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Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23
Charter Schools Division
Revised December 2022

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Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23

Information collected on this form is pursuant to *California Code of Regulations*, Title 5 (5 CCR).
Instructions for completing this form can be found on the California Department of Education (CDE)
website at <https://www.cde.ca.gov/sp/ch/nclrbifunddet.asp>.

Users should download and save the PDF prior to entering data into the form. The recommended program for completing the form is Adobe Acrobat Reader DC. Completing the form using the web browser may result in errors.

Section I. Charter School Information (Complete fields 1-18) 5 CCR 11963.3(a)(1) to (4)

1. Charter School Name

2. Charter School Authorizer

3. Charter School Number 4. CDS Code

5. Street Address

6. City 7. County 8. Zip Code

9. Contact Name 10. Title

11. Phone Number ext. 12. Email

13. Grade Levels Served 14. Date Charter Expires (MM/DD/YYYY)

15. Funding Level Requested (Select one) 100% 85% 70%

16. Years Requested (Select one) 2 3 4 5

17. Funding Determination Period Requested FY to

18. Charter School Deadline - Select one

Due Date: 12/1/22 To be heard at the March State Board of Education (SBE) meeting

Due Date: 2/1/23 To be heard at the May SBE meeting

Other Funding Determination (Specify in Section VI.3) Source Data FY

■ For an existing charter school that does **not** have an active funding determination, please use current-year budget data as the source data to complete the form.

■ For an existing charter school with a funding determination that expires at the end of FY 2022-23, use FY 2021-22 audited financial data.

■ If an existing charter school with a funding determination misses the February 1 deadline, the governing board of the charter school's authorizing local educational agency will need to request a waiver to submit a late funding determination request. The SBE may approve such waivers under the general authority, under California *Education Code (EC)* sections 33050-33053. Additional information regarding the waiver process is located on the CDE Waivers web page at <https://www.cde.ca.gov/re/lr/wr>.

Determination of Funding Request for
Castle Rock, Charter #0358

Section II. Financial Information (Complete sections A, B, D, and E)

A. Total Resources (Complete lines A.1.a to A.1.d)

1. Revenues and Other Resources	5 CCR 11963.3(a)(5)(A) and (6)	
a. Federal Revenues		\$38,100
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A.1.a)		
b. State Revenues		\$4,647,025
c. Local Revenues		\$290
d. Other Financing Sources		(\$42,860)
e. Total Revenues (Sum of lines A.1.a to A.1.d)		\$4,642,555

B. Total Expenditures and Other Uses (Complete lines B.1 to B.4)

1. Instruction and Related Services	5 CCR 11963.3(a)(5)(B) and (6)	
a. Salaries and Benefits		
(i) Certificated		\$2,063,601
(ii) Classified		\$492,427
b. Books, Supplies, and Equipment		\$85,005
c. Services and Other Operating Costs		
(i) Contracts for Instructional Services		\$346,438
(ii) Contracts for Instructional Support		\$490,118
(iii) All Other Instruction Related Operating Costs		\$91,436
d. Total Instruction and Related Services		\$3,569,025
2. Operations and Facilities	5 CCR 11963.3(a)(5)(C) and (6)	
a. Salaries and Benefits		
(i) Certificated		
(ii) Classified		
b. Books, Supplies, and Equipment		
c. Services and Other Operating Costs		\$118,270

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B. Total Expenditures and Other Uses (Complete lines B.1. to B.4), continued
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d. Facility Acquisition and Construction

e. Total Operation and Facilities

\$118,270

f. Allowable Facility Costs

5 CCR 11963.3(b)(7)

(i) Enter the total facility square footage occupied by the charter school 12,440 sqft.

(ii) Enter the total Classroom-Based P-2 ADA reported in the prior FY. DO NOT INCLUDE NCB ADA

(iii) Enter the total Student Hours attended by the NCB pupils at the school site in the prior FY 4,218

(iv) Calculated Facilities Costs \$4,859.45
Lesser of line B.2.e or [(B.2.fii+(B.2.fiii/868))*1000

Allowable (Lesser of line B.2.e or B.2.fiv) \$4,859.45

3. Administration and All Other Activities 5 CCR 11963.3(a)(5)(D) and (6)

a. Salaries and Benefits

(i) Certificated \$92,986

(ii) Classified \$0

b. Books, Supplies, and Equipment \$0

c. Services and Other Operating Costs

(i) Contracts for Other Administrative Services \$218,892

(ii) Supervisorial Oversight Fee

(iii) All Other Administration and Other Activities, Services and Operating Costs

d. Total Administration and Other Activities \$311,878

4. Other Outgo and Other Financing Uses 5 CCR 11963.3(a)(5)(E) and (6)

a. Debt Service

b. Transfers to local educational agencies

c. All Other Transfers and Outgo
Note - This must not be a negative value.

d. Total Other Outgoing and Other Financing Uses

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B. Total Expenditures and Other Uses, continued

5. Total Expenditures \$3,999,173
(Sum of lines B.1.d, B.2.e, B.3.d, and B.4.d)

C. Revenues Over Expenditures - Surplus or (Deficit)

(Line A.1.e minus Line B.5) \$643,382

D. Fund Balance (Complete line D.a)

a. Enter Beginning Fund Balance (July 1) 5 CCR 11963.3(a)(5)(A) \$1,303,868

b. Ending Fund Balance - June 30 (Line C plus Line D.a) \$1,947,250

E. Reserves (Complete lines E.a. to E.e)

If reserves in line E.a or E.b are more than \$50,000 or over 5% of total expenditures, provide an explanation in Section III.6, pursuant to 5 CCR 11963.3(a)(5)(F).

