



Regular Meeting

10/15/2026 04:00 PM

5001 Spring Hill Road
Petaluma, CA
94952



AGENDA

1. CALL TO ORDER

A. ROLL CALL

2. CLOSED SESSION

A. ANNOUNCEMENT OF CLOSED SESSION ITEMS

B. CLOSED SESSION AGENDA: 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

A. Approval of the Agenda for 10/15/26

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

Principal Award / Student of the Month winner for September.

7. CONSENT ITEMS

6

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 motion.

A. Approval of the Accounts Payable Reports; September 2026 

7

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

For the Board of Trustees to ratify the Warrant Register for Warrants issued from September 1, 2026 through September 30, 2026.

B. Approval of Board minutes from August 13, 2026	10
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The Board approve the minutes attached, which have been drafted in accordance with California education code 35145.
For the Board of Trustees to approve the minutes of the Regular Meetings held on August 13, 2026.

C. Approval of Board minutes from September 10, 2026	17
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The Board Approve the minutes attached, which have been drafted in accordance with California education code 35145.
For the Board of Trustees to approve the minutes of the Regular Meetings held on September 10, 2026.

8. REPORTS/PRESENTATIONS

A. TREA Representative

B. CSEA Representative

C. TRSEF Representative

D. USCG Representative

E. ELAC Representative

F. SSC Representative

G. Superintendent's Report

9. DISCUSSION ITEMS

10. ACTION ITEMS	25
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A. REVISED BOARD BYLAW 9100 – ORGANIZATION (SECOND READING AND ADOPTION)	26
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This item is presented for the Board’s second reading and adoption of revised Board Bylaw 9100, Organization.
Approve and adopt revised Board Bylaw 9100, Organization, as presented.

B. REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION 1240 – VOLUNTEER ASSISTANCE (SECOND READING AND ADOPTION)	29
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This item is presented for the Board’s second reading and adoption of revised Board Policy and Administrative Regulation 1240, Volunteer Assistance.

Approve and adopt revised Board Policy and Administrative Regulation 1240, Volunteer Assistance, as presented.

C. APPROVAL OF THE FIRST QUARTER WILLIAMS UNIFORM COMPLAINT REPORT FOR 2026-27

35

Present for public review and Board approval the Williams Uniform Complaint Report for the first quarter of the 2026-27 school year, covering July through September 2026.

Approve the First Quarter Williams Uniform Complaint Report for July through September 2026, reflecting no complaints received, and authorize the Superintendent to submit the signed report to the Sonoma County Office of Education.

D. APPROVAL OF BILINGUAL STIPEND MEMORANDUM OF UNDERSTANDING WITH CSEA CHAPTER 897

38

The proposed Memorandum of Understanding between Two Rock Union School District and the California School Employees Association and its Chapter 897 provides compensation for eligible classified employees assigned to perform bilingual services.

The Superintendent recommends approval of the attached MOU.

11. ADJOURNMENT TO CLOSED SESSION (if necessary)

12. RECONVENE TO PUBLIC MEETING (if necessary)

Report of any action taken during Closed Session.

13. DATES AND FUTURE AGENDA ITEMS - Regular Board Meeting November 19, 2026

14. SIGNING OF PAPERS

15. ADJOURNMENT

41

Accessibility Accommodations

If you require assistance to access the Board meeting room or 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 Record 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.

7. CONSENT ITEMS

Quick Summary / Abstract

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 motion.

Quick Summary / Abstract

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

Recommendation

For the Board of Trustees to ratify the Warrant Register for Warrants issued from September 1, 2026 through September 30, 2026.

Contact Person

Sarah Daugherty, Assistant Business Manager

Financial Impact

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.

Supporting Documents



[September AP Reports_10152026 Board Meeting](#)

Includes Purchase Orders dated 09/01/2026 - 09/30/2026				Board Meeting Date October 15, 2026	
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B27-00031	Glen Senestraro	TWRK	2026-2027 Superintendent Mentor Services	01-5201	714.40
				01-5830	5,000.00
B27-00034	Dept. of Justice Accounting	TWRK	2026-2027 DOJ Fingerprint Apps	01-5862	1,500.00
P27-00044	Amazon Capital Services, Inc.	TWRK	Teacher iPad Stand and Whistles for Teachers	01-4310	35.47
P27-00045	Zaner-Bloser, Inc.	TWRK	Spelling Curriculum for 3rd & 5th grades	01-4110	1,215.21
P27-00046	Amazon Capital Services, Inc.	TWRK	Registrar Office Supplies	01-4350	88.63
P27-00047	Amazon Capital Services, Inc.	TWRK	Copy Paper	01-4351	622.56
P27-00048	Amazon Capital Services, Inc.	TWRK	Safe School Ambassador Training Materials	01-4390	478.93
P27-00049	Amazon Capital Services, Inc.	TWRK	ELD Classroom Supplies	01-4300	48.63
P27-00050	Amazon Capital Services, Inc.	TWRK	ELO-P Enrichment Supplies	01-4390	223.67
Total Number of POs			9	Total	9,927.50

