

Two Rock Union School District

5001 Spring Hill Road ▪ Petaluma, CA ▪ 94952

Phone: (707) 762-6617 ▪ Fax: (707) 762-1923

www.trusd.org

**AGENDA
BOARD OF TRUSTEES
TWO ROCK UNION SCHOOL DISTRICT
SPECIAL MEETING**

April 30, 2026

Closed Session 4:00 P.M.

Open Session 4:30 P.M.

STEAM Lab, Room 12

- 1. CALL TO ORDER**
 - A. ROLL CALL**

- 2. CLOSED SESSION**
 - 2.1 Announcement of Closed Session Items**
With respect to every item of business to be discussed in closed session (Pursuant to Government Code §54957.6)

 - 2.2 Closed Session Agenda**
 - 2.2A Personnel- Employment** (Pursuant to Government Code §54947 b)

- 3. RECONVENE TO PUBLIC MEETING**
Report of any actions taken during Closed Session (if necessary).

- 4. Adoption and Approval of Agenda**
 - 4.1 Approval of the Agenda for April 30, 2026.**

Action
Motion: Second: Aye: Nay:

- 5. PUBLIC COMMENT**
Members of the public may address the Board concerning any item of interest within the subject matter jurisdiction of the Board. No discussion or action shall be taken on any item not appearing on the Agenda. Each person will be allowed up to three (3) minutes per item.

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Josh Wilson, Superintendent/Principal

6. CONSENT ITEMS**ACTION**

Items within the Consent Agenda are routine in nature and do not require discussion. Any Board member may have any item removed from the Consent Calendar and have it acted upon separately. All items are approved with a single action.

7. REPORTS/PRESENTATIONS:

- 7.1 TREA Representative:
- 7.2 CSEA Representative:
- 7.3 TRSEF Representative:
- 7.4 USCG Representative:
- 7.5 Superintendent's Report
Updates:
Upcoming Events:

8. DISCUSSION ITEMS

- 8.1 Curriculum Update
- 8.2 School Bullying Policy Update
- 8.3 Facilities Update

9. ACTION ITEMS**9.1 Review and Possible Approval of Resolution 2026-02 Matter of the Reduction or Elimination of Certain Positions in the Permanent Classified Service PG. 5-11**

Background: Due to ongoing fiscal considerations and in alignment with the District's obligation to maintain financial stability, the District initiated the certificated/classified layoff process in accordance with applicable Education Code requirements and collective bargaining agreements. Preliminary notices were issued within statutory timelines, and affected employees were provided with appropriate due process, including the opportunity for a hearing.

Following completion of all required procedures, including review of any responses and administrative determinations, the District has prepared the Final Layoff Resolution. The resolution reflects necessary staffing adjustments based on current enrollment projections, program needs, and budgetary constraints.

9.2 Ratification of One Year Extension to the Financial Audit Contract with Christy White & Associates, Inc. for 2025-2026 Fiscal Year PG. 12-22

Background: All LEAs are required to have an annual audit completed by an independent auditor registered with the State Controller’s Office (SCO), pursuant to *Education Code (EC)* Section 41020. The purpose of these annual audits is to promote accountability over public educational funding and encourage effective and efficient use of state funds for the children of California. Further, the annual audits are designed to encourage sound fiscal management and strengthen fiscal accountability at the LEA, county, and state level.

9.3 Review and Possible Approval of Lexia English Curriculum Quote for English Learners PG. 23-28

Background: In support of the District’s commitment to improving outcomes for multilingual learners, the administration is recommending the adoption of Lexia English Language Development, an adaptive, blended learning program designed for students in grades K–6. The program focuses on developing speaking and listening skills through structured language practice aligned with academic content.

Lexia English integrates academic language development with subject-area learning, allowing students to progress at their own pace. The program utilizes speech recognition technology to support language acquisition and provide immediate, personalized feedback to students.

9.4 Review and Possible Approval of 2026-2027 School Nurse Contract with Liberty School District PG. 29-30

Background: The District requires the services of a registered nurse in order to meet our obligations to serve students with medical needs. The District would like to continue contracting with Liberty School District to provide nursing services for the 2026-2027 school year.

