

**Twin Hills Union School District
Board of Trustees Regular Meeting
May 07, 2026
Agenda**

Location: **Twin Hills Middle School**
(1685 Watertrough Road, Sebastopol, CA 95472)
Start Time: 4:30pm (Open Session)

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

B-D. *Appear later in agenda*

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.

**Twin Hills Union School District
Board of Trustees Regular Meeting
May 07, 2026
Agenda**

F. DISCUSSION and/or POSSIBLE ACTION ITEMS

1. **Action – Approval of Curriculum Adoption: Amplify/Desmos Mathematics**

The Board will consider approval of math curriculum adoptions aligned to grade spans and site program needs. The adoption reflects a comprehensive review process and alignment with California standards to support rigorous and engaging mathematics instruction. (Attachment)

a. Amplify Mathematics – TK–5, Apple Blossom School-

Erin Elliott | Principal

b. Amplify/Desmos Mathematics – Grades 6–8, SunRidge School

Karina Haedo | Director

D. RECOGNITION & REPORTS

~4:50 pm

1. **Celebrating Successes:** Each month, the Board of Trustees celebrates the programs, individuals, and achievements that embody our collaborative spirit and strengthen the Twin Hills school community.

May Focus: Performing Arts District Showcase

Twin Hills (Shrek snippet: Owen Young & Ellie Cholas)

2. **Report: Board of Trustees**
3. **Report: Superintendent**

F. DISCUSSION and/or POSSIBLE ACTION ITEMS (Continued)

2. **Information – Proposition 2 Facilities Planning Update: District Design Committee Launch and Ongoing Scope Development**

Alexis Persinger | Persinger Architects

Architect will provide an update on the work of the District Design Committee and continued progress on scope development and summer submittal for Proposition 2 funds.

3. **Action – Approval of 2026–2027 SunRidge Site School Year Calendar**

Dana Pedersen | Superintendent

(Attachment)

4. **Action – Amendment to Resolution #2026-617A: Longevity Pay for Supervisory, District-Level, and Unrepresented Classified Employees**

Katie Anderson | CBO

(Attachment)

The Board will consider an amendment to Resolution #2026-617 to revise provisions related to longevity pay. The update clarifies eligibility and ensures consistency across applicable employee groups.

5. **Action – Resolution 2026-619: Final Elimination and Decision Not to Reemploy Classified Employees**

Katie Anderson | CBO

(Attachment)

The Board will consider approval of Resolution 2026-619 authorizing the final elimination of specified classified positions and the decision not to reemploy affected employees. This action is taken pursuant to applicable provisions of the Education Code and district policy.

**Twin Hills Union School District
Board of Trustees Regular Meeting
May 07, 2026
Agenda**

F. DISCUSSION and/or POSSIBLE ACTION ITEMS (Continued)

6. Information – LCAP (Local Control Accountability Plan) Hub: Stakeholder Engagement Platform

Dana Pedersen | Superintendent

Introduction of the [LCAP Hub](#) as a new stakeholder engagement site. The platform is designed to gather input and provide updates throughout the LCAP process for all sites.

7. Information – Consolidated Application Reporting System (CARS) Annual Disclosure

Katie Anderson | CBO (Attachment)

The Chief Business Official will provide the annual CARS disclosure as required by the California Department of Education. This report outlines federal program funding and assurances for the upcoming year.

8. Action – (Second Reading) Approval of Certificated Job Description: Digital Media Arts Teacher

Dana Pedersen | Superintendent (Attachment)

The Board will consider approval of a revised job description for the Digital Media Arts Teacher position at Twin Hills Middle School. The position supports hands-on, project-based instruction in digital media production and multimedia communication.

9. Action – (Second Reading) Director of Special Education and School Psychologist

Dana Pedersen | Superintendent (Attachment)

Consider approval of job description establishing a dual-role certificated management position that integrates Special Education leadership with direct school psychology services, aligning responsibilities to strengthen program oversight, compliance, service delivery, and coordination of student supports across the district.

10. Action – Adoption of Salary Schedule: Certificated Management (School Psychologist / Special Education Director)

Dana Pedersen | Superintendent (Attachment)

The Board will consider adoption of a salary schedule for the certificated management position supporting school psychology and special education leadership functions. The schedule reflects a 210-day work year and includes differentiated compensation based on administrative credential authorization and assigned responsibilities.

11. Action – Approval of Dragonfly Therapeutics 2026–2027 Service Agreement

Dana Pedersen | Superintendent (Attachment)

The Board will consider approval of the 2026–2027 service agreement with Dragonfly Therapeutics for occupational therapy services. The agreement supports delivery of services aligned with student IEPs at an estimated annual cost of \$65,000.

12. Action – Approval of Deferred Maintenance Funding Transfer for 2026–2027

Katie Anderson | CBO (Attachment)

The Board will consider approval of a transfer of funds to support deferred maintenance projects for the 2026–2027 fiscal year. This action ensures continued investment in facility upkeep and long-term capital planning.

**Twin Hills Union School District
Board of Trustees Regular Meeting
May 07, 2026
Agenda**

G. CONSENT CALENDAR

(Attachment)

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: April 2026
2. Payroll and Expenditures: April 2026
3. Purchase Order Report: April 2026
4. Regular Board Meeting Minutes: April 12, 2026
5. Personnel Report: April 2026
6. Enrollment Report: April 2026

H. CORRESPONDENCE

1. SCOE: 2nd Interim Approval Letter
2. Twin Hills/ Apple Blossom Ed Foundation (THABEF) 2026-27 District Request Letter
3. Twin Hills/ Apple Blossom Ed Foundation (THABEF) 2025-2026 Impact Statement

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. **Conference Superintendent Evaluation** [Gov. Code § 54957]

C. RECONVENE TO OPEN SESSION

D. REPORT OUT OF CLOSED SESSION

I. FORMAL CLOSING

1. Next Regular Board Meetings Anticipated:
 - **June 23, 2026 @ 4:30 pm** (Twin Hills Middle - Library)- LCAP & Budget Hearings
 - **June 25, 2026 @ 4:30 pm** Twin Hills Middle - Library)- LCAP & Budget Adoptions
2. Motion to Adjourn

VIRTUAL ATTENDANCE INSTRUCTIONS

Join Zoom Meeting:

<https://twinhillsusd-org.zoom.us/j/84495406416?pwd=nxS15bpjW6aYWnzDr6v81upOnTS9vw.1&jst=2>

ID: 84495406416

Passcode: 399314

[\(US\) +1 646-876-9923](tel:+16468769923)

(05/04/26 Agenda Posted)

Twin Hills Union School District

Board Agenda Item: F1/ Approval of Curriculum Adoption: Amplify/Desmos Mathematics

Date: May 6, 2026

Summary of Item

The Board is asked to approve the adoption of Amplify/Desmos Mathematics as the core math curriculum for designated grade levels at Apple Blossom Elementary and SunRidge Charter School. The adoption is recommended for an eight-year instructional cycle, with a five-year purchase agreement effective for the 2026–2027 school year to provide cost savings and allow for a mid-cycle review of program effectiveness.

Program Scope

Apple Blossom Elementary: Transitional Kindergarten – Grade 5

SunRidge Charter School: Grades 6 – 8

Program Components

- The Amplify/Desmos Mathematics adoption includes a comprehensive instructional program consisting of:
- Digital instructional platform with standards-aligned lessons, tasks, and embedded formative assessments
- Student digital licenses and supplemental print materials/classroom kits (as applicable by grade level)
- Teacher lesson guides, planning tools, and embedded differentiation supports
- Built-in assessment and progress monitoring tools to inform instruction
- Initial professional development (Year 1 hybrid/onsite) and ongoing implementation supports

Background

The District conducted a curriculum review process that included educator input, standards alignment analysis, and a focus on instructional coherence across grade levels.

Amplify/Desmos was identified as a high-quality program that supports conceptual understanding, problem-solving, and student engagement.

This adoption strengthens vertical alignment and consistency in instructional practices across the District. A formal program review will be conducted in Year 4–5 to assess effectiveness and inform renewal decisions.

Fiscal Impact

The proposed purchase will be funded using Restricted Lottery Funds and the Student and/or Support Professional Development Block Grant (Resource 6019).

The District is recommending a five-year license purchase (2026–2027 through 2030–2031) within an eight-year adoption cycle (2026-2034), providing cost savings and ensuring program stability while maintaining flexibility for future decision-making.

Estimated Costs:

Apple Blossom (TK–5):

- 5-Year License: \$81,775
- Annual Cost (if purchased yearly): ~\$28,000
- Estimated Savings Over 5 Years: ~\$58,000

SunRidge (6–8):

- 5-Year License: \$ TBD
- Annual Cost: \$ TBD
- Estimated Savings: \$_____

Recommendation

The Superintendent recommends the Board approve the adoption of Amplify/Desmos Mathematics for the identified grade levels and authorize an 8-year cycle adoption and the purchase of a five-year license using the funding sources listed above for each of the two school sites.

Notice of Public Review – Mathematics Curriculum Adoption

In accordance with California Education Code § 60002 and Board Policy 6161.1, the Twin Hills Union School District invites members of the public to review proposed mathematics curriculum materials for adoption. These materials are aligned with California Mathematics Standards and support conceptual understanding, problem-solving, and student engagement.

Proposed Materials:

- Apple Blossom Elementary School (TK–5): Amplify Desmos Mathematics
- SunRidge Charter School (Grades 6–8): Amplify Desmos Mathematics

Implementation beginning **Fall 2026**.

Public Review Period: April 24, 2026 – May 6, 2026

Review Locations (In-Person):

Apple Blossom Elementary School, 700 Watertrough Rd, Sebastopol, CA 95472
SunRidge Charter School, 7285 Hayden Ave, Sebastopol, CA 95472

Online Review: [Amplify Desmos Mathematics Program Overview](#)

Public Input: Feedback may be submitted to dpedersen@twinhillsusd.org or in writing to the District Office.

