



AGENDA
BOARD OF TRUSTEES
TWO ROCK UNION SCHOOL DISTRICT
REGULAR MEETING
March 12, 2026
Closed Session 3:00 P.M.
Open Session 4:30 P.M.
Library - Room 14

1. **CALL TO ORDER 3:00pm**
A. ROLL CALL Present: Gayleen Maas, Nicolas Noyes, John Silvestrini. Not Present: Joel Ruiz, John Martin
2. **CLOSED SESSION**
 - 2.1 **Announcement of Closed Session Items**
 - 2.2 **Closed Session Agenda**
 - 2.2A Public Employee Performance Evaluation (Pursuant to Government Code §54957)
Superintendent/Principal
 - 2.2B Conference with Labor Negotiator (Pursuant to Government Code §54957.6)
Name of Agency Negotiator: Josh Wilson
Name of organization representing employees: TREA
 - 2.2C Conference with Labor Negotiator (Pursuant to Government Code §54957.6)
Name of Agency Negotiator: Josh Wilson
Name of organization representing employees: CSEA
 - 2.2D Public Employee Discipline/Dismissal/Release (Pursuant to Government Code §54957.6)
3. **RECONVENE TO PUBLIC MEETING 4:32pm**
Report of any actions taken during Closed Session (if necessary). **No actions were taken during closed session.**
4. **RECOGNITION**
5. **ADOPTION AND APPROVAL OF AGENDA**
 - 5.1 Approval of the Agenda for March 12, 2026.

Action
Motion: **JS** Second: **NN** Aye: **3** Nay: **0**
6. **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.

Public Comment from Members of the Public:

1- Grace Anderson, Parent- Mrs. Anderson asked the Board what financial support is available to support special education students, and instructional staff.

2- Sylvester Sanchez, Parent- Mr. Sanchez asked the Board about the use of funds for capital improvements while facing a reduction in the classified workforce. He expressed concerns that families may look elsewhere if they feel that students and staff are not supported.

7. 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.

Background: Routine items presented for approval.

Plan: Routine process.

Public Comment: No public comment on consent items.

Board Discussion: No board discussion on consent items.

Recommended motion: Approval of Consent Agenda.

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|-----|--|------------------|
| 7.1 | Approval of the Accounts Payable Reports; February 2026 | PG. 7-9 |
| 7.2 | Review and Approval of Minutes from meeting on February 12, 2026 | PG. 10-18 |
| 7.3 | Personnel Addendum, March 2026- N/A | PG. 19-20 |

Action

Motion: **NN** Second: **JS** Aye: **3** Nay: **0**

8. REPORTS/PRESENTATIONS:

8.1 TREA Representative- TREA President Perry Gray presented the Kindergarten teacher requesting a full year of unpaid leave to best support the District in finding a qualified teacher for the absence.

8.2 CSEA Representative- No Report

8.3 TRSEF Representative- No Report

8.4 USCG Representative- The US Coast Guard announced the purchase of a training center in another state. While there are anticipated shifts, there is no immediate impact to Training Center Petaluma. If that changes, the school could be impacted with enrollment fluctuations.

8.5 Superintendent's Report

8.5A Enrollment Update- 146 students

8.5B Facilities Update- No Report

8.5C Curriculum Update- Mr. Wilson presented about Math Curriculum Bridges pilot program, and Amplify/DIBELS for interventions and dyslexia screening.

8.5D Other Updates - The Spaghetti Dinner and Silent Auction raised \$5,556. Two Rock is currently working on gathering information for enrollment outlooks for 2026-27.

