



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

**June 12, 2025
Closed Session 3:30 P.M.
Open Session 4:30 P.M.
STEAM Room 12**

- 1. CALL TO ORDER 3:30 pm**
A. ROLL CALL Gayleen Maas, John Silvestrini, John Martin - Present

Not Present: Joel Ruiz, Nick Noyes
- 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 Personnel- Employment** (Pursuant to Government Code §54947 b)
 - 2.2B Conference with Labor Negotiator** (Pursuant to Government Code §54957.6)
Name of Agency Negotiator: John Markatos
Name of organization representing employees: TREA
 - 2.2C Public Employee Appointment** (Gov. Code §54954.5)
Superintendent/Principal
- 3. RECONVENE TO PUBLIC MEETING 4:34pm**
Report of any actions taken during Closed Session (if necessary).
- 4. PUBLIC HEARING**

PG. 8

- 4.1 **PUBLIC HEARING – Review of the 2025-2026 Local Control Accountability Plan (LCAP) and Local Indicators for the Two Rock Union School District. 4:36 pm no public comment, Public Hearing closed 4:48 pm**
- 4.2 **PUBLIC HEARING – Review of the Adopted Budget for the Two Rock Union School District for the 2025-26 Fiscal Year and Substantiation of the Need for Reserves Greater than the State Required Minimum Reserve for Economic Uncertainty. 4:49pm, no public comment. Public Hearing closed at 5:24 pm.**

5. **Adoption and Approval of Agenda**

- 5.1 Approval of the Agenda for June 12, 2025.

Action

Motion: **JM**

Second: **JS**

Aye: **3**

Nay: **0**

6. **PUBLIC COMMENT**

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

7. **CONSENT ITEMS**

ACTION

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

Background: Routine items presented for approval.

Plan: Routine process.

Public Comment: no comment

Board Discussion: no comment

Recommended motion: Approval of Consent Agenda.

- 7.1 Approval of the Accounts Payable Reports: May 2025. **PG. 230**

- 7.2 Approval of Minutes from meetings on May 22, 2025 and June 5, 2025. **PG. 238**

Action

Motion: **JS**

Second: **JM**

Aye: **3**

Nay: **0**

8. **REPORTS/PRESENTATIONS:**

- 8.1 TREA Representative -

- 8.2 CSEA Representative -

- 8.3 TRSEF Representative -

- 8.4 USCG Representative -

Board of Trustees

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

- 8.5 Superintendent's Report
Enrollment Update -
Facilities Update -
Curriculum Update -
Other Updates -
Upcoming Events -

9. DISCUSSION ITEMS

9.1 Summer Projects; Roofing, Tree Removal, and Concrete

Background: Two Rock Union School District has contracted with Henris Roofing for reroofing the north wing of classrooms (Rooms 8-10). The District is also working on collecting bids for concrete work on Room 6's back concrete ramp. The District is also planning to remove the tree by Room 8A this summer.

Plan: Review ongoing summer projects to school facilities.

Public Comment: [no comment](#)

Board Discussion [no comment](#)

9.2 Monthly Personnel Report

Background: Each month, a staffing report is provided to the Board of Trustees.

Plan: Interim Superintendent John Markatos will present on the District's current staffing.

Public Comment: [no comment](#)

Board Discussion [no comment](#)

10. ACTION ITEMS

10.1 APPROVAL OF THE TWO ROCK UNION SCHOOL DISTRICTS BUDGET REVISION #3 FOR THE 2024-25 FISCAL YEAR

PG. 241

Background: In June of each year, the Board of Trustees will adopt the Budget for all funds within the District. During the fiscal year, the "working" budgets for all funds in the District are monitored on a regular basis. Individual accounts are revised throughout the year in response to changes in information from external sources such as the State & Federal governments or the Sonoma County Office of Education; from local sources, such as local granting agencies; and from internal sources, such as staffing changes in both classified and certificated positions within the District.

The revised budget is then brought before the Board of Trustees at various times throughout the year for review and approval of the changes between the major revenue and expenditure accounts. These modifications are brought before the Board in the form of a "Budget Revision".

Unrestricted & Restricted Revenues:

Board of Trustees

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

The budgets for State Aid (8011) have been adjusted for the revised LCFF calculations along with Education Protection Account Funds (8012). The overall funding for the LCFF was reduced by approximately \$10K.

The budget for local donations was increased by \$8,000 and the Contribution to Special Education was increased by approximately \$2000.

The budgets for Property tax Transfers (8097); Federal Revenues (8181/8182); and Transfer of Apportionment (8792) were adjusted based on updated information (AB602 Block Grant -Special Education funds) from the SELPA for an overall net increase of \$1,960.

Expenditures & Restricted Programs:

During the past several weeks, the budgets for Salaries and Employee Benefits have been revised to reflect staffing changes for both certificated and classified staff including reductions for open positions. The District continues to monitor and reconcile position control to Human Resources records and Payroll and the budgets have been updated accordingly. Savings from the Principal/Superintendent Salary and Benefits was transferred to Other Contract Services to pay for the Interim Principal/Superintendent contract with SCOE.