Posted April 24, 2026

Twin Hills Union School District

SunRidge

2026-2027 School Year Calendar

<u>Su</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>Th</u>	<u>F</u>	<u>Sa</u>		<u>Su</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>Th</u>	<u>F</u>	<u>Sa</u>	
July								January							
			1	2	3	4							1	2	
5	6	7	8	9	10	11		3	[4]	5	6	7	8	9	
12	13	14	15	16	17	18		10	11	12	13	14	15	16	
19	20	21	22	23	24	25		17	18	19	20	21	22	23	
26	27	28	29	30	31			24	25	26	27	28	29	30	
								31						18	
August								February							
						1			1	2	3	4	5	6	
2	3	4	5	6	7	8		7	8	9	10	11	12	13	
9	[10]	[11]	[12]	<13>	14	15		14	15	16	17	18	19	20	
16	17	18	19	20	21	22		21	22	23	24	25	26	27	
23	24	25	26	27	28	29	13	28							
30	31													14	
September								March							
			1	2	3	4			1	2	3	4	5	6	
6	7	8	9	10	11	12		7	8	9	10	11	12	13	
13	14	15	16	17	18	19		14	15	16	17	18	19	20	
20	21	22	23	24	25	26		21	22	23	24	25	26	27	
27	28	29	30				21	28	29	30	31			18	
October								April							
				1	2	3						1	2	3	
4	5	6	7	8	9	10		4	5	6	7	8	9	10	
11	12	13	14	15	[16]	17		11	12	13	14	15	16	17	
18	19	20	21	22	23	24		18	19	20	21	22	23	24	
25	26	27	28	29	[30]	31	20	25	26	27	28	29	30	21	
November								May							
1	2	3	4	5	6	7								1	
8	9	10	11	12	13	14		2	3	4	5	6	7	8	
15	16	17	18	19	20	21		9	10	11	12	13	14	15	
22	23	24	25^	26	27	28		16	17	18	19	20	21	22	
29	30						15	23	24	25	26	27	28	29	
								30	31					19	
December								June							
			1	2	3	4					1	<2>	[3]	[4]	
6	7	8	9	10	11	12					6	[7]	[8]	9	
13	14	15	16	17	18	19		13	14	15	16	17	18	19	
20	21	22	23	24	25	26		20	21	22	23	24	25	26	
27	28	29	30	31			14	27	28	29	30			2	

<u>Date</u>	<u>Event</u>
July 3	Independence Day (Observed)
August 10	Professional Development - District & All Sites
August 11-12	Teacher Workdays - All Sites
August 13	First Student Day AB, TH & SR
August 17	First Student Day OV
September 7	Labor Day
October 16	Professional Development - All Sites
October 16	Teacher Workday - SunRidge
November 11	Veterans Day
November 23-27	Thanksgiving Break
December 21 -31	Winter Break
January 1-3	Winter Break

<u>Date</u>	<u>Event</u>
January 4	Professional Development - SunRidge
January 18	Martin Luther King Jr. Day
February 12	Lincoln Day
February 15	Presidents Day
March 22-26	Spring Break - All Sites
April 9	Local Holiday (For Emergencies)
May 24	Local Holiday (For Emergencies)
May 28	Last Student Day OV
May 31	Memorial Day
June 2	Last Student Day AB, TH & SR
June 3	Teacher Workday - All Sites
June 4, 7 & 8	Teacher Workday - SunRidge

Legend:
<Bold> = First/Last Student Days [] = Teacher Workdays ___ = School Holidays and Breaks = District Holidays ^ = 12mo Emp Holiday
 Early Release and Minimum Days - See school bell schedule for times
 Early Release is every Thursday for SR beginning 8/20 and ending 5/27 .
 Minimum Days: August 13-14, (SR only October 26-29), June 1-2

**RESOLUTION #2026-617A
BEFORE THE BOARD OF TRUSTEES OF THE
TWIN HILLS UNION SCHOOL DISTRICT**

**AMENDMENT RESOLUTION FOR LONGEVITY PAY FOR
SUPERVISORY, DISTRICT LEVEL AND UNREPRESENTED CLASSIFIED EMPLOYEES**

WHEREAS, the Board of Trustees of Twin Hills Union School District (the “Board”) recognizes the employee experience, institutional knowledge and long-term commitment contribute significantly to student success, operational stability and organizational effectiveness; and,

WHEREAS, the Board desires to formalize their service recognition recognize long term service of District Supervisory, District Level and Unrepresented Classified Employees with longevity pay to be categorized as special compensation reportable to the California Public Employees Retirement System (“CalPERS”). Longevity will be an annual continuous payment reported periodically as earned and shall remain in effect for the duration of the employee’s employment with the District, subject to any future modifications to this policy. Longevity pay will accrue on a compounded basis, such that each longevity increase will be added to and calculated on top of the existing longevity adjusted pay. Longevity pay shall be effective July 1st of the fiscal year after the employee reaches their anniversary date and shall not be affected by changes in their classification unless noted; and,

WHEREAS, the Twin Hills Union School District (the “District”) has determined the following Service Recognition guidelines. Effective January 1, 1980, upon completion of 7 years of employment with the District, the classified unrepresented employees listed below shall receive two and one half (2.5) percent longevity pay. Upon completion of 9 years of employment with the District, the classified unrepresented employees listed below shall receive an additional two and one half (2.5) percent longevity pay. An additional five (5) percent longevity pay shall be granted to the classified unrepresented employees listed below upon the completion of fourteen (14) years of service and nineteen (19) years of service. Longevity pay will accrue on a compounded basis, such that each longevity increase will be added to and calculated on top of the existing longevity adjusted pay. This longevity pay will be available to the following unrepresented employee classifications:

- Instructional Assistant
- PE Instructional Assistant
- Yard Assistants and Campus Supervisors
- Childcare/Daycare Assistant
- Childcare/Daycare Instructor
- Custodians
- ELL Program Coordinator
- EL Instructional Assistant

- PIP/Student Support Instructional Assistant
- Special Education Instructional Assistant
- Special Education Support Instructional Assistant
- School Manager
- School Office Assistant
- Library Assistant
- Healthcare Technician
- Curriculum & Activities Assistant
- Food Service/Cafeteria Assistant
- Food Service/Cafeteria Program Coordinator

WHEREAS, the District determined the following Service Recognition guidelines. Effective January 1, 1980, upon completion of 10 years of employment the classified unrepresented district level and supervisory employees listed below shall receive three (3) percent longevity pay. Upon completion of 15 years of employment with the District the classified unrepresented district level and supervisory employees listed below shall receive an additional one (1) percent longevity pay. An additional one (1) percent longevity pay shall be granted to the classified unrepresented district level and supervisory employees listed below upon the completion of twenty years of service. Longevity pay will accrue on a compounded basis, such that each longevity increase will be added to and calculated on top of the existing longevity adjusted pay. This longevity pay will be available to the following unrepresented employee classifications:

- District Office Assistant
- District Office Clerk
- Technology Technician
- Maintenance/Custodial
- Site Coordinator Grounds & Maintenance
- District Maintenance Director
- District Technology Coordinator
- District Administrative Assistant
- District Student Information Service
- District Payroll & Personnel Technician
- District Technology Coordinator and AERIES Support
- District Business Manager

WHEREAS, the Board of Trustees has discussed the recommendations made by the administration and concurs in said recommendation;

NOW, THEREFORE, IT IS HEREBY RESOLVED that Service Recognition described above shall be considered longevity pay reportable to CalPERS as special compensation and will be an annual continuous payment reported periodically as earned and shall remain in effect for the

duration of the classified employee's employment with the District, subject to any future modifications to this policy;

The foregoing **RESOLUTION # 2026-617** was passed and adopted at a meeting of the Board of Trustees of the **TWIN HILLS UNION SCHOOL DISTRICT** on April 12, 2026. And is hereby superseded and replaced in its entirety by this amended resolution on the 7th day of May, 2026, on a motion by trustee _____, seconded by trustee _____ by the following vote:

AYES: _____	<u>Board Members</u>	<u>Vote</u>
	Terry Beck	_____
NOES: _____	Jeff Harding	_____
	Rebecca Houghton	_____
ABSENT/ ABSTAIN: _____	John Moise	_____
	Michael Ost	_____

I hereby certify the foregoing to be a full, true, and correct resolution duly adopted by the Board of Trustees of the Twin Hills Union School District.

Dated this 7th day of May, 2026

Clerk/President, Board of Trustees

TWIN HILLS UNION SCHOOL DISTRICT
DISTRICT STAFF
CLASSIFIED HOURLY SALARY SCHEDULE 2025-2026

RANGE	1	2	3	4	5	6	7	8	RANGE
P-1	16.90	16.90	16.90	16.90	16.90	16.90	16.90	16.90	P-1
D-A	18.06	19.08	19.95	21.02	22.04	23.17	23.74	24.34	D-A
D-B	20.36	21.33	22.36	23.63	24.86	26.04	26.70	27.36	D-B
D-C	22.66	23.74	24.96	26.24	27.47	28.95	30.39	31.87	D-C
D-D	27.11	28.39	29.87	31.30	32.89	34.68	36.37	38.26	D-D
D-E	28.54	29.98	31.55	33.05	34.73	36.47	38.37	40.21	D-E
D-F	29.61	30.89	32.37	33.80	35.39	37.18	38.87	40.76	D-F
D-G	46.15	48.46	50.88	53.42	56.10	58.90	61.84	64.94	D-G

Effective 07/1/2025

Longevity: Year 10 = 5%; Year 15 = 10%; Year 20 = 15%
 School Year positions, vacation paid in check monthly Sept-June

Longevity: Year 10 = 3%; Year 15 = 4%; Year 20 = 5%
 Year-round positions, vacation accrued

See Resolution 2026-617A

RANGE:	POSITION
P-1	Minimum Wage: effective 1/1/26
D-A	Cafeteria Assistant
D-B	Cafeteria Program Coordinator
D-C	District Office Assistant
D-C	Technology Technician
D-C	Maintenance/Custodial
D-D	Site Coordinator Grounds & Maintenance
D-D	District Technology Coordinator
D-E*	District Office Clerk - Fiscal & Superintendent Support
D-E*	District Student Information Services Assistant
D-E*	District Payroll/Personnel Technician
D-F	District Technology Coordinator+AERIES Support
D-G*	District Business Manager

Note: *D-E & D-G positions are confidential
 Hourly Payrates

12 Month Employees

Vacation days:

- 1-4 years = 10 days
- 5-9 years = 15 days
- 10-14 years = 18 days
- 15+ years = 21 days

School Year Employees (10 Month) - See Board Policy

Effective: 7/1/2025 - 6/30/2026
 Updated: 3/13/2026
 School Board approved: 5/7/2026

TWIN HILLS UNION SCHOOL DISTRICT

DISTRICT STAFF

CLASSIFIED HOURLY SALARY SCHEDULE 2025-2026

RANGE	1	2	3	4	5	6	7	8	RANGE
P-1	16.90	16.90	16.90	16.90	16.90	16.90	16.90	16.90	P-1
D-A	17.65	18.65	19.50	20.55	21.55	22.65	23.20	23.80	D-A
D-B	19.90	20.85	21.85	23.10	24.30	25.45	26.10	26.75	D-B
D-C	22.15	23.20	24.40	25.65	26.85	28.30	29.70	31.15	D-C
D-D	26.50	27.75	29.20	30.60	32.15	33.90	35.55	37.40	D-D
D-E	27.90	29.30	30.85	32.30	33.95	35.65	37.50	39.30	D-E
D-F	29.00	30.25	31.70	33.10	34.65	36.40	38.05	39.90	D-F
D-G	45.11	47.37	49.74	52.22	54.83	57.58	60.45	63.48	D-G

Effective 03/1/2025

Longevity: Year 10 = 5%; Year 15 = 10%; Year 20 = 15%
 School Year positions, vacation paid in check monthly Sept-June
 Longevity: Year 10 = 3%; Year 15 = 4%; Year 20 = 5%
 Year-round positions, vacation accrued

See Resolution 2026-617A

RANGE:	POSITION
P-1	Minimum Wage: effective 1/1/26
D-A	Cafeteria Assistant
D-B	Cafeteria Program Coordinator
D-C	District Office Assistant
D-C	Technology Technician
D-C	Maintenance/Custodial
D-D	Site Coordinator Grounds & Maintenance
D-D	District Technology Coordinator
D-E*	District Office Clerk - Fiscal & Superintendent Support
D-E*	District Student Information Services Assistant
D-E*	District Payroll/Personnel Technician
D-F	District Technology Coordinator+AERIES Support
D-G*	District Business Manager

Note: *D-E & D-G positions are confidential
 Hourly Payrates

12 Month Employees

Vacation days:

- 1-4 years = 10 days
- 5-9 years = 15 days
- 10-14 years = 18 days
- 15-+ years = 21 days

