

Site Visit

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING**

Trustees

*John Paff, President
Brian Swanson, Clerk
Debbie Crandell
Cristy Dawson
Bill Phillips
Parker Llantero, Student Rep*

DATE: Thursday, November 15, 2018

TIME: 6:00 p.m. Closed Session
7:00 p.m. Open Session

LOCATION: Forest Grove Elementary School- Multipurpose Room
1065 Congress Avenue
Pacific Grove, CA 93950

The Board of Education welcomes you to its meetings, which are regularly scheduled for the first and third Thursdays of the month. Regular Board Meetings shall be adjourned by 10:00 pm, unless extended to a specific time determined by a majority of the Board. This meeting may be extended no more than once and may be adjourned to a later date. Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent at least two days before the meeting date.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 435 Hillcrest Avenue, Pacific Grove during normal business hours.

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda

II. CLOSED SESSION

A. Identify Closed Session Topics

The Board of Education will meet in Closed Session to consider matters appropriate for Closed Session in accordance with Education and Government Code.

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2018/19 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2018/19 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives for the purpose of giving direction and updates.

B. Public comment on Closed Session Topics

C. Adjourn to Closed Session

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2018/19 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2018/19 [Government Code § 3549.1 (d)]

B. Pledge of Allegiance

IV. SITE PRESENTATIONS

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

Forest Grove Elementary School's presentation:

Success Through Service - The Forest Grove Family Way

V. COMMUNICATIONS

A. Written Communication

B. Board Member Comments

C. Superintendent Report

D. PGUSD Staff Comments (Non Agenda Items)

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard. The Board may limit comments to no more than three (3) minutes for each agenda or non-agenda item; a total time for public input on each item is 20 minutes, pursuant to Board Policy 9323. Public comment will also be allowed on each specific action item prior to Board action thereon. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board's ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.

VII. CONSENT AGENDA

Items listed under the Consent Agenda are considered to be routine and/or may have been discussed at a previous Board meeting. There is no discussion of these items prior to the Board vote unless a member of the Board requests specific items be discussed and/or removed from the Consent Agenda. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

- | | Page |
|--|------|
| A. <u>Minutes of November 1, 2018 Board Meeting</u>
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented. | 6 |
| B. <u>Certificated Assignment Order #6</u>
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #6. | 11 |
| C. <u>Classified Assignment Order #6</u>
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #6. | 14 |
| D. <u>Acceptance of Donations</u>
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve acceptance of the donations referenced below. | 16 |
| E. <u>Out of County or Overnight Activities</u>
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration Recommends that the Board approve or receive the request as presented. | 17 |
| F. <u>Cash Receipts Report No. 2</u>
Recommendation: (Song Chin-Bendib, Assistant Superintendent) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts. | 22 |
| G. <u>Revolving Cash Report No. 2</u>
Recommendation: (Song Chin-Bendib, Assistant Superintendent) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board. | 25 |
| H. <u>School Project for Utility Rate Reduction (SPURR) Renewal Agreement</u>
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and approve the School Project for Utility Rate Reduction Renewal Agreement. | 27 |
| I. <u>Approval of Memorandum of Understanding with Salinas City Elementary School District for Field Trips</u>
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Business Office recommends that the Board review and authorize the execution of the Memorandum of Understanding with Salinas City Elementary School District for field trips. | 33 |

- J. Sam and Ron Contract for Service to Install Cabinetry at Pacific Grove Adult School 35
 Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends the Board review and approve the contract for service with Sam and Ron, Inc. for the installation of cabinetry at Pacific Grove Adult School for the Adults with Disabilities Classroom.

Move: _____ Second: _____ Vote: _____

VIII. ACTION/DISCUSSION

- A. Adoption of Board Policy and Regulation 6163.2 Animals at School 39
 Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and adopt Board Policy and Regulation 6163.2 Animals at School.

Move: _____ Second: _____ Vote: _____

- B. Board Calendar/Future Meetings 44
 Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

Move: _____ Second: _____ Vote: _____

IX. INFORMATION/DISCUSSION

- A. Review of Special Education Contracts 48
 Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends that the Board review the present and projected status of Special Education contracts.

Board Direction: _____

- B. Pacific Grove High School Course Bulletin for the 2019-20 School Year 50
 Recommendation: (Matt Bell, PG High School Principal) The Pacific Grove High School Administration recommends that the Board review the Course Bulletin for Pacific Grove High School for the 2019-20 School Year.