The unrestricted budgets for Materials & Supplies have been reviewed and updated for current estimates along with local donations to support purchases at the school site. Materials and Supplies budgets were decreased in the restricted budget in order to transfer to the Ending Fund Balance to allow the budget for 2025-26 to include these amounts and to support positions/expenditures in 2025-26.

The budgets for Services and Other Operating Expenditures have been adjusted for current estimates. The budget for Contracts related to Maintenance needs have been adjusted accordingly and the restricted budget has been adjusted for changes in special education contracts and to correctly account for contracts over \$25K that are paid from a 5100 Sub-Agreement Account. The budget has been adjusted for unappropriated contracts and moved to Ending Fund Balance \$194K.

Other Inter-fund Transfers no changes to the Facilities Impact Aid transfer to Fund 40 (\$100K). This Budget Revision includes a revision for the General fund and all of the Other Funds. All of the ending fund balances are projected to be positive and include the following funds:

- ☐ Deferred Maintenance Fund 14
- ☐ Building Fund 17
- ☐ Special Reserve Fund for Capital Outlay Projects Fund 40

PLAN: This agenda item presents for Board approval of this Budget Revision for the 2024-25 Fiscal Year.

FISCAL IMPACT: In compliance with GASB 54, the components of the ending fund balance are as follows:

Board of Trustees

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

Non-spendable

- Revolving Cash \$ 2,000
- Prepaid Expenditures \$ 0

Restricted \$ 261,121

Committed \$ 0

Assigned (Board Designated)

- 5% Additional REU \$ 156,267

Unassigned/Unappropriated

- Reserve for Economic Uncertainties (REU) \$ 156,267 5% Required Reserve
- Available Balance over Reserves \$ 1,373,492
- Total Ending Fund Balance \$ 1,949,147 \$1 variance due to rounding

STAFF RECOMMENDATIONS: that the Board approve the Two Rock Union School District Budget Revision for All Funds for the 2024-25 Fiscal Year.

Plan: CBO Consultant Chris Thomas will present the 2024-25 Budget Revision #3 for Two Rock Union School District.

Public Comment:

Board Discussion

Recommended motion: It is recommended that the Board approve 2024-25 Budget Revision #3 for the Two Rock Union School District.

Action:

Motion: JS

Second: JM

Aye: 3

Nay: 0

10.2 Two Rock Union School District Retainer Agreement Renewal 2025-2029 PG. 252

Background: School and College Legal Services has served as the District's legal counsel for several years. SCLS is a public agency established pursuant to a joint powers authority agreement. We are located on the Sonoma County Office of Education's campus, and have been providing excellent legal service to public education agencies for more than 40 years. Like our clients, we are a not-for-profit public agency governed by a board of directors. Our Board consists of seven local education agency clients and they set our rates at the lowest possible level to ensure that your resources remain in the classroom.

Plan: To review the renewal proposal.

Public Comment:

Board Discussion

Recommended motion: It is recommended that the Board of Trustees approve the 2025-2029 Retainer Agreement renewal.

Action:

Motion: JM

Second: JS

Aye: 3

Nay: 0

Board of Trustees

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

10.3 Agreement of the Participating School Districts in Sonoma County Regarding Interdistrict Attendance Agreements 2025-2030 PG. 258

Background: Every five (5) years, SCOE provides an opportunity for all forty (40) school districts to participate in an Interdistrict Transfer Agreement for Sonoma County.

Plan: Two Rock Union School District would like to continue participating in SCOE's IDT Agreement.

Public Comment:

Board Discussion

Recommended motion: It is recommended that the Board approve the 5 year Interdistrict Transfer Agreement.

Action:

Motion: **JM**

Second: **JS**

Aye: **3**

Nay: **0**

10.4 Approval of Stipend for Classified Employee to attend Outdoor Education PG. 261

Background: Outdoor Ed Stipend for classified employee Elvia Ruiz to attend Outdoor Education overnight camp as a secondary Two Rock employee. She attended the camp May 12-16, 2025 to assist the long term substitute Jacqueline Porter.

Plan: The District would like to pay Elvia Ruiz a one time stipend of \$250 for her attendance and services in Outdoor Education at the Mendocino Woodlands Camp May 12-16, 2025.

Public Comment:

Board Discussion

Recommended motion: It is recommended that the Board of Trustees approve the one time stipend for Elvia Ruiz in the amount of \$250.

Action:

Motion: **JS**

Second: **JM**

Aye: **3**

Nay: **0**

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
Next Special Board Meeting - June 19, 2024 at 4:30PM.

14. SIGNING OF PAPERS

15. ADJOURNMENT

Board of Trustees

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

ACTION

Action:

Motion: JS

Second: JM

Aye: 3

Nay: 0

Posted By: John Markatos, Interim 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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John Markatos, Interim Superintendent/Principal