	% of Expenditures	
a. Designated for Economic Uncertainties	0%	
b. Facilities Acquisition or Capitol Projects	0%	
c. Reserves Required by Charter Authorizer	0%	
d. Other Reserves (Explain in Section III.5)	14%	\$551,356
e. Unassigned/Unappropriated Fund Balance	35%	\$1,395,894
f. Total (Sum of lines E.a to E.e)	49%	\$1,947,250

Note - Line E.f must agree with Line D.b

Section III. Supplemental Information (Complete lines 1 through 8)

1. Pupil to Teacher Ratio (PTR), pursuant to EC Section 51745.6 and 5 CCR Section 11704

a. Enter the charter school's PTR: 0.00:1 22

b. If the charter school's PTR in line III.1.a exceeds 25:1, enter the name of the largest unified school district in the county or counties in which the charter school operates:

c. Enter the PTR for the unified school district listed on line III.1.b: 0.00:1

2. Did any entity receive \$50,000 or more OR 10% or more of total expenditures (Line B.5) Yes
in the FY 2021-22 OR will receive in the FY 2022-23? (5 CCR 11963.3[b][3]) No

If yes to line III.2, list the name of each entity and the cumulative amount received by each entity in Box 2.a on Page 5. Are contract payments made by the charter school based on specific services rendered or upon an amount per unit of average daily attendance (ADA) or some other percentage of the charter school's revenues, enrollment, etc? If yes, identify on Page 5 Box 2.a.

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3. List the charter school's CURRENT governing board pursuant to 5 CCR Section 11963.3(b)(4).				
Name and Title of Board Member	Board Member Type (Parent, teacher, etc)	How was this member selected?	Is the member affiliated in any way with any entity listed in Section III.2?	Board Member Term (From MM/YY to MM/YY)
Don McArthur	President	Elected	Yes <input type="checkbox"/>	11/22 to 11/26
			No <input type="checkbox"/>	
Frank Margarino	Member	Elected	Yes <input type="checkbox"/>	11/20 to 11/24
Charlaine Mazzei	VP/Clerk	Elected	Yes <input type="checkbox"/>	11/20 to 11/24
			No <input type="checkbox"/>	
Abbie Crist	Member	Elected	Yes <input type="checkbox"/>	11/22 to 11/26
Michael Greer	Member	Elected	Yes <input type="checkbox"/>	11/22 to 11/26
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

Has the governing board adopted and implemented conflict of interest policies and procedures? Yes No

For any governing board member identified as affiliated with any entity reported above in Section III.2, explain the nature of the affiliation below. Attach an extra sheet if necessary.

They are the Governing Board of Del Norte County Office of Education and Del Norte Unified School District

4. If transfers are reported on lines B.4.b or B.4.c, describe the nature of the transactions and identify the accounts or entities involved in the transfers pursuant to 5 CCR Section 11963.3(b)(5).

B.4.b

B.4.c

5. If "Other Reserves" are reported on line E.d, explain the purpose for these reserves.

Reserves in Line E.d \$551,356

Restricted Resources are unspent and are carrying over to the new year.

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6. If reserves reported on line E.a (designated for economic uncertainties) OR E.b (facilities acquisition or capital projects) exceed the greater of \$50,000 or 5% of total expenditures, explain the need for such excess reserves.

E.a

Percentage

E.b

Percentage

7. Enter the average daily attendance (ADA).

FY 2021-22 P-2 ADA (0.0)	<input type="text" value="341.42"/>	FY 2022-23 P-2 ADA (0.0)	<input type="text" value="343.64"/>
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8. Enter the full-time equivalent (FTE) employees working at the charter school that possess a valid teaching certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold issued by the Commission on Teacher Credentialing and who work in the charter school in a position required to provide direct instruction or direct instructional support to students, pursuant to 5 CCR Section 11963.3(b)(8).

FY 2021-22 FTE (0.0)	<input type="text" value="21"/>	FY 2022-23 FTE (0.0)	<input type="text" value="21"/>
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Section IV. Nonclassroom-Based Virtual or On-line Charter Schools (Complete lines 1 and 2)

1. Is this charter school a virtual or on-line charter school as defined in 5 CCR Section 11963.5? (A virtual or on-line charter school is one in which at least 80% of teaching and student interaction occurs via the Internet.) Yes No

2. If yes to line IV.1, can the charter school demonstrate compliance with 5 CCR sections 11963.5(b)(2) to (8)? Yes No N/A

Section V. Calculated Funding Determination Percentage

1. Percent spent on Certificated Employee Salaries and Benefits to Total Public Revenues 5 CCR 11963.3(c)(1)	<input type="text" value="44.05%"/>
Certificated Salaries and Benefits costs Line B.1.a(i)/Federal Revenues Lines A.1.a - PCSGP A.1.a(i) + State Revenues A.1.b	
2. Percent spent on Instruction and Related Services to Total Revenues 5 CCR 11963.3(c)(2)	<input type="text" value="76.98%"/>
Instructional and Related Services costs Line B.1.d + Allowable Facilities costs 2.f.(iv)/Total Revenues Line A.1.e	

