



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

**February 13, 2025
Closed Session 3:30 P.M.
Open Session 4:30 P.M.**

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

- 2. CLOSED SESSION**
 - 2.1 Announcement of Closed Session Items**
 - 2.1a Negotiations with TREA and chief negotiator - Stephen Owens**
 - 2.1b Public Employee Performance - Superintendent**

- 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 February 13, 2025.**

Action

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

- 5. PUBLIC COMMENT [Question regarding Youth Truth Survey.](#)**
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.

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Stephen Owens, Superintendent/Principal

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.

6.1 Approval of the Accounts Payable Reports; January 2025.

PG. 1

Action

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

6.2 Review and Possible Approval of Minutes from meeting on January 9, 2025.

PG. 5

Action

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

7. REPORTS/PRESENTATIONS:

7.1 TREA Representative- **Kim Lloyd reports on classroom work on phonics, sight/sound, alphabet relay race and literacy for TK-3rd grade. Mr Gray’s class will be on field trips to Pt. Reyes and STRAW. 4th grade has also received steelhead trout they will release in the Russian River this Spring. Ms. Lozano’s class update on Social Studies and chicks for the fair. Mrs. Lyon’s 5th grade class has a display in the multi purpose room.**

7.2 CSEA Representative- **Mrs. Gatlin announced that negotiations are continuing this month.**

7.3 TRSEF Representative- **Fundraising has surpassed the goal of \$7500.00. Valentine grams were delivered and raised over \$100. Upcoming Chipotle fundraiser on 5/4 and Book Fair on 3/31-4/4.**

7.4 USCG Representative- **Orders to be issued through March. New families have access to school information.**

7.5 Superintendent's Report - **136 students, 94 families. Intent to return distributed to families next week.**

Enrollment Update

Facilities Update - **Room 14 and portables reported as clear. Bathroom repair update.**

Curriculum Update

Other Updates Upcoming Events

Board of Trustees

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Stephen Owens, Superintendent/Principal

8. DISCUSSION ITEMS

8.1 LCAP Mid Year Reading

PG. 10

Background: The LCAP is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for LEAs (county office of education [COE], school districts and charter schools) to share their stories of how, what, and why programs and services are selected to meet their local needs.

Plan: Superintendent Owens will present and discuss the mid year update for the 2024-25 LCAP.

Public Comment:

Board Discussion:

9. ACTION ITEMS

9.1 Human Resources - Employment Report

PG. 29

Background: Each month, the administration team presents a status report to the Board of Trustees on current employment within the District.

Plan: Superintendent Owens will present and discuss the Employment Report for the month of January.

Public Comment:

Board Discussion: [Mrs. Megan Simon Jordan \(3rd grade teacher\) will not be returning for the 2025/2026 school year.](#)

Recommended motion: It is respectfully recommended that the Board of Trustees review and approve the January 2025 Employment Report.

Action

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

9.2 2023-2024 District Audit

PG. 31

Background: School districts are required to submit to a financial audit of the General Fund. The audit is conducted annually by an independent auditing firm. Christy White & Associates conducted an audit of Two Rock Union School District's General Fund.

Plan: The Business Office will present and review the 2023-2024 audit report by Christy White & Associates.

Public Comment:

Board Discussion: [Chris Thomas presented the audit report.](#)

Recommended motion: It is respectfully recommended that the Board of Trustees review and approve the 2023-2024 District Financial Audit.

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Stephen Owens, Superintendent/Principal

Action

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

9.3 Consolidated Application Part II Reporting Certification **PG. 104**

Background: There are two parts to the Consolidated Application Reports System (CARS). This is part 2 and is for funding for critical federal categorical programs including:

- 2022-2023 Title I, Part A LEA Closeout Report.
 - There are no reported carryover funds. LEA has expended all Title 1, Part A funds.
- 2022-2023 Title Title II, Part A FY Expenditure Report, Closeout 27 Months
- 2022-2023 Title III Immigrant YTD Expenditure Report, Closeout 27 Months
- 2022-2023 Title IV, Part A LEA Closeout Report
- 2023-2024 Title III Immigrant YTD Expenditure Report, 18 Months
- 2023-2024 Title IV, Part A LEA Use of Funds
 - We did not meet the minimum threshold of 10 students at poverty level, and will not receive funding for 2023-2024, as well as 2024-2025.
- 2024-2025 Title II, Part A LEA Allocations

Plan: The District will present and review all reports with the Board of Trustees.

Public Comment:

Board Discussion: **Chris Thomas presented reporting regarding Title 1 and possible future funding for TK students.**

Recommended Action: It is respectfully requested that the Board of Trustees review and approve the Consolidated Application Reports System part 2 for the 2024-2025 school year.

Action

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

9.4 Proposal of the 2025-2026 School Year Calendar **PG. 118**

Background: Each school year the Board of Trustees adopt a school calendar for the following school year.

Plan: To review the proposed calendar for approval.

Public Comment:

Board Discussion: **Stephen Owens discusses calendar by month, including conferences and professional development days.**

Recommended Action: It is respectfully recommended that the Board of Trustees review and approve the proposed 2025-2026 Calendar for Two Rock Union School District.