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	9	9,927.50

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

Page 1 of 1

Checks Dated 09/01/2026 through 09/30/2026				Board Meeting Date October 15, 2026	
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2179889	09/11/2026	Glen Senestraro	01-5830		875.00
2179890	09/11/2026	Revolution Foods PBC	01-4710		1,381.50
2179891	09/11/2026	School and College Legal Services	01-5823		2,984.63
2180596	09/16/2026	Amazon Capital Services, Inc.	01-4300	13.63	
			01-4310	311.82	325.45
			01-5911		52.06
2180597	09/16/2026	AT&T	01-5830		3,100.00
2180598	09/16/2026	Cornet to Cornet Cleaning	01-5632		464.57
2180599	09/16/2026	Kyocera Document Solutions	01-4110		2,139.20
2180600	09/16/2026	Houghton Mifflin	40-6210		1,066.30
2180601	09/16/2026	Hibser Yamauchi Architects Inc	01-4300		441.29
2180602	09/16/2026	Moving Minds/Gopher - NW 5634	01-5800		225.00
2180603	09/16/2026	Nature Science Pest Control	01-4350	184.75	
2180604	09/16/2026	Office Depot	01-4352	323.08	507.83
			01-5520		1,503.99
2180605	09/16/2026	Pacific Gas & Electric	01-5800		56.15
2180606	09/16/2026	Stericycle, Inc.	01-9510		71,195.62
2180607	09/16/2026	Petaluma Schools - Business	01-4310		38.23
2180608	09/16/2026	Lozano Gutierrez, Mariela	01-4390		57.73
2180609	09/16/2026	Wilson, Joshua	01-4310	50.09	
2181906	09/23/2026	Amazon Capital Services, Inc.	01-4351	622.56	672.65
			01-5800		1,441.00
2181907	09/23/2026	Cagwin & Dorward	01-5201	71.44	
2181908	09/23/2026	Glen Senestraro	01-5830	375.00	446.44
			01-5600		349.03
2181909	09/23/2026	Pylon Communications LLC	01-5560		542.01
2181910	09/23/2026	Recology Sonoma Marin	01-4710		9,109.80
2181911	09/23/2026	Revolution Foods PBC	01-5862		32.00
2181912	09/23/2026	CA Department of Justice Accounting Office / RMU			
Total Number of Checks			24		99,007.48

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	23	97,941.18
40	Spec Rsrve For Cap Outlay Proj	1	1,066.30
Total Number of Checks		24	99,007.48
Less Unpaid Tax Liability			.00
Net (Check Amount)			99,007.48

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.

7. B. Approval of Board minutes from August 13, 2026

Quick Summary / Abstract

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

Recommendation

For the Board of Trustees to approve the minutes of the Regular Meetings held on August 13, 2026.

Contact Person

Sarah Daugherty, Assistant Business Manager

Summary

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."

Financial Impact

None

Supporting Documents



[08132026 Regular Board Meeting Minutes](#)



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**

**August 13, 2026
Closed Session 4:00 PM
Open Session 5:00 PM
Library, Room 14**

1. **CALL TO ORDER 4:00PM**
A. ROLL CALL Present: Nicolas Noyes, John Martin, John Silvestrini, Joel Ruiz
2. **CLOSED SESSION 4:01PM**
 - 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) **5:00PM**
4. **Adoption and Approval of Agenda**
 - 4.1 Approval of the Agenda for August 13, 2026. **Item 10.7 was tabled.**

Action

Motion: **NN**

Second: **JM**

Aye: **4**

Nay: **0**

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.

Public Comments were heard.

One ELAC parent requested more support and opportunities for EL students.

One parent expressed concern for the new requirements for volunteers.

Board of Trustees

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

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.

8.1 Approval of the Accounts Payable Reports: July 2026.

PG. 5-9

8.2 Approval of Minutes from meetings in July 16, 2026.

PG. 10-14

Action

Motion: **JM**

Second: **JR**

Aye: **4**

Nay: **0**

8. REPORTS/PRESENTATIONS

8.1 TREA Representative **Mr. Gray** presented that TREA is off to a great start this school year. He expressed gratitude for the newly hired RSP/Director and ELD Teacher positions.

8.2 CSEA Representative **Not Present**

8.3 TRSEF Representative **Tara Pryka** presented on upcoming TRSEF meeting 8/17/26, and the new schedule will be Mondays on the week of board meetings. The annual Spaghetti Dinner/Silent Auction will be 11/5/26.

8.4 USCG Representative **ME2 Jahnsen** presented that back to school gate operations are fully operational, and they are excited for a new school year.

8.5 Superintendent's Report

8.5A Enrollment Update (2nd day count) **131 current enrollment**

8.5B Facilities Update **TK/K Dome Structure to be installed 10/12/26. Old structure removed.**

8.5C Curriculum Update **ELD and ELA pilots have been ordered and are being rolled out.**

8.5D Other Updates **None**

8.5E Upcoming Events **Back to School Night Sep 3, 2026**

9. DISCUSSION ITEMS

9.1 **Revision Of Board Bylaw 9100 – Organization (First Read)**

PG. 15-19

Board of Trustees

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

Background: The Board of Trustees will discuss the proposed revisions to Board Bylaw 9100 – Organization as a First Reading, provide direction as appropriate, and schedule the bylaw for adoption at a subsequent regular meeting.

Action Motion to Table

Motion: JM Second: NN Aye: 4 Nay: 0

9.2 Revision of Board Policy 1240 and Administrative Regulation 1240 – Volunteer Assistance (first read) PG. 20-24

Background: The Board of Trustees will discuss the proposed revisions to Board Policy 1240 – Volunteer Assistance and Administrative Regulation 1240 – Volunteer Assistance as a First Reading, provide direction as appropriate, and schedule the policy and regulation for adoption at a subsequent regular meeting.

Action Motion to Table

Motion: NN Second: JM Aye: 4 Nay: 0

10. ACTION ITEMS

10.1 Board Member Vacancy – Candidate Interviews And Provisional Appointment PG. 25-27

Background: The Board of Trustees will conduct interviews of applicants for the vacant Governing Board position and consider the provisional appointment of one qualified applicant to fill the vacancy pursuant to Education Code sections 5090–5092.

Action Laura Gutierrez was appointed the new board member position. Member was sworn in.

Motion: NN Second: JR Aye: 4 Nay: 0

10.2 45 Day Budget Revision for 2026-2027 Adopted Budget (pending) PG.

Background: The Board of Trustees will review and consider approval of the 45 Day Budget Revision for the 2026-2027 Adopted Budget. This revision reflects updated financial information and adjustments to revenue and expenditures to ensure alignment with current district priorities and state requirements.

