME** a dangerous person if you're _____ (at home, a playground, the supermarket, etc.)?



As we are all painfully aware, we live in a day and age where it has become prudent and necessary to prepare our children for exposure to violent events. Fortunately, there are **age-appropriate strategies** students can use to prevent and survive violence.

Your child's school has partnered with Safe Kids Inc., a team of **law enforcement and education experts**, who have developed curriculum that teaches these strategies in a non-threatening manner - the H.E.R.O. Program. H.E.R.O. is an acronym for:

HIDE! ESCAPE! RUN! OVERCOME!

This companion guide is intended to encourage discussion between you and your child. By discussing the H.E.R.O. program with your child at the conclusion of each lesson, you'll help reinforce the concepts learned in the classroom and **develop effective safety strategies** for your entire family.

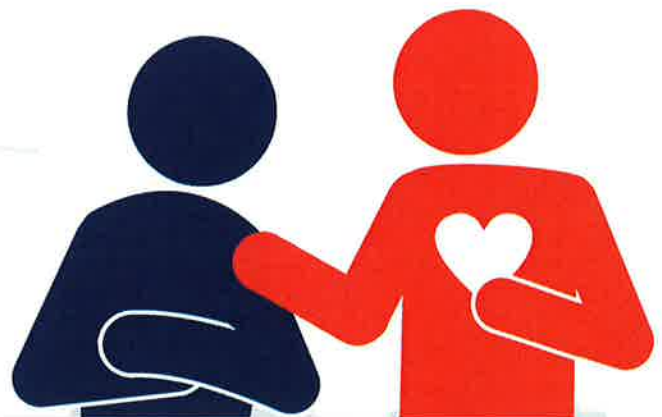
The H.E.R.O. program consists of five lessons:

"Prevention", "HIDE!", "ESCAPE!", "RUN!", and "OVERCOME!" Each lesson will be taught in the classroom and reinforced with activities, student collaboration, and schoolwide drills.



Safe thinking includes the entire family, and the parent's commitment to safety is critical to any new learning experience. By discussing the following questions as a family, you can be sure you're all on the same page when it comes to safety.

The following questions are provided to help you as a family be as safe as possible by discussing various safety strategies and how to implement them in different contexts.





Lesson 1

PREVENTION

- Prior to engaging in discussion with your child, review the “Parent Prevention Guide”, located on the “Families” page at www.SafeKidsInc.com.
- Discuss the 7 behavioral warning signs with your child.
- Reinforce the importance of timely reporting and discuss reporting options available to your child, e.g. school administration, counselors, or local law enforcement.
- Use this discussion to check in on your child’s mental health. How are things going? Do they have any major stressors in their life? If they are struggling, how can you help them? Do they know that you care?



Lesson 2

HIDE!



- How is the **HIDE** concept different than lockdown as they have practiced it previously?
- Ask your child to explain the concept of “Safety Triangles” to you and demonstrate how to utilize this concept in a place you’re both familiar with, such as your home or a local restaurant you frequent.
- Inquire as to whether or not they would allow another student or teacher to enter a room that was locked or barricaded. What would they do if they were the one locked outside of a classroom during a violent incident?



Lesson 3

ESCAPE!

- Check and see if they can tell you when it would be better to **ESCAPE** instead of **HIDE**.
- Ask: “How can you **ESCAPE** from bullies or harmful relationships? What about bullies or harmful people online?”
- Take this opportunity to compare and contrast harmful relationships v. healthy relationships.



Lesson 4

RUN!

- Ask: What’s the difference between Fun Running and Danger Running? Isn’t all running the same?
- Inquire: During an act of mass violence, is it better to stay in a group or run away as an individual?
- During an act of mass violence, is it better to stay in a group or run away as an individual?
- Identify some places you and your child frequent and apply the **RUN** concept in these places.



Lesson 5

OVERCOME!

- Discuss: What’s the difference between **OVERCOME** and fighting? Reinforce the idea that fighting is motivated by anger (and is illegal) while **OVERCOME** is motivated by protection (and is legal).
- What are some different ways/items you could use to **OVERCOME** a violent attacker? At school? At home? In the community? In the supermarket? The library?
- Reinforce: Acts of mass violence are statistically very unlikely to affect you, but it’s important to be prepared for these types of emergencies, just as we prepare for other unlikely emergencies.
- Check-in: How do you feel now that you’ve learned the H.E.R.O. lessons?

Threat Assessment Protocols

88.5

Threat Assessment Steps

Utilize the modified “Virginia Model for Student Threat Assessment” to evaluate and appropriately respond to a threat as listed on page 3.

Focus on gathering facts. Retain all evidence and secure any building or area of campus that contains evidence until law enforcement advises the release of the area for normal use. Do not profile, or make assumptions.

What threats initiate the Threat Assessment Protocols:

- Any verbal or physical threat involving firearms, explosives, or arson
- Any student infraction that deals with or threatens assault with a deadly weapon, instrument, firearm, or explosive.
- Any student infraction in which a student unlawfully offered, arranged, or negotiated to sell an enumerated controlled substance.
- Any student possessing, selling, or otherwise furnishing a firearm.

Threat Assessment Team

A Threat Assessment Team (TAT) will determine credibility and assist with developing press releases and communications to the school community. The TAT at NCC will be composed of the following individuals:

- Administrator (Kurtz)
- Counselor* (Witherall)
- School Psychologist* (Bambauer)
- 2 Certificated Staff Members (Grabek, Osborne)
- 2 Classified Staff Members (Hahn, Brunelli)
- Law Enforcement (Estill)

* The current counselor and school psychologist are available one day per week. If not scheduled to be on campus, their participation will be sought via phone.

North Cow Creek School District Threat Assessment Protocols