8.5E Upcoming Events- 3/21- Volunteer Campus Beautification Day

4/6-4/10- Spring Break

4/15- Petaluma City Spelling Bee

5/4- Teacher/Staff Appreciation Week

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ Nicolas Noyes ◊ John Martin ◊ Joel Ruiz
Josh Wilson, Superintendent/Principal

9. DISCUSSION ITEMS

9.1 Board Policy Update: 5145.13- Safe Haven School Procedures (first read) PG. 21-30

Background: In accordance with state law, best practices, and guidance from the California School Boards Association (CSBA), the District has developed Board Policy 5145.13 and Administrative Regulation 5145.13- Safe Have School Procedures. California Education Code §234.7, as amended by AB 49 (2025), and SB 98 require local educational agencies to:

- Affirm students’ right to a free public education regardless of immigration status.
- Prohibit immigration enforcement access to nonpublic school areas without a valid judicial warrant, subpoena, or court order.
- Protect the confidentiality of student educational records under FERPA (34 C.F.R. §99.31(a)(9)(ii)).
- Establish procedures for responding to immigration enforcement actions on school campuses, school buses, and district property.
- Provide timely notification to families and staff if immigration enforcement officers are present on campus for enforcement purposes.
- Train relevant staff annually on Safe Haven procedures.

Additionally, AB 49 requires that all LEAs submit an updated, Board-approved policy to the California Department of Education by March 1, 2026, consistent with the most current California Attorney General model guidance.

Public Comment: [No Public Comment](#)

Board Discussion: [No Board Discussion](#)

10. ACTION ITEMS

10.1 Approval of the Second Interim Report and Budget Revision #2 for the 2025-202 Fiscal Year with a Positive Certification. PG. 31-161

Background: The Second Interim Report is the second of two interim budget reports required by AB 1200, which was passed into law in 1991 and became effective on January 1, 1992. AB 1200 was enacted to establish a process of fiscal monitoring to ensure fiscal solvency for school districts and county offices. Districts are required by Education Code 42130 to submit a report on their financial status as of October 31. The purpose of this report is to determine an appropriate certification to the State of California regarding the District’s ability to meet its financial obligations for the current and two subsequent fiscal years. The Sonoma County Office of Education is responsible for either accepting or changing the District’s certification

(positive, qualified or negative). Once the County Office completes their review, they forward to the California Department of Education a report confirming the certification of each District in the county.

Public Comment: No Public Comment

Board Discussion: CBO Consultant Chris Thomas presented the Second Interim and Budget Revision #2. Deficit spending is mainly restricted funds due to categorical monies expiring.

Recommended motion: It is recommended that the Board of Trustees review and approve the Second Interim Report and Budget Revision #2 for the 2025-26 Fiscal Year with a Positive Certification.

Motion: JS

Second: NN

Aye: 3

Nay: 0

10.2 Approval of Board Policy Update: 4119.24, 4219.24, 4319.24- Preventing Adult Sexual Misconduct & Child Sexual Abuses (Second Reading) PG.162-178

Background: In accordance with state law, best practices, and guidance from the California School Boards Association (CSBA), the District has developed and updated Board Policies 4119.24, 4219.24, and 4319.24 to strengthen safeguards against adult sexual misconduct and child sexual abuse in schools.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the Board Policy Update for 4119.24, 4219.24, and 4319.24- Preventing Adult Sexual Misconduct & Child Sexual Abuses.

Motion: NN

Second: JS

Aye: 3

Nay: 0

10.3 Approval of Request for Leave of Absence for 2026-2027 PG. 179-180

Background: Under Article 13.6.1, Parental Leave, of the Collective Bargaining Agreement between the Two Rock Union School District and the Two Rock Educators Association, a certificated unit member may request an unpaid leave of absence for the purpose of rearing his or her natural or adopted child for up to one (1) year, not to exceed twelve (12) months. If such leave is granted, the unit member may elect to continue health and welfare benefits at their own expense in accordance with Article 13.1.2, beginning with the pay period following the commencement of unpaid leave.

Ms. Anna O'Shea, a certificated unit member, has submitted a formal request for Parental Leave pursuant to Article 13.6.1 for the purpose of bonding with and raising her newborn son. She is requesting a leave of absence for the 2026-2027 school year.

