



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 REGULAR MEETING

July 16, 2026

Closed Session 4:00 PM

Open Session 5:00 PM

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 (Gov. Code §54957.6)
 - 2.2 Closed Session Agenda**
 - 2.2A Public Employee Performance Evaluation** (Pursuant to Government Code §54957)
Title: Superintendent/Principal

- 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 July 16, 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.

- 6. RECOGNITION**

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nick Noyes ◊ Joel Ruiz
John Markatos, Interim Superintendent/Principal

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:

Board Discussion:

Recommended motion: Approval of Consent Agenda.

8.1 Approval of the Accounts Payable Reports: June 2026

PG. 5-9

8.2 Approval of Minutes from meetings in June, 2026

PG. 10-22

8.3 Approval of the Personnel Addendum, July 2026

PG.

Action

Motion:

Second:

Aye:

Nay:

8. REPORTS/PRESENTATIONS

8.1 TREA Representative

8.2 CSEA Representative

8.3 TRSEF Representative

8.4 USCG Representative

8.5 Superintendent's Report

8.5A Enrollment Update

8.5B Facilities Update

8.5C Curriculum Update

8.5D Other Updates

8.5E Upcoming Events

9. DISCUSSION ITEMS**10. ACTION ITEMS****10.1 Election of Board President and, if necessary, Board Clerk**

Background: Following the resignation of the former Board President, the office of President became vacant. In accordance with Board Bylaws and standard governance practices, the Board shall elect a new President from among its members to serve the remainder of the current term.

10.2 Approval of 2026-2027 Ryland Strategic Business Consulting Services Contract **PG. 23**

Background: The District is seeking to renew contractual services with Ryland Strategic Business Consulting Services for Chief Business Official Consultant services in 2026-2027.

10.3 Approval of Williams Quarterly Report, Q4 2025-2026 **PG. 24-25**

Background: The District is seeking approval of the 2025-2026 4th Quarter Williams Quarterly Report: April 2026 to June 2026.

10.4 Ratification of Memorandum of Understanding with The North Coast School of Education for Participation in the 2026-2027 “Be a Teacher” Program. **PG. 26-32**

Background: It is recommended that the Board of Trustees ratify the Memorandum of Understanding with North Coast School of Education – "Be A Teacher" Program for 2026-2027.

10.5 Ratification of Memorandum of Understanding with The North Coast School of Education for Participation in the 2025–26 Induction Program **PG. 33-39**

Background: It is recommended that the Board of Trustees ratify the Memorandum of Understanding with North Coast School of Education – Teacher Induction Program for 2026-2027.

10.6 Approval of Services Agreement with KUEHG, Inc “Champions” for Extended Learning Opportunities Provider Services for the 2026-2027 Fiscal Year **PG. 40**

Background: The District is seeking to renew contractual services with KUEHG, Inc dba “Champions” for extended learning program services in 2026-2027.

10.7 Approval of Services Agreement with Sonoma Technology Partners for the 2026-2027 Fiscal Year **PG. 41-46**

Background: The District is seeking to renew contractual services with Sonoma Technology Partners for district-wide IT services in 2026-2027.

10.8 Approval of Resolution 2026-07 of Surplus of District Inventoried Property **PG. 47-49**

Background: The District is seeking to dispose of obsolete instructional materials per CA Ed Code 60510 (60530).

10.9 Approval of Change to the August 2026 Regular Board Meeting Date

Background: The Board of Trustees will consider changing the date of the August 2026 Regular Board Meeting from Thursday, August 20, 2026, to Thursday, August 13, 2026.

10.10 Approval of Revision to the Specifications of the Election Order Resolution 2026-06 for the November 3, 2026 Governing Board Election **PG. 50-52**

Background: The Board of Trustees is requested to review and approve a revised Specifications of the Election Order Resolution for the November 3, 2026, Governing Board Election and authorize the Clerk of the Board to execute the revised election documents for submission to the Sonoma County Superintendent of Schools and the Sonoma County Registrar of Voters.

10.11 Approval of the Memorandum of Understanding between Two Rock Union School District and Petaluma City Schools SoCC for Adaptive Physical Education Services for 2026-2027 **PG. 53-57**

Background: The Board of Trustees is requested to review and approve a memorandum of understanding between the district and Petaluma City Schools SoCC for adaptive physical education services for the 2026-2027 school year.

- 11. ADJOURNMENT TO CLOSED SESSION** (if necessary)
- 12. RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary)
- 13. DATES AND FUTURE AGENDA ITEMS**
Regular Board Meeting August 20, 2026 at 4:00pm
- 14. SIGNING OF PAPERS**
- 15. ADJOURNMENT**

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 ◊ Nick Noyes ◊ Joel Ruiz
John Markatos, Interim Superintendent/Principal

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

REGULAR MEETING OF JULY 16, 2026

**ITEM: RATIFICATION OF THE WARRANT REGISTER FOR WARRANTS
ISSUED JUNE 1, 2026 THROUGH JUNE 30, 2026 FOR TWO ROCK
UNION SCHOOL DISTRICT**

PREPARED BY: SARAH DAUGHERTY, ASSISTANT BUSINESS MANAGER

TYPE OF ITEM: CONSENT

PURPOSE: For the Board of Trustees to ratify the Purchase Order and Warrant Register for Warrants issued from June 1, 2026, through June 30, 2026.

BACKGROUND INFORMATION: The Warrant Register reflects the vendor's name, date paid, amount of warrant, and budgetary account charged.

DETAILS: The Board ratifies the minutes attached, which have been drafted in accordance with California Education Code 35145.

Recommended: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: Warrants are paid in accordance with the Board-adopted budget and generally accepted accounting methods. A detailed listing of monthly warrants is available in the Business Office.

RECOMMENDATION: : For the Board of Trustees to ratify the Purchase Order and Warrant Register for Warrants issued from June 1, 2026, through June 30, 2026.

Includes Purchase Orders dated 06/01/2026 - 06/30/2026					Board Meeting Date July 16, 2026
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B27-00001	Frontline Technologies	TWRK	2026-2027 Absence and Substitute Management	01-5300	1,036.93
B27-00002	Charles Wattenburg DBA Petalum a Learning & Guid.	TWRK	2026-2027 Counseling Services	01-5830	49,590.00
B27-00003	Corner to Corner Cleaning	TWRK	Summer 2026 Deep Clean	01-5830	23,030.90
B27-00004	Corner to Corner Cleaning	TWRK	2026-2027 Janitorial & Custodial Services	01-5830	68,000.00
B27-00005	Cinnabar School	TWRK	2026-2027 SLP Contracted Service Agreement	01-5800	63,995.25
B27-00006	Jordanna Wood	TWRK	2026-2027 Psychological Services Agreement	01-5830	9,500.00
B27-00007	Liberty School	TWRK	2026-2027 Nursing Contract Service Agreement	01-5830	33,012.92
B27-00008	Petaluma Mechanical, Inc.	TWRK	2026-2027 HVAC Maintenance Agreement	01-5630	5,930.60
P26-00188	Amazon Capital Services, Inc.	TWRK	paper rolls 6th grade graduation	01-4310	682.03
P26-00191	Sonoma County Office Of Educ.	TWRK	2025-2026 School Connects Fees	01-5816	2,000.00
				01-5817	2,069.30
P26-00192	Amazon Capital Services, Inc.	TWRK	Jeskey - classroom supplies	01-4310	21.84
P26-00193	Amazon Capital Services, Inc.	TWRK	Lozano classroom supplies	01-4310	545.63
P26-00194	Amazon Capital Services, Inc.	TWRK	Lyons classroom supplies	01-4310	198.61
P27-00001	Schoolwise Technologies	TWRK	2026-2027 Student Information Service Support	01-5840	3,600.00
P27-00002	Open Up Resources	TWRK	2026-2027 ELA Pilot Material for Grades 1,3,5	01-4110	2,660.24
Total Number of POs			15	Total	265,874.25

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	5	5,517.41
	Total Fiscal Year 2026		5,517.41
01	General Fund	10	260,356.84
	Total Fiscal Year 2027		260,356.84
	Total		265,874.25

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

Includes Purchase Orders dated 06/01/2026 - 06/30/2026

Board Meeting Date July 16, 2026

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
B26-00018	28,483.95	01-5830	General Fund/Professional/consultant Svcs	3,852.15
B26-00021	22,764.90	01-5800	General Fund/Other Svcs & Oper Expenditures	3,000.00
P26-00056	1,375.02	01-5800	General Fund/Other Svcs & Oper Expenditures	500.00
P26-00130	2,887.50	01-5830	General Fund/Professional/consultant Svcs	500.00
Total PO Changes				7,852.15

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ERP for California

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Checks Dated 06/01/2026 through 06/30/2026				Board Meeting Date July 16, 2026	
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2163420	06/03/2026	Corner to Corner Cleaning	01-5830		16,864.00
2164334	06/05/2026	Jacqueline	01-9515		272.49
2164335	06/05/2026	Amazon Capital Services, Inc.	01-4300	37.13	
			01-4310	884.43	921.56
2164336	06/05/2026	AT&T CALNET 3	01-5911		577.87
2164337	06/05/2026	The Math Learning Center	01-4110		11,877.30
2164338	06/05/2026	Corner to Corner Cleaning	01-5830		175.00
2164339	06/05/2026	Petaluma Schools - Business	01-5800		9,720.00
2164340	06/05/2026	Pylon Communications LLC	01-5600		373.57
2164341	06/05/2026	Revolution Foods PBC	01-4710		23,102.05
2164342	06/05/2026	Roy's Sewer Service, Inc	01-5800		250.00
2164343	06/05/2026	STLR	01-5830		3,200.00
2164344	06/05/2026	School and College Legal Services	01-5823		505.58
2164345	06/05/2026	Sonoma County Office Of Educ.	01-5816	2,000.00	
			01-5817	2,069.30	4,069.30
2164346	06/05/2026	Sonoma Technology Partners	01-4400	1,216.17	
			01-4445	1,216.17	
			01-5800	1,131.85	3,564.19
2165069	06/10/2026	Jacobson Fence Company Inc.	40-6100		18,765.00
2165070	06/10/2026	KUEHG Corp.	01-5100	6,400.00	
			01-5830	5,240.00	11,640.00
2165071	06/10/2026	National Academy of Athletics	01-5830		1,470.00
2165072	06/10/2026	Petaluma Schools - Business	01-5800	29,975.00	
			01-5830	14,377.00	44,352.00
2165073	06/10/2026	Roy's Sewer Service, Inc	01-5800		250.00
2165074	06/10/2026	Shred-It USA	01-5800		115.93
2165075	06/10/2026	Sonoma Technology Partners	01-5800		236.25
2165076	06/10/2026	Whole Child Occupational Thera py PC	01-5830		3,891.25
2166902	06/17/2026	All-Guard Alarm Systems	01-5830		325.00
2166903	06/17/2026	Amazon Capital Services, Inc.	01-4310	1,577.81	
			01-4351	410.72	
			01-4390	479.55	2,468.08
2166904	06/17/2026	Ameriprints	01-5862		50.00
2166905	06/17/2026	Arch's Glass	01-5800		393.75
2166906	06/17/2026	AT&T	01-5911		50.56
2166907	06/17/2026	Brady Industries NorCal, LLC.	01-4300		351.32
2166908	06/17/2026	Cagwin & Dorward, LLC	01-5800		2,882.00
2166909	06/17/2026	Corner to Corner Cleaning	01-5830		5,984.00
2166910	06/17/2026	Kyocera Document Solutions	01-5632		1,393.71
2166911	06/17/2026	Hibser Yamauchi Architects Inc .	40-6210		16,596.70
2166912	06/17/2026	KUEHG Corp.	01-5100	13,403.00	
			01-5830	12,502.00	25,905.00
2166913	06/17/2026	Lexia Learning Systems LLC	01-4340		9,250.00
2166914	06/17/2026	McPhail Fuel Co.	01-5510		1,674.24
2166915	06/17/2026	National Academy of Athletics	01-5830		1,470.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 06/01/2026 through 06/30/2026

