

Two Rock Union School District
5001 Spring Hill Road, Petaluma, CA 94952
707-762-6617

Board of Trustees – Regular Meeting
Thursday, June 23, 2016
Closed Session 3:30 p.m.
Open Session 4:30 p.m.
Room 11

MINUTES

1. **Call to order:** The meeting was called to order at 3:30 p.m.
2. **Roll Call:** Trustees Wilson, Maas, Jacobson, Silvestrini and Mazzetta were in attendance.
3. **Adjourn to Closed Session:** Discussion of Negotiations and Confidential Personnel Matters.
4. **Reconvene in Open Session.** No action was taken during Closed Session.
5. **Adjustments to Agenda/Approval of the Agenda Order:** Item numbers 9.13, 9.14, and 9.15 were pulled from the Agenda. These items refer to our Proposition 39 Energy Project, which will be going out to bid again.
6. **Public Input:** None.
7. **Approval of Consent Agenda:** Recommended motion was that the Consent Agenda, and the Minutes of June 15, 2016 Board Meeting be approved by a consolidated motion.

Motion: Jacobsen Second: Wilson
Aye = 5 Nay = 0

8. Reports/Presentations:

8.1 Superintendent's Report

- Enrollment update: For the next school year 2016-2017, we currently have 151 students.
- Facilities update
 - Preschool bathroom: Demolition by Petaluma City Schools Maintenance starts on Wednesday.
 - Landscaping: Still under construction, and remains under budget. Expected to be completed by August 1st.
 - Room Changes: 4th grade will move from Room 7 to Room 9 (the Library); the Library will move to Room 14 (RSP Room); RSP will move to Room 12; Room 11 will become our TK class room.

9. Discussion/Action Items

9.1 The Board approved Resolution No. 062301 Regarding Reduction / Elimination of Classified Employee Services (0.9 FTE for 11 months School Secretary/Registrar/Account Clerk and .90 FTE for 12 months School Secretary/Registrar/Account Clerk).

Motion: Jacobsen Second: Maas

Aye = 5 Nay = 0

9.2 Approval of both the School Secretary and District Secretary job descriptions.

Motion: Jacobsen Second: Silvestrini

Aye = 5 Nay = 0

9.3 Approval of Resolution No. 062302 for Chief Business Officer to be designated as Senior Classified Management Position.

Motion: Maas Second: Wilson

Aye = 5 Nay = 0

9.4 Approval of revised contract for Mary Schafer, district CBO, increased hours from a .50 FTE contract to a .60 FTE contract.

Motion: Jacobsen Second: Maas

Aye = 5 Nay = 0

9.5 Approval of The Employment Report which provides updates on the changes in staffing that have occurred within the district since the last Board meeting. The report this month includes the hiring of the new School Secretary position, (.8 FTE for 11 months) and the new District Secretary, confidential position (1.0 FTE). In addition, it includes the hiring of the current CBO to a .60 FTE position and a new 2nd grade teacher for the 2016-17 school year.

Motion: Silvestrini Second: Maas

Aye = 5 Nay = 0

9.6 Staff presented the LCAP for approval. There were no public comments, feedback or discussion. The Board approved the Local Control Accountability Plan (LCAP) for Two Rock Union for the 2016-17 school year.

Motion: Jacobsen Second: Wilson

Aye = 5 Nay = 0

9.7 The Board approved the District budget for the 2016-17 school year.

Motion: Jacobsen Second: Maas
Aye = 5 Nay = 0

9.8 The Board approved the Budget Updates as presented.

Motion: Jacobsen Second: Maas
Aye = 5 Nay = 0

9.9 The Board approved Resolution 062303 authorizing temporary transfer of funds from the Special Reserve to the General Fund as presented.

Motion: Wilson Second: Silvestrini
Aye = 5 Nay = 0

9.10 The Board approved the Consolidated Application for receiving categorical funding from the federal and state government.

Motion: Wilson Second: Maas
Aye = 5 Nay = 0

9.11 The Board approved the declaration of obsolete instructional materials.

Motion: Jacobsen Second: Maas
Aye = 5 Nay = 0

9.12 The Board approved the Facility Use Permit for the Ragnar Relays in November.

Motion: Jacobsen Second: Wilson
Aye = 5 Nay = 0

10 **Next Board Meeting:** Set the date and time of the Board Meeting, August 11, 2016 at 4:30 p.m. and confirm dates of Board meetings for 2016-17 school year, as well as any topics for those meeting.

11 **Signing of Papers of a Routine Nature**

12. **Adjournment:** The meeting was adjourned at 5:08 p.m.

Motion: Jacobsen Second: Mass
Aye = 5 Nay = 0