

**NORTH COW CREEK SCHOOL DISTRICT**  
**Minutes for Regular Meeting of the Governing Board**  
10619 Swede Creek Road, Palo Cedro, CA 96073  
Tuesday, August 8, 2023 5:30pm  
Page 1 of 4

*Members Present: Nezzera Tackett, Lyndse Bullard, Amanda Wooten, Christopher Chitwood, Michelle Grabiell*

*Others Present: Rob Effa and Elizabeth Cisneros*

**1. OPEN SESSION**

- A. Call to Order/Establish Quorum
- B. Approval of Closed Session Agenda
- C. Public comments on Closed Session Agenda:  
*Under this item, the public is invited to address the Board regarding items listed on the Closed Session Agenda.*

Motion: AWooten  
Second: CChitwood  
Vote: 5-0

**2. RECESS TO CLOSED SESSION: CONSIDER OR TAKE ACTION UPON THE FOLLOWING ITEMS**

- A. Closed Session Call to order at 5:30 p.m.
- B. With every item of business discussed in Closed Session pursuant to:
  - 1. 54957.6 Labor Negotiations
  - 2. 54957 Superintendent/Principal Goal

**3. OPEN SESSION 6:00 pm**

- A. Public Notice of Action Taken in Closed Session
  - No action was taken during closed session.

**4. Call to Order/Flag Salute**

**5. APPROVAL OF THE ORDER OF THE AGENDA**

Motion: AWooten  
Second: CChitwood  
Vote: 5-0

**6. 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.
  - No citizens addressing the Board regarding items on the agenda.
- B. Items not on the Agenda.
  - No citizens addressing the Board regarding items not on the agenda.

**7. STAFF/COMMUNITY PRESENTATION**

- A. North Cow Creek Educator's Teacher Association.
  - No representative from the Teacher Association present.
- B. North Cow Creek Educator's Classified Association

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Page 2 of 4

- No representative from the Classifies Association present.
- C. North Cow Creek Education Foundation.
  - Chris Chitwood updated the Board on recent Ed Foundation events.

**8. INFORMATIONAL SECTION**

- A. Superintendent's Report
  - 1. Enrollment Update
    - 257 enrolled
  - 2. Calendar of Events
    - Rob Effa gave a review to the Board regarding upcoming events that will be taking place on campus.
  - 3. Program Update
    - Rob informed the Board that all staffing positions have been filled for the year.
    - Rob presented the updated 23-24 Middle School schedule.
    - The Board would like an update next month on the Exploratory class.
  - 4. Facility Update/Summer Maintenance Projects
    - Rob presented the updated safety/facility cost sheet. Amounts should be finalized at the next Board meeting.
  - 5. District Advisory/Safety Update
    - The Board gave direction to Rob to hold off on moving forward with safety decisions until Jeff James can do a Vulnerability Assessment.
    - The Board would like to hold \$150,000 for safety and the rest of the facility funds would be up to the discretion of Rob and the Maintenance team.
- B. Business Office Report
  - Rob informed the Board that Jenny is working on closing out the budget and will update the Board at the next meeting.

**9. CONSENT ITEMS**

- A. [Approval of Regular Meeting Minutes from June 13, 2023.](#)
- B. [Approval of Special Meeting Minutes from June 16, 2023.](#)
- C. [Approval of Monthly Warrants.](#)
- D. [Approval of the Technology Surplus.](#)
- E. Approval of new hire: Kimberley Smith, Food Service Assistant

Motion: CChitwood  
Second: AWooten  
Vote: 5-0

**10. DISCUSSION/ACTION ITEMS**

- A. First Read: Revision of Board Policies (BYLAW 9322, AR 4161.1, AR 4361.1, AR 4261.1, AR 4161.2, AR 4261.2, AR 4361.2, AR 4161.8, AR 4361.8, BP 5145.6, E 5145.6-E(1))  
[See Supplemental Packet 20230808A](#)

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Page 3 of 4

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| B. Discussion/Approval: Resolution <a href="#">#20230808B</a> – Authorize Budget Transfers by Superintendent/Chief Business Officer for the 23/24 year.  | Motion: LBullard<br>Second: CChitwood<br>Vote: 5-0 |
| C. Discussion/Approval: Resolution <a href="#">#20230808C</a> – Designation of the Official Representative and Alternate Representative to the Shasta-Trinity Schools Insurance Group Joint Powers Authority Board of Directors <ul style="list-style-type: none"><li>• Board approved resolution with the amendment of David Flores as the Representative and Rob Effa as the Alternate Representative.</li></ul> | Motion: AWooten<br>Second: CChitwood<br>Vote: 5-0  |
| D. <a href="#">Discussion/Approval: Authorized Signers for Shasta County Office of Education</a>   | Motion: CChitwood<br>Second: AWooten<br>Vote: 5-0  |
| E. Discussion/Approval: Resolution <a href="#">#20230808D</a> – Authorizing Superintendent as Acting Agent for the School Board  | Motion: CChitwood<br>Second: AWooten<br>Vote: 5-0  |
| F. Discussion/Approval: <a href="#">Consolidated Application</a>   | Motion: CChitwood<br>Second: LBullard<br>Vote: 5-0 |
| G. Discussion/Approval: <a href="#">Revision to 2023/2024 Local Control and Accountability Plan</a>  | Motion: CChitwood<br>Second: LBullard<br>Vote: 5-0 |
| H. Discussion/Approval: Resolution <a href="#">#20230808E</a> Multiple Subject teaching credential to be assigned to teach single subject classes. <ul style="list-style-type: none"><li>• Board approved with the agreement that Rob monitors.</li></ul>  | Motion: CChitwood<br>Second: LBullard<br>Vote: 5-0 |
| I. Discussion/Approval: <a href="#">Update Independent Study Master Agreement 2023-2024</a> <ul style="list-style-type: none"><li>• Nezzera recommends to amend the first paragraph from 14 school days to 10 school days.</li></ul>   | Motion: CChitwood<br>Second: AWooten<br>Vote: 5-0  |
| J. Discussion/Approval: Resolution <a href="#">#20230808F</a> – Designation of District Representative   | Motion: CChitwood<br>Second: AWooten<br>Vote: 5-0  |

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Page 4 of 4

K. Discussion: Annual Board self-review/evaluation process

- Board discussed how they would like to evaluate themselves. Nezzera would like to bring this back for further discussion next month.

**11. NEXT MEETING & BOARD DISCUSSION**

A. Regular Board Meeting – September 12, 2023 at 5:30 pm

B. Board Member Report

- Lyndse Bullard – none
- Amanda Wooten – none
- Chris Chitwood – none
- Michelle Grabiell
  - Are we moving forward with leadership team?  
Rob said yes and the first meeting will be held on Monday.
  - Are we prepared for dress code? Rob said yes we have updated policy and handbook.
  - Will there be a welcome back letter? Rob said he is working on one and have it out tomorrow.
- Nezzera Tackett – How long will the Board need to complete the evaluation? The Board agreed to turn them into the office on the first day of school.

C. Future Agenda Items:

- Discussion: Annual Board self-review/evaluation process

**12. ADJOURNMENT** at: 8:20 pm

Motion: AWooten  
Second: CChitwood  
Approved: 5-0

**13. CLOSED SESSION**

- A. 54957.6 Negotiations
- B. 54957 Superintendent/Principal Goal

Respectfully Submitted:

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Elizabeth Cisneros, District Administrative Assistant

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Lyndse Bullard, Board Clerk