Action Chris Thomas presented on the 45 Day Budget Revision

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

10.3 The District Conflict of Interest Code (Government Code §§ 87300–87313) PG. 28-32

Background: The Board of Trustees will review the District's current Conflict of Interest Code, discuss potential revisions, and submission to the Sonoma County Board of Supervisors, the District's Code Reviewing Body.

Action No action taken. Discussion on adding current positions to reflect accurate staffing. Will revise and bring back to board in September.

Motion: Second: Aye: Nay:

10.4 2026–2027 Student Discipline Support Plan PG. 33-35

Background: The Board of Trustees will discuss and approve the Two Rock Union School District 2026–2027 Student Discipline Support Plan as the District's administrative framework for student behavior support, discipline procedures, and administrative response protocols for the 2026–2027 school year.

Action No action taken. Discussion on gaining additional feedback from parents, staff, and students. Will bring back to board in September.

Motion: Second: Aye: Nay:

10.5 Superintendent Mentor Services Agreement PG. 36-39

Background: The Board of Trustees will consider approval of The Mentor Services Agreement between the Two Rock Union School District and Mr. Glen Senestraro for the period of July 22, 2026, through June 30, 2027, and authorize the Board President to execute the agreement on behalf of the District.

Action The Board approved the Superintendent Mentor Services Agreement for the 2026-2027 Fiscal Year.

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

10.6 Memorandum of Understanding with The Sonoma County Office Of Education for Participation in the 2026–2027 Sonoma County Title III English Learner Consortium

PG. 40-47

Background: The Board of Trustees will consider approval of The 2026–2027 Memorandum of Understanding (MOU) between the Two Rock Union School District and the Sonoma County Office of Education (SCOE) for participation in the Sonoma County Title III English Learner Consortium, and authorize the Superintendent/Principal or designee to execute the agreement on behalf of the district.

Action The Board approved the MOU with SCOE for the 2026-2027 Title III EL Consortium

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

Board of Trustees

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

10.7 Purchase of Student Chromebooks

Background: The board will review and consider approval for the purchase of a new classroom set of Chromebooks. It was determined that 28 new student devices are needed to replace end-of-life devices, supporting our educational and operational technology needs.

Action **No Action Taken, Removed from Agenda**

10.8 Agreement With School Of Rock For Elementary Music Education Program**PG. 48-52**

Background: As part of the District's commitment to providing a well-rounded educational experience and expanding enrichment opportunities for all students, the District proposes partnering with School of Rock to deliver weekly music instruction on campus.

Action **The Board approved a renewal contract with School of Rock to provide Music Education for the 2026-2027 Fiscal Year.**

Motion: **JM**Second: **NN**Aye: **5**Nay: **0****10.9 Services Agreement with KUEHG, Inc “Champions” for Extended Learning Opportunities Provider Services for the 2026-2027 Fiscal Year****PG. 53-61**

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

Action **The Board approved a renewal contract with Champions to provide expanded learning opportunities for the 2026-2027 Fiscal Year.**

Motion: **NN**Second: **JM**Aye: **5**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 Regular Board Meeting - September 10, 2026 at 4:00pm.

14. SIGNING OF PAPERS **6:10pm**

15. ADJOURNMENT **6:11pm**

Board of Trustees

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

ACTIONMotion: **LG**Second: **JR**Aye: **5**Nay: **0**

Posted By:



Josh Wilson, Superintendent

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Public Records

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Board of Trustees

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

7. C. Approval of Board minutes from September 10, 2026

Quick Summary / Abstract

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

Recommendation

For the Board of Trustees to approve the minutes of the Regular Meetings held on September 10, 2026.

Contact Person

Sarah Daugherty, Assistant Business Manager

Summary

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."

Financial Impact

None

Supporting Documents



[09102026 Regular Board Meeting Minutes](#)



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**AGENDA
BOARD OF TRUSTEES
TWO ROCK UNION SCHOOL DISTRICT
REGULAR MEETING**

**September 10, 2026
Closed Session 4:00 PM
Open Session 4:30 PM
Library, Room 14**

- 1. CALL TO ORDER 4:00PM**
A. ROLL CALL Present: Nicolas Noyes, John Martin, John Silvestrini, Joel Ruiz, Laura Gutierrez
- 2. CLOSED SESSION 4:01PM**
 - 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) **4:31pm, Board Member Joel Ruiz excused himself from the meeting.**
- 4. Adoption and Approval of Agenda**
 - 4.1 Approval of the Agenda for August 13, 2026.**

Action

Motion: **NN** Second: **JM** Aye: **4** Nay: **0**

- 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.

Public comments were heard.

One ELAC parent expressed concerns about safety/unknown adults on campus, inconsistency of meals, student achievement decline, and lack of support for EL parents (need for translation services

Board of Trustees

John Silvestrini, President ◊ John Martin, Clerk ◊ Nick Noyes ◊ Joel Ruiz ◊ Laura Gutierrez
Josh Wilson, Superintendent/Principal

at board meetings and supportive adult classes), and requested the board consider increasing EL student support in ELD beyond the required 30 minutes per day.
One ELAC parent requested support for students and parents in literacy and math, highlighting that ELAC parents want to be involved and help raise money too.
One ELAC parent expressed concern regarding the temporary fence and asked if school campus doors could be closed during the school day.

6. RECOGNITION

7. CONSENT ITEMS

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.

7.1 Ratification of the Warrant Register for warrants issued August 1, 2026 through August 31, 2026 **PG.1-5**

7.2 Approval of Minutes from meetings from August 13, 2026.

Action **Item 7.2 was removed from the agenda**

Motion: **JM** Second: **LG** Aye: **4** Nay: **0**

8. REPORTS/PRESENTATIONS

8.1 TREA Representative **Kim Navarro**, 3rd grade teacher presented about her classroom and students, highlighting their achievements and inviting the board to visit the classroom.

