Twin Hills Union School District
Board of Trustees Regular Meeting
September 11, 2025
Agenda

Location: **Twin Hills Middle School- Library (Room 10)**
(1685 Watertrough Road, Sebastopol, CA 95472)
Start Time: 4:30pm

PUBLIC ACCESSIBILITY & PARTICIPATION NOTICE

ADA Compliance: In accordance with Government Code § 54954.2(a) and the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132), the Twin Hills Union School District will, upon request, make this agenda available in appropriate alternative formats for individuals with disabilities. Anyone requiring disability-related modifications or accommodations to participate in the meeting, or an alternative agenda format, should contact Laurie Brown, Administrative Assistant, at the Twin Hills Union School District Office, 700 Watertrough Road, Sebastopol, CA 95472, or by phone at (707) 823-0871.

Hybrid Meeting Participation: In compliance with the Brown Act and AB 2449, the Twin Hills Union School District Board of Trustees provides opportunities for public participation in meetings either in person or virtually via Zoom. The Zoom link and call-in information are provided within this agenda.

Availability of Agenda Materials: All open session documents distributed to the Board of Trustees in connection with this meeting are available for public review at the Twin Hills Union School District Office during regular business hours. The full agenda and supporting materials are also posted online at www.twinhillsusd.org prior to the meeting, in accordance with the Brown Act.

A. FORMAL OPENING

1. Call Session To Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda

PUBLIC COMMENT ON CLOSED SESSION ITEMS

Before adjourning to Closed Session, the Board President will call for public comment on any items listed on the Closed Session agenda. Members of the public may address the Board at this time. Comments must be limited to matters within the Board's jurisdiction and specific to the Closed Session topics.

B. RECESS TO CLOSED SESSION

1. **N/A**

C. RECONVENE TO OPEN SESSION - 4:35 pm

1. **Report of Action Taken in Closed Session- N/A**
   In accordance with Government Code § 54957.1, the Board President will report any action taken in Closed Session, including the vote or abstention of every member present.

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D. RECOGNITION & REPORTS

1. **Celebrating Successes:** Each month the Board of Trustees highlights exceptional programs, individuals, and achievements that reflect the District's collaborative spirit and strengthen connections across the Twin Hills school community.

This month, we proudly recognize the: **Twin Hills Union School District Expanded Learning Opportunities Program (ELOP) & Aftercare Site Teams: Apple Blossom & SunRidge**

E. PUBLIC COMMENT OPEN SESSION

The Board of Trustees welcomes public input and values community engagement. Members of the public may address the Board on matters within its jurisdiction. Comments must be respectful and focused on district business. Disruptive, hateful, or unrelated remarks will not be permitted. The Board President may set reasonable time limits to ensure broad participation.

1. **Non-Agenda Items:**
   Speakers may address the Board on topics not listed on the agenda. Each speaker is limited to three minutes. In accordance with the Brown Act, the Board may not discuss or act on these items but may ask clarifying questions. Written or recorded comments may be submitted by 5:00 p.m. the day prior to the meeting and will be acknowledged during this time.
2. **Agenda Items:**
   Public comment will be invited when each item is addressed. The Board President will recognize speakers following Board discussion and prior to any final action.

F. DISCUSSION and/or POSSIBLE ACTION ITEMS

1. ***Information/Discussion* — Proposition 2 Modernization Application**
   Presenter: Alexis Persinger, Architect (Persinger Architects)

   Alexis Persinger will provide an overview of the District's Proposition 2 application being developed in partnership with Jack Schreder & Associates. Proposition 2 is a state program that provides financial assistance for facility modernization and improvements, particularly for aging infrastructure, safety needs, and compliance with state standards. The presentation will include the District's current estimated eligibility of funds and the remaining processes for pursuing state funding support.