School Year Employees (10 Month) - See Board Policy

Effective: 7/01/2025 - 6/30/2026

Updated: 03/07/2025

School Board approved: 5/7/2026

TWIN HILLS UNION SCHOOL DISTRICT

DISTRICT STAFF

CLASSIFIED HOURLY SALARY SCHEDULE 2024-2025

RANGE	1	2	3	4	5	6	7	8	RANGE
P-1	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	P-1
D-A	17.65	18.65	19.50	20.55	21.55	22.65	23.20	23.80	D-A
D-B	19.90	20.85	21.85	23.10	24.30	25.45	26.10	26.75	D-B
D-C	22.15	23.20	24.40	25.65	26.85	28.30	29.70	31.15	D-C
D-D	26.50	27.75	29.20	30.60	32.15	33.90	35.55	37.40	D-D
D-E	27.90	29.30	30.85	32.30	33.95	35.65	37.50	39.30	D-E
D-F	29.00	30.25	31.70	33.10	34.65	36.40	38.05	39.90	D-F
D-G	45.11	47.37	49.74	52.22	54.83	57.58	60.45	63.48	D-G

Effective 03/1/2025

Longevity: Year 10 = 5%; Year 15 = 10%; Year 20 = 15%
 School Year positions, vacation paid in check monthly Sept-June
 Longevity: Year 10 = 3%; Year 15 = 4%; Year 20 = 5%
 Year-round positions, vacation accrued

See Resolution 2026-617A

RANGE:	POSITION
P-1	Minimum Wage: effective 1/1/25
D-A	Cafeteria Assistant
D-B	Cafeteria Program Coordinator
D-C	District Office Assistant
D-C	Technology Technician
D-C	Maintenance/Custodial
D-D	Site Coordinator Grounds & Maintenance
D-D	District Technology Coordinator
D-E*	District Office Clerk - Fiscal & Superintendent Support
D-E*	District Student Information Services Assistant
D-E*	District Payroll/Personnel Technician
D-F	District Technology Coordinator+AERIES Support
D-G*	District Business Manager

Note: *D-E & D-G positions are confidential
 Hourly Payrates

12 Month Employees

Vacation days:

- 1-4 years = 10 days
- 5-9 years = 15 days
- 10-14 years = 18 days
- 15-+ years = 21 days

School Year Employees (10 Month) - See Board Policy

Effective: 3/01/2025 - 6/30/2025

Updated: 03/07/2025

School Board approved: 5/7/2026

TWIN HILLS UNION SCHOOL DISTRICT

DISTRICT STAFF

CLASSIFIED HOURLY SALARY SCHEDULE 2024-2025

RANGE	1	2	3	4	5	6	7	8	RANGE
P-1	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	P-1
D-A	17.50	18.45	19.35	20.35	21.30	22.45	23.00	23.55	D-A
D-B	19.70	20.65	21.60	22.90	24.05	25.20	25.85	26.50	D-B
D-C	21.95	23.00	24.15	25.40	26.60	28.05	29.40	30.85	D-C
D-D	26.25	27.45	28.90	30.30	31.85	33.60	35.20	37.05	D-D
D-E	27.65	29.00	30.55	32.00	33.65	35.30	37.15	38.90	D-E
D-F	28.75	29.95	31.40	32.80	34.35	36.10	37.70	39.55	D-F
D-G	44.68	46.91	49.25	51.72	54.30	57.02	59.87	62.86	D-G

Effective 07/1/2024

Longevity: Year 10 = 5%; Year 15 = 10%; Year 20 = 15%
 School Year positions, vacation paid in check monthly Sept-June
 Longevity: Year 10 = 3%; Year 15 = 4%; Year 20 = 5%
 Year-round positions, vacation accrued

See Resolution 2026-617A

RANGE:	POSITION
P-1	Minimum Wage: effective 1/1/25
D-A	Cafeteria Assistant
D-B	Cafeteria Program Coordinator
D-C	District Office Assistant
D-C	Technology Technician
D-C	Maintenance/Custodial
D-D	Site Coordinator Grounds & Maintenance
D-D	District Technology Coordinator
D-E*	District Office Clerk - Fiscal & Superintendent Support
D-E*	District Student Information Services Assistant
D-E*	District Payroll/Personnel Technician
D-F	District Technology Coordinator+AERIES Support
D-G*	District Business Manager

Note: *D-E & D-G positions are confidential

Hourly Payrates

12 Month Employees

Vacation days:

- 1-4 years = 10 days
- 5-9 years = 15 days
- 10-14 years = 18 days
- 15+ years = 21 days

School Year Employees (10 Month) - See Board Policy

Effective: 7/01/2024 - 2/28/2025

Updated: 03/07/2025

School Board approved: 5/7/2026

**BEFORE THE GOVERNING BOARD OF THE
TWIN HILLS UNION SCHOOL DISTRICT
SONOMA COUNTY, CALIFORNIA**

Resolution and Decision Not to)
Reemploy Classified Employees) **RESOLUTION NO. 2026-619**
_____)

WHEREAS, the Governing Board of the Twin Hills Union School District (“District”) adopted a Resolution in the Matter of the Reduction or Elimination of Certain Positions in the Permanent Classified Service (“Resolution”) on or before March 15, 2026, authorizing and directing the Superintendent or Superintendent’s designee to initiate and pursue procedures necessary not to reemploy the following classified positions:

- 1. Three (3) Instructional Aide – Full Inclusion positions for a total of 2.08253 FTE***
- 2. Two (2) Daycare Aide positions for a total of 0.628 FTE***

WHEREAS the reduction or elimination of the above-listed classified positions was pursuant to Education Code sections 45117, 45298, and 45308 because of a lack of work or lack of funds; and

WHEREAS, the Superintendent, or Superintendent’s designee, duly and properly served a Notice of Layoff Due to Lack of Work and/or Lack of Funds in Compliance with the Seniority Requirements of the Education Code (“Notice”) on the classified employees listed on Attachment “A” on or before March 15, 2026, indicating that the Governing Board did not intend to reemploy them to the extent indicated in the Resolution and Notice for the 2026-2027 school year; and

WHEREAS, the classified employees listed on Attachment “A” were informed of their right to request a hearing and that failure to do so in writing by the date specified in the Notice would constitute a waiver of the right to a hearing; and

WHEREAS, the classified employees listed in Attachment “B” either did not submit a timely request for hearing, or submitted a timely request and then rescinded the request.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that considering the classified staff requirements of the District for the 2026-2027 school year, as well as the seniority and qualifications of each of the classified employees of the District, the services of the classified employees listed on Attachment “C” will not be required for the ensuing school year to the extent indicated in the Resolution and Notice to the employees listed in Attachment “C.”

BE IT FURTHER RESOLVED that the Superintendent, or Superintendent’s designee, is authorized and directed to give Final Notice to the classified employees listed on Attachment “C” that their services will not be required by this District for the 2026-2027 school year. Said notice shall be given by serving upon said persons a true copy of this Resolution and Decision Not to Reemploy Classified Employees.

BE IT FURTHER RESOLVED that this decision is effective immediately.

Duly and regularly adopted this 7th day of May, 2026, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Trustees

I, _____, Clerk of the Governing Board of the Twin Hills Union School District, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its meeting held on May 7, 2026.

Clerk, Governing Board

Twin Hills Union Elementary (49 70961 0000000)

Status: Certified
 Saved by: Katie Anderson
 Date: 5/1/2026 3:20 PM

2026–27 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca26assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Dana Pedersen
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	05/01/2026

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Carrie Lopes, Title I Policy, Program, and Support Office, CLopes@cde.ca.gov, 916-319-0126

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Katie Anderson
Authorized Representative's Title	Chief Business Official
Authorized Representative's Signature Date	05/07/2026
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	No additional information.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 LCAP Federal Addendum Certification

CDE Program Contact:

Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233

Initial Application

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	05/01/2026
Direct Funded Charter Enter the adoption date of the current LCAP	
Authorized Representative's Full Name	Dana Pedersen
Authorized Representative's Title	Superintendent

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education (CDE) oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the CDE web site at <https://www.cde.ca.gov/fg/ac/sa/>.

2026–27 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	Nothing to add.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

CDE Program Contact:

Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, English Learner; Title III, Immigrant; Title IV, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

Private School's Believed Results of Consultation Allowable Codes

- Y1: meaningful consultation occurred
- Y2: timely and meaningful consultation did not occur
- Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s)

The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2026–27 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

School Name	School Code	Enrollment	Consultation Occurred	Was Consultation Agreement Met	Signed Written Affirmation on File	Consultation Code	School Added
Pleasant Hill Christian School	6923965	71	Y	Y	Y	Y1	N

Warning

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Twin Hills Union School District

Job Description

Item F8

Twin Hills Middle School Teacher

Digital Media Arts – 0.30 FTE 2026-2027

The Media and the Arts Program Instructor is under the supervision of and is evaluated by the Site Principal. The Media and the Arts Program Instructor provide students with hands-on instruction in modern media creation, including digital video production, storytelling, editing, and multimedia communication. The instructor facilitates project-based learning experiences that allow students to explore creativity, collaboration, and responsible media production. This position requires possession of a valid California Teaching Credential, fingerprint clearance and TB testing.

REQUIRED QUALIFICATIONS

- **Education and Experience:**
 - Possess a valid California Single Subject credential in Industrial and Technology Education or a Career Technical Education, CTE, Credential in Arts, Media and Entertainment
 - Possess EL, CLAD or SDAIE certification
 - Bachelor's degree from an accredited college or university
 - Experience or training in digital media, video production, multimedia design, or related field desirable
 - Experience working with middle school students desirable
- **Knowledge of:**
 - Principles of digital media production and visual storytelling
 - Basic filming, sound recording, and video editing techniques
 - Script writing, storyboarding, and project planning
 - Multimedia communication including digital video, audio, and visual design
 - Responsible technology use and digital citizenship
 - Google Workspace/Suite and basic digital production tools
 - Classroom management and instructional strategies for middle school students
 - English in written and verbal form including the use of correct grammar and vocabulary
- **Ability to:**
 - Bilingual – English/Spanish desirable
 - Exercise good judgment, use discretion, maintain confidentiality
 - Demonstrate good mental, emotional and physical health
 - Demonstrate punctuality and present a neat, clean appearance
 - Remain flexible in personal work schedule to accommodate all students and parents/guardians
 - Communicate and collaborate effectively with parents, colleagues, and administration
 - Perform all essential job functions, both physical and mental as shown on page 2
 - Create engaging project-based learning experiences
 - Guide students through the creative process from concept to final production
 - Teach safe and responsible use of digital equipment and technology
 - Foster creativity, collaboration, and critical thinking
 - Manage multiple student projects and timelines simultaneously
 - Provide constructive feedback and support student growth in creative expression
 - Maintain a positive classroom environment that encourages innovation and participation
 - Work collaboratively with staff and support school-wide initiatives
 - Utilize and maintain digital media equipment and classroom technology
- **ADA Requirement:**
 - Meet the physical requirements necessary to safely and effectively perform assigned duties, including lifting thirty (30) pounds on an occasional basis and in excess of thirty (30) pounds with assistance for a distance of up to 25 feet

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

- Plan and deliver engaging lessons in media production, storytelling, and digital communication
- Plan, prepare and implement daily instructional plan including long range and short term plans, goals and objectives with emphasis on meeting the goals of the middle school program including the district adopted state standards.
- Guide students in the planning, filming, and editing of multimedia projects
- Teach students the fundamentals of camera use, lighting, audio recording, and editing software
- Facilitate project-based assignments such as instructional videos, commercials, music videos, and visual storytelling projects
- Introduce modern media formats including short-form video, podcasts, and digital storytelling
- Assist students in developing scripts, storyboards, and production plans
- Monitor and manage classroom media equipment and ensure proper use and care
- Encourage collaboration and teamwork on group productions
- Provide opportunities for students to showcase their work through presentations or school media platforms
- Promote digital citizenship, ethical media use, and copyright awareness
- Maintain an organized media classroom environment and manage digital files and projects Provide an appropriate educational setting which includes a classroom atmosphere and environment conducive to development of a positive self image.
- Communicate with students and parents/guardians regularly to review student work and activities