10. **ADJOURNMENT TO CLOSED SESSION** (if necessary)
11. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary)
12. **DATES AND FUTURE AGENDA ITEMS**
13. **SIGNING OF PAPERS**
14. **ADJOURNMENT**

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Josh Wilson, Superintendent/Principal

ACTION

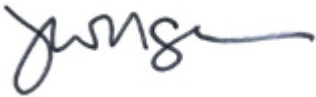
Motion:

Second:

Aye:

Nay:

Posted By:



Josh Wilson, Superintendent

Accessibility Accommodations

If you require assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the school office at 707-762-6617. You are encouraged to provide as much advance notice as possible to better enable Two Rock Union School District to meet your accessibility needs in accordance with applicable law.

Public Records

In accordance with Government Code section 54957.5 and the Public Records Act, public records that are distributed to a majority of the Board of Trustees concerning open session agenda items will be made available upon request. Such records distributed less than 72 hours prior to a regular meeting are available for inspection at the District Office located at 5001 Spring Hill Road, Petaluma, CA 94952.

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Josh Wilson, Superintendent/Principal

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Special Meeting of April 30, 2026

ITEM: APPROVAL OF FINAL LAYOFF RESOLUTION AND SUPPORTING DOCUMENTATION

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees review and adopt the Final Layoff Resolution and accompanying supporting documents.

BACKGROUND INFORMATION: Due to ongoing fiscal considerations and in alignment with the District's obligation to maintain financial stability, the District initiated the certificated/classified layoff process in accordance with applicable Education Code requirements and collective bargaining agreements. Preliminary notices were issued within statutory timelines, and affected employees were provided with appropriate due process, including the opportunity for a hearing.

Following completion of all required procedures, including review of any responses and administrative determinations, the District has prepared the Final Layoff Resolution. The resolution reflects necessary staffing adjustments based on current enrollment projections, program needs, and budgetary constraints.

DETAILS: The Final Layoff Resolution confirms the reduction or discontinuation of specific positions as outlined in the supporting documentation. All actions have been conducted in compliance with legal requirements and District policies. The administration recognizes the significant impact of these decisions and remains committed to supporting affected employees throughout the process.

FINANCIAL INFORMATION: The approved layoffs will contribute to the District's efforts to address projected budget shortfalls and ensure long-term fiscal solvency.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION: For the Board of Trustees to approve the Final Layoff Resolution and supporting documents as presented.

**BEFORE THE GOVERNING BOARD OF THE
TWO ROCK UNION SCHOOL DISTRICT
SONOMA COUNTY, CALIFORNIA**

Resolution and Decision Not to)
Reemploy Classified Employees) **RESOLUTION NO. 2026-02**
_____)

WHEREAS, the Governing Board of the Two Rock Union School District (“District”) adopted a Resolution in the Matter of the Reduction or Elimination of Certain Positions in the Permanent Classified Service (“Resolution”) on or before March 15, 2026, authorizing and directing the Superintendent or Superintendent’s designee to initiate and pursue procedures necessary not to reemploy the following classified positions:

1. Instructional Assistant - Three positions for a total of 1.58575 FTE
2. Account Technician – One position for a total of .25 FTE

WHEREAS the reduction or elimination of the above-listed classified positions was pursuant to Education Code sections 45117, 45298, and 45308 because of a lack of work or lack of funds; and

WHEREAS, the Superintendent, or Superintendent’s designee, duly and properly served a Notice of Layoff Due to Lack of Work and/or Lack of Funds in Compliance with the Seniority Requirements of the Education Code (“Notice”) on the classified employees listed on Attachment “A” on or before March 15, 2026, indicating that the Governing Board did not intend to reemploy them to the extent indicated in the Resolution and Notice for the 2026-2027 school year; and

WHEREAS, the classified employees listed on Attachment “A” were informed of their right to request a hearing and that failure to do so in writing by the date specified in the Notice would constitute a waiver of the right to a hearing; and

WHEREAS, the classified employees listed in Attachment “B” either did not submit a timely request for hearing, or submitted a timely request and then rescinded the request.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that considering the classified staff requirements of the District for the 2026-2027 school year, as well as the seniority and qualifications of each of the classified employees of the District, the services of the classified employees listed on Attachment “C” will not be required for the ensuing school year to the extent indicated in the Resolution and Notice to the employees listed in Attachment “C.”

BE IT FURTHER RESOLVED that the Superintendent, or Superintendent’s designee, is authorized and directed to give Final Notice to the classified employees listed on Attachment “C” that their services will not be required by this District for the 2026-2027 school year. Said notice shall be given by serving upon said persons a true copy of this Resolution and Decision Not to Reemploy Classified Employees.