8.2 CSEA Representative **Not Present**

8.3 TRSEF Representative **Tara Pryka** presented \$138 raised from back to school bake sale and spirit wear. **Boo Grams** will be up next.

8.4 USCG Representative **Tara Pryka** presented no new updates.

8.5 Superintendent's Report

8.5A Enrollment Update **132**, Board Member **Laura Gutierrez** requested the number of Interdistrict Transfers the school has granted to students to attend a school outside of the boundaries.

8.5B Facilities Update **Heat Sensor in the Kitchen** to be replaced.

8.5C Curriculum Update **2 current ELA Pilots; Into Reading by HMH (Grades TK, 2,4,6) and EL Education by Open Up Resources (Grades k,1,3,5).**

8.5D Other Updates **The Board** requested ELAC updates be added to the Superintendent's Report.

Board of Trustees

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

8.5E Upcoming Events [Student of the Month end of August, 9/25- School Reading Pizza Party from Summer Reading Challenge](#)

9. DISCUSSION ITEMS

9.1 REVISION OF BOARD BYLAW 9100 – ORGANIZATION (First Read) PG. 6-8

Background: The Board of Trustees will discuss the proposed revisions to Board Bylaw 9100 – Organization as a First Reading, provide direction as appropriate, and schedule the bylaw for adoption at a subsequent regular meeting.

9.2 REVISION OF BOARD POLICY 1240 AND ADMINISTRATIVE REGULATION 1240 – VOLUNTEER ASSISTANCE (First Read) PG. 9-14

Background: The Board of Trustees will discuss the proposed revisions to Board Policy 1240 – Volunteer Assistance and Administrative Regulation 1240 – Volunteer Assistance as a First Reading, provide direction as appropriate, and schedule the policy and regulation for adoption at a subsequent regular meeting.

9.3 PUBLIC HEARING REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS PG. 15

Background: CA Ed Code 60119 requires school districts to provide notice that sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum framework.

5:02PM

[Public Comment was heard. One parent asked for handwriting curriculum. One parent asked for the library to be reopened.](#)

[Closed: 5:05pm](#)

10. ACTION ITEMS

10.1 APPROVAL OF RESOLUTION 2026-08 REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS PG. 16-18

Background: CA Ed Code 60119 requires school districts to provide notice that sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum framework.

Action [The board approved Resolution 2026-08](#)

Motion: NN

Second: LG

Aye: 4

Nay: 0

10.2 APPROVAL – RESOLUTION #2026-09 OF THE BOARD OF TRUSTEES OF THE TWO ROCK UNION SCHOOL DISTRICT OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, FOR ADOPTING THE GANN LIMIT PG. 19-25

Background: Established in 1979 as part of proposition 4, the constitutional amendment placed limits on the allowable expenses for the state and local governments. Local educational agencies are required to report whether it met or did not meet the requirements.

Action The board approved Resolution 2026-09

Motion: JM Second: NN Aye: 4 Nay: 0

10.3 RESOLUTION 2026-10 ADOPTING THE DISTRICT’S UPDATED CONFLICT OF INTEREST CODE PG. 26-31

Background: The Political Reform Act requires public agencies to adopt and periodically review a Conflict of Interest Code identifying officials, employees, and consultants who make or participate in governmental decisions. Individuals serving in designated positions must disclose specified financial interests through the filing of a Statement of Economic Interests (Form 700).

Action The board approved Resolution 2026-10, adding the Assistant Business Manager and Chief Business Official positions in addition to the new position of Director of Special Education.

Motion: JM Second: NN Aye: 4 Nay: 0

10.4 APPROVAL OF THE 2025-2026 UNAUDITED ACTUALS FOR THE TWO ROCK UNION SCHOOL DISTRICT FOR ALL FUNDS PG. 32-122

Background: At the end of the fiscal year, the District has 75 days to close the books. The board must take actions to accept the Unaudited Actuals and submit to the County Office of Education by September 14, 2026.

Action The board approved the 2025-26 Unaudited Actuals for the Two Rock Union School District as presented by CBO Consultant Chris Thomas

Motion: NN Second: JM Aye: 4 Nay: 0

10.5 2026–2027 STUDENT DISCIPLINE SUPPORT PLAN PG. 123-133

Background: The Board of Trustees will discuss and approve the Two Rock Union School District 2026–2027 Student Discipline Support Plan as the District's administrative framework for student behavior support, discipline procedures, and administrative response protocols for the 2026–2027 school year.

Action The board approved the 2026-27 Student Discipline Support Plan.

Motion: NN Second: LG Aye: 4 Nay: 0

**10.6 APPROVAL OF RENEWAL AGREEMENT WITH SCHOOL AND COLLEGE
LEGAL SERVICES PG. 134-143**

Background: Two Rock Union School District has received an Agreement for Legal Services from School and College Legal Services of California (SCLS). SCLS is a public joint powers authority that provides specialized legal counsel to California school and community college districts.

Action The board approved renewal agreement with SCLS for 2026-2026.

Motion: NN Second: JM Aye: 4 Nay: 0

10.7 AGREEMENT WITH COMMUNITY MATTERS PROGRAM PG. 144-146

Background: Two Rock Union School District seeks to partner with Community Matters to establish the Safe School Ambassadors® Program at Two Rock Elementary School during the 2026–27 school year. The evidence-based program trains socially influential students to safely intervene when they witness bullying, harassment, exclusion, cyberbullying, and other forms of mistreatment.

Action The board approved the Community Matters Program, but expressed concern over cost for renewal next fiscal year if there is no grant to offset the cost.