- Ability to discipline and follow-up with uncooperative students
- Monitor student progress and maintain accurate and up-to-date documents for each student
- Prepare well-written reports of student progress as per the approved format and schedule
- When supervising students, assume responsibility for their safety and well being and maintain order and discipline through caring, respectful strategies
- Assist in maintaining organization and cleanliness of program areas, such as clearing and storing materials, etc.
- Report all injuries incurred by children to administrator
- Participate in staff meetings and conferences as scheduled
- Follow accepted principles, practices, rules, and regulations of the district
- Perform other related duties as assigned

SALARY AND BENEFITS:

- Placement on the current certificated salary schedule as determined by the Superintendent
- Health insurance for employee and partial payment for dependents (pro rata according to FTE %)
- Vision insurance for employee (pro rata according to FTE %)
- Dental insurance for employee and dependents (pro rata according to FTE %)

HIRING PROCESS:

Mandatory Information to be submitted:

- Completed and signed district application on EDJOIN
- If a current district employee a letter of interest is required in lieu of an application packet
- Copies of college transcripts. Sealed originals required if hired.
- A minimum of three letters of recommendation written within the last 12 months which support your application for the vacant position
- Current California Teaching Credential
- Current resume
- Letter of introduction explaining why you are qualified for this position and including information that will help the screening committee get to “know” you during the paper screening process

➤ Selection Process:

- Applications will be reviewed and rated by a screening committee
- Persons selected for an interview will be contacted
- Position will remain open until filled

<h2>Essential Job Functions</h2>

(Constantly = over 2/3 time, Frequently = 1/3 – 2/3 time, Occasionally = under 1/3 time, seldom = under 7% time)

Physical

- **Standing/walking:** Frequently to constantly, throughout work shift.
- **Sitting:** Frequently, for one to two hours at a time while meeting with students and parents/guardians.
- **Lift/Carry:** Frequently, 1-20 pounds; books, instructional materials, binders, files, paperwork. Seldom, 16-35 pounds, books and materials and moving equipment.
- **Bending/stooping:** Frequently; at knees/waist/neck while meeting students or retrieving items from lower shelves and floor.
- **Push/pull:** Occasionally; using both hands and arms exerting a force of 10-20 pounds while assisting students, moving furniture and equipment and opening doors, etc.
- **Climbing/balancing:** Occasionally (several times a day), using stairs from lower classrooms to upper classrooms and offices.
- **Kneeling/crouching/crawling:** Seldom. Crouching/crawling not required.
- **Hands/arms:** Constant use of both in reaching/handling/grasping/fingering/gripping while performing a variety of physical and administrative duties. Overhead reaching is required.
- **Sight/hearing/speech:** Constantly, to provide instructional assistance to students and parents. Assignment may require hand/eye coordination, depth perception and peripheral vision.

Mental

- Must be able to teach science up through the 8th grade level. Must possess current California teaching credential and CLAD/EL certification.
- Knowledge, training or experience in educating middle school age students.
- Must possess necessary written and oral communication skills to complete assignments. Must be able to read, write, speak and teach English.
- Must possess interpersonal skills to work harmoniously with a wide variety of students, parents and staff. Must be able to adapt to work pressures that may include frequent interruptions and multiple tasks.
- Must be able to work independently with assigned students and exercise creative problem-solving ability.
- Must be able to provide supervisory skills to provide guidance and set appropriate behavioral model to assigned students.
- Must be able to complete required documentation in a timely manner, be punctual for appointments and flexible in scheduling appointments.

<h2>Work Conditions</h2>

- **Location:** Work is performed 90% within the school classroom setting, 10% in an outdoor campus areas.
- **Hazards:** Trip hazards and slippery surfaces.
- **Equipment used:** General office and classroom equipment, computer, audio-visual equipment, copier.
- **Safety equipment:** None required.

Twin Hills Union School District

Job Description

Item F9

School Psychologist / Special Education Director 1.0 FTE – Certificated Management

The School Psychologist / Special Education Director serves a dual role, providing both direct school psychologist services and district-level leadership in special education. This position supports alignment between student needs, program implementation, and compliance across all district schools. The role includes 0.60 FTE as a School Psychologist and 0.40 FTE as a Special Education Director. This is a certificated management position reporting directly to the Superintendent and serving in a leadership capacity to support staff, students, and families.

REQUIRED QUALIFICATIONS

- **Credentials and Certifications:**
 - Possess a valid California Pupil Personnel Services (PPS) Credential in School Psychology or eligibility for issuance.
 - A valid California administrative credential preferred.
- **Knowledge and Experience:**
 - Demonstrated knowledge of IDEA, California special education law, and SELPA procedures, with experience in program coordination and compliance.
- **Leadership and Communication Skills:**
 - Strong organizational, leadership, and interpersonal skills with the ability to collaborate effectively across stakeholders

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

School Psychologist (0.60 FTE)

- **Conduct Psychoeducational Assessments** - Complete comprehensive evaluations to support student eligibility, student supports, program planning, and instructional decision-making.
- **Behavioral Assessment and Planning** - Conduct Functional Behavioral Assessments (FBA) and develop Behavior Intervention Plans (BIP) to support student success.
- **Educationally Related Mental Health Services** - Conduct Educationally Related Mental Health Service (ERMHS) assessments and collaborate with the ERMHS provider on goals as appropriate.
- **Develop and Present Reports** - Prepare clear, thorough, and legally compliant assessment reports and present findings to IEP teams and families.
- **Participate in and Facilitate IEP Meetings** - Serve as an active member of the IEP team and facilitate meetings when appropriate to ensure clarity and collaboration.
- **Consultation and Collaboration** - Work closely with teachers, administrators, and families to address academic, behavioral, and social-emotional needs.
- **Student Support and Crisis Response** - Provide consultation and support for interventions and assist with crisis response as needed.

Special Education Director (0.40 FTE)

- **Program Oversight and Compliance** - Oversee special education programs across the district, ensuring alignment with IDEA, SELPA policies, and state and federal requirements.
- **Lead Compliance Reviews and Corrective Actions** - Lead state and local reviews (e.g., SELPA, CDE), including development, implementation, and monitoring of corrective action plans and follow-up.
- **IEP Process Oversight** - Oversee IEP processes district-wide, ensuring timelines, documentation, and best practices are consistently implemented.
- **Service Coordination and Placement** - Coordinate services and placements, including Nonpublic Agencies (NPA) and Nonpublic Schools (NPS), to meet student needs.
- **Liaison and Partnership Management** - Serve as a district liaison with SELPA, consortium partners, and outside agencies to support effective service delivery.
- **Staff Support and Guidance** - Provide guidance to site administrators and staff on special education procedures, compliance, and program implementation.
- **Facilitate District Special Education Meetings** - Lead monthly district-wide special education meetings to promote alignment, communication, and continuous improvement.
- **Program Development and Continuous Improvement** - Support the development and refinement of special education programs aligned with district goals and student outcomes.
- **Staff Supervision and Evaluation Support** - May support classified and certificated evaluation processes; formal evaluation of certificated staff is conducted by an appropriately credentialed administrator. May conduct evaluations as authorized based on credential status.

- **SEIS and CALPADS Oversight, Coordination, and Compliance** - Oversee the accuracy and alignment of special education data in SEIS and CALPADS, ensuring consistency with IEPs, service delivery, and reporting requirements; collaborate with the Student Information Systems Assistant to support data entry, verification, and timely submissions while maintaining compliance and audit readiness.
- Follow accepted principles, practices, rules, and regulations of the district
- Perform other related duties as assigned

SALARY AND BENEFITS:

- Placement on the District Certificated Management salary schedule as determined by the Superintendent
- Health insurance for employee and partial payment for dependents (pro rata according to % employed)
- Vision insurance for employee (pro rata according to percent employed)
- Dental insurance for employee and dependents (pro rata according to percent employed)

HIRING PROCESS:

Mandatory Information to be submitted:

- Completed and signed district application on EDJOIN
- Copies of transcripts. Sealed transcripts mandatory upon hiring
- Three recent letters of recommendation which support your application for the vacant position
- Current California Pupil Services in School Psychology Credential.
- Letter of introduction explaining why you are qualified for this position and including information that will help the screening committee get to “know” you during the paper screening process

➤ **Selection Process:**

- Applications will be reviewed and rated by a screening committee
- Persons selected for an interview will be contacted
- Position is open until filled

Essential Job Functions

(Constantly = over 2/3 time, Frequently = 1/3 – 2/3 time, Occasionally = under 1/3 time, seldom = under 7% time)

PHYSICAL DEMANDS

- Sitting: Constantly – for extended periods during computer use, meetings, and administrative tasks
- Standing/Walking: Frequently – when moving between workstations, attending site visits, or participating in meetings across campus
- Lifting/Carrying: Occasionally – ability to lift and carry materials such as binders, reports, or office supplies up to 25 pounds
- Reaching/Handling: Frequently – use of hands and arms for computer work, file management, and equipment operation. Overhead reaching may be required occasionally
- Bending/Twisting: Occasionally – when retrieving or organizing files or materials
- Climbing/Balancing: Seldom – use of stairs or navigating uneven surfaces during site visits
- Vision: Constantly – to read documents, operate computers, and perform detailed work Includes depth perception, hand-eye coordination, and peripheral vision
- Speech/Written Communication: Frequently – to communicate effectively with staff, board members, outside agencies, and the public

MENTAL DEMANDS

- Ability to manage multiple priorities and meet strict deadlines with attention to detail
- Strong problem-solving skills, analytical thinking, and adaptability in a dynamic work environment
- Ability to communicate effectively, both verbally and in writing
- Interpersonal skills to work collaboratively with a wide range of stakeholders
- Professional judgment, confidentiality, and discretion in handling sensitive matters

Work Conditions

- **Location:** Work is performed 100% on the four district campuses
- **Hazards:** Trip hazards and slippery surfaces.
- **Equipment used:** General office and classroom equipment, computer, audio-visual equipment, copier.
- **Safety equipment:** None required.

The Twin Hills Union School District is an Equal Opportunity Employer

TWIN HILLS UNION SCHOOL DISTRICT

School Psychologist/Director of Special Education

School Year: 2025-2026

Step	1	2	3	4	5	6	7	8	9	10
Range 1	\$137,016	\$140,441	\$143,952	\$147,551	\$151,239	\$154,264	\$157,350	\$160,497	\$163,706	\$166,981
Range 2	\$142,016	\$145,441	\$148,952	\$152,551	\$156,239	\$159,264	\$162,350	\$165,497	\$168,706	\$171,981

Effective 7/1/2025

Annual Stipend: Masters Degree \$1,000
 Doctorate Degree \$1,000

Range 1: Annual Salary with California Pupil Personal Service's Credential

Range 2: Annual Salary with California Pupil Personal Service's & Administrative Credential

Health/Other Benefits: Administrators may select a medical, dental and vision insurance benefit plan from any of the plans offered other certificated employees with a total dollar allowance equal to the total of the certificated employee health plans as agreed in the collective bargaining contract.

Work Year: School Psychologist/Special Education Director work year is 210 days per contract year.