Board Direction: _____

- C. Elementary Spanish Program 93
 Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends that the Board review and provide direction regarding the options presented to provide a Spanish language program for the elementary schools.

Board Direction: _____

- D. Facilities Project Updates 100
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The Administration recommends that the Board review and provide feedback on ongoing and upcoming facilities projects.

Board Direction: _____

- E. Future Agenda Items 102
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

Review of Field Trips within Pacific Grove (Dec 2018)
Long Term Counseling Study (Fall 2018/Winter 2019)
Board Self Evaluation Review (Winter 2018)
Affordable Housing Project Impacts to District (In progress)
Review of Community High School (Jan 31, 2019)
Review of David Avenue Site Location (March 2019)

Board Direction: _____

X. ADJOURNMENT

Next Organizational meeting on December 13, 2018 – District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of November 1, 2018 – District Office

I. OPENED BUSINESS

- A. Called to Order 7:02 p.m.
- B. Roll Call
- | | | |
|--|-------------------------|---|
| | President: | Trustee Paff |
| | Clerk: | Trustee Swanson |
| | Trustees Present: | Trustee Crandell
Trustee Dawson
Trustee Phillips |
| | Administration Present: | Superintendent Porras
Assistant Superintendent Chin-Bendib |
| | Board Recorder: | Mandi Ackerman |
| | Student Board Member: | Parker Llantero |

C. Adopted Agenda

Changes to the agenda include a Walk-On for Discovery Charters which is a correction to name and cost from the previous Board meeting. Additional Walk-On for Out of County/Overnight Activities. Finally, a correction to the Declaration of Fully Qualified Teachers document.

MOTION Crandell/Dawson to adopt agenda as amended.

Public comment: none

Motion CARRIED 5 – 0

- D. Pledge of Allegiance Led By: Pacific Grove High School Principal Mat Bell

II. SITE PRESENTATIONS

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

Pacific Grove High School's presentation: **What's Your 1 Degree?**

Pacific Grove High School Assistant Principal Shane Steinback welcomed the Board, acknowledged Theresa Hruby and the orchestra class for the international performance group at Carnegie Hall. Steinback also noted the WASC accreditation visiting team and the critical needs identified by the visit. Steinback discussed the District's theme for the year, *What is Your 1 Degree* and introduced the following teachers that shared their 1 degree.

Art Teacher Matt Kelly spoke about the importance of art, increased college readiness, shared displayed student art, and played a video of the art class and incredible art completed by his students.

Culinary Teacher Jenn Erickson and the culinary class noted catering core, teaching students to run a catering business; the Culinary class was hired by the Breakers Club to provide desserts at the Shoe Dance; spoke about MPC dual enrollment and that Culinary 3 students are earning transferable college units; finally the Culinary classes are giving back to the community by welcoming elementary students to visit the class, students raised money towards victims of the

NorCal fires, and the success of students catering a last-minute event for over 150 guests.

Counselor Michelle Cadigan spoke about equity and removing barriers, PSATs offered to all sophomores and juniors, and coordinating with the College Board to reduce financial barriers for SED students.

Teacher Alyce Avenell's moderate/severe Special Education class noted the school and students have been so welcoming and her class teaches students life skills and helps students participate in student life.

Leadership Teacher Larry Haggquist noted the work by the Leadership team around campus, decorating the halls for Red and Gold week; Leadership teaches transformational leadership and helps the students run activities on campus. The Leadership Team's 1 degree is adding transformational leadership curriculum to the Activities/Leadership class. A video highlighting some of the activities students have organized this year was presented. The video presentation was followed by a brief speech given by Kismet Isik. Isik noted that Leadership students are contributing their one degree by "starting with the man in the mirror," which was the theme song for the video. After Isik's speech, the following students read their personal vision statements: Emma Millette, Wendye Roach, Anthony Biondi, Booker Catlin, Sofia Chang, Lupita Alvarado Sanchez, Gabi Gaona, Sydney Miller, and Parker Llantero.

Principal Bell concluded by sharing the college and career readiness of the school, caring about culture, allowing students to explore who they are and how they can be the best they can be through the lens of equity.

The Board thanks Pacific Grove High School Administration, staff and students for the incredible presentation.

III. COMMUNICATIONS

A. Written Communication

None.

B. Board Member Comments

Trustee Dawson visited Pacific Grove High School and enjoyed the visit.