In her request, Ms. O'Shea respectfully asks that past district precedent be considered in the review and determination of her leave request.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ Nicolas Noyes ◊ John Martin ◊ Joel Ruiz
Josh Wilson, Superintendent/Principal

Recommended motion: It is recommended that the Board of Trustees review and approve the request for a one year unpaid leave of absence by a certificated staff member for the 2026-27 school year.

Motion: **NN**

Second: **JS**

Aye: **3**

Nay: **0**

**10.4 Approval- Purchase of Copiers and Fax Equipment with Maintenance Agreement
PG. 181-186**

Background: The district contracts Kyocera Document Solutions for leasing and maintenance of two copiers and a fax machine. The current lease contract has expired as of January 31, 2026. Kyocera provided the District with options to continue leasing the three pieces of equipment as is, to buy the three pieces of equipment and pay for a maintenance agreement, to lease three new pieces of equipment with a maintenance agreement, and to purchase three new pieces of equipment and pay for a maintenance agreement.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the Kyocera Document Solutions quotes to purchase new printer and fax equipment with maintenance agreements.

Motion: **JS**

Second: **NN**

Aye: **3**

Nay: **0**

**10.5 Approval- MOU Agreement with Cinnabar School District for Shared SLP Services
PG. 187-190**

Background: The Two Rock Union School District contracts with neighboring districts when necessary to ensure continuity of specialized services required under students' Individualized Education Programs (IEPs). In order to meet mandated speech and language service obligations for the 2026–2027 school year, the District has negotiated a contracted services agreement with the Cinnabar Elementary School District. Under this agreement, a certificated Speech-Language Pathologist (SLP), **Erica Stevens**, will provide speech and language services to eligible students.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the MOU Agreement with Cinnabar School District for Shared SLP Services during the 2026-2027 Fiscal Year.

Motion: **JS**

Second: **NN**

Aye: **3**

Nay: **0**

10.6 Approval of Revision to Regular Board Meeting Calendar for April 2026. PG.191-192

Background: The Board of Trustees meet on the second Thursday of each month to hold a Regular Board Meeting. The District prepared and approved the Regular Board Meeting Calendar for the 2025-2026 Fiscal Year.

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ Nicolas Noyes ◊ John Martin ◊ Joel Ruiz
Josh Wilson, Superintendent/Principal

Public Comment: [No Public Comment](#)

Board Discussion: [No Board Discussion](#)

Recommended motion: [It is recommended that the Board of Trustees review and approve the revision to the Regular Board Meeting Calendar for the month of April during the 2025-2026 Fiscal Year.](#)

Motion: [NN](#)

Second: [JS](#)

Aye: [3](#)

Nay: [0](#)

10.7 Approval of Home to School Transportation Plan 2025-26

PG. 193-197

Background: Home-to-School (HTS) Transportation Reimbursement was implemented by Assembly Bill (AB) 181 (Chapter 52, Statutes of 2022) and amended by AB 185 (Chapter 571, Statutes of 2022). It provides for a limited amount of reimbursement (up to 60%) funding for school districts and county office of education based on a calculation that includes the prior year eligible transportation expenditures and prior year Local Control Funding Formula transportation related add-on funding. As a condition of receiving these reimbursements, and in accordance with California Education Code (EC) Section 39800, each Local Educational Agency (LEA) must develop and bring a Transportation Plan for review and approval by the Governing Board no later than April 1 of each year beginning in 2023.

Public Comment: [No Public Comment](#)

Board Discussion: [No Board Discussion](#)

Recommended motion: [It is recommended that the Board of Trustees review and approve the Home to School Transportation Plan for 2025-2026 Fiscal Year.](#)

Motion: [NN](#)

Second: [JS](#)

Aye: [3](#)

Nay: [0](#)

10.8 Approval of Contract with Two Rock Union School District and HY Architects, Inc. for Architectural and Engineering Design Services for the Generator Project PG. 198-220

Background: Reyff Electric submitted Proposal #1051, dated November 5, 2025, to provide and deliver a 100kW backup generator for Two Rock Elementary School, located at 5001 Spring Hill Road, Petaluma, CA. The Board approved the proposal at the December 11, 2025, Regular Meeting.