Funding Determination Criteria	
If the percentages from lines V.1 or V.2 do not meet the spending criteria of the funding level requested as shown below, complete Section VI to provide mitigating circumstances for consideration by the Advisory Commission on Charter Schools (ACCS) for making a recommendation other than one that results from the criteria specified in regulations.	
100%	1) Line V.1 must equal or exceed 40 percent, 2) Line V.2 must equal or exceed 80 percent, AND 3) Line III.1.a. PTR cannot exceed 25:1 OR the PTR on line III.1.c, the ACCS shall recommend approval at 100%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][3]).
85%	1) Line V.1 must equal or exceed 40 percent, AND 2) Line V.2 must equal or exceed 70 percent but less than 80 percent, the ACCS shall recommend approval at 85%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][2]).
70%	1) Line V.1 must equal or exceed 35 percent, AND 2) Line V.2 must equal or exceed 60 percent but less than 70 percent, the ACCS shall recommend approval at 70%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][1]).
Denied	1) Line V.1 is less than 35 percent, OR 2) Line V.2 is less than 60 percent, the ACCS shall recommend that the SBE deny the request, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][4]).

Section VI. Mitigating Circumstances (Complete lines 1-3 and attach any supporting documentation)

1. Explain why the charter school did not meet the criteria for the funding level requested. Include specific measures or actions taken by the charter school to comply.

Increase in EPA funds at fiscal year end wasn't anticipated and caused an unexpected increase in Revenues in the late stages of the year.

The previous Director of Fiscal Services had \$866,265 Budgeted for Resource 1400 and the Charter received \$1,703,554. Districts and County Offices saw an increase to EPA after Budgets were complete. If this increase was planned, the Charter would of met the expenditure requirement.

2. List and explain the mitigating circumstance(s) to be considered by the CDE and ACCS.

Planned expenditure increase for 22-23 are as follows;

- Increase in in-person tutorials that were limited due to COVID.
 -The Charter school offers in person tutoring for students, meaning they go to the students household to teach. This was limited due to COVID restrictions and anticipated to pick up within the next year or two.
- Already committed wage increase in 22-23. (attached)
- Vacancies are effected due to teacher shortages.
 -As of 06/30/2022, the Charter school has an FTE Authorization of 20 and of that 20, 15.14 is being used leaving a vacancy rate of 4.857.
- Teachers formed a separate bargaining unit and anticipate expenditure increases to manage effectively.
- Expected travel increase for professional development.

3. Provide any other pertinent information that may assist the CDE and ACCS in conducting a detailed review or develop a reasonable basis for a recommendation.

We ask to be funded at 100% due to anticipated increase in expenditures for 22-23.

Section VII. Certification (Review, sign, and date) 5 CCR 11963.3(b)(1)

I certify that:

1. The information provided is true and correct to the best of my ability and knowledge.
2. This charter school's nonclassroom-based instruction is conducted for and substantially dedicated to the instructional benefit of the school's students.
3. This charter school's governing board has adopted and implemented conflict of interest policies.
4. All of the charter school's transactions, contracts, and agreements are in the best interest of the school and reflect a reasonable market rate for all goods, services, and considerations rendered for or supplied to the school.


Jeffery Slayton

Enter Name of Charter School's Director, Principal, or Governing Board Chairperson

Principal

Title of Authorized Individual

Before certifying with electronic/digital signature below, please be sure to check all numerical entries and information provided, and save a copy of this form. Modifications to the information reported on this form cannot be made after the signature field below has been completed. If providing a wet signature instead of an electronic one, please date the signature.

 2-22-2023

Signature of Charter School's Director, Principal, or Governing Board Chairperson

Submit completed and electronically signed forms via email to FundingDeterminations@cde.ca.gov.

The CDE no longer requires the following documents:

- Hard copy of the FDF
- Hard or soft copy of the Conflict of Interest Policy

Therefore, please do not submit these documents to the CDE.

Collective Bargaining Agreement
Between
Castle Rock Educators Organization (CREDO)
And
The Del Norte County Office of Education.

July 1, 2022-June 30, 2025

The Castle Rock Educators Organization and the Del Norte County Office of Education agree to the terms and conditions of this Collective Bargaining Agreement for the period July 1, 2022-June 30, 2025.

Jeff Napier
Lead Negotiator
DNCOE

John Murphy
President
CREDO

Jeff Harris
Superintendent
Del Norte County

Charlaine Mazzei
President
Del Norte County School Board

ARTICLE 1: AGREEMENT

1.1 This Collective Bargaining Agreement (hereafter referred to as “Agreement”) constitutes a bilateral and binding agreement by and between Del Norte County Office of Education (hereafter referred to as the “Employer” or “DNCOE”) and Castle Rock Educators Organization (hereafter referred to as “CREDO” or the “Organization”). This Agreement shall expire on June 30, 2025.

1.2 The terms and provisions of this Agreement shall be applied and interpreted in a manner consistent with the Educational Employment Relations Act (“EERA”).

ARTICLE 2: RECOGNITION

DNCOE hereby recognized CREDO as the exclusive representation pursuant to the Educational Employment Relations Act (Government Code Section 3540, et. Seq.) for a collective bargaining unit consisting of all certificated employees at Castle Rock Charter School (“Charter”) and excluding all management, supervisory, classified, and confidential employees.

ARTICLE 3: UNION RIGHTS

3.1 Representation Rights. CREDO maintains those rights specified under the EERA to represent all bargaining unit members.