Board Meeting Date July 16, 2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2166916	06/17/2026	Nature Science Pest Control	01-5800		225.00
2166917	06/17/2026	Office Depot	01-4350		106.71
2166918	06/17/2026	Pacific Gas & Electric	01-5520		1,974.16
2166919	06/17/2026	Pylon Communications LLC	01-5600		695.32
2166920	06/17/2026	Recology Sonoma Marin	01-5560		530.46
2166921	06/17/2026	Revolution Foods PBC	01-4390	76.00	
			01-4710	11,311.60	11,387.60
2166922	06/17/2026	STLR	01-5830		3,200.00
2166923	06/17/2026	School and College Legal Services	01-5823		3,972.68
2166924	06/17/2026	CA Department of Justice Accounting Office / RMU	01-5862		64.00
2166925	06/17/2026	Liberty School	01-5830		29,259.43
2166926	06/17/2026	Jacqueline Porter	01-9515		272.49
2166927	06/17/2026	Lozano Gutierrez, Mariela	01-5860		1,841.59
2166928	06/17/2026	Lyons, Abilene R	01-4390		60.54
2166929	06/17/2026	AT&T CALNET 3	01-5911		1,159.06
2166930	06/17/2026	US Bank Corporate Payment Systems	01-4300	686.83	
			01-4310	858.52	
			01-4340	327.63	
			01-5200	1,085.00	
			01-5300	299.00	3,256.98
2166931	06/17/2026	JJ Lynch Consulting	01-5830		2,137.50
2166932	06/17/2026	Mendocino Outdoor Science Scho ol	01-5800		440.00
2166933	06/17/2026	Pacific Gas & Electric	01-5520		25.20
2166934	06/17/2026	Recology Sonoma Marin	01-5560		1,060.92
2166935	06/17/2026	Sonoma Technology Partners	01-5800		1,135.10
2166936	06/17/2026	CA Department of Justice Accounting Office / RMU	01-5862		160.00
Total Number of Checks			57		287,952.44

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	55	252,590.74
40	Spec Rsrve For Cap Outlay Proj	2	35,361.70
Total Number of Checks		57	287,952.44
Less Unpaid Tax Liability			.00
Net (Check Amount)			287,952.44

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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

REGULAR MEETING OF JULY 16, 2026

ITEM: APPROVAL OF THE MINUTES FOR JUNE 2026 BOARD MEETINGS

PREPARED BY: SARAH DAUGHERTY, ASSISTANT BUSINESS MANAGER

TYPE OF ITEM: CONSENT

PURPOSE: For the Board of Trustees to approve the minutes of the June 18, 2026 and June 25, 2026 Board of Trustees Meetings.

BACKGROUND INFORMATION: The California education code 35145 states that in meetings of the governing board of any school district "All minutes shall be taken at all of those meetings, recording all actions taken by the governing board. The minutes are public records and shall be available to the public."

DETAILS: The Board Approve the minutes attached, which have been drafted in accordance with California education code 35145.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: See details.

RECOMMENDATION: For the Board of Trustees to approve the minutes of the June 18, 2026 and June 25, 2026 Board of Trustees Meetings.



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 REGULAR MEETING

June 18, 2026

Closed Session 3:00 P.M.

Open Session 4:30 P.M.

STEAM Room 12

1. **CALL TO ORDER 3:00PM**
A. ROLL CALL **Present:** Gayleen Maas, John Silvestrini, Nicolas Noyes, Joel Ruiz
Not Present: John Martin (arrived at 5:26PM)
2. **CLOSED SESSION 3:01PM**
 - 2.1 **Announcement of Closed Session Items**
With respect to every item of business to be discussed in closed session (Gov. Code §54957)
 - 2.2 **Closed Session Agenda**
 - 2.2A Public Employee Performance Evaluation (Pursuant to Government Code §54957)
Title: Superintendent/Principal
3. **RECONVENE TO PUBLIC MEETING 4:34PM**
Report of any actions taken during Closed Session (if necessary). **No action taken.**
4. **ADOPTION AND APPROVAL OF AGENDA**
 - 4.1 Approval of the Agenda for June 18, 2026.

Action

Motion: JS

Second: NN

Aye: 4

Nay: 0

Board of Trustees

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

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.

No Public Comments

6. RECOGNITION

6.1 STUDENT RECOGNITION **Ethan Anderson, 5th Grader**

7. PUBLIC HEARING **4:38PM**

7.1 PUBLIC HEARING – Review of the 2026-2027 Local Control Accountability Plan (LCAP) and Local Indicators for the Two Rock Union School District PG. 6
Superintendent Wilson presented on the LCAP for 2026-27, CBO Consultant Chris Thomas presented on the financial impacts of the LCAP.
Public Hearing Ended at 4:55PM.

7.2 PUBLIC HEARING – Review of the Adopted Budget for the Two Rock Union School District for the 2026-27 Fiscal Year and Substantiation of the Need for Reserves Greater than the State Required Minimum Reserve for Economic Uncertainty. PG. 96
Public Hearing began at 4:56PM.

CBO Consultant Chris Thomas presented on the District's financial status and the 2026-27 Adopted Budget Proposal.

Public Hearing ended at 5:19PM.

8. 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 Discussion:

Recommended motion: Approval of Consent Agenda.

8.1 Approval of the Accounts Payable Reports: May 2026.

PG. 245

8.2 Approval of Minutes from meetings on May 14, 2026.

PG. 248

Action

Motion: **JR**

Second: **NN**

Aye: **4**

Nay: **0**

9. REPORTS/PRESENTATIONS:

9.1 TREA Representative - **N/A**

9.2 CSEA Representative - **N/A**

Board of Trustees

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

- 9.3 TRSEF Representative - Grace Anderson from TRSEF presented that planning has already commenced for the Annual Spaghetti Dinner and Silent Auction
- 9.4 USCG Representative - N/A
- 9.5 Superintendent's Report
- Enrollment Update -
 - Facilities Update -
 - Curriculum Update - Bridges Math material delivered. EL Education and HMH piloting in fall for ELA, ESY and Champ Camp is currently operating on site.
 - Student Behavior & School Climate Update- Mr. Wilson attended a bullying workshop at SCOE last week.
 - Other Updates -
 - Mr. Wilson wants to implement Community Matters, Safe School Ambassadors.

10. DISCUSSION ITEMS

10.1 SUMMER PROJECTS

Background: Two Rock Union School District will provide an update on Summer Projects.

- Goat Grazing in wooded area ongoing this summer.
- Playground fence was installed
- ADA Upgrades need to be made
- Generator project is ongoing
- DODea grant applied for for facilities projects and repairs

10.2 BOARD OF TRUSTEES MEETING CALENDAR 2026-2027

PG. 259

Background: Two Rock Union School District Board of Trustees convene on the second Thursday of each month to hold Regular Board Meetings. The District is looking at alternative dates to hold meetings in order to meet reporting deadlines.

Will be brought to board for action approval on 6/25/26

11. ACTION ITEMS

11.1 APPROVAL OF THE TWO ROCK UNION SCHOOL DISTRICT BUDGET REVISION #3 FOR THE 2025-2026 FISCAL YEAR

PG. 262

Background: Two Rock Union School District is requesting approval of the District Budget Revision #3 for the 2025-2026 Fiscal Year.

Action

Motion: JS

Second: JM

Aye: 5

Nay: 0

11.2 APPROVAL OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR THE 2026-2027 FISCAL YEAR

PG. 276

Board of Trustees

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

Background: Two Rock Union School District is requesting approval of a Declaration of Need for 2 Emergency Teacher Permit Holders for the 2026-2027 Fiscal Year.

Action

Motion: JM

Second: NN

Aye:5

Nay: 0

11.3 APPROVAL OF THE RESOLUTION OF THE BOARD OF TRUSTEES OF TWO ROCK UNION SCHOOL DISTRICT AND TWO ROCK UNION SCHOOL DISTRICT REGARDING AUTHORIZATION OF DESIGNATED PERSONNEL TO SIGN CONTRACT AND AGREEMENT DOCUMENTS FOR FISCAL YEAR 2026-2027

PG. 281

Background: Two Rock Union School District is requesting approval of authorization of designated personnel to sign contract and agreement documents for Two Rock Union School District and the Governing Board.

Action

Motion: JS

Second: NN

Aye:5

Nay: 0

11.4 APPROVAL OF PLAYGROUND STRUCTURE REMOVAL AND REPLACEMENT FOR TK/K PLAYGROUND

PG. 283

Background: The existing dome climber located within the TK/Kindergarten playground has reached the end of its useful life and requires replacement to maintain a safe, engaging, and developmentally appropriate play environment for students. District staff solicited a proposal from Community Playgrounds, Inc. for the removal and disposal of the existing structure and the furnishing and installation of a new playground dome climber.

Action

Motion: JS

Second: JR

Aye:5

Nay: 0

11.5 APPROVAL OF REVISION TO THE 2026-2027 AGREEMENT FOR SPEECH AND LANGUAGE SERVICES BETWEEN CINNABAR SCHOOL DISTRICT AND TWO ROCK UNION SCHOOL DISTRICT

PG. 290

Background: Two Rock Union School District is requesting approval of revision to the 2026-2027 Contracted Services Agreement for Speech-Language Pathology Services with Cinnabar Elementary School District to account for an extra day of services, and rate increases due to 2026-2027 negotiations.

Action

Motion: NN

Second: JS

Aye:5

Nay: 0

Board of Trustees

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

15

11.6 APPROVAL OF THE AGREEMENT RENEWAL FOR COUNSELING SERVICES BETWEEN TWO ROCK UNION SCHOOL DISTRICT AND PETALUMA LEARNING & GUIDANCE CENTER FOR THE 2026-2027 SCHOOL YEAR
PG. 297

Background: Two Rock Union School District is requesting approval to renew the annual agreement with Petaluma Learning & Guidance Center for Counseling Services for the 2026-2027 Fiscal Year.

Action

Motion: JM Second: NN Aye:5 Nay: 0

11.7 APPROVAL OF THE RENEWAL FOR JANITORIAL AND CUSTODIAL SERVICES BETWEEN TWO ROCK UNION SCHOOL DISTRICT AND CORNER TO CORNER CLEANERS & JANITORIAL SERVICES FOR THE 2026-2027 SCHOOL YEAR
PG. 300

Background: Two Rock Union School District is requesting approval to renew the annual agreement with Corner to Corner Cleaners & Janitorial Service for the 2026-2027 Fiscal Year.

Action

Motion: NN Second: JS Aye:5 Nay: 0

11.8 APPROVAL OF THE PERSONNEL ADDENDUM FOR THE TWO ROCK UNION SCHOOL DISTRICT
PG. 306

Background: This agenda item presents for Board approval the Administration's recommended personnel transactions for the Two Rock Union School District.

Action

Motion: JR Second: JM Aye:5 Nay: 0

11.9 APPROVAL OF THE 2026-2027 INSTRUCTIONAL MINUTES AND SCHOOL BELL SCHEDULE
PG. 308

Background: Two Rock Union School District is requesting approval of the annual instructional minutes and bell schedule for the 2026-2027 Fiscal Year.

Action

Motion: JS Second: JR Aye:5 Nay: 0

Board of Trustees

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

11.10 APPROVAL OF INDEPENDENT CONSULTANT AGREEMENT WITH DR. SCOTT MAHONEY FOR SUPERINTENDENT MENTORING AND COACHING SERVICE
PG. 311

Background: This agenda item presents for Board approval of an Independent Consultant Agreement between the Two Rock Union School District and Dr. Scott Mahoney. Under the agreement, Dr. Mahoney will provide mentoring, coaching, and advisory services to the Superintendent/Principal to support leadership development, district operations, governance relations, and organizational effectiveness.

THIS BOARD ITEM WAS TABLED FOR FURTHER DISCUSSION

- 12. ADJOURNMENT TO CLOSED SESSION** (if necessary) **6:15PM**
- 13. RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary) **7:07PM**
- 14. DATES AND FUTURE AGENDA ITEMS**
Next Special Board Meeting - June 25, 2026 at 3:30PM.
- 15. SIGNING OF PAPERS**
- 16. ADJOURNMENT** **7:10PM**

ACTION

Motion: **JS** Second: **NN** Aye: **5** Nay: **0**

Posted By: Josh Wilson, Superintendent

Accessibility Accommodations

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Public Records

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Board of Trustees

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

**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**

June 25, 2026

Closed Session 3:30 PM

Open Session 4:30 PM

STEAM LAB, Room 12

1. CALL TO ORDER 3:30PM

A. ROLL CALL

Present: Gayleen Maas, Nicolas Noyes

Not Present: Joel Ruiz (arrived at 4:10PM)

Quorum was established at 4:10PM

2. CLOSED SESSION 3:30PM, Quorum established at 4:10PM

2.1 Announcement of Closed Session Items

With respect to every item of business to be discussed in closed session (Gov. Code §54957.6)

2.2 Closed Session Agenda

2.2A Public Employee Performance Evaluation (Pursuant to Government Code §54957)
Title: Superintendent/Principal

3. RECONVENE TO PUBLIC MEETING

Report of any actions taken during Closed Session (if necessary).