Vacation: Shall be planned for the summer months and holiday periods. Vacation requests during the school year shall be submitted to the Superintendent for review and action.

Sick Leave: Shall accrue at one day per month (11 days per contract year).

Updated : 4/28/2026
 Board Approved:



INDEPENDENT CONTRACTOR AGREEMENT

with

Twin Hills School District

THIS AGREEMENT is hereby entered into between Dragonfly Therapeutics ("Contractor") and Twin Hills School District ("District").

Article 1 – TERM The term of this contract shall be from August 2026- June 2027

Article 2 – Services

Dragonfly Therapeutics shall provide occupational therapy services in accordance with each student's current Individualized Education Program (IEP) or Section 504 Plan. Services are delivered to support a student's access to a Free Appropriate Public Education (FAPE) as required under the Individuals with Disabilities Education Act (IDEA) and to provide accommodations and supports under Section 504 of the Rehabilitation Act of 1973.

In the event of any discrepancy between this Agreement, an Individual Service Agreement (ISA), billing authorizations, or other service documents and the IEP or Section 504 Plan, the IEP or Section 504 Plan shall govern service delivery. Services shall not be delayed or withheld due to pending, delayed, or updated ISAs when services are required under a current IEP.

Rates are administrative and fiscal terms only and do not determine the type, frequency, or duration of services, which are governed by the IEP. Services may include both direct and indirect time necessary to support student access to the educational program, including documentation, consultation, collaboration, and compliance-related activities.

Rates and service estimates are outlined in **Exhibit A – Fee Schedule**, incorporated by reference.

Article 3 – Payment Monthly PAYMENT TERMS: Net 30 days upon receipt of invoice.

If payment is not received within 30 days, interest of 1.5% per month (18% annually) will be applied to overdue balances. Contractor reserves the right to modify or suspend services following reasonable written notice if payment is substantially delinquent, except where doing so would result in noncompliance with a student's IEP.

Payments shall be mailed to:

Samantha Shura / Dragonfly Therapeutics 5 Germaine Place Ignacio, CA 94949

Article 4 – Expenses EXPENSES The DISTRICT shall not be liable for any costs or expenses incurred by CONTRACTOR in providing services.

Article 5 – Independent Contractor:

INDEPENDENT CONTRACTOR CONTRACTOR is a contractor and not an employee of the DISTRICT. CONTRACTOR and its employees are not entitled to any benefits or protections granted to DISTRICT employees, including but not limited to unemployment insurance, workers' compensation, health benefits, or retirement contributions. CONTRACTOR shall furnish, at their own expense, all labor, materials, equipment, supplies, and other items necessary to complete the services.

Article 6 – Service Location and Safety Responsibilities:

Services are provided on LEA or SELPA school sites. The LEA/SELPA is responsible for maintaining safe facilities, emergency procedures, and compliance with applicable safety and

OSHA requirements. Contractor personnel shall comply with site-specific procedures while on campus.

Article 7 – Incident & Law Enforcement Reporting

Any pupil incidents or law enforcement involvement occurring on school campuses shall be managed and reported by the LEA/SELPA in accordance with applicable regulations. Contractor shall cooperate with site-based procedures as required.

Article 8 – Taxes

TAXES CONTRACTOR agrees to file and pay all required federal and state taxes and will furnish a W-9 to the DISTRICT. If audited, CONTRACTOR agrees to provide proof of tax compliance.

Article 9 - Insurance

CONTRACTOR shall maintain professional liability insurance, including sexual misconduct, with limits of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate. A Certificate of Insurance and applicable endorsements will be provided upon request.

CONTRACTOR shall also maintain automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit per occurrence.

CONTRACTOR shall maintain workers' compensation insurance with statutory limits as required by the Labor Code of the State of California, with coverage of \$2,000,000/\$2,000,000/\$2,000,000.

Article 10- Termination

Either party may terminate this AGREEMENT with 60 days written notice. If terminated without cause, CONTRACTOR shall be paid for services rendered up to the termination date. If terminated for cause, CONTRACTOR will be paid only for satisfactorily completed services, less any damages from breach.

Article 11- Fingerprints

CONTRACTOR and their therapists are subject to fingerprinting per Education Code Section 45125.1. Fingerprints are held by the NPA and Marin County SELPA.

Article 12 - Confidentiality

CONTRACTOR shall comply with all applicable laws regarding student confidentiality, including FERPA and HIPAA.

Article 13- Assignment

CONTRACTOR may not assign or subcontract any part of this AGREEMENT without written consent from DISTRICT. Contractors who are providing services are discussed with the contracting school prior to taking on an assignment. If contractors must be changed it will be discussed with the administration prior to making the changes.

Article 14- Compliance

CONTRACTOR agrees to comply with all applicable federal, state, and local laws.

Article 15- Licenses

Contractor shall ensure that all service providers maintain any required licenses, credentials, and clearances applicable to their role. Contractor certifies that service providers meet applicable professional requirements and are subject to Contractor oversight to support compliance with IEPs, professional standards, and contractual obligations.

Article 16- Conflict of Interest

DISTRICT may not directly contract with any contractor introduced through Dragonfly Therapeutics for one year following termination of this AGREEMENT. Should the contractor be hired directly, it must occur no less than one year after their termination with Dragonfly Therapeutics.

Article 17- Non-Discrimination

Contractor shall provide services in a non-discriminatory manner consistent with applicable federal and state laws, including Title VI, Title IX, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and related regulations.

Article 18- Indemnification

CONTRACTOR agrees to indemnify, defend, and hold harmless the DISTRICT, its officers, agents, and employees from any claims or liabilities arising out of CONTRACTOR'S performance under this AGREEMENT.

Article 19- Agreement Amendments

ENTIRE AGREEMENT / AMENDMENT This AGREEMENT constitutes the entire understanding and may only be amended in writing signed by both parties.

Article 20- Audit and Record Cooperation

Contractor agrees to cooperate with monitoring, audits, or compliance reviews conducted by the LEA, SELPA, or the California Department of Education and to provide documentation as required by law.

Article 21- Notices

NOTICE Notices shall be in writing and sent to the addresses listed below:

Contractor: Dragonfly Therapeutics 5 Germaine Place Ignacio, CA 94949

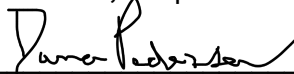
Article 22- Severability

If any provision is held to be invalid, the remainder of the AGREEMENT shall remain in full force and effect.

Article 23- Governing Law

GOVERNING LAW This AGREEMENT shall be governed by the laws of the State of California with venue in Sonoma County. Contractor shall comply with the NPA Compliance Addendum and applicable Policies and Procedures, which are incorporated herein by reference. In the event of a conflict between this Agreement and incorporated compliance documents, the Compliance Addendum shall govern.

IN WITNESS WHEREOF, the parties hereto have executed this contract:

Superintendent 

Print Name: Dana Pedersen

Date: 04/24/2026

Contractor: *Samantha Shura* (Electric Signature)

Print Name: Samantha Shura

Date: 4.22.2026

EXHIBIT A – FEE SCHEDULE

Twin Hills School District

Service Rates

Services are billed on a fee-for-service basis and provided in accordance with each student's current Individualized Education Program (IEP) or Section 504 Plan, unless otherwise authorized by the District for additional services such as consultation, as outlined in this Agreement.

Staffing and Service Model

The following services and personnel reflect the current program needs and service delivery model requested by the District for the term of this Agreement. Services may be adjusted based on student needs as determined by IEP teams and District requests.

Assigned Provider:

Vanessa Bird, OTR/L – Occupational Therapy

Services Provided at This Site:

- Occupational Therapy (IEP/504 Services)
 - Occupational Therapy Evaluations (Initial & Triennial)
 - Occupational Therapy Screenings
 - Consultation with staff and IEP teams
-

Services may include both direct and indirect time necessary to support student access to the educational program, including documentation, consultation, and collaboration.

Staffing assignments may be adjusted by the Contractor with District notification to ensure continuity of services.



**Twin Hills
School District**

APPLE BLOSSOM | K-5
ORCHARD VIEW | K-12
SUNRIDGE | K-8
TWIN HILLS | 6-8

700 Watertrough Rd. | Sebastopol, CA 95472 | tel (707) 823-0871 | fax (707) 823-5832 | www.twinhillsusd.org

DEFERRED MAINTENANCE FUNDING TRANSFER 2026-27

Prior to the state budget crisis many years ago, Deferred Maintenance and Extreme Hardship Funding were restricted dollars deposited directly to Fund 14. We received 100% of our Extreme Hardship Funding the year the state began calculating LCFF and rolling the categorical dollars into that calculation. Since the state considers them categorical, we continue to receive Deferred Maintenance dollars based on the LCFF funding mechanism. These funds are received in the general fund (Fund 01) and are unrestricted. This District has made the decision to transfer these specific types of funds to Fund 14. These funds are spent based on a specific list of facility and maintenance projects approved by the Board.

This is a formal request to transfer from Fund 01 to Fund 14 the unrestricted dollar amount of \$50,000 to be used for deferred maintenance. This reduced amount is based on updated district priorities. These funds are considered committed.

Approved at the regular May 7, 2026 board meeting:

Motion by Trustee: _____

Second by Trustee: _____

AYES: _____	Terry Beck	_____
	Jeff Harding	_____
NOES: _____	Rebecca Houghton	_____
	John Moise	_____
ABSENT/ ABSTAIN: _____	Michael Ost	_____

Dated this 7th day of May, 2026: _____
Clerk/President of the Governing Board

TWIN HILLS UNION SCHOOL DISTRICT

Consent Calendar: Acceptance of Donations

APRIL 1 THROUGH APRIL 31, 2026

Date Received	Donor	Amount	Purpose
District 53, Fund 01: Apple Blossom Elementary School /General District			
<u>Total</u>		<u>\$0.00</u>	
District 53, Fund 03: Twin Hills Charter Middle School			
<u>Total</u>		<u>\$0.00</u>	
District 53, Fund 09: Orchard View Charter School			
<u>Total</u>		<u>\$0.00</u>	
District 53, Fund 12: Apple Blossom After School Program			
<u>Total</u>		<u>\$0.00</u>	
District 21, Fund 09: SunRidge Charter School			
<u>Total</u>		<u>\$0.00</u>	

Thank you to all our donors, your support is greatly appreciated.

Note: Generally, donations are recorded here when funds are deposited to the Treasury.

Donations marked * have not yet been deposited to the Treasury.

{Date Received may actually be date deposited to bank or the Treasury}


For the May 9, 2026 board meeting.