3.2. Access and Communications. Consistent with legal requirements, any authorized CREDO representative (“Representative”) shall have the right of access to Castle Rock Charter School’s facilities including employee mailboxes and bulletin boards in the employee lounges. Upon arriving at Castle Rock Charter School (“School Site”), any non-unit member representative shall notify the administration of his/her arrival and comply with any and all visitor requirements applicable to all other campus visitors.

CREDO Representatives shall not in any way interrupt any employee’s duties or assignments. The Representative may contact employees before and after employees’ hours of service or during lunch and duty-free periods.

Consistent with School DNCOE and Charter policy, DNCOE shall permit CREDO to use building facilities for meetings and professional development workshops during non-work time.

3.3. Recruitment. DNCOE shall provide CREDO with an opportunity to address new employees at a mutually agreeable time during their orientation period.

Article 4: Organizational Security/Dues Deductions

- 4.1. Dues Deductions. The right of payroll deduction of payment of membership dues and general assessments shall be accorded exclusively to CREDO. DNCOE shall deduct other voluntary payments as authorized by unit members and CREDO.

Any unit employee who is a member of CREDO, or who applies for membership, may sign and deliver to CREDO an assignment authorizing deduction of unified membership dues, initiation fees and other such mutually agreed payroll deductions as may be offered by CREDO. Such authorization shall continue from year to year, unless revoked by the individual. Pursuant to such authorization, DNCOE shall deduct one-tenth (1/10) of such dues from the pay of the unit member each month for ten (10) months in accordance with a dues schedule provided to DNCOE by CREDO. Deductions for unit members who sign such authorization after the commencement of the school year shall have their monthly deductions begin on the first pay cycle after receipt of the deduction authorization.

- 4.2. Payment of Dues. With respect to all sums deducted by DNCOE pursuant to this Article, for membership dues, DNCOE agrees to remit such monies to CREDO within twenty (20) calendar days of the deduction, accompanied by an alphabetical list of unit members for whom such deductions have been made.

Should legal requirements dictate that the Organization's collection of dues is no longer lawful, employees shall have the right to immediately terminate their dues deduction upon written notice to DNCOE.

- 4.3. Hold Harmless Provision. CREDO agrees to indemnify, defend and save harmless DNCOE, its officers, agents, and unit members from any and all claims, losses, and expenses occurring or resulting from the compliance or attempted compliance, enforcement or attempted enforcement, any request of CREDO pursuant to this Article, the conduct of CREDO in administering this Article, or challenge to the legality of, the provisions of this Article. CREDO shall have the authority and the right to decide and defend any such action. It shall have the right to determine whether any such litigation shall or shall not be compromised, defended, resisted, tried or appealed. Prior to the exercise of these rights, CREDO shall be required to inform and consult with DNCOE. This harmless provision is not intended to apply to grievances and other disputes between DNCOE and CREDO involving the interpretation or implementation of the provisions in this agreement.

ARTICLE 6: WORK YEAR/DAY

Teachers will be expected to work a total of 186 days of which 6 days are staff development. Unit members will participate in 6 staff development days as determined by the Castle Rock Principal. Unit members shall also attend staff meetings, graduation and proctor testing without additional compensation. At principals discretion, teachers may provide additional services for compensation.

Article 7: Employee Evaluation Procedure

The parties have collaboratively developed the employee evaluation procedure for use during the term of this Agreement as provided in Appendix A.

Article 8: Grievance Procedure

- 8.1. Charter School certificated staff shall have the right to initiate a grievance should the County Office act in violation of any of the terms of this Agreement
- 8.2. Informal Resolution. To initiate the grievance, the employee shall first speak with the Charter School Principal within 10 working days of the occurrence or when the employee reasonably should have known of the occurrence. If the complaint is not addressed to the satisfaction of the employee within 5 working days, he/she shall put their grievance in writing to the County Superintendent.
- 8.3. Formal Resolution. The written grievance shall be submitted within 20 working days of the occurrence. The written grievance shall describe the grievance, the date of occurrence, and requested outcome.
 - 8.3.1 The County Superintendent may meet with the employee and may issue a written resolution within 10 working days of timely submission of a grievance. If no written resolution is provided within 10 working days of submission of a grievance, it shall be advanced to the next step.
 - 8.3.2 Upon receipt of the written resolution by the County Superintendent, or 11 days after submission of the grievance with no written resolution, the employee shall have 20 working days to submit a written appeal of the County Superintendent's decision to the County Board of Education.
 - 8.3.3 The County Board of Education shall issue a written resolution within 10 working days of the receipt of the written appeal.
- 8.4. Other Complaints. Unit members shall follow the complaint processes provided in the Charter's Petition, Bylaws, and Policies and Procedures for all other complaints.

ARTICLE 9: SAFETY

Pursuant to subsection F of Castle Rock Charter School's ("CRCS") July 1, 2020 – June 30, 2025 Charter Petition, Castle Rock Charter School upholds State and Del Norte County Board of Education regulations and policies related to health and safety of pupils and staff. This includes the requirement that each Charter School employee furnish the County Office of Education with a criminal record summary as described in the Education Code, and a tuberculosis risk assessment and, if necessary, examination.