Motion: JM Second: NN Aye: 4 Nay: 0

**10.9 APPROVAL OF RENEWAL AGREEMENT WITH NATIONAL ACADEMY OF
ATHLETICS FOR PHYSICAL EDUCATION SERVICES FOR THE 2026-2027
FISCAL YEAR**

PG. 147-149

Background: Two Rock Union School District seeks to enter into an agreement with the National Academy of Athletics (NAofA) to provide Physical Education instruction at Two Rock Elementary School through its Fitness Thru Fundamentals program.

Action The board approved renewal agreement with NAofA for PE Services for 2026-2027.

Motion: NN Second: LG Aye: 4 Nay: 0

**10.10 APPROVAL OF PSYCHOLOGY SERVICES AGREEMENT WITH EMPOWER
EDUCATION FOR THE 2026-2027 FISCAL YEAR PG. 150-152**

Background: This item seeks Board approval to enter into an agreement with Empower Education to provide school psychology services to evaluate and support students' developmental, sensory, and motor needs as outlined in their Individualized Education Programs (IEPs).

Action The board approved school psychology services agreement with EmpowerED for the 2026-2027 Fiscal Year.

Motion: NN Second: JM Aye: 4 Nay: 0

Board of Trustees

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Josh Wilson, Superintendent/Principal

10.11 APPROVAL OF SCHOOL-BASED PHYSICAL THERAPY INDEPENDENT CONTRACTOR SERVICES AGREEMENT

PG. 153-159

Background: This item seeks Board approval to enter into an agreement with Sangeetha Vasudevan, PT, MS, BSPTS, will provide the District with school-based physical therapy services, including student evaluations, direct and consultative services, progress monitoring, report preparation, participation in IEP meetings, staff training, and recommendations regarding adaptive or mobility equipment.

Action The board approved school-based PT Independent Contractor Services Agreement for the 2026-2027 Fiscal Year.

Motion: **NN**

Second: **JM**

Aye: **4**

Nay: **0**

11. ADJOURNMENT TO CLOSED SESSION (if necessary) **N/A**

12. RECONVENE TO PUBLIC MEETING Report of any actions taken during Closed Session (if necessary)

13. DATES AND FUTURE AGENDA ITEMS

Next Regular Board Meeting - October 15, 2026 at 4:00pm.

14. SIGNING OF PAPERS

15. ADJOURNMENT **5:49pm**

ACTION

Motion: **LG**

Second: **JM**

Aye: **4**

Nay: **0**

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

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Josh Wilson, Superintendent/Principal

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.

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Josh Wilson, Superintendent/Principal

10. ACTION ITEMS

10. A. REVISED BOARD BYLAW 9100 – ORGANIZATION (SECOND READING AND ADOPTION)

Quick Summary / Abstract

This item is presented for the Board's second reading and adoption of revised Board Bylaw 9100, Organization.

Recommendation

Approve and adopt revised Board Bylaw 9100, Organization, as presented.

Contact Person

Josh Wilson, Principal/Superintendent

Summary

Board Bylaw 9100 establishes the procedures for the Board of Trustees' annual organizational meeting, including the selection of the meeting date, required notifications, election of Board officer

Board Bylaw 9100 establishes procedures for the Board of Trustees' annual organizational meeting, including selection of the meeting date, required notifications, election of Board officers, and other organizational actions. The proposed revisions were presented for a first reading on September 10, 2026.

The bylaw was last reviewed on November 12, 2015. Following review of the existing language, consultation with legal counsel, and consideration of updated guidance regarding Education Code § 35143, the proposed revisions clarify organizational meeting procedures and the annual election of officers.

The proposed revisions would:

- Clarify organizational meeting timelines and distinguish procedures for selecting the meeting date in election and non-election years.
- Clarify the Board's responsibility to notify the County Superintendent of Schools of the selected meeting date and time.
- Require the Board to elect a president and clerk from among its members at each annual organizational meeting.
- Establish that officers serve until the next annual organizational meeting or until their successors are elected.
- Allow Board members to be reelected to the same office, removing the existing two-year officer rotation and consecutive-term restriction.
- Retain the requirement that Board officer elections occur in open session.

The attached redline displays proposed additions in red font and proposed deletions in red strikethrough.

Financial Impact

There is no anticipated fiscal impact associated with the proposed revisions.

Supporting Documents



[Bylaw 9100 Organization Redline](#)

BYLAW 9100: ORGANIZATION

Status: DRAFT REVISION

Original Adopted Date: 11/12/2015 | Last Reviewed Date: 11/12/2015 | Proposed Revision Date: _____

New language appears in red.

Deleted language appears in strikethrough.

Annual Organizational Meeting

Each year, the Board of Trustees shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held ~~within a 15-day period beginning from the date upon which a Board member elected at that election takes office~~ **on a day within a 15-day period that commences with the second Friday in December following the regular election.** During non-election years, the meeting shall be held ~~within the same 15-day period on the calendar~~ **on any date in December, but no later than December 20.** (Education Code 35143)

~~Unless otherwise provided by a rule of the Board, the day and time of the annual meeting shall be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period in an election year, at its regular meeting held immediately before the first day of the 15-day period, or, in a non-election year, at its last regular meeting held immediately before the organizational meeting. On behalf of the Board, the Superintendent shall~~ **The Board shall** notify the County Superintendent of Schools of the day and time selected. Within 15 days ~~prior to~~ **before** the date of the annual meeting, the clerk of the Board, with the assistance of the Superintendent, shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

Business of the Annual Meeting

At this meeting the Board shall:

1. Elect a president and a clerk ~~and/or vice president~~ **from among its members**
2. Appoint the Superintendent as secretary to the Board
3. Authorize signatures
4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates
6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials

Election of Officers

~~The Board shall each year elect one of its members to be (clerk)/(vice president). This member shall be one who previously has not served in office, unless all the Board's members have previously served in office. After serving two years as (clerk)/(vice president), the elected member shall serve two years as president of the Board.~~

~~No Board member shall serve more than two consecutive year(s) in the same office.~~

At each annual organizational meeting, the Board shall elect a president and a clerk from among its members. Officers shall serve until the next annual organizational meeting or until their successors are elected. A Board member may be reelected to the same office. (Education Code 35143)

The election of Board officers shall be conducted during an open session of the annual organizational meeting.