BE IT FURTHER RESOLVED that this decision is effective immediately.

Duly and regularly adopted this ___ day of _____, 2026, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Trustees

I, _____, Clerk of the Governing Board of the Two Rock Union School District, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its meeting held on _____, 2026.

Clerk, Governing Board

ATTACHMENT A

**TWO ROCK UNION SCHOOL DISTRICT
LIST OF CLASSIFIED EMPLOYEES SENT
INITIAL LAYOFF NOTICE**

1. Marilee Gatlin
2. Robin Causbrook
3. Kali Sanchez
4. Jennel Rossetti

ATTACHMENT B**TWO ROCK UNION SCHOOL DISTRICT****LIST OF CLASSIFIED EMPLOYEES WHO EITHER
DID NOT SUBMIT A TIMELY REQUEST FOR HEARING OR
REQUESTED A HEARING AND THEN RESCINDED THE REQUEST**

1. Marilee Gatlin
2. Robin Causbrook
3. Kali Sanchez
4. Jennel Rossetti

ATTACHMENT C**TWO ROCK UNION SCHOOL DISTRICT****LIST OF CLASSIFIED EMPLOYEES
TO BE SENT FINAL LAYOFF NOTICE**

1. Kali Sanchez - 0.46875 FTE
2. Jennel Rossetti
3. Marilee Gatlin
4. Robin Causbrook

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

SPECIAL MEETING OF APRIL 30, 2026

**ITEM: APPROVAL OF AUDITOR SELECTION FOR 2025-2026, ONE YEAR
EXTENSION WITH CHRISTY WHITE & ASSOCIATES**

PREPARED BY: JOSH WILSON, SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: For the Board of Trustees to review and approve the one-year extension to the auditor contract with Christy White & Associates for the 2025-2026 fiscal year.

BACKGROUND INFORMATION: All LEAs are required to have an annual audit completed by an independent auditor registered with the State Controller's Office (SCO), pursuant to *Education Code (EC)* Section 41020. The purpose of these annual audits is to promote accountability over public educational funding and encourage effective and efficient use of state funds for the children of California. Further, the annual audits are designed to encourage sound fiscal management and strengthen fiscal accountability at the LEA, county, and state level.

DETAILS: Christy White & Associates has conducted an audit of Two Rock Union School District's General Fund for the 2022-2023, 2023-2024, 2024-2025 fiscal years. The district has asked to extend this contract one year to include 2025-2026 fiscal year.

SUBMITTED BY: Josh Wilson, Superintendent/Principal

FINANCIAL INFORMATION: See Attached.

RECOMMENDATION: For the Board of Trustees to review and approve the one-year extension to the auditor contract with Christy White & Associates for the 2025-2026 fiscal year.



Certified Public Accountants serving
K-12 School Districts and Charter
Schools throughout California

November 7, 2025

Governing Board and Management
Two Rock Union School District
5001 Spring Hill Rd
Petaluma, CA 94652

We are pleased to confirm our understanding of the services we are to provide for Two Rock Union School District for the fiscal year ending June 30, 2026.

Audit Scope

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Two Rock Union School District as of and for the fiscal year ending June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Two Rock Union School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Two Rock Union School District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion & Analysis
2. Budgetary Comparison Schedule
3. Schedules of District's Proportionate Share of Net Pension Liability
4. Schedules of District Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Two Rock Union School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Schedule of expenditures of federal awards (if Uniform Guidance applies*).
2. Other schedules and/or information as required by the State Controller's Office.

**A Federal Single Audit under Uniform Guidance is applicable in any year that Two Rock Union School District expends more than the Single Audit Threshold in Federal funds.*

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San Diego, CA
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christywhite.com

Audit Objectives

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), if applicable.
- An opinion (or disclaimer of opinion) on the District's compliance with the types of compliance requirements described in the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810.

Auditor's Responsibilities

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance (if applicable), and the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance (if applicable), and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the school district or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention.

We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the school district's ability to continue as a going concern for a reasonable period of time.