The Board of Trustees took action to accept letter of resignation from Board Member Gayleen Maas, effective July 15, 2026.

4. ADOPTION AND APPROVAL OF AGENDA

4.1 Approval of the Agenda for June 25, 2026.

Item 10.2 moved to end of action items for approval.

Add item 10.9 Specifications of Election Order

Add item 10.10 Approval of Consolidated Application 2026-2027 Part I

Action

Motion: NN

Second: JR

Aye: 3

Nay: 0

Board of Trustees

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

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. RECOGNITION

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:

Board Discussion:

Recommended motion: Approval of Consent Agenda.

8. REPORTS/PRESENTATIONS:

8.1 TREA Representative - N/A

8.2 CSEA Representative - N/A

8.3 TRSEF Representative - N/A

8.4 USCG Representative - N/A

8.5 Superintendent's Report

Enrollment Update - No enrollment changes

Facilities Update - Sewer lines repairs completed. Dome Structure in TK playground to be installed at next break or when students not on campus.

Curriculum Update - EL Education Pilot materials ordered

Student Behavior & School Climate Update- N/A

Other Updates - N/A

9. DISCUSSION ITEMS

10. ACTION ITEMS

10.1 REVIEW AND ACTION – Approval of the 2026-2027 Local Control Accountability Plan (LCAP), Local Indicators for 2025-2026, and Federal Addendum for the Two Rock Union School District PG. 6-143

Background: The Local Control Accountability Plan (LCAP) is a tool for local educational agencies to set goals, plan actions, and leverage resources to improve student outcomes. Under the Local Control Funding Formula (LCFF), all LEAs including school districts, COEs, and charter schools are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities

identified pursuant to EC sections 52060(d), 52066(d), and 47605. The school held a public hearing on June 18, 2026 to gather input from stakeholders.

Action

Motion: JR

Second: NN

Aye: 3

Nay: 0

10.2 REVIEW AND ACTION – Approval of the Adopted Budget for the Two Rock Union School District for the 2026-27 Fiscal Year and Substantiation of the Need for Reserves Greater than the State Required Minimum Reserve for Economic Uncertainty
PG. 144-292

Background: The District is required to adopt a budget for all funds prior to June 30th each year. During the months prior to June, staff works diligently to collect data necessary to be included in the upcoming budget. This information comes from several sources, including the State, the Federal Government, the Sonoma County Office of Education, the SELPA, the County of Sonoma, Redwood Empire Schools Insurance Group (RESIG), and other various local sources. This information is incorporated into the budget in the form of budget assumptions. Some of these assumptions are preliminary and may change once information is finalized at the State, Federal & local levels.

Moved to end of approval items 10.11

Action

Motion: NN

Second: JR

Aye: 3

Nay: 0

10.3 Approval of Resolution 2026-04 of the Board of Education of the Two Rock Union School District of the County of Sonoma, State of California, Determining the Use of Education Protection Account Funds for Fiscal Year 2025-2026 for Two Rock Union Elementary School
PG. 293-295

Background: The Board shall certify at this meeting the funds provided from the Education Protection Account have been properly discussed and expended as required by Article XIII, Section 36 of the California Constitution. All expenses incurred by the School District must comply with the additional audit requirement of Article XIII, Section 36 and may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

Action

Motion: NN

Second: JR

Aye: 3

Nay: 0

10.4 Approval of Resolution 2026-05 of the Board of Education of the Two Rock Union School District of the County of Sonoma, State of California, Determining the Use of Education Protection Account Funds for Fiscal Year 2026-2027 for Two Rock Union Elementary School
PG. 296-298

Board of Trustees

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

Background: The Board shall certify at this meeting the funds provided from the Education Protection Account have been properly discussed and expended as required by Article XIII, Section 36 of the California Constitution. All expenses incurred by the School District must comply with the additional audit requirement of Article XIII, Section 36 and may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

Action

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

10.5 APPROVAL OF THE PROPOSITION 28 (ARTS & MUSIC IN SCHOOLS) ANNUAL REPORT FOR THE 2025-2026 FISCAL YEAR **PG. 299-300**

Background: The Two Rock Union School District is requesting approval of the Prop 28 annual report for the 2025-2026 fiscal year.

Action

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

10.6 Approval of 2026-2027 Instructional Continuity Plan **PG. 301-310**

Background: Senate Bill 153 (SB 153) requires all local educational agencies to develop and adopt an Instructional Continuity Plan (ICP) to ensure continuity of learning during emergencies or natural disasters that result in school closures. The plan outlines procedures for maintaining student access to instruction, communication with families, support for students with unique needs, continuity of special education and English learner services, technology access, meal services, and conditions for returning to in-person instruction.

Action

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

10.7 Approval of Revision to the 2021-2026 Educator Effectiveness Block Grant Program Plan **PG. 311-316**

Background: Two Rock Union School District requests the board approve the revisions made to the Educator Effectiveness Block Grant Program Plan

Action

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

10.8 Approval of Change to Board Meeting Calendar for 2026-2027 Fiscal Year

PG. 317-318

Background: The Two Rock Union School District Board of Trustees currently holds its regular board meetings on the second Thursday of each month. To better align meeting schedules with state and local reporting deadlines, the District is considering moving regular board meetings to the third Thursday of each month.

Board meetings will begin at 4pm beginning 7/16/2026.

Action

Motion: JR Second: NN Aye: 3 Nay: 0

10.9 Approval of Resolution 2026-06 Specifications of Election**Action**

Motion: NN Second: JR Aye: 3 Nay: 0

10.10 Approval of Consolidated Application 2026-2027 Part 1**Action**

Motion: NN Second: JR Aye: 3 Nay: 0

11. **ADJOURNMENT TO CLOSED SESSION** (if necessary) 5:42pm

12. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary) 7:44PM

13. **DATES AND FUTURE AGENDA ITEMS**
Regular Board Meeting July 16, 2026

14. **SIGNING OF PAPERS**

15. **ADJOURNMENT** 7:45PM

ACTION

Motion: JR Second: NN Aye: 3 Nay: 0

Posted By:



Josh Wilson, Superintendent

Accessibility Accommodations

Board of Trustees

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

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Board of Trustees

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

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

REGULAR MEETING JULY 16, 2026

**ITEM: APPROVAL OF AGREEMENT WITH RYLAND STRATEGIC
BUSINESS CONSULTING SERVICES FOR 2026-2027 FISCAL YEAR**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: Approval of the agreement with Ryland Strategic Business Consulting Services for the 2026-2027 School Year.

BACKGROUND INFORMATION: The district contracts with Ryland Strategic Business Consulting Services for chief business official consulting services, and business services.

DETAILS: Ryland Strategic Business Consulting Services will provide CBO Consultant services to Two Rock Union School District at the rate of \$160/hour, billed monthly.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

Recommendation: For the Board of Trustees to approve the agreement with Ryland Strategic Business Consulting Services for the 2026-2027 School Year.

FINANCIAL INFORMATION: See details.

RECOMMENDATION: For the Board of Trustees to approve the agreement with Ryland Strategic Business Consulting Services for the 2026-2027 School Year.

TWO ROCK UNION SCHOOL DISTRICT BOARD AGENDA BACKUP

Special Meeting July 16, 2026

**ITEM: APPROVAL OF 4th QUARTERLY REPORT- WILLIAMS
UNIFORM COMPLAINTS (ED CODE 35186)**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: Approval the 4th Quarter Williams Quarterly Report: April 2026 to June 2026.

BACKGROUND INFORMATION: On September 29, 2004, the Governor signed Senate Bill (SB)

550 (Chapter 900, Statutes of 2004). This urgency measure, which took effect immediately, implemented portions of the settlement agreement in the case of *Williams, et al. v. State of California, et al.* that impacted the School Accountability Report Card (SARC).

With respect to the SARCs published in the 2004–05 school year, SB 550 added additional reporting requirements relating to (1) any needed maintenance to ensure "good repair" of school facilities, (2) the number of teacher "misassignments" and "vacant teacher positions," and (3) the availability of "sufficient textbooks and other instructional materials."

California Department of Education staff developed reporting formats and data definitions to address the additional SARC requirements included in SB 550. The proposed reporting formats and data definitions were approved by the State Board of Education (SBE) at its November 2004 meeting and modified somewhat at the SBE's January 2005 meeting. The SARC template and data elements continue to be reviewed and approved by the SBE at their annual July board meeting.

DETAILS: The District is required to submit the 4th Quarter Report for any complaints received from April 2026 to June 2026.

SUBMITTED BY: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: None

RECOMMENDATION: That the Board of Trustees approve 4 th Quarter Report for any complaints received from April 2026 to June 2026.
--



Quarterly Report – Williams Uniform Complaints [Education Code § 35186]

District: Two Rock USD

Name & Title of Preparer: Josh Wilson, Superintendent/Principal

Quarter Reported: (check one)

- ☐ 1st Quarter: July 2025 through September 2025 – Due October 2025
- ☐ 2nd Quarter: October 2025 through December 2025 – Due January 2026
- ☐ 3rd Quarter: January 2026 through March 2026 – Due April 2026
- ☒ 4th Quarter: April 2026 through June 2026 – Due July 2026

Date for information to be reported publicly at governing board meeting: July 16, 2026

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints. **Copies of the complaint and the district's written response will be submitted along with this report.**

General Subject Area	Number of Complaints Received	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials and Textbooks	0	0	0
Facility Conditions	0	0	0
Teacher Vacancy or Misassignment	0	0	0
TOTAL	0	0	0

Name & Signature of Superintendent

Date:

Sign and date the report **after** it is presented at your board meeting.
Please submit the executed report to SCOE EES via email at williams@scoe.org

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

Special Meeting of July 16, 2026

**ITEM: RATIFICATION OF MEMORANDUM OF UNDERSTANDING WITH
THE NORTH COAST SCHOOL OF EDUCATION FOR
PARTICIPATION IN THE 2025–26 INDUCTION PROGRAM**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the Memorandum of Understanding with North Coast School of Education – Teacher Induction Program.

BACKGROUND INFORMATION: The Board is asked to consider approval of a Memorandum of Understanding (MOU) between Two Rock Union School District and the Sonoma County Superintendent of Schools/North Coast School of Education for participation in the North Coast School of Education Teacher Induction Program for the 2026–2027 school year. The agreement is effective July 1, 2026, through June 30, 2027, and establishes the roles and responsibilities of the County Office of Education and the District in supporting eligible teachers through California's state-accredited Teacher Induction Program. The MOU outlines the District's responsibilities related to candidate enrollment, mentor assignments, release time, professional support, and program coordination to assist teachers in earning their Clear Teaching Credential.

FINANCIAL INFORMATION: Participation is on a fee-for-service basis. For the 2026–2027 school year, the cost is \$2,500 per credential candidate enrolled in the program, with additional credentialing and mentor services available as needed at the current fee schedule. Costs will be incurred only if the District enrolls eligible teachers in the program.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees approve the Memorandum of Understanding between Two Rock Union School District and the Sonoma County Superintendent of Schools/North Coast School of Education for participation in the

Teacher Induction Program for the period of July 1, 2026, through June 30, 2027, and authorize the Superintendent to execute the agreement on behalf of the District.



Memorandum of Understanding Between

Sonoma County Superintendent of Schools as the Local Educational Agency For the North Coast School of Education “Be A Teacher” Intern Program and Permit Holder Professional Development Series and Participating School Districts and Employing Agencies within Sonoma County

A. General

This Memorandum of Understanding (MOU) is between the Sonoma County Superintendent of Schools, serving as the Local Education Agency (LEA) for the “Be A Teacher” Intern Program, Intern Mentor Support Program, Permit Holder Professional Development Series (collectively “Program”) and the County Offices of Education, districts, schools, employing agencies, independent charter schools, and non-public schools (collectively “District”) signing below. The term of this MOU commences on **July 1, 2026**, and terminates on **June 30, 2027**.