Next Steps:

Two Rock Union School District needs to contract with an architect firm for architectural and engineering design services that must be submitted to the Division of State Architect for the installation of the generator. HY Architects, Inc. has submitted a proposal for Architectural and Engineering Design Services to complete the next step in the Generator Project.

Public Comment: [No Public Comment](#)

Board Discussion: [The Board would like to clarify if the generator is diesel or natural gas.](#)

Board of Trustees

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Josh Wilson, Superintendent/Principal

Recommended motion: It is recommended that the Board of Trustees review and approve the contract with Two Rock Union School District and HY Architects, Inc. For the Architectural and Engineering Design Services for the Generator Project.

Motion: JS

Second: NN

Aye: 3

Nay: 0

10.9 Approval of Childcare Services Agreement with KCE Champions, LLC for Summer Program Dates June 8, 2026-July 22, 2026 PG. 221-227

Background: The Expanded Learning Opportunities Program funding requires school districts to offer summer and after school enrichment programs to students. The District has partnered with KCE Champions LLC, an organization that provides a turn-key program for districts. Extended Learning Opportunity Programs must be run for 30 calendar days outside of the school year schedule. The District would like to run “Champ Camp” during the same time summer school will be offered in the month of June and run through July to meet the 30-day minimum. Those dates are June 8, 2026-July 22, 2026.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the Childcare Services Agreement with KCE Champions, LLC for Summer Program Dates 6/8/26-7/22/26.

Motion: NN

Second: JS

Aye: 3

Nay: 0

10.10 Approval of the Addendum to Agreement with Revolution Foods PBC to Provide Food Service for 2026-2027 Fiscal Year. PG. 228-236

Background: Two Rock Union School District contracts with Revolution Foods to provide vended meals under the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) to students for the school years 2024-2025 through 2026-2027. Revolution Foods PBC has submitted an addendum to the agreement for the 2026-2027 Fiscal Year.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the addendum to the agreement with Revolution Food PBC to provide food services for the 2026-2027 Fiscal Year.

Motion: NN

Second: JS

Aye: 3

Nay: 0

10.11 Approval of Proposal from Jacobson Fence Co. Inc. for Purchase and Installation of Chain Link Fencing and Gate PG. 237-240

Board of Trustees

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Josh Wilson, Superintendent/Principal

Background: In October, the YWCA gave notice to the District that they would be ending their program effective 12/31/2025 and would be moving out of Room 4. Since Room 4 was specifically designed to be a TK/Kindergarten classroom with built in student restrooms, it was determined that TK would be moved from Room 3 to Room 4. In preparation for that, the District assessed the safety needs of Room 4 and the surrounding playground. The District reached out to the vendor to provide a proposal to replace the existing artistic rebar fencing with safety-compliant chain link fence, as well as install a new gate where there is a gap in fencing from the exterior wall of the school site and the current playground fence.

Public Comment: No Public Comment

Board Discussion: No Board Discussion

Recommended motion: It is recommended that the Board of Trustees review and approve the proposal from Jacobson Fence Co. Inc. for purchase and installation of chain link fencing and gate between playground and parking lot.

Motion: JS

Second: NN

Aye: 3

Nay: 0

11. **ADJOURNMENT TO CLOSED SESSION** (if necessary) No adjournment to Closed Session
12. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary)
13. **DATES AND FUTURE AGENDA ITEMS**
Next Regular Board Meeting - April 16, 2026.
14. **SIGNING OF PAPERS**
15. **ADJOURNMENT 5:15pm**

ACTION

Motion: JS

Second: NN

Aye: 3

Nay: 0+

Posted By:



Josh Wilson, Superintendent

Accessibility Accommodations

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ Nicolas Noyes ◊ John Martin ◊ Joel Ruiz
Josh Wilson, Superintendent/Principal

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

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Josh Wilson, Superintendent/Principal