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

9.5 CAASPP Testing Window **PG.**

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Stephen Owens, Superintendent/Principal

Background: The CAASPP is the state mandated annual assessment for grades 3-6. It is required to schedule a testing window for the annual assessment.

Plan: To review the proposed testing window for approval of April 21 - May 8.

Public Comment:

Board Discussion:

Recommended Action: It is respectfully recommended that the Board of Trustees approve the CAASPP testing window April 21-May 8, 2025.

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

9.6 Mendocino Woodlands Camp - 6th Grade Trip **PG. 120**

Background: Students will participate in an outdoor education program at Mendocino Woodlands Camp outside of Mendocino, Ca. Students from the sixth-grade will stay at the camp from May 12 - 16, 2025.

Plan: Two Rock sixth grade students have raised funds for the trip and donations will be solicited to cover the costs. Two Rock School Education Foundation (TRSEF) has funded \$3,500.00 for this trip.

Public Comment:

Board Discussion: **This is a new camp for Two Rock this year. It will be attended by Dunham and other local schools. Low tide will allow for tide pool exploration for the students. Tamale fundraiser raised \$1100 and the bake sale raised upwards of \$700. Mr. Owens will attend along with Mrs. Ruiz, Mrs. White and Ms. Porter.**

Recommended Action: It is respectfully requested that the Board of Trustees approve the Outdoor Education field trip to Mendocino Woodlands Camp May 12-16, 2025.

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

9.7 MOU- SPED Director Barbara Bates-Stokes **PG. 128**

Background: Barbara Bates-Stokes has agreed to consult as the RSP specialist with the long term substitute teacher in special education. She will work in this capacity through June 13, 2025.

Plan: Superintendent Owens will present the proposed contract for the SPED Director position.

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board of Trustees approve the MOU for SPED Director Candidate Barbara Bates-Stokes.

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

9.8 Consideration of and Possible Action on Resolution Regarding Classified Reduction in Reduction in Force **PG. 130**

Board of Trustees

Gayleen Maas, President ◊ John Silvestrini, Clerk ◊ John Martin ◊ Nicolas Noyes ◊ Joel Ruiz

Stephen Owens, Superintendent/Principal

Background: The Superintendent has determined and hereby recommends that at the end of the 2024-2025 school year, the following now being provided by the District be reduced or continued as follows:

1. Instructional Assistant/Library Assistant

Plan: The Superintendent will present the Recommendation Concerning Reduction of Classified Services for the 2025-2026 school year.

Public Comment:

Board Discussion:

Recommended motion: It is respectfully requested that the Board approve Resolution 2025-01, in the Matter of the Reduction or Discontinuance for the 2025-2026 school year.

Action

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

9.9 MOU Between Innovations in Education (IIE) (K-3PP), 501c3 and Two Rock Union School District

PG. 133

Background: J-3PP is a research-based model promoting early literacy, to bring every student to grade level reading proficiency.

Plan: Two year implementation, to promote literacy and coach staff in best practices for literacy proficiency. The first year is at no cost to the District, the second year incurs the cost for coaches. Price not yet disclosed.

Public Comment:

Board Discussion: **Board confirming that the agreement would be a 1 year term, then reviewed.**

Recommended Motion:

Action

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

9.10 TREA Notice of Sunshine Letter for 2025-2026 School Year

PG. 138

Background: Pursuant to the provisions of the Educational Employment Relations Act, the Two Rock Education Association is hereby providing notice that it intends to open the collective bargaining negotiations process for the 2025-2026 school year in order to address the following priorities:

TREA submitted their reopeners for Articles:

- 6 Grievance Procedure
- 12 Class size and Teacher Responsibilities
- 13 Leave
- 15 Salaries
- 16 Fringe Benefits
- 19 Support of Agreement

Plan: Superintendent Owens will present the letter to the Board of Trustees. Dates for negotiations with TREA will be scheduled later this month.

Public Comment:

Board of Trustees

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Stephen Owens, Superintendent/Principal

Board Discussion:

Recommended motion: It is respectfully requested that the Board of Trustees accept the Sunshine Letter from TREA.

Action

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

9.11 District Response to TREA Sunshine Letter for 2025-2026 School Year PG. 139

Background: Two Rock Union School District will draft a response to the TREA Sunshine Letter in regard to the following Articles:

- 6 Grievance Procedure
- 12 Class size and Teacher Responsibilities
- 13 Leave
- 15 Salaries
- 16 Fringe Benefits
- 19 Support of Agreement

Plan: Two Rock Union School District will need to schedule dates to begin the negotiation process.

Public Comment:

Board Discussion:

Recommended motion: It is respectfully requested that the Board of Trustees approve the proposed reopeners from the District.

Action

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

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 - March 14, 2025

13. SIGNING OF PAPERS

14. ADJOURNMENT

ACTION

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

Board of Trustees

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Stephen Owens, Superintendent/Principal

Posted By:



Stephen Owens, Superintendent

Accessibility Accommodations

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

Public Records

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

Board of Trustees

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