B. Purpose

The purpose of the MOU is to establish a formal working relationship between the parties. The Program will provide and coordinate services and support to guide Candidates in meeting California credential requirements through the state-accredited “Be A Teacher” Intern Program, university-based Intern Program, and the Permit Holder Professional Development Series. Throughout this document, new teachers from all of the credential areas are referred to as “Candidates” and experienced teachers are referred to as “Mentors.”

C. Eligibility

Eligible “Candidates” are those hired within the following credential and program categories;

- **Permit Holder Professional Development Series:** Candidates who have obtained a Provisional Intern Permit (PIP), Short-Term Staff Permit (STSP) or Teaching Permit for Statutory Leave (TPSL).
- **“Be A Teacher” Intern Program:** Candidates who have obtained an Intern Credential from “Be A Teacher” Intern Program.

D. LEA Responsibilities

1. Employ an NCSOE Director whose primary duty is to administer the Program and employ Support Staff whose primary duty is to support the administration of the Program.
2. Provide sufficient and appropriate workspace for the NCSOE Director, Program Support Staff, Program Leads, Curriculum Specialist, Registrar and Credential Advisors.
3. Provide office support services for the Consortium, including, but not limited to, mail service, phone, fax, Internet services, technology support, and meeting space for Program activities.
4. Provide business and legal services required for Program implementation for the region.
5. Develop and establish procedures for Program evaluation through the California Commission on Teacher Credentialing (CCTC) Accreditation Cycle. Submit Preconditions, Common Standards, Program Review state reports, and required fees in a timely manner.
6. Provide a process for equitable distribution of mentoring, support, formative assessment, and credential services to Candidates and Mentors in all participating Districts and COEs within the region.
7. Convene Program Regional Advisory Board meetings a minimum of two times per year and District Coordinators’ meetings two times per year.
8. Develop and provide personalized, professional learning for Candidates and their Mentors to be held in multiple locations within the geographical region served by the parties.
9. Assume overall fiscal responsibility for the administration of the Program budget, including submission of year-end expenditure reports and any other documentation required by CCTC and/or CDE in relation to the Program.
10. Establish a Budget Agreement and reporting requirements.

E. County Offices of Education/Lead Districts

1. Appoint a liaison to serve on the Program Regional Advisory Board. The liaison should be a designee authorized by the County Superintendent of Schools, the Dean of Education, and/or the District Superintendent to fulfill the roles and responsibilities assigned to them. The liaison supports the Program by providing ongoing updates, communication, feedback for future planning and information to county office personnel, university staff, and district superintendents. The liaison also receives program updates to share out with their colleagues.
2. Assign one or more credential analyst(s) to work directly with Program staff to assist in identifying Candidates who are eligible for Program services as described by state guidelines and to assist school district staff in identifying eligible Candidates.
3. Provide meeting and conference rooms at no charge to the Program.
4. Provide the County Program Lead with office and/or storage space, computer and fax access, telephone services, and limited mailing, photocopying and office supplies as needed.

F. District Responsibilities

1. Appoint a District Coordinator whose assignment includes dedicated time to fulfill the District Coordinator Roles and Responsibilities.
2. Identify all Candidates (Permit Holders & Interns) upon hire who are eligible for Program services as described by state guidelines.
3. Provide Candidates release time for observations and one-to-one consultations with the Mentor as described in the District Roles and Responsibilities.
4. Make every effort to assign Candidates to classrooms appropriate to their novice status, avoiding whenever possible, combination classrooms, secondary assignments with multiple preps, teaching assignments at multiple sites, and multiple adjunct duties.
5. Provide newly-hired teachers with a District Orientation.
6. Collaborate with NCSOE Director or Program Lead to ensure completion of Program requirements.
7. Ensure that Interns do not displace certificated employees and are evaluated on an annual basis.
8. Ensure that all Interns receive protected time for employer–provided support in weekly course planning, coaching within the classroom, problem-solving regarding students, curriculum and teaching. A District shall give special supervision and assistance to each Intern above and beyond that given to other newly employed certificated and newly employed school personnel. A District shall seek the assistance of the college, university or “Be A Teacher” Intern Program in coordinating the Program for the Intern. (*Education Code 44465*)
9. For Interns who have not yet completed the EL preparation, the district must assign the on-site Mentor or other designated individual, within the first 10 days of serving as a teacher of record on the Intern credential.
10. Intern Teachers hired within the participating district should be at sites that demonstrate a placement of students with disabilities in the Least Restrictive Environment, provide support for multi-language learners with disabilities and offer the opportunity for Intern Teachers to interact with different age groups in both general and special education settings reflecting the continuum of placement options. (*CTC SPED Program Standard 3C.2*)
11. Intern Teachers hired within the participating district should be at sites that reflect, to the extent possible, socioeconomic, linguistic and cultural diversity and **permit video capture** for the Intern Teacher’s reflection, and TPA requirements. (*CTC SPED Program Standard 3C.3*)
12. Intern Teachers hired within the participating district should be at sites that allow the Intern Teacher to acquire at least 200 hours of early field experiences that includes guided observations and initial teaching (e.g., co-planning, and co-teaching, or guided teaching) in the general education and special education settings. (*CTC SPED Program standard 3A.12*)
13. Intern Teachers hired within the participating district should be at sites that demonstrate a commitment to developmentally and culturally appropriate practices as well as collaborative relationships with families. (*CTC SPED Program Standard 3C.1*)
14. Assign a qualified Mentor to each eligible Candidate within 30 days of enrollment in the Program who meets the Commission’s identified criteria of holding a valid corresponding Clear or Life Credential, having three (3) years successful teaching experience and holds an English learner authorization. Pair Candidates with Mentors who most closely match their teaching assignment, including grade level and subject matter, and their credential. NCSOE can,

upon request, provide a NCSOE Mentor for those districts unable to find suitable matches for current program participants. An Addendum to this MOU will be provided, upon request.

15. Provide 144 hours of support and supervision annually and 45 hours of support and supervision specific to teaching English Learners. (*CCR 80033*)
16. Provide opportunities for Intern Teachers to practice teaching literacy foundational skills. In addition, provide information to the Mentor teacher regarding the expectations for Candidates to take and pass a Commission-approved literacy performance assessment that includes a focus on foundational literacy skills and the additional cross-cutting themes in literacy. Ensure that all site administrators with Mentor(s) and/or Intern teacher(s) on staff have been informed about the SCOE Teacher Intern program processes and materials, and stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs. (*CTC Lit. 3.3a*)
17. Provide opportunities for Intern teachers appropriate settings and necessary information regarding expectations related to oral and written language in alignment with TPEs 7.6, 7.7 and 7.8. Ensure that all site administrators with Mentor(s) and/or Intern teacher(s) on staff have been informed about the SCOE Teacher Intern program processes and materials, and stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs. (*CTC Lit. 4.2a*)
18. Provide opportunities for Intern teachers to practice screening and diagnostic techniques to inform teaching and assessment and early intervention techniques, as appropriate to the credential and as identified in the TPEs and standard (*CTC Lit. 5.2a*) and appropriate settings to work with students with dyslexia (*CTC Lit. 5.3d*)
19. Utilize defined selection criteria to identify high-quality, experienced teachers who demonstrate exemplary teaching practices as determined by the employer to serve as Mentors for Candidates. Mentors must demonstrate effective coaching, interpersonal and communication skills and:
 - Employ evidenced-based practices in providing “just in time” (as needed) and longer-term analysis of teaching practice to help Candidates develop enduring professional skills;
 - Attend trainings and meetings;
 - Meet weekly with Candidate(s) for a minimum of 1 hour per week;
 - Work collaboratively with colleagues and regional NCSOE staff;
 - Embrace a positive attitude and disposition towards students and teaching;
 - Develop a sustained and thoughtful collegial relationship with Candidates;
 - Demonstrate leadership skills, curriculum expertise and knowledge of district resources;
 - Serve as a role model for the teaching profession.
20. Provide Mentors compensated time to participate in the Program Mentor trainings on observation protocol, learning-focused conversations, “just-in-time” coaching and one-to-one consultations with Candidates(s) as described in the District Roles and Responsibilities.
21. Participate in the Program evaluation and the CCTC Accreditation Cycle, as needed.
22. Intern Teachers hired within the participating district are to assume the functions that are authorized by the regular standard credential and the Interns’ services meet the instructional services of the participating district(s).
23. Implementation of the Professional Development Plan which includes an annual evaluation of the Intern.
24. Each Intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the Intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the Intern is participating in a District Intern Program leading to the attainment of both a Multiple Subject or a Single Subject Teaching Credential and a Specialist Credential to teach students with mild/moderate disabilities. (*Education Code Section 44325 (b)*)

G. Districts Fiscal Responsibilities and Terms

1. Credential Services are provided on a Fee-for-Service basis. In 2026-27, the Fee for Candidates employed within Sonoma County will be \$2,500.00 per Intern and Permit Holder registered in the Program. Refer to the current Fee-for-Service schedule for additional credentialing services provided. Districts will be invoiced for each individual request for credential services. It is expected that invoices be paid promptly upon receipt or as agreed upon by both parties. No funds are returned to the district or employing agency.
2. The District is responsible to facilitate the compensation of funds to Mentors and District Coordinators except when NCSOE Mentor services are used.
3. Should a Delay or Drop take place during the academic year, NCSOE staff will review the circumstances regarding

the delay and charge a non-refundable fee, unless other arrangements had previously been made. This fee will range from a minimum charge of \$350 to the total semester program fee.

4. NCSOE Mentor services are available for an additional cost to the district.

H. Other Terms and Conditions

All products and materials developed by the Program are the exclusive property of the LEA. District and COE employees, staff, and subcontractors shall not have the right to disseminate, market, or otherwise use the products or materials without the expressed written permission of the LEA designee.

As between the Parties hereto, it is understood and agreed that:

1. **Candidates Employment Status:**
Candidates are and shall remain District employees for any and all purposes throughout the term of this Agreement. Candidates shall not be considered an employee, agent, representative, nor independent contractor of LEA for any purpose whatsoever.
2. **Indemnification:**
District shall assume full responsibility for its employees. District agrees to hold and save LEA harmless from and against any claim, demand, action or cause of action that may be asserted by any District Program participant arising out of injury or death suffered by any District employee Program participants, including, but not limited to, third party actions for injury or death otherwise covered under applicable workers' compensation laws and regardless of the sole or concurring negligence of LEA.
3. **Maintenance of Records:**
District agrees to keep and maintain adequate and current written records in accordance with Program requirements during the term of this Agreement. The records will be in any format that may be specified by the State of California. The records will be available to LEA at all times.
4. **Assignment:**
This Agreement shall not be assigned by District. Any such assignment shall be null and void.
5. **Severability:**
The provisions of this Agreement are divisible; if any such provisions shall be deemed invalid or unenforceable, that provision shall be deemed limited to the extent necessary to render it valid and enforceable and the remaining provisions of this Agreement shall continue in full force and effect without being impaired or invalidated in any way.
6. **Waiver:**
No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right. No waiver of any provision of this Agreement, or consent to any departure by either party from any provision shall be effective in any event unless it is in writing, designated a waiver and signed by the party waiving the breach. Such a waiver shall be effective only in the specific instance and for the purpose of which it is given.
7. **Constructions and Governing Law:**
The captions used in connection with this agreement are for reference purposes only and shall not be construed as part of this Agreement. This agreement shall be governed by and construed in accordance with the laws of the State of California.
8. **Entire Agreement:**
This Agreement supersedes all prior agreements, understandings, and communications between LEA and District, whether written or oral, express or implied, relating to the subject matter of this agreement and is intended as a complete and final expression of the terms of the agreement between LEA and District and shall not be changed or subject to change orally. The parties further agree and acknowledge that neither they nor anyone on their behalf made any inducements, agreements, promises, or representations other than those set forth in this Agreement.
9. **Third Parties:**
Except as otherwise explicitly provided herein, nothing in this agreement, whether expressed or implied, is intended to confer any rights or remedies under or by reason of this agreement on any other persons other than the Parties and their respective successors and assigns, nor is anything in this agreement intended to relieve or discharge the obligation or liability of any third persons to any Party, nor shall any provision give any third parties any right of subrogation or action over or against any of the Parties hereto. This Agreement is not intended to and does not create any third-party beneficiary rights whatsoever.