Audit Procedures – Internal Controls

We will obtain an understanding of the school district and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance (if applicable), we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Two Rock Union School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

When applicable, the Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of Two Rock Union School District 's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Two Rock Union School District 's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Two Rock Union School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance (if applicable); (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the school district received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the school district complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, when required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance (if applicable). You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance (if applicable); (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance (if applicable); (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Reporting

We will issue written reports upon completion of our audit. Our reports will be addressed to the Governing Board of Two Rock Union School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. If issued, the Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Christy White, Inc, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide an electronic and up to ten copies of our reports to the school district; however, management is responsible for distribution of the reports and the financial statements. We will file the report with the Office of the State Controller, California Department of Education, and the Sonoma County Office of Education by the published deadline. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

By your signature below, you acknowledge the audit documentation for this engagement is the property of Christy White, Inc and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Office of the State Controller or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christy White, Inc personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Office of the State Controller. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Christy White, Inc does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. It is your responsibility to retain and protect your records (which includes any work product we provide to you as well as any records that we return) for possible future use, including potential examination by any government or regulatory agencies. Christy White, Inc does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

We expect to begin our audit as soon as possible and to issue our reports by the published deadline. The maximum annual fee for auditing services under the terms of this agreement shall not exceed the following agreed upon amounts:

	<u>2025-26</u>
Annual Audit Fees	\$ 12,420

**If a Federal Single Audit under OMB Uniform Guidance (UG) becomes applicable during any given year, an additional \$4,000 will be added to the annual audit fee. A Federal Single Audit under OMB UG is applicable in any given year that the District expends more than the Single Audit Threshold in Federal funds.*

The maximum annual fee for auditing services shall not exceed the above amounts, with the exception that any auditing services provided for (1) significant changes in District audit requirements as stated in *Government Auditing Standards* or the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* issued by the Education Audit Appeals Panel, or (2) any changes in the number of funds or accounts maintained by the Two Rock Union School District during the period under this agreement, shall be in addition to the above maximum fee.

Our invoices for these fees will be rendered upon completion of fieldwork as follows: 25% of contract upon completion of site testing and/or planning, 25% of contract upon completion of interim testing and 50% of contract upon completion of year end fieldwork and are payable on presentation. In accordance with Education Code Section 14505 as amended, ten percent (10%) of the audit fee shall be withheld pending certification of the audit report by the Office of the State Controller and fifty percent (50%) of the audit fee shall be withheld for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to the reporting provisions of the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out of pocket costs through the date of termination.

No Legal Services

Two Rock Union School District acknowledges and agrees that Christy White, Inc does not provide legal services or licensed accounting services, and such licensed professional services are not included within the services which Christy White, Inc may provide under this Agreement. Two Rock Union School District agrees to consult a lawyer and/or licensed accountant if Two Rock Union School District seeks legal or accounting advice, and shall not rely on Christy White, Inc for such advice, consultation or services.

Indemnification

Two Rock Union School District shall indemnify Christy White, Inc and hold harmless its directors, officers, employees, and agents from and against any and all actions, claims, damages and losses, including attorney's fees that may arise out of or in any way result from the negligent or intentional acts, errors, or omissions of Two Rock Union School District. To the extent that Two Rock Union School District properly directs Christy White, Inc, and to the extent that Christy White, Inc fails to properly perform the Services, Christy White, Inc shall indemnify and hold Two Rock Union School District and its officers and employees harmless from and shall defend at its own expense all claims, demands, or suits at law or equity arising in whole or in part, but only to the extent that they arise from Christy White, Inc's active negligence or express breach of its obligations under this Agreement. Nothing in this Agreement shall require Christy White, Inc to indemnify Two Rock Union School District against claims, demands or suits based upon intentional or negligent acts of Two Rock Union School District, its agents, officers or employees.

Informal Dispute Resolution and Mediation

If any dispute arises among the parties, they agree to first try in good faith to settle the dispute within 7 business days following written notice thereof by communications between themselves. If the parties are unable to successfully resolve the dispute through such informal communications, then they shall attempt to do so within 45 days thereafter by mediation in San Diego County, California, either in person or by Zoom, under Rules for Professional Accounting and Related Services Disputes before resorting to binding arbitration. Any mediator chosen by the parties must have an accounting background unless they mutually agree in writing after the dispute has arisen to the selection of a mediator that does not have such an accounting background.

Binding Arbitration

The parties agree that any claim or controversy that is not resolved through the informal dispute resolution and mediation procedures described above, but which arises out of or relates to this agreement, or accountant's performance or non-performance of services including, without limitation, fees charged by accountant, professional negligence, malpractice, breach of fiduciary duty, and the like will be determined by binding arbitration before the Judicial Arbitration and Mediation Services (JAMS) office in San Diego, California, whether in person or by Zoom. The parties' consent to such jurisdiction and venue, unless they mutually select another venue in writing. Unless expressly set forth to the contrary herein, while the arbitration is pending, the parties shall share the costs of arbitration and arbitrator fees equally. Nevertheless, the arbitrator shall be empowered to reallocate such costs and fees to one side or the other as part of his or her final award. The arbitration will also utilize the then-prevailing comprehensive arbitration rules of JAMS, except that discovery may be taken in that arbitration pursuant to the California Code of Civil Procedure.