Legal Reference

Education Code 35143 - Annual organizational meeting; selection and notice of meeting date; election of officers

10. B. REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION 1240 – VOLUNTEER ASSISTANCE (SECOND READING AND ADOPTION)

Quick Summary / Abstract

This item is presented for the Board's second reading and adoption of revised Board Policy and Administrative Regulation 1240, Volunteer Assistance.

Recommendation

Approve and adopt revised Board Policy and Administrative Regulation 1240, Volunteer Assistance, as presented.

Contact Person

Josh Wilson, Superintendent/Principal

Summary

The proposed revisions were presented to the Board for a first reading on September 10, 2026. The policy and regulation have been updated to address legal requirements, including Senate Bill 848 provisions related to child abuse prevention, employee and volunteer screening, mandated reporter training, professional boundaries, and student safety.

The revisions clarify volunteer screening and supervision requirements; prohibit using volunteer status to avoid employee-screening requirements; establish standards for appropriate communications and professional boundaries; and require qualifying adult volunteers to complete annual mandated reporter and child abuse prevention training. Applicable legal references have also been updated.

Redlined copies of the proposed policy and regulation are attached, with new language shown in red and deleted language shown in strikethrough.

Financial Impact

Any costs associated with required screening, fingerprinting, training, or administrative implementation are expected to be accommodated within the District's existing operational budget.

Supporting Documents



[Policy & Regulation 1240 Volunteer Assistance \(SB848updates\) Redline](#)

POLICY 1240: VOLUNTEER ASSISTANCE

Status: DRAFT REVISION

Original Adopted Date: 03/12/2015 | Last Reviewed Date: 03/12/2015 | Proposed Revision Date: _____

New language appears in red.

~~Deleted language appears in strikethrough.~~

The Governing Board recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

The Board is committed to maintaining safe and nurturing learning environments that are free from fear, threats of violence, violent crimes, sexual offenses, child abuse or neglect, and egregious misconduct involving students, employees, volunteers, contractors, or other persons. (Education Code 32100)

The Superintendent/Principal or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. ~~He/she~~ The Superintendent/Principal or designee may also recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

Volunteer screening and placement shall be based on the nature of the assignment, the level of student contact, the degree of supervision, and applicable legal requirements. The District shall not use a volunteer designation to avoid legally required employee screening. Applicants for noncertificated employment shall be screened in accordance with Education Code 44051 and other applicable law, including review of prior school employment and required inquiries concerning credible complaints, substantiated investigations, or discipline involving egregious misconduct.

The Board prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. (Government Code 12940)

Professional Boundaries and Safe Environments

The District shall establish and enforce professional-boundary standards that apply between students and employees, adult volunteers, and contractors; among and between students; and among and between adults who are employed, volunteering, or under contract with the District. The standards shall establish age-appropriate limits on contact during and outside the school day, including contact through social media platforms, text messages, and other communications that do not include the student's parent/guardian. (Education Code 32100)

District policies, plans, and practices for classrooms, nonclassroom areas, and the furnishing of school facilities shall promote learning environments that are readily supervised. Volunteers shall comply with all professional-boundary, communication, supervision, child-abuse prevention, and reporting requirements applicable to their assignments. (Education Code 32100, 32282)

Orientation and Training

~~As appropriate~~ Before or upon commencement of service, and annually thereafter as required by law, the Superintendent/Principal or designee shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

Adult volunteers who interact with students outside the immediate supervision and control of a student's parent/guardian or a school employee are mandated reporters and shall receive annual training on mandated-reporting duties and the prevention of child abuse, including sexual abuse and assault. The District shall maintain a process for documenting timely completion of required training. (Education Code 44691; Penal Code 11165.7)

Volunteer work shall be limited to those projects that do not replace the normal duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school and comply with employee negotiated agreements.

The Superintendent/Principal or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Volunteers shall act in accordance with district policies, regulations, and school rules. The Superintendent/Principal or designee shall be responsible for investigating and resolving complaints regarding volunteers.

The Board encourages the Superintendent/Principal to develop a means for recognizing the contributions of the school's volunteers.

The Superintendent/Principal or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Workers' Compensation Insurance

The Board desires to provide a safe environment for volunteers and minimize the district's exposure to liability.

Upon the adoption of a resolution by the Board, volunteers shall be entitled to workers' compensation benefits for any injury sustained while engaged in the performance of service for the district. (Labor Code 3364.5)

Legal References

Education Code 32100, 32282, 44051, 44691, 49024, 49406; Government Code 12940; Labor Code 3364.5; Penal Code 11165.7, 11166

REGULATION 1240: VOLUNTEER ASSISTANCE

Status: **DRAFT REVISION**

Original Adopted Date: 03/12/2015 | Last Reviewed Date: 03/12/2015 | Proposed Revision Date: _____

New language appears in red.

~~Deleted language appears in strikethrough.~~

Duties of Volunteers

The Superintendent/Principal or designee may assign volunteers to:

1. Assist certificated personnel in the performance of their duties, including in the supervision of students and in the performance of instructional tasks which, in the judgment of the certificated personnel to which the volunteer is assigned, may be performed by a person not licensed as a classroom teacher (Education Code 35021, 45343, 45344, 45349)
2. Serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform noninstructional work which assists certificated personnel in the performance of teaching and administrative responsibilities (Education Code 35021)
3. Supervise students during lunch, breakfast, or other nutritional periods (Education Code 35021, 44814, 44815)
4. Work on short-term facilities projects pursuant to the section below entitled "Volunteer Facilities Projects"
5. Perform other duties in support of district or school operations as approved by the Superintendent/Principal or designee

Volunteers shall not be authorized to assign grades to students, and shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021, 45344)

A volunteer shall not have unsupervised or unaccompanied contact with students unless the Superintendent/Principal or designee has authorized the assignment and the volunteer has completed all screening, clearance, training, and documentation required for that assignment.