10. Relationship of the Parties:

No joint venture, partnership, agency or employment relationship is created by this agreement. No Party shall act as an agent or partner of any other Party or make any commitments for or create any obligations of any other Party except as provided herein without such other Party's prior written consent.

11. Compliance with the Family Educational Rights and Privacy Act ("FERPA"):

In addition to the foregoing obligations, if District provides SCOE/NCSOE with any legally confidential information including, but not limited to, confidential personnel information or "personally identifiable information" from student education records as defined by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the implementing regulations in Title 34, Part 99 of the Code of Federal Regulations ("FERPA"), HOST AGENCY hereby certifies that collection of this information from District is necessary for the performance of the SCOE/NCSOE'S duties and responsibilities on behalf of District under this Agreement. SCOE/NCSOE further agrees to handle information protected by FERPA in the same manner it would protect the confidentiality of patient records and/or the personally identifiable information of its employees.

The Parties will not discriminate against any employee, applicant or student enrolled in their respective programs because of age, creed, gender identity, national origin, race, sex, sexual orientation or any other basis protected by law.

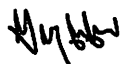
12. Survival:

The provisions of this Agreement shall survive the expiration of the Term and the termination of this Agreement. Amendments and Extensions to this MOU may be made only by written agreement signed by all parties.

Authorized Signatures:

Authorized signatures below indicate understanding and acceptance of the terms of this Memorandum of Understanding.

Sonoma County Office of Education as LEA



Electronically signed by: Greg
Medici
Date: Apr 22, 2026 12:29:12 PDT

Signature

Greg Medici, Deputy Superintendent

Printed Name/Title

04/22/2026

Date

North Coast School of Education



Electronically signed by: Eveta
Jackson
Date: Apr 7, 2026 15:09:32 PDT

Signature

Eveta Jackson, Assistant Superintendent

Printed Name/Title

04/07/2026

Date

Participating Agency

Name of District, School or County Office of Education: _____

Signature

Printed Name/Title

Date

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

Special Meeting of July 16, 2026

**ITEM: RATIFICATION OF MEMORANDUM OF UNDERSTANDING WITH
THE NORTH COAST SCHOOL OF EDUCATION FOR
PARTICIPATION IN THE 2026-2027 INDUCTION PROGRAM**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the Memorandum of Understanding with North Coast School of Education – Teacher Induction Program.

BACKGROUND INFORMATION: The Board is asked to consider approval of a Memorandum of Understanding (MOU) between Two Rock Union School District and the Sonoma County Superintendent of Schools/North Coast School of Education for participation in the North Coast School of Education Teacher Induction Program for the 2026–2027 school year. The agreement is effective July 1, 2026, through June 30, 2027, and establishes the roles and responsibilities of the County Office of Education and the District in supporting eligible teachers through California's state-accredited Teacher Induction Program. The MOU outlines the District's responsibilities related to candidate enrollment, mentor assignments, release time, professional support, and program coordination to assist teachers in earning their Clear Teaching Credential.

FINANCIAL INFORMATION: Participation is on a fee-for-service basis. For the 2026–2027 school year, the cost is \$2,500 per credential candidate enrolled in the program, with additional credentialing and mentor services available as needed at the current fee schedule. Costs will be incurred only if the District enrolls eligible teachers in the program.

SUBMITTED/RECOMMENDED BY: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees approve the Memorandum of Understanding between Two Rock Union School District and the Sonoma County Superintendent of Schools/North Coast School of Education for participation in the Teacher Induction Program for the period of July 1, 2026, through June 30, 2027, and authorize the Superintendent to execute the agreement on behalf of the District.



Memorandum of Understanding Between

**Sonoma County Superintendent of Schools as the Local Educational Agency
For the North Coast School of Education Teacher Induction Program,
and**

Participating School Districts and Employing Agencies within Sonoma County

A. General

This Memorandum of Understanding (MOU) is between the Sonoma County Superintendent of Schools, serving as the Local Education, Agency (LEA) for the North Coast Teacher Induction Program and districts, schools, employing agencies, independent charter schools, and non-public schools (collectively "District" all within **Sonoma County**) signing below. The term of this MOU commences on **July 1, 2026**, and terminates on **June 30, 2027**.

B. Purpose

The purpose of the MOU is to establish a formal working relationship between the parties. The Program will provide and coordinate services and support to guide Candidates in meeting California credential requirements through the state-accredited Teacher Induction Credential Programs: Clear General Education Credential and Clear Education Specialist Credential. Throughout this document, new teachers are referred to as "Candidates" and experienced teachers are referred to as "Mentors."

C. Eligibility

Eligible "Candidates" are those hired within the following credential and program categories;

- **Teacher Induction Program:** Candidates holding Preliminary Multiple Subject, Single Subject, or Education Specialist Credential (Preliminary & Level 1), Out of State and Out of Country trained teachers. Candidates must hold the CA Preliminary Credential by the close of the enrollment period.

D. LEA Responsibilities

1. Employ an NCSOE Director whose primary duty is to administer the Program and employ Support Staff whose primary duty is to support the administration of the Program.
2. Provide sufficient and appropriate workspace for the NCSOE Director, Program Support Staff, Program Coordinators, Registrar and Credential Advisors.
3. Provide office support services for the Consortium, including, but not limited to, mail service, phone, fax, Internet services, technology support, and meeting space for Program activities.
4. Provide business and legal services required for Program implementation for the region.
5. Develop and establish procedures for Program evaluation through the California Commission on Teacher Credentialing (CCTC) Accreditation Cycle. Submit Preconditions, Common Standards, Program Review state reports, and required fees in a timely manner.
6. Provide a two-year, individualized, job-embedded Teacher Induction Program to support Candidates holding a Preliminary Credential beginning in their first year of teaching.
7. Provide a process for equitable distribution of mentoring, support, formative assessment, and credential services to Candidates and Mentors in all participating Districts within the county.
8. Convene Program Regional Advisory Board meetings a minimum of two times per year and District Coordinators' meetings two times per year.
9. Develop and orient Candidates and their Mentors to the Teacher Induction Program. The program shall ensure that appropriate information, resources, and personnel are clearly identified and accessible to support each Candidate's understanding and attainment of program requirements.
10. The program shall provide ongoing training and support for Mentors, aligned with State Induction Standards, including a systematic evaluation of Mentors.
11. Assume overall fiscal responsibility for the administration of the Program budget, including submission of year-end

expenditure reports and any other documentation required by CCTC and/or CDE in relation to the Program.

12. Establish a Budget Agreement and reporting requirements.

E. District Responsibilities

1. Appoint a District Coordinator and/or assign a credential analyst whose assignment includes dedicated time to fulfill the District Coordinator Roles and Responsibilities to work directly with Program staff to assist in identifying Candidates who are eligible for Program services as described by state guidelines.
2. Appoint a liaison to serve on the Program Regional Advisory Board. The liaison should be a designee authorized by the District Superintendent to fulfill the roles and responsibilities assigned to them. The liaison supports the Program by providing ongoing updates, communication, feedback for future planning and information to county office personnel, university staff, and district superintendents. The liaison also receives program updates to share out with their colleagues.
3. Communicate to all site administrators the need to support Teacher Induction Program participants through (1) assigning a qualified mentor, (2) program work and employer input in the Candidates' development of an Individual Learning Plan (ILP) within the first 60-days of hire, and (3) through the collaborative goal-setting meetings at the start of each inquiry. Employer must include release time (at the expense of the district) to support participants in required observations (one per semester) and/or observations of colleagues.
4. Employer understands that the ILP is used to guide professional development and not for the purpose of teacher evaluation or employment decisions.
5. Provide Candidates release time for observations and one-to-one consultations with the Mentor as described in the District Roles and Responsibilities.
6. Make every effort to assign Candidates to classrooms appropriate to their novice status, avoiding whenever possible, combination classrooms, secondary assignments with multiple preps, teaching assignments at multiple sites, and multiple adjunct duties.
7. Provide newly-hired teachers with a District Orientation.
8. Collaborate with NCSOE Program Lead to ensure completion of Program requirements and manage consequences (i.e., need for additional inquiry work) when necessary.
9. Assign a qualified Mentor to each eligible Candidate within 30 days of enrollment in the Program. Mentors must meet the Commission's identified criteria:
 - Hold a valid corresponding Clear or Life Credential;
 - Have three (3) years effective teaching experience;
 - Hold an English learner authorization.
10. Pair Candidates with Mentors who most closely match their teaching assignment, including grade level and subject matter, and their credential. NCSOE can, upon request at an additional cost, provide a NCSOE Mentor for those districts unable to find suitable matches for current program participants. An Addendum to this MOU will be provided, upon request of a NCSOE Mentor.
11. Utilize defined selection criteria to identify high-quality, experienced teachers who demonstrate exemplary teaching practices as determined by the employer to serve as Mentors for Candidates. Mentors must demonstrate effective coaching, interpersonal and communication skills and:
 - Knowledge of the context and the content area of the Candidate's teaching assignment;
 - Demonstrated commitment to professional learning and collaboration with colleagues and regional NCSOE staff;
 - Ability, willingness, and flexibility to meet Candidate needs for support;
 - Employ evidence-based practices in providing "just in time" (as needed) and longer-term analysis of teaching practice to help Candidates develop enduring professional skills;
 - Attend trainings and meetings;
 - Meet weekly with Candidates for a minimum of 1 hour per week;
 - Embrace a positive attitude and disposition towards students and teaching;
 - Develop a sustained and thoughtful collegial relationship with Candidates;
 - Demonstrate leadership skills, curriculum expertise, and knowledge of district resources;
 - Serve as a role model for the teaching profession.
12. Provide Mentors compensated time to participate in the Program Mentor trainings.

13. Provide meeting and conference rooms at no charge to the Program.
14. Participate in the Program evaluation and the CCTC Accreditation Cycle, as needed.

F. Districts Fiscal Responsibilities and Terms

1. Credential Services are provided on a Fee-for-Service basis. In 2026-27, the Fee will be \$2,500.00 per clear credential Candidate enrolled in the Program. Refer to the current Fee-for-Service schedule for additional credentialing services provided. Districts will be invoiced for each individual request for credential services. It is expected that invoices be paid promptly upon receipt or as agreed upon by both parties. No funds are returned to the distinct or employing agency.
2. The District is responsible to facilitate the compensation of funds to Mentors (and District Coordinators) except when NCSOE Mentor services are used.
3. Program Delay Requests must be submitted by the semester's program enrollment deadline (typically September 30th for Fall and January 31st for Spring) in order for sites/districts not to incur a fee. After semester's enrollment deadline has passed, NCSOE staff will review the circumstances regarding the delay and charge a non-refundable fee, unless other arrangements had previously been made. This fee will range from a minimum charge of \$350 to the total semester program fee.
4. NCSOE Mentor services are available for an additional cost to the district.

G. Other Terms and Conditions

All products and materials developed by the Program are the exclusive property of the LEA. District and COE employees, staff, and subcontractors shall not have the right to disseminate, market, or otherwise use the products or materials without the expressed written permission of the LEA designee.

As between the Parties hereto, it is understood and agreed that:

1. **Candidates Employment Status:**
Candidates are and shall remain District employees for any and all purposes throughout the term of this Agreement. Candidates shall not be considered an employee, agent, representative, nor independent contractor of LEA for any purpose whatsoever.
2. **Indemnification:**
District shall assume full responsibility for its employees. District agrees to hold and save LEA harmless from and against any claim, demand, action or cause of action that may be asserted by any District Program participant arising out of injury or death suffered by any District employee Program participants, including, but not limited to, third party actions for injury or death otherwise covered under applicable workers' compensation laws and regardless of the sole or concurring negligence of LEA.
3. **Maintenance of Records:**
District agrees to keep and maintain adequate and current written records in accordance with Program requirements during the term of this Agreement. The records will be in any format that may be specified by the State of California. The records will be available to LEA at all times.
4. **Assignment:**
This Agreement shall not be assigned by District. Any such assignment shall be null and void.
5. **Severability:**
The provisions of this Agreement are divisible; if any such provisions shall be deemed invalid or unenforceable, that provision shall be deemed limited to the extent necessary to render it valid and enforceable and the remaining provisions of this Agreement shall continue in full force and effect without being impaired or invalidated in any way.
6. **Waiver:**
No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right. No waiver of any provision of this Agreement, or consent to any departure by either party from any provision shall be effective in any event unless it is in writing, designated a waiver and signed by the party waiving the breach. Such a waiver shall be effective only in the specific instance and for the purpose of which it is given.
7. **Constructions and Governing Law:**
The captions used in connection with this agreement are for reference purposes only and shall not be construed as part of this Agreement. This agreement shall be governed by and construed in accordance with the laws of the State of California.