2. ***Information /Discussion*—Preliminary Review of 10-Year Facilities Master Plan**
   Presenter: Alexis Persinger, Architect (Persinger Architects) *(Attachment)*

3. ***Public Hearing*- Textbook Sufficiency Public Hearing – Textbook & Instructional Materials Sufficiency (Ed Code §60119)**
   Board will conduct a public hearing pursuant to Education Code §60119 (Williams Act) to receive comment on the sufficiency of textbooks and instructional materials for all students—including English learners and students with disabilities—in all core subjects for the 2025–2026 school year. *(Notice was posted at least 10 days prior; materials list available at the District Office.)*

4. **Action- Request Approval of Resolution #2025-601 2025-2026 Textbook Sufficiency** *(Attachment)*

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The Board will consider Resolution #2025-601 certifying—pursuant to Education Code §60119 (Williams Act)—that for 2025–2026 each student has sufficient, standards-aligned textbooks and instructional materials in all core subjects (including English learners and students with disabilities). Approval follows a duly noticed public hearing and authorizes staff to file required documentation.
Recommendation: Superintendent recommends approval

5. **Information: Monthly Enrollment Report** *(Attachment)*

6. ***Action*- Request Approval of Resolution #2025-599 To Change Signers (Superintendent) on Current Revolving Cash Accounts** *(Attachment)*

7. ***Action*—Second Reading: Proposed Title Change and Updated Job Description for Anticipated Business Manager Vacancy** *(Attachment)*

   The Board will conduct a second reading of the proposed revision to change the current Business Manager position title to Chief Business Official (CBO) and adopt an updated job description.
   Recommendation: Superintendent recommends approval

8. ***Resolution* – Request Approval of Resolution #2025-600: Designation of Chief Business Official as Senior Management Position** *(Attachment)*

   The Board of Trustees will consider adoption of a resolution designating the position of Chief Business Official (CBO) as a *Senior Management Position of the Classified Service* pursuant to Education Code sections 45100.5 and 45108.5.This designation recognizes the CBO as the fiscal advisor to the Superintendent and allows the District greater flexibility in appointing and managing the position consistent with state law.

   Recommendation: Superintendent recommends approval

9. ***Resolution* – Request Approval of Resolution #2025-602: 2024-2025 GANN Limit Calculation and 2025-2026 Projection** *(Attachment)*
   Presented by: Patty Nosechi (Business Manager)

   The GANN is required annually by Article XIII B of the California Constitution (Proposition 4). The resolution confirms that estimated appropriations from tax proceeds are within the established limit for 2024–25 and authorizes staff to file the required SACS documentation with the County Office of Education and state agencies.
   Recommendation: Superintendent recommends approval

10. ***Action*—Request Approval of 2024-2025 Unaudited Actuals With Final Budget Updates** *(Attachment)*
    Presented by: Patty Nosechi (Business Manager)

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The District's 2024–2025 Unaudited Actuals are the year-end financial statements, compiled in the state's SACS format, showing actual revenues, expenditures, and ending fund balances for all funds (including reserves/assignments) after final closing entries. Final budget updates reflect carryovers, prior-year adjustments, and technical corrections to align the working budget with year-end results and establish beginning balances for the current year.
Recommendation: Superintendent recommends approval

G. CONSENT CALENDAR *(Attachments)*

The consent calendar includes routine items requiring Board approval. Items may be approved with a single motion unless removed by a Board member for separate discussion.

1. Donation Report: N/A
2. Payroll and Expenditures: August 2025
3. Purchase Order Report: August 2025
4. Regular Board Meeting Minutes: August 14, 2025
5. Employment Report: August 2025

H. RECONVENE TO CLOSED SESSION (Only if necessary)

Closed Session Agenda: See Agenda Item B**. N/A**

I. RECONVENE TO OPEN SESSION

Report of Action Taken in Closed Session (if applicable)

In accordance with Government Code § 54957.1, the Board President will report any action taken in Closed Session, including the vote or abstention of each member present.

J. FORMAL CLOSING

1. Next Regular Board Meeting: **October 9, 2025 @ 4:30 pm** (Twin Hills Middle School-Library)
2. Motion to Adjourn

VIRTUAL ATTENDANCE INSTRUCTIONS
Join Zoom Meeting
https://twinhillsusd-org.zoom.us/j/81682945400?pwd=XSGkqqsnuKAK9K9YRD5Y98qoThZ0dL.1

Meeting ID: 816 8294 5400
Passcode: 350457

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(Agenda Posted 09/08/25)