The arbitrator to be chosen by the parties shall have an accounting background unless they mutually agree in writing to the selection of an arbitrator that does not have an accounting background. If the parties are unable to agree on the selection of an arbitrator within 14 days after the commencement of the arbitration, then the arbitrator shall be chosen in accordance with the JAMS' rules for arbitrator selection. JAMS shall use its best efforts to include one or more arbitration candidates for the parties to choose from that have an accounting background.

Judgment may be entered upon the arbitrator's award by the San Diego Superior Court. Should Two Rock Union School District refuse or neglect to appear or participate in the binding arbitration proceeding or pay for its share of the arbitration fees and costs, the arbitrator is empowered to decide the claim or controversy in accordance with the evidence presented.

Two Rock Union School District should realize that by accepting arbitration, IT WILL WAIVE ITS RIGHT TO A JURY TRIAL AND THE RIGHT, EXCEPT UNDER LIMITED CIRCUMSTANCES, TO APPEAL THE ARBITRATOR'S DECISION.

Cooperation

This audit contract is null and void if the firm is declared ineligible to audit K-12 school districts pursuant to subdivision (c) of Education Code Section 41020.5. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Independence

Professional standards require us to be independent with respect to the company. Any discussions with our personnel regarding employment could pose a threat to our independence. Therefore, you agree to inform the engagement partner before having any such discussions.

In accordance with *Government Auditing Standards*, upon request, we will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract.

Christy White, Inc has a non-licensee owner who may provide client services in your contract under the supervision of licensed owner.

We appreciate the opportunity to be of service to the Two Rock Union School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

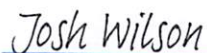
Very truly yours,



Michael Ash, CPA
Partner
Christy White, Inc

RESPONSE:

This letter correctly sets forth the understanding of Two Rock Union School District.



Josh Wilson (Feb 19, 2026 15:35:25 PST)

Signature

Superintendent

Title

02/19/2026

Date








Two Rock USD Engagement Letter 2026

Final Audit Report

2026-02-19

Created:	2026-02-05
By:	Carrie Ash (cash@christywhite.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAALun9XIFTXfn8DhiauX1npmZ1LSkLEDZb

"Two Rock USD Engagement Letter 2026" History

-  Document created by Carrie Ash (cash@christywhite.com)
2026-02-05 - 11:20:29 PM GMT
-  Document emailed to jwilson@trusd.org for signature
2026-02-05 - 11:20:35 PM GMT
-  Email viewed by jwilson@trusd.org
2026-02-05 - 11:26:22 PM GMT
-  Email viewed by jwilson@trusd.org
2026-02-19 - 11:25:45 PM GMT
-  Signer jwilson@trusd.org entered name at signing as Josh Wilson
2026-02-19 - 11:35:23 PM GMT
-  Document e-signed by Josh Wilson (jwilson@trusd.org)
Signature Date: 2026-02-19 - 11:35:25 PM GMT - Time Source: server
-  Agreement completed.
2026-02-19 - 11:35:25 PM GMT

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Special Meeting of April 30, 2026

ITEM: APPROVAL OF PURCHASE FOR LEXIA ENGLISH LANGUAGE DEVELOPMENT PROGRAM

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the purchase of the Lexia English Language Development program in the amount of \$7,250.00.

BACKGROUND INFORMATION: In support of the District's commitment to improving outcomes for multilingual learners, the administration is recommending the adoption of Lexia English Language Development, an adaptive, blended learning program designed for students in grades K–6. The program focuses on developing speaking and listening skills through structured language practice aligned with academic content.

Lexia English integrates academic language development with subject-area learning, allowing students to progress at their own pace. The program utilizes speech recognition technology to support language acquisition and provide immediate, personalized feedback to students.