8. Entire Agreement:

This Agreement supersedes all prior agreements, understandings, and communications between LEA and District, whether written or oral, express or implied, relating to the subject matter of this agreement and is intended as a complete and final expression of the terms of the agreement between LEA and District and shall not be changed or subject to change orally. The parties further agree and acknowledge that neither they nor anyone on their behalf made any inducements, agreements, promises, or representations other than those set forth in this Agreement.

9. Third Parties:

Except as otherwise explicitly provided herein, nothing in this agreement, whether expressed or implied, is intended to confer any rights or remedies under or by reason of this agreement on any other persons other than the Parties and their respective successors and assigns, nor is anything in this agreement intended to relieve or discharge the obligation or liability of any third persons to any Party, nor shall any provision give any third parties any right of subrogation or action over or against any of the Parties hereto. This Agreement is not intended to and does not create any third-party beneficiary rights whatsoever.

10. Relationship of the Parties:

No joint venture, partnership, agency or employment relationship is created by this agreement. No Party shall act as an agent or partner of any other Party or make any commitments for or create any obligations of any other Party except as provided herein without such other Party's prior written consent.

11. Compliance with the Family Educational Rights and Privacy Act ("FERPA"):

In addition to the foregoing obligations, if District provides SCOE/NCSOE with any legally confidential information including, but not limited to, confidential personnel information or "personally identifiable information" from student education records as defined by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the implementing regulations in Title 34, Part 99 of the Code of Federal Regulations ("FERPA"), HOST AGENCY hereby certifies that collection of this information from District is necessary for the performance of the SCOE/NCSOE'S duties and responsibilities on behalf of District under this Agreement. SCOE/NCSOE further agrees to handle information protected by FERPA in the same manner it would protect the confidentiality of patient records and/or the personally identifiable information of its employees.

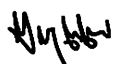
The Parties will not discriminate against any employee, applicant or student enrolled in their respective programs because of age, creed, gender identity, national origin, race, sex, sexual orientation or any other basis protected by law.

12. Survival:

The provisions of this Agreement shall survive the expiration of the Term and the termination of this Agreement. Amendments and Extensions to this MOU may be made only by written agreement signed by all parties.

Authorized Signatures:

Authorized signatures below indicate understanding and acceptance of the terms of this Memorandum of Understanding.

Sonoma County Office of Education as LEA


Electronically signed by: Greg
Medici
Date: Apr 22, 2026 12:29:12 PDT

Signature

Greg Medici, Deputy Superintendent

Printed Name/Title

04/22/2026

Date

North Coast School of Education


Electronically signed by: Eveta
Jackson
Date: Apr 7, 2026 15:09:32 PDT

Signature

Eveta Jackson, Assistant Superintendent

Printed Name/Title

04/07/2026

Date

Participating Agency

Name of District, School or County Office of Education: _____

Signature

Printed Name/Title

Date



April 1, 2026

To: County Superintendents, District Superintendents, Chief Business Officers (CBO's), Assistant Superintendents, and Directors

From: Angela Williams, M.Ed., Director

Re: North Coast Teacher Induction Program (NCTIP)

Sonoma County Office of Education, as the Local Education Agency (LEA) for the NCSOE, is committed to providing relevant credentialing services throughout the region. NCSOE is continually working to develop research-based learning opportunities for all educators participating in our programs. We are committed to working as collaborative thought-partners with our partner districts to meet their individual district needs.

Teacher Induction

The North Coast School of Education (NCSOE) assists schools and districts in providing the Teacher Induction program that meets both program and credentialing standards for the state of California. NCSOE provides credentialed teachers with specifically-designed, standards-based professional development, mentoring and coaching, credentialing services, and technical assistance aligned to the California Standards for the Teaching Profession (CSTP). New teachers design an Individual Learning Plan (ILP) aligned with district goals and work closely with a Mentor and site administrator who offer "just-in-time" coaching and longer-term analysis of teaching practice to help new teachers develop enduring professional skills.

Fee for Service

NCSOE operates as a "fee for service" model. This model continues to provide increased access to quality credentialing services and support for districts that are employing new teachers in the region. **Program fee DOES NOT include the Mentor stipend or District Coordinator stipend. It is the responsibility of the employing agency to provide compensation to the Mentor unless Mentor Services are contracted through NCSOE at an additional cost.**

Teacher Participants: \$2,500 (per participant)

SCOE and NCSOE are committed to serving the districts of Sonoma County and our regional partners.

Sincerely,



Electronically signed by: Angela Williams
 Date: Apr 8, 2026 12:56:56 PDT

Angela Williams, M.Ed.

Director, North Coast School of Education

Cc: Dr. Amie Carter, Sonoma County Superintendent of Schools,
 Nicole Rosachi, Director – Human Resources

Overview of Programs

Building and Supporting Relationships, Equity and Student Success through Personalized Professional Learning

- North Coast Teacher Induction Program
- Career Technical Education (CTE) Program
- “Be A Teacher” Intern Program
- Permit Holder Professional Development

Accredited with the Commission on Teacher Credentialing, the North Coast School of Education (NCSOE) provides:

- **Training and Support for district selected Mentors**, who support the professional growth of a new teacher through weekly meetings and coaching sessions.
- **NCSOE offers NCSOE Matched Mentors** to districts/schools who are having difficulty finding Mentors on site to support their new teachers. Learn more by contacting NCSOE at (707) 524-2818 or ncsoe@scoe.org.
- **Professional learning opportunities** that provide tools and skills that enhance and deepen each participant’s understanding with “take aways” that can be immediately applied to the classroom and mentoring setting.
- **Program materials and resources** that guide best practices for teacher success.
- **A credential recommendation** for Intern, Preliminary, or Clear credentials upon successful program and credential requirement completion.

NCSOE’s Mentoring-Based System

Mentors play a critical role in guiding beginning teachers through the process of deepening their teaching practice. To support each Mentor’s professional growth, NCSOE provides required standards-based sessions throughout the year that are grounded in theoretical research. NCSOE guides Mentors through the process of developing and refining their mentoring and coaching skills.

Fee for Service

North Coast Teacher Induction

Two-Year Induction Program

Sonoma County Teacher Induction Candidate: **\$2,500*** per year
Mendocino County Teacher Induction Candidate: **\$3,300*** per year
 Request to Delay Program: **\$350 minimum up to full program fee**
 (If delay request is received after program enrollment deadline).
 Early Completion Option Application Review: **\$400**

Career Technical Education Credential Program

For New and Existing Credential Holders

Initial program non-refundable application fee: **\$300**
New credential holder **with** an offer of employment: **\$2,250*** per year
 (Additional fees may apply (i.e. CPR & U.S. Constitution))
New credential holder **without** an offer of employment: **\$4,250*** per year
 (Additional fees may apply (i.e. CPR & U.S. Constitution))
Existing credential holder: **\$1,250**
Adding Industry Sector to Clear CTE Credential: **\$300**
 Request to Delay Program/Early Coursework Fee: **\$500 minimum up to full program fee** (If delay request is received after program enrollment deadline).
Business & Industry Partnership Teacher (BIPT)
 Auth. Program/Credential: **\$500**

Other Services

“BAT” Intern Mentor Support Program, Permit Holder Professional Development Series, Teaching Permit for Statutory Leave (TPSL full program) Candidates employed **within Sonoma County**: **\$2,500*** per year

“BAT” Intern Mentor Support Program, Permit Holder Professional Development Series, Teaching Permit for Statutory Leave (TPSL full program) Candidates employed **outside of Sonoma County**: **\$3,300*** per year

TPSL Foundational Course (only): **\$300**

NCSOE Matched Mentor Services: **\$2,000** per Candidate

Ed. Specialist Level II Program (only): **\$400**

Request to Delay Program: **\$350 min. up to full program fee** (If delay request is received after program enrollment deadline).

Subject Matter Competency Review: **\$100**

** Program fee DOES NOT include the Mentor stipend. It is the responsibility of the employing agency to provide compensation to the Mentor unless NCSOE Matched Mentor Services are contracted through NCSOE at an additional cost.*

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

REGULAR MEETING JULY 16, 2026

**ITEM: APPROVAL OF CHILD CARE SERVICES AGREEMENT WITH TWO
ROCK UNION SCHOOL DISTRICT AND KCE CHAMPIONS, LLC.
FOR THE 2026-2027 FISCAL YEAR**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: Approval of the Child Care Services Agreement with KCE Champions LLC. to provide an extended learning opportunity program for the 2026-2027 fiscal year.

BACKGROUND INFORMATION: The Expanded Learning Opportunities Program funding requires school districts to offer extended learning opportunities to students for the full duration of a school year, as well as 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.

DETAILS: Extended Learning Opportunity Programs must be run for the entire duration of the 180 instructional school year, as well as for 30 calendar days outside of the school year schedule. The District would like to continue to partner with Champions to provide extended learning programs afterschool for students at Two Rock Union School District for the 2026-2027 year.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

FINANCIAL INFORMATION: See details.

RECOMMENDATION: For the Board of Trustees to approve the renewal of Child Care Services Agreement with KCE Champions LLC. to provide an extended learning opportunity program for the 2026-2027 fiscal year.

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

REGULAR MEETING JULY 16, 2026

**ITEM: APPROVAL OF AGREEMENT WITH SONOMA TECHNOLOGY
PARTNERS FOR IT SERVICES FOR THE 2026-2027 SCHOOL YEAR**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: Approval of the agreement with Sonoma Technology Partners for IT services during the 2026-2027 School Year.

BACKGROUND INFORMATION: The district contracts with Sonoma Technology Partners for ongoing IT management needs, and assistance with servicing technology devices.

DETAILS: Sonoma Technology Partners will provide IT services to Two Rock Union School District at the rate of \$135 per hour, billed bi-monthly.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

Recommendation: For the Board of Trustees to approve the agreement with Sonoma Technology Partners for IT services during the 2026-2027 School Year.

FINANCIAL INFORMATION: See details.

RECOMMENDATION: For the Board of Trustees to approve the agreement with Sonoma Technology Partners for IT services during the 2026-2027 School Year.

OUTSOURCING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into as of August 13th 2026 ("Effective Date") by and between **Sonoma Technology Partners, Inc.** ("STP"), a Delaware corporation having an office and place of business at 1403 Dogwood Dr Santa Rosa, CA 95403 and **Two Rock Union School District**, ("TRUSD") an elementary school having an office and place of business at 5001 Spring Hill Rd, Petaluma, CA 94952.

WHEREAS, TRUSD desires to hire STP to perform outsourced management services for Two Rock Elementary School, an academic school within Petaluma, and STP desires to be hired by TRUSD to perform such services regarding computers, iPads, Chromebooks and network consultation (the "Services") for the TRUSD customers as an independent contractor according to the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the terms and conditions set forth below and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agrees as follows:

1. SPECIFICATIONS OF WORK.

1.1 The parties agree that the general scope and results of the Services to be completed by STP shall be developed by TRUSD and by STP for Two Rock Elementary School and consist primarily specific project and task requests via STP's Ticket Request system.

1.2 All Services shall be performed in a workman like fashion. Unless otherwise requested by TRUSD, STP shall prepare and deliver to TRUSD bi-monthly reports/invoices regarding any Services ongoing or performed during each 2 week period of the term of this Agreement.

1.3 TRUSD agrees that it will not directly or indirectly, during the term of this Agreement, solicit or utilize the services of any other vendor or contractor for the Services to be provided by STP.

1.4 Optional Services. The parties acknowledge and agree that from time to time during the term of this Agreement there may be additional services required by TRUSD. The specifications and pricing of these services will be mutually agreed upon and confirmed via written instrument (i.e. Statement of Work) which is signed by an authorized representative of each party before such services are delivered. The parties acknowledge and agree that such written instrument shall be subject to the terms and conditions of this Agreement unless specific modifications to this Agreement are made to the contrary in such Statement of Work.