The following procedures are used:

- The Charter School requires that all enrolling students and staff provide records documenting immunizations to the extent required for enrollment in other public schools.
- CRCS develops and implements a Del Norte County Office of Education approved student safety plan that is shared with students, staff and parents. This plan is reviewed and updated by March 1 of each year by the Charter School
- CRCS provides training for staff relating to and preventing contact with blood-borne pathogens
- CRCS provides mandated reporting and harassment discrimination and bullying training as applicable.
- CRCS requires that instructional and administrative staff receive training in emergency response.
- CRCS uses the Del Norte County Office of Education policy establishing that the school site functions as a drug, alcohol, and tobacco free workplace.
- CRCS require that all employees submit to a criminal background check as required by the Education Code.
- CRCS maintains a policy on student suicide prevention
- CRCS implements methods of informing parents and guardians of students in grades 6 through 12 of human trafficking prevention resources
- CRCS complies with Education Code Section 47610 by utilizing facilities that are either compliant with the Field Act or facilities that are compliant with the California Building Standards Code.
- CRCS maintains procedures for preventing acts of bullying, including cyberbullying.

ARTICLE 10: LEAVES OF ABSENCE

- 10.1. Unpaid Leave of Absence. DNCOE recognizes that special situations may arise where an employee must leave his or her job temporarily. At its discretion, DNCOE may grant unit members leaves of absence. Any unpaid leave of absence must be approved in advance by DNCOE. The granting of a leave of absence always presumes the unit member will return to active work by a designated date or within a specific period.

If the unit member is currently covered, medical and dental coverage will remain in force during a medical or worker's compensation leave of absence, provided the individual unit member pays the appropriate premiums. Whether the unit member is required to pay premiums will depend upon the length of the leave of absence. During a family/medical leave, the unit member's medical and dental benefits will remain in force provided they pay the appropriate premiums.

- 10.2. Sick Leave. Unit members shall not earn or accrue paid sick leave but may be eligible for the Family Medical Leave Act (FMLA) if the unit member meets the legal requirements.

Unit members may, with prior approval of the Charter School Principal, take a leave of absence. Such leaves shall typically be unpaid. Upon approval of the principal, the unit member must complete the leave application through the Human Resources Department. The leave process must be completed prior to leave occurring unless the necessity for leave is created by sudden accident or illness. A fitness for duty note is required prior to returning to work for the Charter School.

Unit members are also entitled to take any other type of leave which is applicable by State or Federal Law.

- 10.3. Pregnancy Disability, Family/Medical, and California Family Rights Act Leaves. DNCOE shall provide Pregnancy Disability Leave, Family and Medical Leave Act leave and California Family Rights Act leave to unit members consistent with applicable state and federal law and regulations.

- 10.4. Industrial Illness/Workers' Compensation. Unit members shall be entitled to industrial accident and illness leave consistent with applicable law and under the provisions of the existing insurance carrier. A unit member claiming an industrial accident or illness leave may be subject to examination by a physician designated by DNCOE's insurance carrier to assist in determining the qualification and the length of time during which the teacher will be temporarily unable to perform assigned duties, and the degree to which a disability is attributable to the injury or illness involved.

- 10.5. Military and Military Spousal Leave of Absence. DNCOE shall comply with all applicable military service leave laws, including Uniformed Services Employment and Re-Employment Rights of 1994 ("USERRA")

- 10.6. Jury Duty or Witness Leave. For all exempt unit members, DNCOE will pay for time off if a unit member is called to serve on a jury provided the unit member continues to perform work duties as assigned.

Article 11: Compensation

- 11.1 Compensation. Unit member compensation shall be consistent with the terms of the Charter's Petition, Bylaws, and Policies and Procedures. The salary schedule is provided in Appendix B.
- 11.2 Status and Tenure. Non-management, certificated employees who have a signed contract with Castle Rock Charter School (CRCS) are employees solely of the charter school. The employee does not gain tenure with the Del Norte Unified School District or County Offices of Education.

Article 12: Health Benefits

The District shall provide medical, dental, vision and prescription drug, and life insurance health plans.

- 12.1 The District's contribution to the employees' health and welfare benefit (including medical, dental, vision and prescription drugs) will be capped at \$14,500 per FTE per year.
- 12.1.1 Unit members working at least half time shall receive the contribution on a prorated basis.
- 12.1.2 All other terms of medical benefits shall remain status quo.

Article 13: Assignment, Reassignment, and Vacancies

13.1 Definitions

- 13.1.1 Assignment: The initial placement of a unit member in a content area for which the unit member holds an appropriate credential.
- 13.1.2 Reassignment: The change of the initial placement upon higher or at the beginning of the school year of a unit member from one department or content area to another department or content area
- 13.1.3 Incumbent: A currently employed unit member
- 13.1.4 Vacancy: Any position that does not have a unit member assigned to it. This includes any vacated, or newly created position whose work is part of the bargaining unit.

13.2 Assignments

- 13.2.1 Unit Member Assignment Preferences: Unit members may prioritize the grade or content they would like to teach for the following year. Generally, unit members shall be placed in the same assignment each year except as provided herein. However, management assignment decisions based on the needs of the school shall be final.
- 13.2.2 Notification of Assignments: unit members shall be notified of their assignments or reassignment as provided herein by June 1st unless unknown of each school year.

13.3 Involuntary Re-assignments. in the event a unit member is involuntarily reassigned, they shall receive notice of the school's intent to reassign and the reason, therefore.

