



Two Rock Union School District
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**AGENDA
BOARD OF TRUSTEES
TWO ROCK UNION SCHOOL DISTRICT
REGULAR MEETING
January 11, 2024**

**Open Session 4:30 P.M.
STEAM Room 12**

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

2. CLOSED SESSION

2.1 Announcement of Closed Session Items

3. RECONVENE TO PUBLIC MEETING

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

4. Adoption and Approval of Agenda

4.1 Approval of the Agenda for January 11, 2024.

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. 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.

Board of Trustees

John Martin, President ◊ Gayleen Maas, Clerk ◊ Nicholas Noyes ◊ John Silvestrini
Stephen Owens, Superintendent/Principal

- 6.1 Approval of the Accounts Payable Reports; December, 2023. **PG.**
- 6.2 Review and Possible Approval of Minutes from meeting on December 12, 2023.

Action

Motion: Second: Aye: Nay:

7. REPORTS/PRESENTATIONS:

- 7.1 TREA Representative
- 7.2 CSEA Representative
- 7.3 TRSEF Representative
- 7.4 USCG Representative
- 7.5 Superintendent's Report **PG.**
 - Enrollment Update
 - Facilities Update
 - Staffing Update
 - Curriculum Update
 - Other Updates
 - Upcoming Events

8. DISCUSSION ITEMS

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

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

Plan: Discuss and review or revise.

Public Comment:

Board Discussion:

- 8.2 **Audit Review** **PG.**

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

Plan: Discuss..

Public Comment:

Board Discussion:

- 8.3 **Principal Apportionment Data Collection (PADC) P1 Submission** **PG.**

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

Board of Trustees

Associated conducted an audit of Two Rock Union School Districts general fund. The audit review has been postponed until February.

Plan: Discuss..

Public Comment:

Board Discussion

9. ACTION ITEMS

9.1 Williams Act Reporting, Q3 & Q4

PG.

Background: Schools report the overall condition of their facilities, the number of teacher mis assignments and vacant teacher positions, and the availability of textbooks or instructional materials. This information is presented in an annual SARC report. There were no complaints in Q4 2023.

Plan: Williams report is a quarterly report.

Public Comment:

Board Discussion:

Recommended motion: It is recommended the board approve the Williams Settlement Quarterly Report.

Motion:

Second:

Aye:

Nay:

9.2 School Accountability Report Card (SARC)

PG.

Background: The SARC contains information about Two Rock Elementary School such as funding, number of students and teachers, and the facilities. Note: Some information has not been provided by the state of California Department of Education. The CDE recommends that the Board of Trustees approve the SARC before the February 1, 2024 deadline and have information entered into the report once made available from CDE.

Plan: Review and discuss

Public Comment:

Board Discussion:

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

Motion:

Second:

Aye:

Nay:

9.3 Potential Provisional Appointment of a Board Member

PG.

Background: Two Rock Union School District has a five member school board. Currently there is a vacancy and the Board shall provisionally appoint a member for the Board of Trustees.

Plan: Conduct an interview of the candidate(s) and discuss the provisional appointment of a Board Member.

Public Comment:

Board Discussion:

Board of Trustees

John Martin, President ◊ Gayleen Maas, Clerk ◊ Nicholas Noyes ◊ John Silvestrini
Stephen Owens, Superintendent/Principal

Recommended motion: It is recommended that the Board provisionally appoint a School Board member.

Motion: Second: Aye: Nay:

- 10. **ADJOURNMENT TO CLOSED SESSION** (if necessary)
- 11. **RECONVENE TO PUBLIC MEETING** Report of any actions taken during Closed Session (if necessary)
- 12. **DATES AND FUTURE AGENDA ITEMS**
Next Regular Board Meeting - February , 2024.
- 13. **SIGNING OF PAPERS**
- 14. **ADJOURNMENT**

ACTION

Motion: Second: Aye: Nay:

Posted By:



Stephen Owens, Superintendent

Accessibility Accommodations

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

Public Records

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

Board of Trustees

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Stephen Owens, Superintendent/Principal