Trustee Crandell visited Pacific Grove Middle School on Halloween and had a great time.

Trustee Swanson thanked the Culinary Class for the treats.

Trustee Paff thanked everyone again for the presentation, and noted he and Trustee Dawson were continuing their Masters in Governance training.

C. Superintendent Report

Superintendent Porras thanked the students for being so articulate and sharing who they are with the Board. Superintendent Porras thanked Principal Bell for his leadership that leads to the success of the school and staff, and also thanked the Pacific Grove High School staff. Superintendent Porras thanked Coach Morgan for orchestrating a luncheon for Carmel and

Pacific Grove high school students and coaching staff prior to the shoe game. Superintendent Porras acknowledged Forest Grove Elementary School Principal Buck Roggeman and Robert Down Elementary School Sean Keller for the Halloween parades at the school sites. Finally Superintendent Porras thanked the Board for the farewell dinner for Trustee Phillips.

D. PGUSD Staff Comments (Non Agenda Items)

Director of Curriculum and Special Projects Ani Silva noted the Next Generation Science Standards cohort as leaders.

Principal Keller invited the Board to upcoming site events.

Pacific Grove Middle School 7th/8th Grade Science Teacher, PTSA Secretary and Robotics Coach Greg Enterlin shared competition information for the robotics students.

Director of Student Services Clare Davies noted the training the Special Education staff was receiving.

IV. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

None.

V. CONSENT AGENDA

- A. Minutes of October 25, 2018 Board Meeting
- B. Certificated Assignment Order #5
- C. Classified Assignment Order #5
- D. Warrant Schedules No. 601
- E. Contract for Services with Art Council of Monterey County
- F. Contract with Monterey Peninsula Unified School District for an Adaptive PE Teacher

MOTION Phillips/Crandell to approve consent agenda as presented.

Public comment: none

Motion CARRIED 5 – 0

VI. ACTION/DISCUSSION

A. Water Polo Team at Pacific Grove High School

Principal Bell presented results from the student survey on interest in playing water polo. The Board discussed the conflict with the Santa Clara Swim Club schedule; student survey results; pool schedule use and availability; coaching position for water polo.

Trustee Paff asked student Sydney questions about water polo; as well as questioned several audience members.

Parent Casey Lyon volunteered to coach, if needed.

Public comment:

Mrs. Cuellar is a parent, asked for a deeper dive into the survey, wondered if the number

of students that expressed interest in playing water polo may back out.

Ryan Gary, Chair of Santa Clara Swim Club spoke about swim instructor Mark Temple, his background, urged the Board not to lose Temple sharing his success with the students.

Parent Lacrisha Ferriera shared results of student interest in commitment, as well as the GoFundMe that was started to help fund the team, which raised over \$5,000 in seven days.

Jen of USA Water Polo, shared her background in organizing water polo teams, camps, trainings; offered to donate balls and caps to the water polo team; noted using the lane lines is not a challenge and should be easy for the team to accomplish.

Wendy supports the water polo team, for both boys and girls.

Todd Lyons has three daughters in the District, encouraged the water polo team and swimming teams to work together; noted sports grow and some sports fall away; and encouraged the Board to approve a water polo team.

Parent Kathleen Lee spoke about her son's own water polo experience, saying it is a fast-growing sport; reminded the Board that Measure D funds were used for the pool in the hopes of having a water polo team; concluded that water polo may pull players from other sports but that's ok.

MOTION Crandell/Swanson to approve water polo teams for boys and girls at Pacific Grove High School, with collaboration with the Adult Education and Santa Clara Swim Club.

Motion CARRIED 5 – 0

B. 2018-19 Declaration of Need For Fully Qualified Educators

Corrected documents for this item were provided to the Board and public for this item.

MOTION Dawson/Crandell to approve the 2018-19 Declaration of Need For Fully Qualified Educators.

Public comment: none

Motion CARRIED 5 – 0

C. Update to Board Policy 6152, Exhibit 6152(a), and Exhibit 6152(b) Class Assignment

MOTION Crandell/Dawson to approve the Update to Board Policy 6152, Exhibit 6152(a), and Exhibit 6152(b) Class Assignment.

Public comment: none

Motion CARRIED 5 – 0

D. Board Calendar/Future Meetings

No action taken.

E. Walk-On Discovery Charters Contract for Service

Correction to this item from the previous Board meeting. Correction includes cost increase and name correction.