DETAILS:

- Target Audience: Students in grades K–6
- Instructional Design: Adaptive, self-paced learning with a focus on speaking and listening
- Usage Guidelines: Typically implemented for 30–60 minutes per week, with an emphasis on unit completion
- Access:
 - Web-based platform (english.lexialearning.com)
 - iPad application
 - Compatible with Clever for single sign-on
- Technical Requirements: Students will calibrate microphones to engage in speaking activities
- Professional Learning: Includes access to Lexia's National Live Online training sessions for educators, led by program experts

The implementation of Lexia English will provide targeted support for English learners by strengthening oral language skills that are critical for academic success. The flexibility of the platform allows integration into existing instructional schedules and supports differentiated learning across grade levels.

FINANCIAL INFORMATION: Total Cost: \$7,250.00

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION: For the Board of Trustees to approve the purchase of the Lexia English Language Development program in the amount of \$7,250.00.

QUOTE



Lexia Learning Systems LLC

17855 Dallas Parkway, Suite 400

Dallas, TX 75287 USA

Phone: (978) 405-6200

Fax: (978) 287-0062

Quote #: Q-726154-4
Created Date: 4/20/2026

Prepared By: Michael Brazell
Email: michael.brazell@lexialearning.com

Quote To:
Two Rock Elementary School
5001 Spring Hill Rd
Petaluma, CA 94952 US

Bill To:
Josh Wilson
Two Rock Elementary School
5001 Spring Hill Rd
Petaluma, CA 94952 US

Start Date	End Date	Quantity	Line Item Description	Sales Price	Total Price
6/1/2026	5/31/2027	50	Lexia English Student Subscription	\$105.00	\$5,250.00
6/1/2026	5/31/2027	2	Lexia English Live Online	\$1,000.00	\$2,000.00

Total Price \$7,250.00
Est. Tax \$0.00
Total Due \$7,250.00

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

Email Purchase Orders with quote number Q-726154-4 to the following:

Attn: Michael Brazell

Email: michael.brazell@lexialearning.com

PLEASE NOTE THE QUOTE NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS

**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid 60 days. Lexia will invoice the total price set forth above upon Customer's acceptance. Payment is due net 30 days of invoice.

TERM

This quote serves as an Order Agreement and becomes effective upon its acceptance by both parties. The Product/Services purchased pursuant to this Agreement will begin on or about the start date set forth above and continue in effect for the Product/Service Term set forth above ("Subscription Period"). Unless otherwise set forth herein, all Product licenses shall have the same start and end dates, all Products are deemed delivered upon provisioning of license availability, and all Services must be used within the Subscription Period; unused Product licenses or Services are not eligible for refund or credit. Without prejudice to its other rights, Lexia may suspend delivery of the Product/Services in the event that Customer fails to make any payment when due.

ORDER PROCESS

To submit an order, please send by email to your sales representative's email address listed above or to lexia_orders@lexialearning.com. To pay with credit card, please send your contact information and quote number to lexia_orders@lexialearning.com

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

ACCEPTANCE

All Products and Services are offered subject to the Lexia K-12 Education Application License Agreement terms, available at <https://lexialearning.com/privacy/eula> (the "License"), as supplemented by the terms herein. By placing any order in response to this quote, Customer confirms its acceptance of the License Terms and the terms and fees in this quote, which together, constitute the entire agreement between Customer and Lexia regarding the Products and Services herein (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any Customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between Customer and Lexia relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

QUOTE



Lexia Learning Systems LLC

17855 Dallas Parkway, Suite 400

Dallas, TX 75287 USA

Phone: (978) 405-6200

Fax: (978) 287-0062

Quote #: Q-726154-7

Created Date: 4/20/2026

Prepared By: Michael Brazell

Email: michael.brazell@lexialearning.com

Quote To:
Two Rock Elementary School
5001 Spring Hill Rd
Petaluma, CA 94952 US

Bill To:
Josh Wilson
Two Rock Elementary School
5001 Spring Hill Rd
Petaluma, CA 94952 US

Lexia English | 2-Year Option | \$800 in
multiyear savings!

OPTION 1

Start Date	End Date	Quantity	Line Item Description	Sales Price	Total Price
6/1/2026	5/31/2028	50	Lexia English Student Subscription	\$194.00	\$9,700.00
6/1/2026	5/31/2028	4	Lexia English Live Online	\$1,000.00	\$4,000.00
Lexia English 2-Year Option \$800 in multiyear savings! Total Price:					\$13,700.00

Lexia English | 3-Year Option | \$2,350 in
multiyear savings!

