



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 8, 2024
Closed Session 4:00 PM
Open Session 4:30 PM
STEAM Room 12

1. **CALL TO ORDER**
A. ROLL CALL **John Martin (JM), Stephen Owens (SO), Gayleen Maas (GM), John Silvestrini (JS), Nick Noyes (NN), Joel Ruiz (JR)**

2. **CLOSED SESSION**
No Agenda Items

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

4. **Adoption and Approval of Agenda**
4.1 Approval of the Agenda for August 8, 2024.

Action

Motion: **JM** Second: **GM** 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.

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.

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Board of Trustees

John Martin, President ♦ Gayleen Maas, Clerk ♦ John Silvestrini ♦ Nick Noyes ♦ Joel Ruiz
Stephen Owens, Superintendent/Principal

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; June and July 2024.

PG.

6.2 Review and Possible Approval of Minutes from meeting on June 20, 2024.

PG.

Action

Motion: **GM**

Second: **NN**

Aye: **4**

Nay: **0**

7. REPORTS/PRESENTATIONS:

7.1 TREA Representative - **no**

7.2 CSEA Representative - **no**

7.3 TRSEF Representative - **no**

7.4 USCG Representative - **no**

7.5 Superintendent's Report - **SO**

Enrollment Update - **SO reports 139 students.**

Facilities Update - **asphalt project near storage bins, roofing project, RSP room (8A)**

Staffing Update - **none**

Curriculum Update - **same**

Other Updates - **none**

Upcoming Events - **First day of school 8/14. Back to school night 9/5 at 5:30pm**

8. DISCUSSION ITEMS

8.1 Facilities Update

Background: Update for the repairs and status of the facilities at Two Rock during the summer break.

Plan: Discuss

Public Comment:

Board Discussion: **SO referenced Superintendent's Report (7.5)**

8.2 Enrollment Update

Background: Update for the current enrollment numbers for FY 2024-2025.

Plan: Discuss

Public Comment:

Board Discussion: **SO reports 139 students enrolled.**

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8.3 8/22/24 Budget Study Session

Background: Review 2024-2025 Budget with CBO and Assistant Business Manager and the public.

Plan: Discuss

Public Comment:

Board Discussion: [Open session, questions for the public. Scheduled for 8/22/24 at 4:30pm.](#)

9. ACTION ITEMS

9.1 Specifications of Election Order Resolution 2024-12

Background:(a) The date of the election.(b) The purpose of the election.

The resolution or resolutions shall be known as "specifications of the election order" and shall set forth the authority for ordering the election, the authority for the specification of the election order, the signature of the officer or the clerk of the board by law authorized to make the designations therein contained, and, in the case of an election on a measure, the exact wording of the measure as it is to appear on the ballot. Pursuant to Section 13247 of the Elections Code, the statement of the measure to appear on the ballot shall not exceed 75 words.

Plan: Incumbent school board candidates' names are submitted to the County Registrar to be placed on the November 5, 2024 ballot.

Public Comment:

Board Discussion:

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

Motion: **JS**

Second: **JR**

Aye: **4**

Nay: **0**

9.2 Superintendent Salary Schedules 2022-2023, 2023-2024, and 2024-2025

Background: Each year the salary schedule for the Superintendent/Principal needs to be reviewed and approved by the Board of Trustees.

Plan: The Superintendent/Principal salary schedules should be in alignment with any negotiated change of the Two Rock Educators Association (TREA) negotiated increases. The salary schedules reflect the 2.5% COLA increases for 2022-23, 2023-24, 2024-25 as agreed upon with TREA's Tentative Agreement in June of 2022.

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board approve the 2022-23, 2023-24, and 2024-25 salary schedules for the Superintendent/Principal.

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Stephen Owens, Superintendent/Principal

Motion: JS

Second: GM

Aye: 4

Nay: 0

9.3 Assistant Business Manager Salary Schedule 2024-2025

Background: Each year, the salary schedule for the Assistant Business Manager needs to be reviewed and approved by the Board of Trustees.

Plan: To match the COLA Adjustment per TREA's Tentative Agreement, the 2024-2025 Assistant Business Manager Salary Schedule reflects a 2.5% increase. Additionally, the District is recommending to eliminate the first three steps of the salary schedule.

Public Comment:

Board Discussion:

Recommended motion: It is recommended that the Board approve the proposed 2024-2025 Assistant Business Manager Salary Schedule.

Motion: JS

Second: GM

Aye: 4

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 -**

September 12, 2024 Regular Board Meeting

October 10, 2024 Regular Board Meeting

13. **SIGNING OF PAPERS -** [Obtained signature from GM for Specifications of the Election Order.](#)

14. **ADJOURNMENT**

ACTION

Motion: NN

Second: JR

Aye: 4

Nay: 0

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

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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.

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Two Rock Union School District
 Superintendent Salary Schedule
 2022-2023

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Range 1/Superintendent	\$ 144,676.00	\$ 148,293.00	\$ 152,000.00	\$ 155,800.00	\$ 159,695.00	\$ 163,688.00

COLA Increase 6.00%
 MA Stipend \$ 1,400.00
 Doctorate Stipend \$ 1,200.00

Board Approved: *8/8/2024*

Two Rock Union School District
 Superintendent Salary Schedule
 2023-24

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Range 1/Superintendent	\$ 148,293.00	\$ 152.00	\$ 155,800.00	\$ 159,695.00	\$ 163,688.00	\$ 167,780.00

COLA Increase 2.50%
 MA Stipend \$ 1,400.00
 Doctorate Stipend \$ 1,200.00

Board Approved: *8/18/2024*

Two Rock Union School District
 Superintendent Salary Schedule
 2024-25

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Range 1/Superintendent	\$ 152,000.00	\$ 155,800.00	\$ 159,695.00	\$ 163,688.00	\$ 167,780.00	\$ 171,974.00

COLA Increase 2.50%
 MA Stipend \$ 1,400.00
 Doctorate Stipend \$ 1,200.00

Board Approved:  \$182,400