1.5 Beginning on the Effective Date if a TRUSD customer desires to renew its agreement with TRUSD without adding new or additional services and/or products ("Renewal Contract"), STP shall act as the exclusive reseller for TRUSD for such renewal of existing TRUSD contracts ("Agent Services").

2. FEES.

2.1 Consideration. In consideration of furnishing the Services, described herein, TRUSD shall pay to STP the hourly fee for the Services as set forth on Exhibit B ("Hourly Service Fee").

2.2 Payment. All hourly Service Fees shall be payable within thirty (30) days of receipt of invoice. **All Hourly Service Fees not paid within thirty (30) days may be subject to a service charge of 1.5% of the unpaid balance.**

2.3 Adjustments and Fee Calculation. The Hourly Service Fee is based on STP's actual costs for providing the Services and includes a predetermined hourly rate. STP's actual costs for providing the Services shall be calculated bi-monthly. Adjustments will be reflected in the next bi-monthly invoice for Services. On request, STP shall prepare an estimate (the "Estimate") including the resources, costs and other expenses it expects to incur in providing the Services for the upcoming project. TRUSD shall review and promptly approve the Budget in the event there are any disputes regarding the Budget, the parties shall meet and in good faith negotiate a reconciliation of the Budget or the statement of work.

3. LIMITATION OF LIABILITY.

3.1 Limitation of Remedies. Sonoma Technology Partners and TRUSD's entire liability and exclusive remedy in any cause of action based on contract, tort or otherwise in connection with any Services furnished pursuant to this Agreement including its Exhibits shall be limited to the total fees paid by TRUSD to Sonoma Technology Partners. No action, regardless of form, arising out of this Agreement may be brought by either party more than one (1) year after the occurrence of the event giving rise to such cause of action.

3.2 EXCEPT WITH RESPECT TO AMOUNTS PAYABLE ARISING OUT OF CLAIMS BASED UPON WILLFUL, MALICIOUS OR GROSSLY NEGLIGENT CONDUCT OF THE LIABLE PARTY, NEITHER SONOMA TECHNOLOGY PARTNERS NOR ANYONE ELSE WHO HAS BEEN INVOLVED IN THE CREATION, PRODUCTION, OR DELIVERY OF THE SERVICES SHALL IN ANY EVENT WHATSOEVER BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, PUNITIVE OR INCIDENTAL DAMAGES IN EXCESS OF THE TOTAL PRICE PAID BY TRUSD TO SONOMA TECHNOLOGY PARTNERS (INCLUDING DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, AND THE LIKE) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SERVICES EVEN IF TRUSD HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

4. PROPRIETARY INFORMATION.

4.1 For purposes of this Agreement, the term "Proprietary Information" shall mean all of the information, data and software furnished by one party to the other, whether in oral, written, graphic or machine-readable form, which may include but not be limited to, code, software tool specifications, functions and features, integration specifications, file layouts, marketing strategies, current business relationships or strategies. "Proprietary Information" shall not include information which: (a) is or becomes available to the general public through no fault of either party; (b) is independently developed by non-disclosing party; (c) is rightfully received by the non-disclosing party from a third party without a duty of confidentiality; or (d) is required to be disclosed by court order or operation of law. Before disclosing any Proprietary Information under court order or operation of law, the non-disclosing party shall provide the disclosing party reasonable notice and the opportunity to object to or limit such disclosure.

4.2 Each party acknowledges that, in and as a result of visit(s) to the other party's facilities and/or discussions with a party's representatives and employees, a party shall or may be making use of or acquiring Proprietary

Information. As a material inducement to disclose such Proprietary Information, each party covenants and agrees that it shall not, except with the prior written consent of the other party, at any time directly by itself or indirectly through any agent or employee: (i) copy, modify, disclose, divulge, reveal, report, publish or transfer to any person or entity, for any purpose whatsoever, any Proprietary Information or (ii) use Proprietary Information for any purpose other than in connection with the consummation of the Proposed Transactions. Failure to mark any of the Proprietary Information as confidential, protected or Proprietary Information shall not affect its status as part of the Proprietary Information under the terms of this Agreement.

4.3 Each party covenants and agrees that all right, title and interest in any Proprietary Information shall be and shall remain the exclusive property of the disclosing party.

5. RETURN OF MATERIALS. Upon termination of the activities for TRUSD or the termination of this Agreement, each party will promptly deliver to the other all copies and embodiments, in whatever form, of Proprietary Information and all other materials containing any Proprietary Information, which is in such party's possession or control, no matter where such material is located.

6. TERM AND TERMINATION.

6.1 This Agreement shall commence on the Effective Date and continue in full force and effect for one (1) year and the term of this Agreement may, upon mutual agreement by the parties, be extended for additional one (1) year periods, unless terminated as provided herein.

6.2 If either party (the "Defaulting Party") materially defaults in the performance of its obligations under this Agreement, and if such default is not cured within ninety (90) days after written notice is given to the Defaulting Party specifying the default, then the other party (the "Aggrieved Party") may, by giving written notice to the Defaulting Party, terminate this Agreement as of the date specified in the notice of termination.

6.3 Each party, insofar as it becomes a Defaulting Party, agrees that, upon receipt of any notice of default, it will immediately commence all commercially reasonable efforts to cure the specified default and to commit the resources necessary at the Defaulting Party's expense, to accomplish such cure as promptly as is reasonably possible.

6.4 Upon any termination of this Agreement, Sonoma Technology Partners will assist and comply with TRUSD's reasonable directions to cause the orderly transition and migration of the Services to TRUSD or a third-party contractor to whom TRUSD chooses to transfer the Services.

7. TAXES. Sonoma Technology Partners shall be paid its compensation without any deductions made whatsoever for state or federal taxes of any kind. Sonoma Technology Partners agrees to pay all applicable federal and/or state taxes and all local excise, sales, use, or other taxes which arise as a result of the services performed by Sonoma Technology Partners or any employee of Sonoma Technology Partners under this Agreement.

8. INDEPENDENT CONTRACTOR STATUS. It is expressly agreed and understood between TRUSD and STP that STP (and any person employed by STP) is performing the Services, Agent Services hereunder as an independent contractor and is neither the employee nor the agent of or on behalf of TRUSD.

9. NO WAIVER OR MODIFICATION. This Agreement may not be changed or terminated orally, and no change, termination or attempted waiver or any of the provisions

hereof shall be binding unless in writing and signed by both parties.

10. CONTINUATION. Neither party shall sell, transfer, assign or subcontract any right or obligation hereunder without the prior written consent of the other party. Any act in derogation of the foregoing shall be null and void.

11. SEVERABILITY. Should any provision hereof be deemed, for any reason whatsoever, to be invalid or inoperative, such provision shall be deemed severable and shall not affect the force and validity of other provisions of this Agreement.

12. GOVERNING LAW AND EXCLUSIVE JURISDICTION. This Agreement shall be deemed to be made and entered into pursuant to the internal laws of the State of California and for all purposes this Agreement shall be construed and interpreted in accordance with and be governed by the law of the State of California.

13. FORCE MAJEURE. Neither Sonoma Technology Partners nor TRUSD shall be held responsible for any delay or failure in performance under this Agreement arising out of causes beyond its control, or without its fault or negligence. Such causes may include, but are not limited to, fires, terrorist acts, strikes, embargoes, shortages or supplies of raw materials, or components or finished goods, acts of God, acts of regulatory agencies or national disasters.

14. COUNTERPARTS. This Agreement may be executed in any number of counterparts.

15. ENTIRE AGREEMENT. The provisions herein constitute the entire agreement between the parties and supersede all prior agreements, oral or written, and all other communications between the parties, including any and all supplier or distribution agreements. No term or condition contained in any document provided by one party to the other party pursuant to this Agreement shall be deemed to amend, modify, or supersede or take precedence over the terms and conditions contained herein.

16. ASSIGNMENT/CHANGE OF CONTROL. Neither party may, without the prior written consent of the other party, assign this Agreement, in whole or in part, either voluntarily or by operation of law, and any attempt to assign this Agreement in violation of this Section shall be a default of the Agreement pursuant to Section 6.2 above and such assignment shall be null and void. In the event the majority owner of a party becomes less than a 50% owner and/or the majority owner's equity position drops below 35% of said party such events shall be deemed assignments for purposes hereof ("Change of Control Events"). An owner of a party which has a Change of Control Event shall have thirty (30) days from the date of the Change of Control Event to declare such event an assignment, or such event is waived as an assignment.

IN WITNESS WHEREOF, the parties acknowledge that each has fully read and understood this Agreement, and, intending to be legally bound thereby, executed this Agreement on the date set forth above.

Two Rock Union School District:

SONOMA TECHNOLOGY PARTNERS, INC.:

Signature /s/

Signature /s/

Name Josh Wilson

Name Tracy Lubas

Title Principal/Superintendent

Title CEO

Exhibit B

1. Sonoma Technology Partners Responsibilities

1.1 Sonoma Technology Partners to provide the consulting services and support for the Two Rock Elementary School Campus Network including, but not limited to:

1.1.1 Technical operations: network design and installation; network security services; on-going server maintenance and repair as required by TRUSD.

1.1.2 Strategic functions: strategy planning, growth and development advice.

2. Payment

Beginning on the Effective Date, TRUSD shall pay Sonoma Technology Partners an Hourly Service Fee of \$145 multiplied by actual hours worked on TRUSD projects and tasks, both on-site and off, as invoiced bi-monthly, subject to the adjustments pursuant to Section 2.3 in the Agreement.

For onsite services a travel charge of \$35 per hour of driving time is assessed.



Two Rock Union School District

5001 Spring Hill Road • Petaluma, CA • 94952

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

www.trusd.org

Surplus of District Inventoried Property Resolution No: 2026-07 July 16, 2026

WHEREAS, the Board of Trustees of Two Rock Union School District is authorized to declare property owned by the Government as surplus when said property is deemed to be of no further use or value to the same, and;

WHEREAS, the School District has identified outdated curriculum materials that are no longer aligned with the District's instructional program and have been determined to be obsolete, unusable, or of no further educational value; and

WHEREAS, the Governing Board desires to authorize the disposal of these outdated curriculum materials in accordance with applicable provisions of the California Education Code and District policy, the materials being identified as follows:

- See attached.

BE IT RESOLVED the Board, through this Resolution, does hereby determine the aforementioned government property to be of no further use to the District and therefore declares said property to be surplus property, suitable for disposal within all lawful means, and;

BE IT FURTHER RESOLVED that the Board authorizes the School District to advertise the aforementioned surplus property to be sold or disposed of within 30 days of declaration.

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent to arrange the sale and/or disposal of the surplus property.

The foregoing Resolution was moved by Trustee _____, seconded by Trustee _____, and adopted at a regular meeting of the Two Rock Union School District on July 16, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 16th day of July 2026.