OPTION 2

Start Date	End Date	Quantity	Line Item Description	Sales Price	Total Price
6/1/2026	5/31/2029	50	Lexia English Student Subscription	\$268.00	\$13,400.00
6/1/2026	5/31/2029	6	Lexia English Live Online	\$1,000.00	\$6,000.00
Lexia English 3-Year Option \$2,350 in multiyear savings! Total Price:					\$19,400.00

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

Email Purchase Orders with quote number Q-726154-7 AND Option Number to the following:

Attn: Michael Brazell

Email: michael.brazell@lexialearning.com

PLEASE NOTE THE QUOTE NUMBER AND OPTION NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS

**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid 60 days. Lexia will invoice the total price set forth above upon Customer's acceptance. Payment is due net 30 days of invoice.

TERM

This quote serves as an Order Agreement and becomes effective upon its acceptance by both parties. The Product/Services purchased pursuant to this Agreement will begin on or about the start date set forth above and continue in effect for the Product/Service Term set forth above ("Subscription Period"). Unless otherwise set forth herein, all Product licenses shall have the same start and end dates, all Products are deemed delivered upon provisioning of license availability, and all Services must be used within the Subscription Period; unused Product licenses or Services are not eligible for refund or credit. Without prejudice to its other rights, Lexia may suspend delivery of the Product/Services in the event that Customer fails to make any payment when due.

ORDER PROCESS

To submit an order, please send by email to your sales representative's email address listed above or to lexia_orders@lexialearning.com. To pay with credit card, please send your contact information and quote number to lexia_orders@lexialearning.com

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

ACCEPTANCE

All Products and Services are offered subject to the Lexia K-12 Education Application License Agreement terms, available at <https://lexialearning.com/privacy/eula> (the "License"), as supplemented by the terms herein. By placing any order in response to this quote, Customer confirms its acceptance of the License Terms and the terms and fees in this quote, which together, constitute the entire agreement between Customer and Lexia regarding the Products and Services herein (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any Customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between Customer and Lexia relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

**TWO ROCK UNION SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Special Meeting of April 30, 2026

**ITEM: APPROVAL OF AGREEMENT WITH LIBERTY SCHOOL DISTRICT
FOR SCHOOL NURSING SERVICES FOR 2026-2027 SCHOOL YEAR**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: That the Board of Trustees approve the agreement with Liberty School District for Nursing Services for the 2026-2027 School Year.

BACKGROUND INFORMATION: The District requires the services of a registered nurse to meet our obligations to serve students with medical needs.

DETAILS: The District requires the services of a registered nurse in order to meet our obligations to serve students with medical needs. The District would like to continue contracting with Liberty School District to provide nursing services for the 2026-2027 school year.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: See details.

RECOMMENDATION: That the Board of Trustees approve the agreement with Liberty School District for Nursing Services for the 2026-2027 School Year.

LIBERTY SCHOOL DISTRICT
Contract Service Agreement

This is an agreement between **Two Rock School District**, hereafter referred to as “Clients”, and Liberty School District, hereafter referred to as “District”. The Agreement is effective July 1, 2026, through June 30, 2027, subject to annual renewal with appropriately adjusted costs and definition of the employment year.

District agrees to provide Nursing services for Client(s) in consideration of payments set forth herein. Services shall be conducted by a staff member who is certified to perform such service. Client(s) agrees to pay the District in a timely manner the amount listed below, for services rendered under this Agreement.

District agrees to provide necessary materials and supplies, clerical support, insurance, transportation, and related support with each service.

	Requested Service Days Per Year	Daily Cost	Total Cost
School Nursing Services- Tracey Eaton	30	\$1,078.85	\$33,012.92

* Daily Rate includes estimated employer costs, and total cost includes 2% Indirect Fees

Sick, personal leave, or other statutory or contractual leave days are considered part of the contracted day, wherever they may fall, and are not “made-up”.

It is expressly understood and agreed by both parties that the service provider, while carrying out and complying with any of the terms and conditions of this Agreement, is an employee of the District and not an employee of the Client. Evaluation of the service provider shall be done by the District, with input from the Client(s).

This Agreement is renewable on an annual basis, at costs and rates applicable to each year, as determined by the District. Client intent not to renew for the following year must be submitted to the District no later than **February 1, 2027**, to allow for timely personnel adjustments. The District also must inform Client(s) of intent or inability to provide services by February 1, 2027, if services are to be terminated.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed as indicated below.

Signature of Client Representative

Title

Date

Signature of District Representative

Title

Date