13.4 Vacancies. A unit member may request a reassignment at any time when a vacancy exists.

upon knowledge of vacancies and for all vacant positions, the vacant position shall first be advertised internally, another shall be sent via e-mail to all unit members as vacancies become available. Unit members shall be provided the following information related to any vacancies:

1. A closing date, which is at least five working days following the posting date;
2. A job description; and
3. Credentials and qualifications necessary to meet the requirements of the position.

Article 14: Savings

If any provision of this agreement is held to be contrary to the law by the court of competent jurisdiction, then such provision shall not be deemed valid, except to the extent permitted by law, but all other provisions or Applications shall continue in full force and effect.

In the event of such finding of law, then within 15 days of receipt of notification of the court's decision, either party may demand to commence negotiations over the impacts and effects of the decision.

Article 15: Term

15.1 This agreement shall remain in full force and effect up to and including June 30, 2025. For each year under the contract, in addition to compensation and health benefits, each party may reopen one article of their choosing. Further, the parties may enter into memoranda of understanding and or side letters at any time.

15.1.1 No later than March 30th each year, including the year in which this agreement expires, credo and DNCE shall submit their initial proposals to each other for real openers on a successor agreement.

15.1.2 Any agreement reached between the parties shall be reduced to writing and signed by them. For re openers, in addition to compensation and health benefits each party may reopen one article of their choosing.

15.2 Any provisions of this agreement that are not requested to be modified, amended, or terminated as indicated in the parties initial proposal presented for the new agreement to be negotiated, shall remain in full force and effect and be automatically adopted and incorporated in the new agreement.

Appendix A

Castle Rock Charter School Certificated Staff Stull Bill Objective Form

DEL NORTE COUNTY OFFICE OF EDUCATION / CALIFORNIA STANDARDS FOR THE TEACHING PROFESSION

1. Engaging & Supporting All Students In Learning. Teachers:

- ___ a. Connects students' prior knowledge, life experiences & interests with classroom learning
- ___ b. Use a variety of instructional strategies to respond to students' diverse needs
- ___ c. Facilitate learning experiences that promote autonomy, interaction, and choice
- ___ d. Engage students in problem solving, critical thinking, and other activities that make subject matter meaningful
- ___ e. Promoting self-directed, reflective learning for all students

2. Creating & Maintaining Effective Environments For Student Learning. Teachers:

- ___ a. Create a physical environment that engages all students
- ___ b. Establishes a learning environment that promotes fairness and respect
- ___ c. Promote social development and group responsibility
- ___ d. Establish and maintain standards for student behavior
- ___ e. Plan and implement classroom procedures and routines that support student learning

3. Understanding & Organizing Subject Matter Knowledge. Teachers:

- ___ a. Demonstrate knowledge of subject matter
- ___ b. Organize curriculum to support student understanding of subject matter based on CPS*/CC**
- ___ c. Interrelate ideas and information within and across subject matter areas
- ___ d. Develop student understanding through instructional strategies that are appropriate to the subject
- ___ e. Uses materials, resources, and technologies to make subject matter accessible and engaging

4. Planning, Designing and Delivering Learning Experiences For All Students. Teachers:

- ___ a. Design long-term and individual lessons to foster and support learning
- ___ b. Value students' backgrounds, interests, languages and developmental needs
- ___ c. Establish and articulate student learning outcomes, consistent with CPS
- ___ d. Sequence and use instructional time effectively
- ___ e. Modify instructional plans to adjust to student needs

5. Assessing Student Learning. Teachers:

- ___ a. Establish and communicate learning outcomes for students
- ___ b. Use multiple sources of information to assess learning
- ___ c. Involve and guide students in assessing their own learning
- ___ d. Use results of assessments to guide instruction
- ___ e. Communicate with students and families about progress

6. Developing As A Professional Educator. Teachers:

- ___ a. Reflect on teaching practices
- ___ b. Work with families to foster collaboration and ensure student success
- ___ c. Work with communities to foster collaboration and ensure student success
- ___ d. Establish professional goals and pursue growth opportunities
- ___ e. Work with colleagues to improve professional practice
- ___ f. Share in responsibility for implementing school expectations, priorities, policies, and procedures.

Focus Standard: _____

Description of Area of Focus (If needed)	Objective	Measurement Criteria	Met (M) / Not Met (N)

Determination of Funding Request for
Castle Rock, Charter #0358

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Focus Standard: _____

Description of Area of Focus (If needed)	Objective	Measurement Criteria	Met (M) / Not Met (N)

I recognize that these objectives are an integral part of my annual evaluation process and understand that they will be part of my annual evaluation.

EVALUATEE *Date* *PRINCIPAL* *Date*

Notes/recommendations:

CASTLE ROCK CERTIFICATED EVALUATIONS

FORMS: [Stull Bill](#) [Counseling Evaluation Tool](#)

- The certificated employee will be notified by the evaluator in advance of an evaluation.
- A post evaluation conference will include a written and signed report of the evaluator's comments and recommendations, a copy of which will be given to the evaluatee.
- Evaluation documents shall be signed by the evaluator and certificated employee and placed in the member's personnel file.
- All certificated staff will be evaluated in writing at least once every two (2) years.
- A certificated employee and his/her evaluator may mutually agree that the employee will be evaluated only once every five years if:
 - Has been employed by Castle Rock Charter School for at least five (5) years
 - Previous evaluations show that the employee meets or exceeds the standards.
 - If either party wants to change the agreement, either may withdraw consent at any time.

