



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**

**January 12, 2023
Closed Session 4:00 P.M.
Open Session 4:30 P.M.
STEAM Room 12**

- 1. CALL TO ORDER**
A. ROLL CALL: [Absent-Mazetta](#)
- 2. CLOSED SESSION**
2.1 Announcement of Closed Session Items
- 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 January 12, 2023.

Action

Motion: [Wilson](#) Second: [Maas](#) Aye: 4 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.
- 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.

Background: Routine items presented for approval.

Plan: Routine process.

Public Comment:

Board of Trustees

John Martin, President ◊ Gayleen Maas, Clerk ◊ Ken Mazetta ◊ Kathy Wilson ◊ John Silvestrini
Stephen Owens, Superintendent/Principal

Board Discussion:

Recommended motion: Approval of Consent Agenda.

- 6.1 Approval of the Accounts Payable Reports; January, 2023. **PG. 1**
- 6.2 Review and Possible Approval of Minutes from meeting on December 15, 2022.

Action

Motion: [Maas](#) Second: [Wilson](#) Aye: 4 Nay:

7. REPORTS/PRESENTATIONS:

- 7.1 TREA Representative- [Kim Lloyd](#)- Nothing to report
- 7.2 CSEA Representative- [Mariela Lozano](#)- Nothing to report
- 7.3 TRSEF Representative- [Ashley Inman](#) - 1st TRSEF mtg in 2 weeks, Feb- Penny Wars and prepping for Spring Activities
- 7.4 USCG Representative- [Ashley Inman](#)- Reduction in hours in Jan for the Teen Center on base may affect our childcare numbers
- 7.5 Superintendent's Report- [Stephen Owens](#)

Enrollment Update- [131](#) **PG. 9**

Facilities Update- [New PA, Phone and Cameras system installed, Roof Leak on office building \(staff bathroom\) was fixed. New roof bidding will start to fix current roof.](#)

Staffing Update- 1 interview for Secretary/Registrar, [Sarah Daugherty](#) new assistant business manager, [Mariela Lozano](#) new ELD teacher

Curriculum Update

Other Updates- [Youth Truth Survey starting Jan 16th for staff, parents and 3-6 grade students](#)

Upcoming Events

8. DISCUSSION ITEMS

- 8.1 **Summer Maintenance and Facilities Updates** **PG. 10**

Background: Annual discussion on major improvements or repairs to the school site and an update on current or past projects.

Plan: Discuss and review or revise.

Public Comment:

Board Discussion: [Current roof questions \(age, when new one should be installed\)](#)

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9. ACTION ITEMS

9.1 Audit Review

PG.

Background: School districts are required to submit a financial statement of the General Fund. The audit is conducted annually by an independent auditing firm. Christy White and Associated conducted an audit of Two Rock Union School Districts general fund

Plan: To review and discuss the audit findings.

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board approve the audit.

Motion: [Silvestrini](#)

Second: [Wilson](#)

Aye: 4

Nay:

9.2 Williams Act Reporting

PG.

Background: Schools report the overall condition of their facilities, the number of teacher mis assignments and vacant teacher positions, and the availability of textbooks or instructional materials. This information is presented in an annual SARC report. There were no complaints in Q4 2022.

Plan: Williams report is a quarterly report.

Public Comment:

Board Discussion:

Recommended motion: Approved the Williams Settlement Quarterly Report.

Motion: [Silvestrini](#)

Second: [Wilson](#)

Aye: 4

Nay:

9.3 School Accountability Report Card (SARC)

PG.

Background: The SARC contains information about Two Rock Elementary School such as funding, number of students and teachers, and the facilities. Note: Some information has not been provided by the state of California Department of Education. The CDE recommends that the Board of Trustees approve the SARC before the February 1, 2023 deadline and have information entered into the report once made available from CDE.

Plan: Review and discuss

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board approve the SARC.

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Motion: [Silvestrini](#)

Second: [Mass](#)

Aye: 4

Nay:

9.4 2023-2024 School Calendar

PG. 11

Background: Each year the District adopts a school year calendar.

Plan: Review the calendar

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board approve and adopt the 2023-2024 calendar.

Motion: [Silvestrini](#)

Second: [Wilson](#)

Aye: 4

Nay:

9.5 Emergency School Day Make up

Background: On December 19, 2022, the school had an emergency closure due to no water.

Plan: A school day will need to be made up using the emergency school days from the Spring Emergency Days bank. The day to made up will be April 7, 2023.

Board Discussion:

Recommended motion: It is recommended that the Board of Trustees approve the make up day.

Motion: [Maas](#)

Second: [Wilson](#)

Aye: 4

Nay:

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

Next Regular Board Meeting - February 9, 2023.

13. SIGNING OF PAPERS

14. ADJOURNMENT

ACTION

Motion: [Wilson](#)

Second: [Maas](#)

Aye: 4

Nay:

Board of Trustees

John Martin, President ◊ Gayleen Maas, Clerk ◊ Ken Mazetta ◊ Kathy Wilson ◊ John Silvestrini
Stephen Owens, Superintendent/Principal

Posted By:



Stephen Owens, 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

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