Board of Trustees

Gayleen Maas, President • John Silvestrini, Clerk • John Martin • Nick Noyes • Joel Ruiz

Josh Wilson, Superintendent/Principal

Gayleen Maas
Board President
Two Rock Union School District

Josh Wilson.
Superintendent
Two Rock Union School District

Board of Trustees

Gayleen Maas, President ♦ John Silvestrini, Clerk ♦ John Martin ♦ Nick Noyes ♦ Joel Ruiz

Josh Wilson, Superintendent/Principal

SURPLUS OF DISTRICT INVENTORIED PROPERTY

Description/Title	Quantity	Asset/ISBN #	Category	Manufacturer/Model	Location	Condition/Notes
My Math V2 Student Books	14	978-0-02-11606-3	CURR	McGraw Hill	Room 7	Good
My Math V2 Teacher Guides	1	978-0-02-130122-5	CURR	McGraw Hill	Room 7	Good
My Math V2 Student Books	5	978-0-02-116195-9	CURR	McGraw Hill	Room 9	Good
My Math V2 Interactive Guides	3	978-0-02-1308400-2	CURR	McGraw Hill	Room 9	Good
My Math V2 Teacher Guides	4	978-0-02-138400-2	CURR	McGraw Hill	Room 9	Fair
My Math V2 Interactive Guides Teacher Edition	3	978-0-02-131406-5	CURR	McGraw Hill	Room 9	Good
My Math V2 Assessment Masters	2	978-0-02-116210-9	CURR	McGraw Hill	Room 9	Fair
My Math V1 Student Books	19	978-0-02-116210-3	CURR	McGraw Hill	Room 11	Good
My Math V2 Teacher Guides	4	978-0-02-138611-6	CURR	McGraw Hill	Room 11	Good
My Math V2 Student Books	15	978-0-02-115022-9	CURR	McGraw Hill	Room 8	Good
My Math V1 Teacher Guides	2	978-0-02-113897-9	CURR	McGraw Hill	Room 8	Good
My Math V2 Teacher Guides	2	978-0-02-138398-6	CURR	McGraw Hill	Room 8	Good
My Math V1 Assessment Masters	2	978-0-02-116209-3	CURR	McGraw Hill	Room 8	Good
My Math V2 Student Books	15	978-0-02-116068-6	CURR	McGraw Hill	Room 6	Good
My Math V1 Teacher Guides	2	978-0-02-138393-1	CURR	McGraw Hill	Room 6	Good
My Math V2 Teacher Guides	2	978-0-02-138394-8	CURR	McGraw Hill	Room 6	Good
My Math V1 Assessment Master	1	978-0-02-116178-2	CURR	McGraw Hill	Room 6	Good
My Math V1 Interactive Guide	1	978-0-02-130895-0	CURR	McGraw Hill	Room 6	Good

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

Special Meeting of July 16, 2026

**ITEM: APPROVAL OF THE REVISED SPECIFICATIONS OF THE
ELECTION ORDER RESOLUTION FOR THE NOVEMBER 3, 2026,
GOVERNING BOARD ELECTION**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: The Board of Trustees is requested to review and approve a revised Specifications of the Election Order Resolution for the November 3, 2026, Governing Board Election and authorize the Clerk of the Board to execute the revised election documents for submission to the Sonoma County Superintendent of Schools and the Sonoma County Registrar of Voters.

BACKGROUND INFORMATION: California Education Code Sections 5304 and 5322 require school districts conducting governing board elections to adopt a Specifications of the Election Order Resolution identifying the date of the election, the number and terms of governing board seats to be filled, candidate statement provisions, and procedures for resolving a tie vote.

Following the District's initial approval of the Specifications of the Election Order, the Sonoma County Office of Education conducted a review of historical governing board records. That review confirmed that three (3) governing board positions are scheduled for election on November 3, 2026, each for a full four-year term (2026–2030):

- John Martin – Four-year term
- Joel Ruiz – Four-year term
- Nicolas Noyes – Four-year term

Although Trustee Noyes was initially appointed to complete the vacancy created by Kathy Wilson's resignation, historical records confirm that the appointment completed the balance of that term and that the seat is now scheduled for a regular four-year election consistent with the District's governing board election cycle.

Based on this information, the previously approved election specifications must be revised to accurately reflect the number of governing board positions to be filled. Upon Board approval, the Clerk of the Board will execute the revised Specifications of the Election Order Resolution, and the Superintendent will submit the corrected election documents to the Sonoma County Superintendent of Schools and the Sonoma County Registrar of Voters.

FINANCIAL INFORMATION: The District will be responsible for election costs as determined by the Sonoma County Registrar of Voters. Candidates electing to submit a Statement of Qualifications will be responsible for any associated publication costs in accordance with the options selected in the resolution.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION The Superintendent recommends that the Board of Trustees approve the revised Specifications of the Election Order Resolution for the November 3, 2026, Governing Board Election to reflect three (3) governing board positions for full four-year terms, authorize the Clerk of the Board to execute the revised resolution, and direct the Superintendent to submit the completed election documents to the Sonoma County Superintendent of Schools and the Sonoma County Registrar of Voters.

RESOLUTION No. 2026-06
Two Rock Union School District

On motion by _____, seconded _____, the resolution set forth below was adopted by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

SPECIFICATIONS OF THE ELECTION ORDER

RESOLVED, that pursuant to Education Code Sections 5304 and 5322 – the authority for the specifications of the election order – I hereby specify the following with respect to the governing board member election in the Two Rock Union School District.

Date of Election: November 3, 2026

Purpose of Election: To elect 3 member(s) to serve the 2026-2030 full term (term ending 2030)
 _____ member(s) to serve the 2026-2028 short term (term ending 2028)

***Term of Office to be Filled (Check One)**

Name of <i>Current Incumbent</i>	2-Year (To complete the 2026-2028 term)	4-Year (2026-2030)
John Martin	☐	☒
Joel Ruiz	☐	☒
Nicolas Noyes	☐	☒
_____	☐	☐
_____	☐	☐

*Four-year terms on the governing board are staggered. The November 3, 2026 election will fill regular openings on the governing board for the 2026-2030 term as well as filling current 2024-2028 term vacancies, or those previously filled by appointment. If a vacancy has been filled during the first 2 years of a term, candidates must file for election to complete that term. If a vacancy has been filled during the last 2 years of a term, candidates will file for the new 4-year term.

IT IS HEREBY RESOLVED, that the Two Rock Union School District will hold an election on November 3, 2026 to elect member(s) to the governing board as listed in the **Specifications of the Election Order**.

STATEMENT OF QUALIFICATIONS/TIE VOTE

THAT the * (☐ candidate ☐ district) is responsible for cost incurred in publishing a Statement of Qualifications if such a statement is desired. If payment is the responsibility of the candidate, each candidate will pay the cost of publication * (☐ before ☐ after) the statement is printed in the voter pamphlet portion of the sample ballot. Payments for statements are to be made **to the district**. Following the election, the district will be billed for all costs incurred in conducting the district's election. Statements shall not exceed 200 words, based on standard word count.

THAT any tie vote which results in said election will be resolved by * (☐ run off ☐ drawing lots).

* Select one option

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a full, true and correct excerpt from the minutes of the governing board of said school district, pertaining to the adoption of the above resolution, at a meeting held on July 16, 2026.

 Clerk, Governing Board
 Two Rock Union _____ School District

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

Special Meeting of July 16, 2026

**ITEM: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH
PETALUMA CITY SCHOOLS/SOUTH COUNTY CONSORTIUM FOR
ADAPTIVE PHYSICAL EDUCATION SERVICES**

PREPARED BY: JOSH WILSON, PRINCIPAL/SUPERINTENDENT

TYPE OF ITEM: ACTION

PURPOSE: It is recommended that the Board of Trustees approve the memorandum of understanding with Petaluma City Schools/South County Consortium for adaptive physical education services

BACKGROUND INFORMATION: The Board is asked to consider approval of a Memorandum of Understanding (MOU) between Two Rock Union School District and Petaluma City Schools, serving as the Fiscal Agent for the South County Consortium (SoCC), for the provision of Adaptive Physical Education (APE) services during the 2026–2027 school year. Under the agreement, SoCC will provide a 0.10 Full-Time Equivalent (FTE) credentialed Adaptive Physical Education teacher, equivalent to one-half day per week, to serve up to five eligible students. The agreement is effective July 1, 2026, through June 30, 2027, and may be renewed annually upon mutual agreement.

FINANCIAL INFORMATION: The estimated cost for the 2026–2027 school year is \$14,016.16, representing the actual cost of salary, benefits, and indirect costs associated with the APE services provided. Petaluma City Schools/South County Consortium will invoice the District annually, with payment due within 30 days of receipt.

Submitted/Recommended: Josh Wilson, Principal/Superintendent

RECOMMENDATION It is recommended that the Board of Trustees approve the Memorandum of Understanding between Two Rock Union School District and Petaluma City Schools/South County Consortium for the provision of Adaptive Physical Education (APE) services for the period of July 1, 2026, through June 30, 2027, and authorize the Superintendent to execute the agreement on behalf of the District.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
PETALUMA CITY SCHOOLS/SOUTH COUNT CONSORTIUM
AND
TWO ROCK UNION SCHOOL DISTRICT**

This Memorandum of Understanding (hereinafter "MOU") is entered into this 1st day of July 2026 by and between Petaluma City Schools (hereinafter "Petaluma")/ South County Consortium (hereinafter "SoCC") and Two Rock Union School District (hereinafter "Two Rock").

WITNESSETH

WHEREAS, Petaluma is the Fiscal Agent for SoCC; and,

WHEREAS, SoCC provides Adaptive Physical Education (APE) services for its students using qualified special education teachers; and,

WHEREAS, SoCC has sufficient qualified staff to provide such services for Two Rock; and,

WHEREAS, Two Rock has need for such services and desires to contract with SoCC for the provision of these services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. SERVICES. During the term of this Agreement, SoCC shall provide to Two Rock a 0.1 full time equivalent (FTE) teacher to Two Rock for Adapted Physical Education services (equivalent to 1/2 day per week). Student count shall not exceed 5 for the school year. The Teacher shall be properly credentialed in their respective field.
2. EMPLOYMENT. The Teacher shall remain an employee of Petaluma and shall not be considered an employee of Two Rock for any purpose.
3. TERM. The term of this Agreement shall commence on July 1, 2026 and shall end on June 30, 2027. The agreement can be renewed on an annual basis, as needed. Any request for renewal for the upcoming year must be provided to Petaluma/SoCC before February 15th.
4. PAYMENT. Two Rock shall reimburse SoCC for the actual costs of the services provided, including, but not limited to, salary, benefits plus indirect costs at the State approved rate. This would include any changes in compensation determined through the negotiations process. The amount for 2026-2027 is currently estimated to be \$14,016.16. Petaluma/SoCC

shall bill Two Rock on an annual basis and Two Rock shall remit payment within thirty (30) days of receipt.

5. TERMINATION. Either party may terminate this Agreement by giving notice prior to March 1st of any fiscal year. Upon such notice, this Agreement shall terminate effective the following June 30th.
6. GOVERNING LAW. This Agreement is made and entered into in the County of Sonoma, State of California.
7. HOLD HARMLESS. Two Rock shall indemnify, hold harmless, and defend the Petaluma School District/SoCC, its officers, agents and employees from and against all claims, damages, losses and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from the Two Rock's sole negligence in the performance of this agreement. Petaluma/SoCC shall indemnify, hold harmless, and defend Two Rock, its officers, agents and employees from and against all claims, damages, losses and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from SoCC/Petaluma's sole negligence in the performance of this agreement.
8. REPRESENTATION BY COUNSEL. Each Party to this Agreement understands and is aware that the School and College Legal Services, Sonoma County Office of Education, provides legal advice and services to each of the parties on this and other matters. Each Party has no objection to the representation of the other Party in the formation and implementation of this Agreement by the same legal counsel.

IN WITNESS WHEREOF, the foregoing agreement is hereby executed as of the date first above written.

By _____
Amanda Bonivert, CBO DATE _____

**PETALUMA CITY SCHOOLS
SOUTH COUNTY CONSORTIUM**

By _____
Josh Wilson Superintendent DATE _____

TWO ROCK UNION SCHOOL DISTRICT

Pay09a

Labor Distribution Summary

No Date Range Selected											Fiscal Year 2026/27	
Name	(ID)	Earnings	STRS 3100	PERS 3200	SS/Medi 3300	H/W 3400	SUI 3500	WC 3600	Ret Bnfts 3700	Pers Red 3800	Othr Bens 3900	Total
Fund 06 - Special Educati, Object 1100 - Teachers' Salar												
06-6501-0-5750-1137-1100-700-7000, Teachers' Salar,APE,Spec Ed - K-12,So Cty Consort												
Gadberry G	10493	99,625.13	19,028.46		1,441.10	11,646.60	49.74	1,305.04				133,096.07

Selection Grouped by Earnings Account - Sorted by Employee, Filtered by (Org = 85, Online Status = N, Fiscal Year = 2027, Emp Id(s) IN ('10493'), SSN4 = Y, Object = 1-3, Pg Brk Lvl =)

Pay09a

Labor Distribution Summary

No Date Range Selected

Fiscal Year 2026/27

Org Summary

Org	Earnings 3100	STRS 3100	PERS 3200	SS/Medi 3300	H/W 3400	SUI 3500	WC 3600	Ret Bnfts 3700	Pers Red 3800	Othr Bens 3900	Total
085	99,625.13	19,028.46	.00	1,441.10	11,646.60	49.74	1,305.04	.00	.00	.00	133,096.07

Selection Grouped by Earnings Account - Sorted by Employee, Filtered by (Org = 85, Online Status = N, Fiscal Year = 2027, Emp Id(s) IN ('10493'), SSN4 = Y, Object = 1-3, Pg Brk Lvl =)

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Sonoma County Office of Education

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