Checks Dated 04/01/2026 through 04/30/2026					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2151783	04/01/2026	Castleberry, Diana	01-4310		54.80
2151784	04/01/2026	DuVall, Maura	09-5202		498.00
2151785	04/01/2026	Slembrouck-Many Corp.	01-4400		7,595.00
2151786	04/01/2026	Flyers Energy LLC	01-4380		205.89
2151787	04/01/2026	Flyers Energy LLC	01-4380		60.48
2151788	04/01/2026	Greene, Janet	01-5830		1,575.00
2151789	04/01/2026	Hagan-Schmitz, Andrea	03-5800		164.59
2151790	04/01/2026	T-Mobile	01-5840	20.00	
			09-5840	140.00	160.00
2151791	04/01/2026	T-Mobile	12-5911		89.22
2151792	04/01/2026	Acco Brands USA LLC	01-4310		442.68
2151793	04/01/2026	Mobile Modular Mgmt Corp.	01-5600	1,439.67	
			03-5600	701.52	2,141.19
2151794	04/01/2026	ODP Business Solutions, LLC	01-4310	1,797.82	
			03-4310	92.32	1,890.14
2151795	04/01/2026	Sequoia Landscape Materials	01-4390		1,594.72
2151796	04/01/2026	Rental Place LLC, The	01-5600		84.00
2151797	04/01/2026	Rosemark, Tracy	03-4310		483.97
2151798	04/01/2026	Scarola, Russell	09-4310		126.25
2151799	04/01/2026	Walsh, Colleen	01-4310		74.94
2151800	04/01/2026	West So. Cty. Union Hs Dist.	01-5100	203,157.40	
			01-5801	22,780.70	225,938.10
2153055	04/08/2026	Apple Inc.	01-4310		549.16
2153056	04/08/2026	Kyocera Document Solutions Northern CA	01-5632	108.41	
			03-5632	424.09	
			09-5632	303.82	
			12-5632	143.50	979.82
2153057	04/08/2026	Alpha Analytical Laboratories	01-5800	160.00	
			03-5800	260.00	420.00
2153058	04/08/2026	Kim, Samantha	01-5201	382.76	
			01-5202	50.00	
			01-5203	1,068.97	1,501.73
2153059	04/08/2026	Fagen Friedman & Fulfrost LLP	01-5823		1,203.50
2153060	04/08/2026	School & College Legal Services of Calif.	01-5823		8,000.00
2153061	04/08/2026	National Academy of Athletics	01-5830		6,286.50
2153062	04/08/2026	PresenceLearning, Inc.	01-5811	1,421.78	
			01-5830	11,188.31	12,610.09
2153063	04/08/2026	Persinger Architects Inc.	01-6210		21,031.20
2153064	04/08/2026	ROOTS Solutions, LLC	01-5830		1,850.00
2153065	04/08/2026	Douglas, Liat	01-4390		88.44
2153066	04/08/2026	Riebli, Nathan	03-5202		2,405.00
2154568	04/15/2026	ATT	01-5911		376.54
2154569	04/15/2026	ATT	12-5911		31.03
2154570	04/15/2026	ATT	09-5911		127.86
2154571	04/15/2026	ATT	03-5911		186.89

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.



Checks Dated 04/01/2026 through 04/30/2026					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2154572	04/15/2026	ATT	01-5911		31.91
2154573	04/15/2026	ATT	03-5911		31.91
2154574	04/15/2026	Revolution Foods PBC	13-4710		27,387.60
2154575	04/15/2026	Conger, Diane	01-5830		770.00
2154576	04/15/2026	Kyocera Document Solutions-CA	01-5603		295.94
2154577	04/15/2026	Kyocera Document Solutions Northern CA	01-5632	568.17	
			01-5633	1,584.57	
			03-5632	518.10	
			03-5633	326.61	2,997.45
2154578	04/15/2026	Correa, Karen	09-4390		31.39
2154579	04/15/2026	Recology Sonoma Marin	01-5560		1,060.92
2154580	04/15/2026	Recology Sonoma Marin	03-5560		548.85
2154581	04/15/2026	Alpha Analytical Laboratories	01-5800		95.00
2154582	04/15/2026	Mountain Fresh Spring Water	09-5800		17.50
2154583	04/15/2026	Mountain Fresh Spring Water	01-5800		35.00
2154584	04/15/2026	Mountain Fresh Spring Water	01-5800		29.00
2154585	04/15/2026	DuVall, Maura	09-4310	52.54	
			09-4350	25.12	77.66
2154586	04/15/2026	Brady Industries, LLC	01-4370	927.86	
			03-4370	938.72	1,866.58
2154587	04/15/2026	Flyers Energy LLC	01-4380		106.04
2154588	04/15/2026	Galbraith, Sunshine	09-4310	191.88	
			09-4390	6.43	198.31
2154589	04/15/2026	Harmony Farm Supply	09-4310		90.15
2154590	04/15/2026	Myhers, Catherine	01-5830		3,281.25
2154591	04/15/2026	3Chords Inc. dba ESES	01-5830		1,330.87
2154592	04/15/2026	Rising Phoenix Psych Ed Svcs	01-5130		12,040.00
2154593	04/15/2026	ODP Business Solutions, LLC	01-4350		209.19
2154594	04/15/2026	Pacific Gas & Electric	01-5510	1,363.89	
			01-5520	415.93	
			03-5510	949.51	2,729.33
2154595	04/15/2026	Pellini, Jennifer	12-4397		219.13
2154596	04/15/2026	Terminix Processing Center	01-5570		90.02
2154597	04/15/2026	Terminix Processing Center	09-5570		100.00
2154598	04/15/2026	Procure Software LLC	12-5840		1,068.00
2154599	04/15/2026	Redding, Cassandra	01-4390		255.91
2154600	04/15/2026	Rodriguez, Ana	Cancelled		191.61 *
		Cancelled on 04/24/2026			
2154601	04/15/2026	Sebastopol Hardware Center	01-4370	49.80	
			01-4380	204.00	
			03-4370	179.59	433.39
2154602	04/15/2026	Wills, Cheryl	01-4390	342.36	
			01-4397	398.11	740.47
2155987	04/22/2026	Christy White, Inc.	01-5821		8,775.00
2155988	04/22/2026	CA School Boards Assn CSB 6744	01-5202		10,389.34

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.  Page 2 of 4

Checks Dated 04/01/2026 through 04/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2155989	04/22/2026	Kyocera Document Solutions Northern CA	01-5632	179.60	
			03-4315	91.04	
			09-5632	444.76	715.40
2155990	04/22/2026	RH and Sons Water Services	03-5800		50.00
2155991	04/22/2026	Mountain Fresh Spring Water	01-5800		16.75
2155992	04/22/2026	Mountain Fresh Spring Water	01-5800		22.50
2155993	04/22/2026	Primo Brands	03-5800		100.98
2155994	04/22/2026	Employment Development Dept.	01-9555		990.26
2155995	04/22/2026	Flory Systems LLC	01-5830		4,349.75
2155996	04/22/2026	Friedman's Home Improvement	01-4370	63.61	
			01-4380	748.09	811.70
2155997	04/22/2026	PresenceLearning, Inc.	01-5830		5,000.00
2155998	04/22/2026	Anova Education & Behavior Consultation, Inc.	01-5110		5,631.68
2155999	04/22/2026	Pellini, Jennifer	12-4390	68.83	
			12-4397	381.41	
			12-5850	259.80	710.04
2156000	04/22/2026	Terminix Processing Center	03-5570		89.00
2156001	04/22/2026	Stanroy Music Center	03-5630		1,907.82
2156002	04/22/2026	THTR Productions LLC	03-5800		2,750.00
2156003	04/22/2026	Weeks Drilling & Pump Co.	01-4400	3,605.26	
			01-5800	550.00	
			03-5800	550.00	4,705.26
2156004	04/22/2026	Wills, Cheryl	01-5201		343.60
2156714	04/24/2026	Mendoza-Bens, Natalie	01-9515		176.69
2156715	04/24/2026	Calloway, Ron	01-9515		30.00
2156716	04/24/2026	Drew, Savannah Leigh	01-9515		31.20
2156717	04/24/2026	Eberly, Brian	01-9515		276.99
2156718	04/24/2026	Gatlin, Esabela	01-9515		33.50
2156719	04/24/2026	Gudino, Margaret	01-9515		35.00
2156720	04/24/2026	Hess, Karla M.	01-9515		88.34
2156721	04/24/2026	Mondragon, Joana	01-9515		30.00
2156722	04/24/2026	Inspire	01-9515		16,738.00
2156723	04/24/2026	Redding, Cassandra	01-9515		173.95
2157272	04/29/2026	Affronti, Jude	03-4310		139.45
2157273	04/29/2026	Chambara, Maxwell	09-5950		9.65
2157274	04/29/2026	Kyocera Document Solutions Northern CA , Inc.	03-5603		262.21
2157275	04/29/2026	Shura, Samantha	01-5111		5,791.83
2157276	04/29/2026	Alpha Analytical Laboratories	03-5800		140.00
2157277	04/29/2026	Mountain Fresh Spring Water	09-5800		34.25
2157278	04/29/2026	Elliott, Erin	01-4310	83.19	
			01-4390	167.18	250.37
2157279	04/29/2026	Isom Advisors	21-5800		1,575.00
2157280	04/29/2026	Young, Minney & Corr, LLP	01-5823		1,360.00

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.

Checks Dated 04/01/2026 through 04/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
2157281	04/29/2026	School & College Legal Services of Calif.	01-5202		600.00
2157282	04/29/2026	MidAmerica Books	09-4310		317.87
2157283	04/29/2026	3Chords Inc. dba ESES	01-5830		994.50
2157284	04/29/2026	ODP Business Solutions, LLC	01-4310		143.18
2157285	04/29/2026	Vermeulen, Morgan	03-4310		135.36
2157286	04/29/2026	West County Transport. Agency	01-5100	5,135.04	
			01-5804	3,830.49	8,965.53
Total Number of Checks			108		444,879.06

	Count	Amount
Cancel	1	191.61
Net Issue		444,687.45

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	73	396,518.93
03	Charter School: Twin Hills	25	14,427.53
09	Charter School Fund: OrchrD Vw	15	2,517.47
12	Child Development Fund	6	2,260.92
13	Cafeteria Fund	1	27,387.60
21	Bond Fund	1	1,575.00
Total Number of Checks		107	444,687.45
Less Unpaid Tax Liability			.00
Net (Check Amount)			444,687.45

Total Expenditures April 2026	
Total Vendor Warrants: April 2026	444,687.45
Payroll: April 10, 2026	26,780.77
Payroll: April 30, 2026	665,171.65
Total Vendor Warrants and Payroll	\$ 1,136,639.87

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.

Checks Dated 04/01/2026 through 04/30/2026

Check Number	Check Date	Pay to the Order of	Check Amount
2151631	04/01/2026	Sequoia Landscape Materials	1,176.04
2151632	04/01/2026	Taylor, America	105.62
2151633	04/01/2026	Thomasson, Theresa	191.22
2151634	04/01/2026	Kyocera Document Solutions NC	394.51
2154379	04/15/2026	Allen, Trisha	684.27
2154380	04/15/2026	ATT	282.80
2154381	04/15/2026	Revolution Foods PBC	12,685.71
2154382	04/15/2026	Kyocera Document Solutions Northern CA	727.71
2154383	04/15/2026	Recology Sonoma Marin	644.75
2154384	04/15/2026	Figurski Eichenscher, Ann	35.00
2154385	04/15/2026	Brady Industries, LLC	1,581.33
2154386	04/15/2026	Gosling, Maria	28.72
2154387	04/15/2026	Haedo, Karina	142.49
2154388	04/15/2026	Harmony Farm Supply	673.92
2154389	04/15/2026	Redwood Lock, Inc.	563.84
2154390	04/15/2026	McKenzie, Laurie	59.28
2154391	04/15/2026	Plumfield Inc. DBA Plumfield Academy	2,698.26
2154392	04/15/2026	Oberti-Rinn, Beatrice	790.49
2154393	04/15/2026	3Chords Inc. dba ESES	716.63
2154394	04/15/2026	Rodriguez, Ana	54.81
2154395	04/15/2026	Ronan, Marcela	31.92
2154396	04/15/2026	Sebastopol Hardware Center	479.89
2154397	04/15/2026	Sonoma County Family YMCA	4,167.00
2154398	04/15/2026	Thomasson, Theresa	99.17
2155088	04/17/2026	Alliance For Public Waldorf	2,640.00
2155089	04/17/2026	Allison, Esther	16.33
2155090	04/17/2026	Andy's Produce Market	336.34
2155091	04/17/2026	Charter School Development Ctr	1,032.00
2155092	04/17/2026	Colby-Sereano, Heather	132.88
2155093	04/17/2026	Employment Development Dept.	250.70
2155094	04/17/2026	Gosling, Maria	243.41
2155095	04/17/2026	Tel Con Communications	255.00
2155096	04/17/2026	Prosser, Sasha	248.88
2155097	04/17/2026	Rodriguez, Ana	56.39
2155098	04/17/2026	Tombe Realty, Inc.	19,144.20
2155099	04/17/2026	Santa Rosa Window Tint	400.00
2155743	04/22/2026	Anova Center for Education	5,581.89
2155744	04/22/2026	Department Of Justice	384.00
2155745	04/22/2026	Friedman's Home Improvement	278.82
2155746	04/22/2026	Rodriguez, Ana	191.61
2156588	04/24/2026	Quirt, Mark	128.06
2156589	04/24/2026	SAGE Educational Psychology In	5,500.00
2157064	04/29/2026	Shura, Samantha	708.00
2157065	04/29/2026	PG&E	911.08
2157066	04/29/2026	3Chords Inc. dba ESES	994.50
2157067	04/29/2026	Kyocera Document Solutions NC	206.64
Total Number of Checks			46
			68,656.11

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.