MOTION Swanson/Phillips to approve the Walk-On Discovery Charters Contract for Service.

Public comment: none

Motion CARRIED 5 – 0

F. Walk-On Out of County or Overnight Activities

MOTION Paff/Crandell to approve the Walk-On Out of County or Overnight Activities.

Public comment: none

Motion CARRIED 5 – 0

VII. INFORMATION/DISCUSSION

A. California School Employees Association Evaluation Process

Director of Human Resources Billie Mankey presented the process for evaluations. The Board discussed this item and expressed concerns regarding monitoring evaluations and timely completion of evaluations. The Board directed Administration to complete all evaluations on time.

Public comment: none

B. Future Agenda Items

- Foreign Language (Nov 2018)
- Review of Field Trips within Pacific Grove (Dec 2018)
- Long Term Counseling Study (Fall 2018/Winter 2019)
- Board Self Evaluation Review (Winter 2018)
- Affordable Housing Project Impacts to District (In progress)
- Review of Community High School (Jan 31, 2019)
- Review of David Avenue Site Location (March 2019)

Trustee Phillips said the Charter School may be leaving the David Avenue facility, asked the Board and Administration to consider reusing the property for employee housing.

VIII. ADJOURNED

9:55 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #6

PERSON(S) RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #6.

BACKGROUND:

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Certificated Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 6
November 15, 2018**

NEW HIRE, TEMPORARY

Michelle Netzloff-Luna, PGAS Community Ed Instructor (Ballet), temporary, hourly, 1.5 hrs./week, 12 month work calendar, Column A, Step 1, paid per timesheet, effective October 31, 2018 and dependent upon sufficient enrollment

An McDowell, PGAS ESL Citizen Prep Instructor, temporary, hourly, 3 hrs./week, 12 month work calendar, Column A, Step 1, paid per timesheet effective October 20, 2018 and dependent upon sufficient enrollment

An McDowell, PGAS Community Ed Instructor (Spanish Level 1), temporary, hourly, 4 hrs./week, 12 month work calendar, Column A, Step 1, paid per timesheet effective October 23, 2018 and dependent upon sufficient enrollment

2018-19 PGHS Fall Sports Stipends

Employee	Assignment	% Stipend	Funding	Amount
Dan Powers	Varsity Boys' Basketball Coach	1.0	GF	\$4,295
Jordan Gasperson	JV Boys' Basketball Assistant Coach	1.0	GF	\$2,886
Brandon Peterson	Frosh Boys' Basketball Assistant Coach	1.0	Athletics	\$2,684
Robin Lewis	Varsity Girls' Basketball Head Coach	1.0	GF	\$3,995
Erica Gamecho	JV Girls' Basketball	1.0	GF	\$2,886
Nick Lackey	Varsity Boys' Soccer Coach	1.0	GF	\$4,295
Ryan Nevin	JV Boys' Soccer Assistant Coach	1.0	GF	\$2,684
Frank Giraldo	Varsity Girls' Soccer Coach	1.0	GF	\$3,995
Kelly Ray	JV Girls' Soccer Assistant Coach	1.0	GF	\$2,684
Travis Selfridge	Varsity Wrestling Coach	1.0	GF	\$4,295
Bill Grant	Varsity Assistant Wrestling Coach	1.0	GF	\$3,102

2018-2019 GATE Class Instructors, paid per time sheet at the PGTA hourly instructional rate:

Employee	Site	Class Title	Total Hours	Funding
Kaitlin Cuskey	FGE/RDE	Character Counts	68 hours	Chapman
Linda Williams	RDE	Broadcast Journalism	40 hours	Chapman
Greg Enterline	PGMS	Oceanography Marine Biology	30 hours	GF
Moira Mahr	PGMS	Children to Children	30 hours	GF
Barbara Priest	PGMS	Advanced Music Performance Practice	30 hours	GF
Diana Rookstool	PGMS	Advanced Art/Cubism Study	18 hours	GF
Kelly Terry/ Diana Rookstool	PGMS	Book making/Scripting	9 hours	GF

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 6
November 15, 2018**

Karinne Gordon	PGHS	Critical Issues Forum	30 hours	Chapman
Sally Richmond	PGHS	Robotics and Mathletics	30 hours	Chapman
Lauralea Gaona	PGHS	Model United Nations	30 hours	Chapman
Larry Haggquist	PGHS	Poetry Slam	15 hours	Chapman
Kim Shurtz	District	GATE Coordinator	100 hours	Chapman

SUBSTITUTES:

Clare Baldal
Deanna Luck

SUBJECT: Classified Assignment Order #6

PERSON(S) RESPONSIBLE: Billie Mankey, Director II, Human Resources

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #6.