Determination of Funding Request for
Castle Rock, Charter #0358

Determination of Funding Request for
Castle Rock, Charter #0358

APPENDIX B

DEL NORTE COUNTY OFFICE OF EDUCATION															
CASTLE ROCK CHARTER SCHOOL - CERTIFICATED TEACHER SALARY SCHEDULE															
2022-23 Effective July 1, 2022															
HOURLY RATE: \$44.98 (D-5)															
Yrs. for	C			D			E			F			Yrs. for		
Col. C-E	Reg.Cred. & BA+30		Annual	Reg.Cred. & BA+45 or MA		Total	Reg.Cred. & BA+60 or MA+15		Total	Reg.Cred. & BA+75 or MA+30		Col. F			
Steps	CRCs	CRCs	Total	CRCs	CRCs	Total	CRCs	CRCs	Total	CRCs	CRCs	Total	Steps		
Only	/stu./mo.	FT Ann	Comp	/stu./mo.	FT Ann	Comp	/stu./mo.	FT Ann	Comp	/stu./mo.	FT Ann	Comp	Only		
1	200	48,000.00	75,320.80	1	213	51,120.00	79,274.15	1	225	54,000.00	82,923.40	238	57,120.00	86,876.75	1
2	208	49,920.00	77,753.63	2	221	53,040.00	81,706.98	2	233	55,920.00	85,356.23	246	59,040.00	89,309.58	2
3	216	51,840.00	80,186.46	3	228	54,720.00	83,835.71	3	241	57,840.00	87,789.06	254	60,960.00	91,742.42	3
4	224	53,760.00	82,619.30	4	236	56,640.00	86,268.54	4	249	59,760.00	90,221.90	261	62,640.00	93,871.14	4
5	232	55,680.00	85,052.13	5	244	58,560.00	88,701.38	5	257	61,680.00	92,654.73	269	64,560.00	96,303.98	5
				6	252	60,480.00	91,134.21	6	265	63,600.00	95,087.56	277	66,480.00	98,736.81	6
				7	260	62,400.00	93,567.04	7	273	65,520.00	97,520.39	285	68,400.00	101,169.64	7
				8	268	64,320.00	95,999.87	8	283	67,920.00	100,561.43	293	70,320.00	103,602.47	8
								9	293	70,320.00	103,602.47	301	72,240.00	106,035.30	9
								10	304	72,960.00	106,947.62	309	74,160.00	108,468.14	10
												317	76,080.00	110,900.97	11
												325	78,000.00	113,333.80	12
												333	79,920.00	115,766.63	15
												341	81,840.00	118,199.46	18
												349	83,760.00	120,632.30	21
												356	85,440.00	122,761.02	24
												364	87,360.00	125,193.86	27
												372	89,280.00	127,626.69	30

Total compensation is 26.71% plus Health and Welfare \$14,500

Determination of Funding Request for
Castle Rock, Charter #0358

accs-apr23item02
Attachment 29
Page 24 of 27

8/26/22, 1:20 PM


Print Item

Del Norte County Unified School District

County Board Meeting
06/30/2022 02:30 PM

Education Center Building Boardroom
301 W. Washington Blvd.
Crescent City, California 95531

Printed : 8/26/2022 1:20 PM PT

ITEM : 7.A. Certificated Pay, Longevity, and Health & Welfare Increase for Castle Rock (Jeff Slayton) 

Quick Summary / Abstract

It has been approximately 4 years since Certificated staff at Castle Rock has received a pay increase. Castle Rock is asking for an 11% pay increase for Certificated personnel, an increase from 18 years to 30 years longevity, and a Health & Welfare increase to \$14,500.

Recommendation

The Board is asked to approve this item as presented.

Financial Impact

\$204,867.51 increase to the 2022-23 Castle Rock Budget.

Supporting Documents

[Castle Rock 2022 23 salary schedule](#)

Determination of Funding Request for
Castle Rock, Charter #0358

DEL NORTE COUNTY OFFICE OF EDUCATION																	
CASTLE ROCK CHARTER SCHOOL - CERTIFICATED SALARY SCHEDULE																	
2022-23 Effective July 1, 2022																	
HOURLY RATE: \$44.98 (D-5)																	
Yrs. for Col. C-E Steps	C				D				E				F				Yrs. for Col. F Steps
	Reg.Cred. & BA+30		Annual	Daily	Reg.Cred. & BA+45 or MA		Daily	Reg.Cred. & BA+60 or MA+15		Daily	Reg.Cred. & BA+75 or MA+30		Daily				
	CRCS	CRCS	Total		CRCS	CRCS		Total	CRCS		CRCS	Total		CRCS	CRCS	Total	
Only	/stu./mo.	FT Ann	Comp		/stu./mo.	FT Ann	Comp		/stu./mo.	FT Ann	Comp		/stu./mo.	FT Ann	Comp	Only	Daily
1	200	48,000.00	75,320.80	258.06	213	51,120.00	79,274.15	274.84	225	54,000.00	82,923.40	290.32	238	57,120.00	86,876.75	1	307.10
2	208	49,920.00	77,753.63	268.39	221	53,040.00	81,706.98	285.16	233	55,920.00	85,356.23	300.65	246	59,040.00	89,309.58	2	317.42
3	216	51,840.00	80,186.46	278.71	228	54,720.00	83,835.71	294.19	241	57,840.00	87,789.06	310.97	254	60,960.00	91,742.42	3	327.74
4	224	53,760.00	82,619.30	289.03	236	56,640.00	86,268.54	304.52	249	59,760.00	90,221.90	321.29	261	62,840.00	93,871.14	4	336.77
5	232	55,680.00	85,052.13	299.35	244	58,560.00	88,701.38	314.84	257	61,680.00	92,654.73	331.61	269	64,560.00	96,303.98	5	347.10
6					252	60,480.00	91,134.21	325.16	265	63,600.00	95,087.56	341.94	277	66,480.00	98,736.81	6	357.42
7					260	62,400.00	93,567.04	335.48	273	65,520.00	97,520.39	352.26	285	68,400.00	101,169.64	7	367.74
8					268	64,320.00	95,999.87	345.81	283	67,920.00	100,561.43	365.16	293	70,320.00	103,602.47	8	378.06
9									293	70,320.00	103,602.47	378.06	301	72,240.00	106,035.30	9	388.39
10									304	72,960.00	106,947.62	392.26	309	74,160.00	108,468.14	10	398.71
													317	76,080.00	110,900.97	11	409.03
													325	78,000.00	113,333.80	12	419.35
													333	79,920.00	115,766.63	15	429.68
													341	81,840.00	118,199.46	18	440.00
													349	83,760.00	120,632.30	21	450.32
													356	85,440.00	122,761.02	24	459.35
													364	87,360.00	125,193.86	27	469.68
													372	89,280.00	127,626.69	30	480.00