Checks Dated 04/01/2026 through 04/30/2026

Check Number	Check Date	Pay to the Order of	Check Amount
--------------	------------	---------------------	--------------

Fund Recap

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
09	General Fund (charter Schools)	46	68,656.11
	Total Number of Checks	46	68,656.11
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		68,656.11

Total Expenditures April 2026	
Total Vendor Warrants: April 2026	68,656.11
Payroll: April 10, 2026	2,918.00
Payroll: April 30, 2026	176,217.92
Total Vendor Warrants and Payroll \$	247,792.03

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.

ReqPay11g

Board Report with Fund and Resource

Description

Includes Purchase Orders dated 04/01/2026 - 04/30/2026

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
P26-00378	Music & Arts	PO# 8906 - TH TUBA	2THS	03	Arts & Music	4,368.90
P26-00382	BMO Bank N.A.	PO #8938 Library Books, Nurses Office, PIP Room	1ABS	01	State Lottery	122.64
P26-00383	BMO Bank N.A.	PO #8979 DO School Srvs May Revise Workshop 25-26	9DSO	01	Unrestricted/no	365.00
P26-00384	Checkmate Academy G	5 Chess Club Sessions TH	2THS	03	ELO Program	750.00
P26-00385	ODP Business Soluti	PO #8978 DO Office Supplies	9DSO	01	Unrestricted/no	209.19
P26-00386	Procure Software Ho	PO #8975 Procure Billing Program 2026	5DYA	12	Unrestricted/no	1,068.00
P26-00387	ODP Business Soluti	PO #8912 TH Office Supplies	2THS	03	State Lottery	508.33
P26-00388	Kyocera Document So	PO #8913 TH - Staple Cartridge	2THS	03	State Lottery	91.04
P26-00389	Weeks Drilling & Pu	PO #8977 AB & TH Storage Tank Devices	7DSW	01	Restricted Main	3,605.26
P26-00390	BMO Bank N.A.	PO #8976 AB & TH Water Filters 25-26	7DSW	01	Restricted Main	921.65
P26-00391	BMO Bank N.A.	PO #8967	1ABS	01	State Lottery	303.51
P26-00392	Belcorp Ag, LLC	PO #8962 TH & AB Tractor Parts	7DSW	01	Unrestricted/no	400.00
P26-00393	THTR Productions LL	PO #8915 TH Labor Drama set	2THS	03	ELO Program	2,750.00
P26-00394	Baudville	PO #8902 OV Graduation Supplies 25-26	3OVS	09	State Lottery	372.02
P26-00395	ODP Business Soluti	PO# 8970 Instr. Materials Castleberry/Amador 25-26	1ABS	01	State Lottery	143.18
P26-00396	MidAmerica Books	PO #8965 AB Books	1ABS	09	State Lottery	317.87
P26-00397	Sweetwater Sound Ho	PO # 8966 AB Instruments	1ABS	01	Arts & Music	764.53
P26-00398	Customink Parent, L	PO# 8970 AB Keychains	1ABS	01	SS & PD BG	594.05
P26-00399	BMO Bank N.A.	PO# 8980 ABASP Phone 25-26	5DYA	12	Unrestricted/no	74.24
P26-00400	Loud and Clear Inc.	PO# 8968 AB Headphone Replacement 25-26	1ABS	01	Arts & Music	614.95
					Total	18,344.36

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.

Description

Includes Purchase Orders dated 04/01/2026 - 04/30/2026

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
P26-00140	Kyocera Document So	PO #8952 SR-Staple Cartridge	4HAY	09	State Lottery	72.25
P26-00141	BMO Bank N.A.	PO #8928 SR 5 dual band radios	4HAY	09	Unrestricted/no	270.73
P26-00142	Charter School Deve	PO #8927 SR CSDC Membership	4HAY	09	Unrestricted/no	1,032.00
P26-00143	Santa Rosa Window T	PO #8929 Re-tint Windows	4HAY	09	Other Local	400.00
P26-00144	Alliance For Public	PO #8926 SR 25-26	4HAY	09	Unrestricted/no	2,640.00
P26-00145	Tel Con Communicati	PO #8953 SR Phones	4HAY	09	Unrestricted/no	255.00
					Total	4,669.98

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.

**Twin Hills Union School District
Board of Trustees Regular Meeting
April 09, 2026
Minutes**

Location: **Apple Blossom Elementary (Room 3)**
(700 Watertrough Road, Sebastopol, CA 95472)

A. FORMAL OPENING

1. Call Session To Order. The Board meeting was called to order at 4:01 pm by President Harding.
2. Roll Call: All present
3. Pledge of Allegiance
4. Motion to approve the Agenda by Trustee Beck and second by Trustee Moise. Approved 5-0
5. Public Comment: No public comment

B. RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 4:02 pm.

1. **Conference with Labor Negotiator** [Gov. Code § 54957.6]
Agency Negotiator: Superintendent Dana Pedersen
Employee Organization: Twin Hills Teachers Association
2. **Superintendent Evaluation** [Gov. Code § 54957]

C. RECONVENE TO OPEN SESSION

The Board began Open Session at 4:35 pm

1. Report of Action Taken in Closed Session: No action was taken

D. RECOGNITION & REPORTS

1. **Report:** Board of Trustees
 - i. Board Policy Committee Update
 - ii. Budget Committee Update
2. **Report:** THUSD Superintendent
3. **Celebrating Successes:** Each month, the Board of Trustees celebrates the programs, individuals, and achievements that embody our collaborative spirit and strengthen the Twin Hills school community.

April Focus: Orchard View Leadership Efforts

- **Climate Action** - Sunny Galbraith (Teacher)
- **Global Studies**- Tim Forslund (Teacher)

E. PUBLIC COMMENT OPEN SESSION

1. No comments

F. DISCUSSION and/or POSSIBLE ACTION ITEMS

1. **Proposition 2 Facilities Planning Update: District Design Committee Launch and Ongoing Scope Development.** Information only

**Twin Hills Union School District
Board of Trustees Regular Meeting
April 09, 2026
Minutes**

2. **2026–2027 District School Year Calendar(s) Reflecting All School Sites Update.**
Information Only
3. **Overview of 2025–2026 Youth Truth Survey Results Informing the 2026–2027 LCAP.**
Information Only
4. **PUBLIC HEARING – AB 1200 Disclosures: Collective Bargaining Agreement and Salary Adjustments (2025–2026 and 2026–2027).** Open 5:41. No Comments. Closed 5:42
5. **Motion to approve the Tentative Agreement between Twin Hills Union School District and Twin Hills Teachers Association (2025–2027)** by Trustee Beck and second by Trustee Beck. Approval 5-0
6. **Motion to approve Certification of AB 1200 Disclosures for Collective Bargaining Agreements and Salary Adjustments (2025–2027)** by Trustee Houghton and second by Trustee Ost. Approval 5-0
7. **First Reading of Job Description: Digital Media Arts Teacher.** Information only
8. **Motion to approve the Introduction to Arts, Media, and Entertainment (Elective) Course** by Trustee Beck and second by Trustee Houghton. Approval 5-0
9. **Director of Special Education and School Psychologist Job Description Reading.**
Informational Only
10. **Motion to approve Resolution No. 2026-616: Establishment of School Psychologist / Director of Special Education Position (1.0 FTE – Certificated Management)** by Trustee Houghton and second by Trustee Beck. Approval 5-0
11. **Motion to approve of Resolution No. 2026-617: Longevity Pay for Unrepresented Classified and Supervisory Employees** by Trustee Ost and second by Trustee Moise. Approval 5-0
12. **Motion to approve Resolution No. 2026-615 to Update Authorized Signers on the District’s Revolving Cash Accounts | 403b** by Trustee Ost and second by Trustee Houghton. Approval 5-0
13. **Motion to approve the annual Declaration of Need for Fully Qualified Educators** by Trustee Beck and second by Trustee Moise. Approval 5-0

G. CONSENT CALENDAR: Motion to approve all items 1 through 7 by Trustee Beck and second by Trustee Houghton. Approval 5-0

1. Donation Report: March 2026
2. Payroll and Expenditures: March 2026
3. Purchase Order Report: March 2026
4. Regular Board Meeting Minutes: March 12 , 2026
5. Personnel Report: March 2026
6. Enrollment Report: March 2026
7. Williams Settlement Quarterly Report January-March 2026

H. CORRESPONDENCE. No reportal correspondence

I. RECONVENE TO CLOSED SESSION. The Board did not re-convene to closed session.

K. FORMAL CLOSING

1. Next Regular Board Meeting Anticipated: **May 7, 2026 @ 4:30 pm** (*Twin Hills Middle - Library*)

**Twin Hills Union School District
Board of Trustees Regular Meeting
April 09, 2026
Minutes**

2. Motion to Adjourn: Motion to adjourn at 6:23 by Trustee Houghton and second by Trustee Moise.
Approved 5-0

Twin Hills USD

Monthly Personnel Report

May 7, 2026

Certificated

Additions:

Changes:

Separations:

- Gonzalez Macias, Martha – AB/OV School Counselor 1.0 FTE resign effective June 5, 2026
- Elsbree, Davida –OV SPED Teacher 1.0 FTE resign effective June 5, 2026

Classified

Additions:

Changes:

Separations:

TWIN HILLS UNION SCHOOL DISTRICT

SUPERINTENDENT'S MONTHLY ENROLLMENT REPORT 2025-26

For the May 7th, 2026 board meeting

ENROLLMENT	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26										Change (Est - March)	
	MO/YR Jun18	Jun19	Jun20	Jun21	Jun22	Jun23	Jun24	Jun25	Aug 25	Sep 25	Oct 25	Nov 25	Dec25	Jan26	Feb26	Mar26	April26	Est. @ AB*		
Apple Blossom	399	404	408	343	317	298	292	306	289	289	288	289	289	293	292	292	292	292	308	-16
Twin Hills CMS	262	267	240	219	206	198	207	208	250	252	254	254	255	257	259	257	257	257	255	2
Sub Total	661	671	648	562	523	496	499	514	539	541	542	543	544	550	551	549	549	563	-14	
Orchard View	237	226	233	227	219	212	227	213	226	224	225	223	223	225	225	222	221	222	-1	
SunRidge	281	276	279	261	221	230	235	255	261	264	263	261	260	259	255	258	258	269	-11	
Total	1,179	1,173	1,160	1,050	963	938	961	982	1026	1029	1030	1027	1027	1034	1031	1029	1028	1054	-26	



April 10, 2026

Dana Pedersen, Superintendent
Twin Hills Union School District
700 Watertrough Road
Sebastopol, CA 95472

Dear Ms. Pedersen,

In accordance with Education Code Section 42131, a review of Twin Hills Union School District's (District) Second Interim Report for Fiscal Year 2025-26 has been completed by the Sonoma County Office of Education (County). The District self-certified its 2025-26 Second Interim Report as Positive. After reviewing the financial data provided by the District, it appears the District will meet its financial obligations for the current year and the two subsequent years. Therefore, the County concurs with the District's positive certification.