Professional Boundaries, Supervision, and Communications

All volunteers shall maintain professional boundaries with students, employees, contractors, and other volunteers. Volunteer interactions with students shall be appropriate to the volunteer's assigned role, the student's age and developmental level, and the educational purpose of the activity. (Education Code 32100)

Volunteer activities should occur in locations and under conditions that are open, observable, and readily supervised. Volunteers shall avoid isolated or secluded one-to-one interactions with students unless specifically authorized and necessary for an approved educational or student-support purpose. Doors should remain open or visibility should otherwise be maintained whenever practicable. (Education Code 32100, 32282)

Volunteers shall communicate with students only for District-authorized educational or operational purposes. Volunteers shall not use personal social media accounts, disappearing-message applications, private direct messages, or personal text messaging to communicate privately with a student. Electronic communication shall use District-approved methods and include the student's parent/guardian or an authorized District employee, unless an emergency or another legally authorized circumstance requires otherwise. (Education Code 32100)

A volunteer who observes conduct that may violate professional boundaries shall promptly notify the Superintendent/Principal or designee. This internal notification does not replace or delay a mandated report to an appropriate agency when child abuse or neglect is known or reasonably suspected.

Basic Skills Proficiency Requirement

Volunteers who supervise or provide instruction to students pursuant to Education Code 45349 shall submit evidence of basic skills proficiency to the Superintendent/Principal or designee. (Education Code 45344.5, 45349)

Criminal Background Check and Screening

Prior to assuming a volunteer position working with students in a district-sponsored student activity program, a volunteer shall obtain fingerprint clearance through the Department of Justice (DOJ) and Federal Bureau of

Investigation. At his/her ~~the volunteer's~~ discretion, the volunteer may choose to meet this requirement by obtaining an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. (Education Code 49024)

The Superintendent/Principal or designee shall determine which volunteer positions in the district are subject to the above requirement.

The criminal background check requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer nonteaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021, including parents/guardians volunteering in a classroom or on a field trip or community members providing noninstructional services. (Education Code 49024)

The Superintendent/Principal or designee shall document each volunteer's assigned duties, expected level of student contact, supervision requirements, and completion of any required screening or clearance. A person may not be classified as a volunteer for the purpose of avoiding employee hiring and screening requirements. (Education Code 44051)

Mandated Reporter and Child Abuse Prevention Training

For purposes of this section, a covered volunteer is a person over 18 years of age who interacts with students outside the immediate supervision and control of the student's parent/guardian or a school employee. A covered volunteer is a mandated reporter under the Child Abuse and Neglect Reporting Act. (Education Code 44691; Penal Code 11165.7)

The District shall provide each covered volunteer, upon commencement of volunteer service and annually thereafter, training on mandated-reporting requirements and on the prevention of child abuse, including sexual abuse and assault, on school grounds, by school personnel or volunteers, or in school-sponsored programs. The training shall include the consequences for failing to report known or reasonably suspected child abuse or neglect. (Education Code 44691; Penal Code 11166)

The volunteer shall provide proof of completing required training within six weeks after commencing volunteer service and within the first six weeks of each school year thereafter. A certificate showing completion of the State Department of Social Services mandated-reporter training within the previous 12 months satisfies this requirement. The District shall retain completion records. (Education Code 44691)

The District shall use the State Department of Social Services online module or an equivalent module developed to meet statutory requirements. Any alternative module shall be approved by the District's public entity risk pool joint powers authority or liability insurance provider and reported to the California Department of Education. (Education Code 44691)

A covered volunteer who knows or reasonably suspects that a child has been abused or neglected shall make the required report directly to an appropriate child protective agency. Reporting the concern only to a District employee does not satisfy the volunteer's legal duty, and no supervisor or administrator may impede or inhibit a report. (Penal Code 11165.7, 11166)

Registered Sex Offenders

The Superintendent/Principal or designee may require all volunteers to disclose whether they are a registered sex offender and/or to provide the district with sufficient information in order to allow verification of this status on the DOJ's Megan's Law web site.

The Superintendent/Principal or designee may grant a registered sex offender, who is not the parent/guardian of a student at the school, permission to come into a school building or upon school grounds to volunteer at the school. At least 14 days prior to the first date for which permission has been granted, the Superintendent/Principal or designee shall notify the parent/guardian of each student at the school, using one of the methods specified in Education Code 48981, that a person who is required to register as a sex offender pursuant to Penal Code 290 has been granted permission to come into a school building or upon school grounds, the date(s) and times for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency. (Penal Code 626.81)

However, no person who is required to register as a sex offender pursuant to Penal Code 290 shall be assigned as a volunteer to assist certificated personnel in the performance of their duties; supervise students during lunch, breakfast, or other nutritional period; or serve as a nonteaching aide to perform noninstructional tasks. In addition, a person who is required to register as a sex offender because of a conviction for a crime where the victim was a minor under age 16 shall not serve as a volunteer in any capacity in which the person would be working directly and in an unaccompanied setting with minors on more than an incidental and occasional basis or have supervision or disciplinary power over minors. (Education Code 35021, 45349; Penal Code 290.95)

Tuberculosis Assessment/Examination

Upon initial volunteer assignment, a volunteer shall have on file with the school a certificate showing that ~~he/she~~ **the volunteer** has submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. (Education Code 49406)

The Superintendent/Principal or designee may exempt from the tuberculosis risk assessment and/or examination those volunteers whose functions do not require frequent or prolonged contact with students. (Education Code 49406)