Total compensation is 26.71% plus Health and Welfare \$14,500

By a roll call vote, the Board took action to approve the Consent Agenda.

7. DISCUSSION/POSSIBLE ACTION

A. Certificated Pay, Longevity, and Health & Welfare Increase for Castle Rock (Jeff Slayton)

Jeff Slayton, Principal of Castle Rock Charter School, presented to the Board, Certificated Pay, Longevity, and Health & Welfare Increase for Castle Rock, as attached to this agenda item. The Board is asked to approve this item as presented. He highlighted the following:

- It has been 4-5 years since the last pay increase.
- This will increase longevity to 30 years from 18 years.
- This represents an 11% pay increase for Certificated staff, which is a \$204,867 increase.
- Increase to be comparable with District level.

Board Member Charlaine Mazzei asked for clarification that the increase is to be comparable with the District. The 11% pay increase will be equal with the District? Mr. Slayton acknowledged that the increase is to be equal with the District, not an increase above the District.

Board discussion was had.

Public Comment:

There were no public comments.

Motion made by: Charlaine Mazzei

Motion seconded by: Frank Magarino

Voting:

Unanimously Approved

By a roll call vote, the Board took action to approve the Certificated Pay, Longevity, and Health & Welfare Increase for Castle Rock school.

B. Position Action/Change Form (Summer Pyke)

Summer Pyke, Director of Classified Personnel, presented to the Board the Position Action/Change form for a Counseling & Guidance Technician for Castle Rock School, as attached to this agenda item. The Board is respectfully asked to review and approve the Position Action/Change Form as presented. She highlighted the following:

- This position will provide extra support for the Counseling office.

Board Member Charlaine Mazzei confirmed with Jeff Napier, Assistant Superintendent, Business Services, that this position is included in the budget and there are sufficient funds to support the position. Board Member Frank Magarino inquired on the job duties. Summer Pyke responded that the duties include student and family support, and certificated counseling support services.

Public Comment:

There were no public comments.

Motion made by: Charlaine Mazzei

Motion seconded by: Angela Greenough

Voting:

Unanimously Approved

By a roll call vote, the Board took action to approve the Position Action/Change form.

C. Fund Approval for the A-G Completion Improvement Grant (Tom Kissinger)

Tom Kissinger, Assistant Superintendent, Education Services, presented to the Board the A-G Completion Improvement Grant for Fund Approval, as attached to this agenda item. The recommendation to the Board is

Del Norte County Unified School District

County Board Meeting
06/30/2022 - 02:30 PM
Education Center Building Boardroom
301 W. Washington Blvd.
Crescent City, California 95531

MEETING MINUTES

A regular meeting of the Del Norte County Office of Education will be held via
zoom: <https://dncoe.zoom.us/j/193445536>(<https://simbli.eboardsolutions.com//SU/9NncePz1WuNAjPyk50zibA==>)
AND Open to the Public with limited seating.

If you connect via Telephone:

Dial any one of the following numbers:

+1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 876
9923

When prompted enter the following Webinar ID:

Webinar ID: 193 445 536

Attendees

Voting Members

Angela Greenough, Board Member, Area 2
Frank Magarino, Board Member, Area 3
Charlaine Mazzei, Vice President, Clerk of the Board, Area 4
Don McArthur, Board President, Area 1

1. CALL TO ORDER - 2:30 PM

Board President Don McArthur called the meeting to order at 2:31 pm.

2. PLEDGE OF ALLEGIANCE

3. CHANGES OR MODIFICATIONS TO THE AGENDA

4. REPORTS

5. INFORMATION

6. CONSENT

A. Board Meeting Minutes of June 9, 2022

B. Del Norte County School Attendance Review Board (SARB) Member Approval

C. Approval of the June 30, 2022 Consent Agenda

Public Comment:

There were no public comments.

Motion made by: Charlaine Mazzei

Motion seconded by: Frank Magarino

Voting:

Unanimously Approved