State Budget

The Governor's proposed 2026–27 Budget, released on January 9, 2026, continues to prioritize K–12 education through a mix of ongoing and one-time investments, while signaling caution due to revenue volatility and reserve levels. Special education receives a significant ongoing base grant increase to strengthen funding adequacy. The proposal also includes a substantial Proposition 98 settle-up of \$5.6 billion in 2025–26, following the proposed \$1.9 billion deferral repayment, highlighting continued reliance on state revenue adjustments. One-time discretionary funding for Local Educational Agencies (LEAs) is proposed, but LEAs should exercise caution in budgeting these funds until amounts are finalized. Additionally, LEAs should note that certain funds expire on June 30, 2026, including the Educator Effectiveness Block Grant and the Arts, Music, and Instruction Discretionary Block Grant, and plan accordingly.

As with all January proposals, revenue projections and Proposition 98 funding levels remain subject to change at the May Revision. LEAs should continue to practice prudent fiscal planning, avoid structural deficit spending, maintain adequate reserves, and closely monitor multi-year projections as the state budget process progresses.

Second Interim and Multi-Year Projection (MYP)

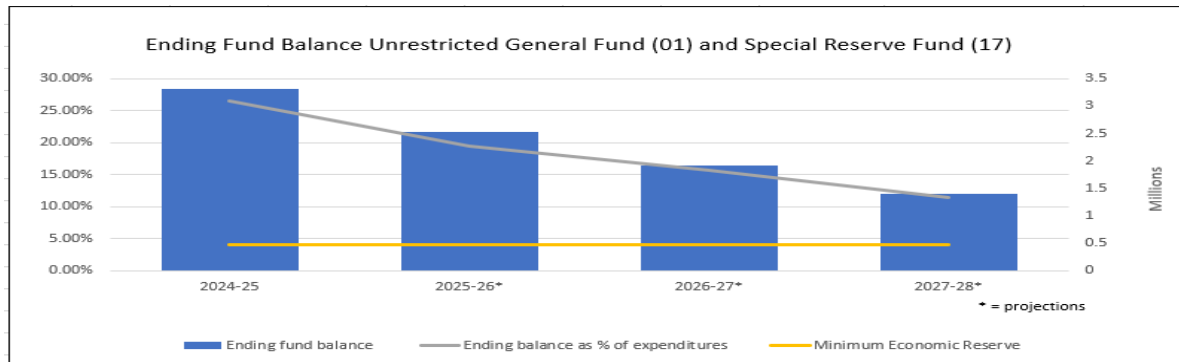
The District's Second Interim Report MYP, which includes its conversion charter, projects unrestricted deficit spending of -\$799,468, -\$618,690, and -\$523,712 in 2025-26, 2026-27, and 2027-28 with the State minimum reserve for economic uncertainty of 4% met in all years. **Deficit spending is a concern to the County, and eliminating structural deficit spending is critical to maintaining required reserve levels. Therefore, we urge the District to review and monitor revenues and expenditures, embrace best practices, and budget to live within its means.**

The District's Second Interim Report and Multi-Year Projections reflect operating deficits in the unrestricted general fund. The cumulative impact of this projected deficit spending is a 58% decline in fund balance from

Amie R. Carter, Ed.D. | Sonoma County Superintendent of Schools

Board of Education | Gina Cuclis, Herman G. Hernandez, Steven Herrington, Ph.D., Peter Kostas, Mary Watts

fiscal year 2024-25 to 2027-28. The following graph displays the district’s estimated unrestricted ending balance in the second interim budget and multi-year projections, with both the stated minimum reserve and the district’s actual reserve as a percentage of total expenditures.



Collective Bargaining

Based upon the Criteria and Standards, negotiations with all bargaining units in the 2025–26 fiscal year were not settled at the time of the report; however, the District has subsequently reached tentative agreements with all units, with Governing Board approval scheduled for April 9, 2026. The multiyear agreement includes ongoing cost-of-living adjustments (COLA), which will increase expenditures across all funds and contribute to ongoing deficit spending in each year of the projection.

Charter Schools

The District reports Orchard View Charter School outside of the General Fund. The board approved the Second Interim Report, which included Fund 09 for the Charter. The 2025-26 ending balance in Fund 09 reported is \$183,901, a decrease of \$58,887.

The board approved the Second Interim Report, which included Sunridge Charter School, which is reported in Org. 21, fund 09. The 2025-26 ending balance in Fund 09 reported is \$364,008, a decrease of \$218,472.

Summary

Our Office appreciates the preparation and timely submittal of your Second Interim report. A technical review will be communicated to the business office. **Please see the attached for standard reminders.** If you have any questions, please feel free to call me at (707) 524-2635.

Sincerely,

Sarah Lampenfeld

Sarah Lampenfeld
Assistant Superintendent, Business Services

Cc:

Katie Anderson, District Chief Business Official
Amie R. Carter, Ed.D., County Superintendent of Schools
Anne Norris, SCOE District Fiscal Management Advisor

Amie R. Carter, Ed.D. | Sonoma County Superintendent of Schools

Board of Education | Gina Cuclis, Herman G. Hernandez, Steven Herrington, Ph.D., Peter Kostas, Mary Watts



May 2026

**2026-2027 Y2 Funding Proposal to the Twin Hills–Apple Blossom Educational Foundation (THABEF)
(Annual Request: \$45,750)**

Dear THABEF Board,

On behalf of Twin Hills Union School District, we respectfully submit this proposal for continued partnership funding for the 2026–2027 school year. THABEF has long played an essential role in enhancing educational opportunities and enriching the learning environment at both Apple Blossom and Twin Hills Middle School. We are deeply grateful for the Foundation’s steadfast commitment to our students, staff, and school communities.

For the coming year, the District is requesting support in alignment with THABEF’s established priorities and past practice across shared initiatives (“Both Schools”) and site-specific programs. The proposed plan is outlined below.

I. Districtwide: Both Schools

Total Request: \$25,750

1. Theatrical Residency (THTR) (Twin Hills/Apple Blossom) – January/February

Request: \$8,000 (Payable to Twin Hills Union School District)

Continued support for the annual two-school performing arts residency, providing students with high-quality theater instruction, production experience, and confidence-building opportunities.

2. Teacher Mini- Grants /”Red Folders” – Teacher Innovation & Classroom Grants

- **Request: \$8,000** (Direct reimbursement by THABEF)
Support for classroom-level grants allowing teachers to purchase materials, pilot instructional ideas, and fund small-scale enrichment projects. 16 teachers per site.
- Apple Blossom: \$200 per teacher
- Twin Hills: \$200 per teacher

3. Staff Appreciation Activities

Request: NTE \$2000 (est.) (Direct payment by THABEF)

4. Outdoor Education Support

Request: \$5,000 (Payable to Twin Hills ASB & Apple Blossom ASB)

Annual support for overnight Outdoor Education experiences

- **Apple Blossom – 5th Grade:** \$2,500
- **Twin Hills – 6th Grade:** \$2,500
(Exact per-pupil amounts to be confirmed based on final enrollment and trip cost.)

5. Welcome Back Site Mixers-

Request: NTE \$2,000

- Sponsor Vendor/Welcome Back Committee efforts (Total)

6. Sun Shine Fund

Request: \$750

II. Single-Site School Support

\$20,000

(Allocated evenly between Apple Blossom and Twin Hills)

A. Apple Blossom Elementary School

Site Total: \$10,000

Program/Initiative
School Agendas & Cheetah Folders
Assemblies & Student Performances
Field Day Programming/Supplies
Field Trip Transportation
Garden Program Support
Music & Performing Arts

These funds directly strengthen student engagement, outdoor learning, arts access, and school-wide community-building activities.

B. Twin Hills Middle School

Site Total: \$10,000

Supporting Elective Program Expansion & Enhancement

The District requests THABEF’s continued partnership in bolstering Twin Hills’ elective programming, which remains central to the middle school experience and student engagement. Priorities include:

Culinary Arts Program

- Supplies and food materials
- Equipment replenishment
- Staffing support (with District matching funds as needed)

Funds will sustain hands-on learning opportunities, strengthen the elective wheel, and ensure that students continue to benefit from robust, relevant coursework aligned with middle-grade interests.

III. Summary of Proposed Commitment

Category	Amount
I. District: Both Schools (THTR, Red Folders, Outdoor Ed, Staff Appreciation)	\$25,750
IIa. Apple Blossom Site Allocation	\$ 10,000
IIb. Twin Hills Site Allocation	\$ 10,000
Total Annual Request	\$45,750

Payment Methods, Disbursement Timeline & Vendor Processing

To support timely planning and implementation of all programs outlined in this proposal, Twin Hills Union School District respectfully requests that THABEF provide funding according to the following disbursement schedule: **Full contribution issued by** December 30, 2026

Checks may be made payable to the appropriate school site or to the District, consistent with the payment methods previously indicated.

Vendor Contracts & 1099 Processing

Any vendor contracts required for the programs supported by THABEF (including artists, instructors, consultants, or other service providers) will be processed directly by the District. The District will also assume responsibility for all required **1099 issuance and tax reporting**, ensuring compliance with state and federal requirements and reducing administrative burden on the Foundation.

Closing

THABEF’s generosity and shared vision for high-quality educational enrichment make a measurable difference in the lives of our students each year. This proposal reflects the District’s goal of ensuring equitable, meaningful programming across both campuses while honoring the Foundation’s longstanding priorities.

Thank you for your consideration of this request and for your continued partnership with Twin Hills Union School District. We look forward to another successful year of collaboration on behalf of our students.

With appreciation,

Dana Pedersen
 Superintendent, Twin Hills Union School District

FUNDING OUR SCHOOLS TOGETHER THABEF 2025-2026!

Total Annual Donation

\$37,400

Thanks to the incredible generosity and hard work of our THABEF community, funds raised through family donations, dine-and-donates, the carnival, skate nights, drama program, the spring event, and our online auction allowed us to contribute \$37,400 directly to Apple Blossom and Twin Hills for this school year! Your support truly makes a difference for our students, and we are so grateful for everything this community does!

District Wide

- ✦ Twin Hills & Apple Blossom
Drama Program
- ✦ Support for 5th and 6th
grade outdoor education
- ✦ \$200 teacher grant to
every classroom
teacher
- ✦ Staff Appreciation Week

Apple Blossom Support

- ✦ Garden Program
Support
- ✦ Field Trip
Transportation
- ✦ Assemblies &
Student Performances
- ✦ Cheetah Folders &
School Agenda Books
- ✦ Music &
Performing Arts
- ✦ Field Day Programming
& Supplies

Twin Hills Support

- ✦ Support elective program expansion

THABEF

Twin Hills Apple Blossom
Educational Foundation