Volunteer Facilities Projects

All volunteer facilities projects shall have approximate start and completion dates and shall be approved by the Superintendent/Principal or designee in advance. Projects also shall be approved in advance by the Superintendent/Principal or designee if they involve the following types of work:

1. Alterations, additions, or repairs to buildings and grounds
2. Construction involving wall or roof penetration, drilling, or nailing
3. Structural modifications
4. Electrical, electronic, plumbing, or heating and cooling work
5. Painting
6. Installation of carpet, playground equipment, benches, sprinkler systems, marquees or signs
7. Paving
8. Tree planting, pruning, or removal

The Superintendent/Principal or designee shall ensure that volunteers possess the appropriate license and/or have sufficient expertise required for the project. ~~He/she~~ **The Superintendent/Principal or designee** shall also ensure that such projects comply with building and safety codes and other applicable laws and collective bargaining agreements. The district shall provide on-site assistance and supervision for such projects as necessary.

Facilities and work areas used for volunteer projects shall be arranged to protect students and to permit ready supervision, consistent with the District's safe-environment policies and plans. (Education Code 32100)

Legal References

Education Code 32100, 32282, 35021, 44051, 44691, 44814, 44815, 45343, 45344, 45344.5, 45349, 48981, 49024, 49406; Penal Code 290, 290.95, 626.81, 11165.7, 11166

10. C. APPROVAL OF THE FIRST QUARTER WILLIAMS UNIFORM COMPLAINT REPORT FOR 2026-27

Quick Summary / Abstract

Present for public review and Board approval the Williams Uniform Complaint Report for the first quarter of the 2026-27 school year, covering July through September 2026.

Recommendation

Approve the First Quarter Williams Uniform Complaint Report for July through September 2026, reflecting no complaints received, and authorize the Superintendent to submit the signed report to the Sonoma County Office of Education.

Contact Person

Josh Wilson, Superintendent/Principal

Summary

The attached report documents complaints concerning instructional materials and textbooks, facility conditions, and teacher vacancies or misassignments.

No Williams Uniform Complaints were filed at any school in the District during this reporting period. The report identifies zero complaints received, resolved, or unresolved in each category.

Following presentation to the Board, the Superintendent will sign and date the report and submit it to the Sonoma County Office of Education.

Financial Impact

There is no fiscal impact associated with approval of this report.

Supporting Documents



[WilliamsUCPQReport26-27 \(fillable\)](#)

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

District: Two Rock Union School District

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

Quarter Reported: (check one)

☒ 1st Quarter: July 2026 through September 2026 – Due April 2027

Due October 2026

☐ 2nd Quarter: October 2026 through December 2026 – Due January 2027

☐ 3rd Quarter: January 2027 through March 2027 –

Due April 2027

☐ 4th Quarter: April 2027 through June 2027 – Due July 2027

Date for information to be reported publicly at governing board meeting: 10/15/26

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 SSS&A via email at williams@scoe.org

10. D. APPROVAL OF BILINGUAL STIPEND MEMORANDUM OF UNDERSTANDING WITH CSEA CHAPTER 897

Quick Summary / Abstract

The proposed Memorandum of Understanding between Two Rock Union School District and the California School Employees Association and its Chapter 897 provides compensation for eligible classified employees assigned to perform bilingual services.

Recommendation

The Superintendent recommends approval of the attached MOU.

Contact Person

Josh Wilson, Superintendent/Principal

Summary

The proposed Memorandum of Understanding between Two Rock Union School District and the California School Employees Association and its Chapter 897 provides compensation for eligible classified employees assigned to perform bilingual services.

Effective September 1, 2026, the MOU provides:

- A \$100 monthly stipend for CSEA bargaining unit members who are not employed in a designated bilingual classification and are assigned bilingual services as part of their job duties.
- Verification of bilingual skills through an interview, except for employees who currently or previously served in a District position requiring bilingual skills.
- An expiration upon the conclusion of the 2027–2028 successor negotiations.
- Recognition that the agreement is not precedent setting.

Details

Fiscal Impact:

\$100 per month for each eligible employee, plus applicable employer payroll costs. Total expenditures will depend on the number of eligible employees and months of assignment, including any retroactive payments due from September 1, 2026.

Supporting Documents

 [897 MOU Bilingual Stipend](#)

MEMORANDUM OF UNDERSTANDING

Between

Two Rock Union School District

And

California School Employees Association and its Chapter 897 (Together "CSEA")

Bilingual Stipend

This memorandum of understanding ("MOU") is entered into by and between the Two Rock Union School District ("District") and the California School Employees Association, Chapter 897 ("CSEA"), collectively the "Parties," regarding compensation for CSEA bargaining unit members who provide bilingual services to the District in certain classifications.

RECITALS

1. The District and CSEA are parties to a collective bargaining agreement ("CBA") of which Article 7 governs compensation for CSEA unit members.
2. Some District job classifications have job descriptions requiring the use of bilingual skills. Unit members serving in these classifications (referred to in this MOU as "bilingual classifications") are compensated accordingly for their bilingual skills.
3. Through this MOU, the District further wishes to recognize and compensate unit members in certain classifications who are providing bilingual services **as part of their normal job duties or as required by the District.**

AGREEMENTS

1. Effective September 1, 2026, CSEA bargaining unit members who are not employed in a bilingual classification shall receive a **monthly** bilingual stipend of **\$100 per month** when assigned to perform bilingual services as part of their job duties.
2. The Parties agree that this skill will be verified through an interview process, except in the case of those unit members who currently or have previously served in a District position which required bilingual skills.
3. This agreement will sunset upon the conclusion of the 2027-2028 successor negotiations.
4. This agreement is not precedent setting.

Date of Agreement: 9/18/26

District Superintendent/Principal

Date

Chief Business Official

Date

Marilee Gatlin, Chapter President

Date

Calum Weeks, CSEA LRR

Date