BACKGROUND:

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Classified Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
CLASSIFIED PERSONNEL ASSIGNMENT ORDER NO. 6
November 15, 2018**

ADDITIONAL HOURS:

Danielle Groshong, FGE, Instructional Assistant (Title I), temporary increase in hours, 10.5 hrs./week, Range 31, Step B, effective November 5, 2018 through May 31, 2019 (partial replacement for Sue Ellzey LOA)

SUBJECT: Acceptance of Donations

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board approve acceptance of donations referenced below.

INFORMATION:

During the past month the following donations were received:

Forest Grove Elementary School

None

Robert H. Down Elementary School

None

Pacific Grove Middle School

Michelle Ford & Francis Coen	\$ 1,765.50 (music dept.)
Kari Galer	\$ 375 (science camp)
Eric & Angela Lippert	\$ 20 (science camp)

Pacific Grove High School

The Chapman Foundation	\$21,000 (AVID grant)
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Pacific Grove Community High School

None

Pacific Grove Adult School /Lighthouse Preschool & Preschool Plus Co-op

Sherry and John Howells	\$ 100 undesignated (in memory of Joan Nattress)
Lois Carroll	\$ 100 undesignated (in memory of Joan Nattress)

Pacific Grove Unified School District

Monterey Peninsula Foundation	\$10,000 (GATE)
The Chapman Foundation	\$15,500 (GATE)

SUBJECT: Out of County or Overnight Activities

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board approve or receive the request as presented.

BACKGROUND:

Board Policy 6153 requires prior approval of all school sponsored trips. Out of County/State or overnight trips require Board approval. Other trips may be approved by the Superintendent or designee.

INFORMATION:

The attached list identifies an overnight/Out of County/State trip(s) being proposed by a school site at this time.

FISCAL IMPACT:

The request has an identified cost and associated source of funds. The activities expose the District to increased liability with a resulting potential for financial impact.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES

<u>DATE</u> <u>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
November 25 Disney Resort Orlando, FL	HS Choir National Honor Choir workshops	Air	\$3,830	Donations, club funds
December 7 Cal Poly San Luis Obispo San Luis Obispo, CA	PGMS AVID class College campus visit	Charter	\$2,076	AVID Grant
January 16, 2019 Santa Cruz Science Camp Santa Cruz, CA	MS 6 th Grade Student Teacher driving individual student	Auto	\$40	Student Services

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY

Board Approval is required for all out-of-county, out-of-state, or overnight activities. The request must be approved by the Board prior to the event, therefore the request must be submitted AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT. For ALL other activities, submit request two weeks in advance of activity. ¹ understand.

Date of Activity 11/25/2018 Day of Activity sunday-wednesday

Location of Activity Disney Coronado Springs Resort City Orlando, Florida County Orange

School PG High School Class or Club Choir Grade Level/s 12th

School Departure Time 6:00 AM

Pickup Time from Place of Activity 5:00 PM

Name of Employee Accompanying Students Michelle Boulware

Number of Adults 2 Number of Students 2

Description of Activity/Educational Objective
Participating in an auditioned National Honor Choir workshops and performance.

List All Stops Orlando airport, Coronado Springs Resort

Means of Transportation: Air

* Board Regulation 3541.1 Requirements will be complied with when using private Autos NA
(Teacher initials)

**If using District vans, driver names must be listed: _____

Cost of Activity \$ 2,530 + Cost of Transportation \$ 1,300 = Total \$ 3,830.00

Fund/s to be charged for all activity expenses (x) Students () Club () PG Pride (x) Other Kiwanis

Account Code: Wells Fargo Bank #8994873977/707

Requested by: Michelle Boulware / Michelle Boulware Date 08/20/2018
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Matthew J. Bell Date 11/01/2018

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received _____
Cost Estimate \$ _____

Approved by Transportation Supervisor: _____ Date _____

Approved by Assistant Superintendent: song chinbendib Date 11/02/2018

Date of Board Approval 11/15/2018

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY

Board Approval is required for all out-of-county, out-of-state, or overnight activities. The request must be approved by the Board prior to the event, therefore the request must be submitted AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT. For ALL other activities, submit request two weeks in advance of activity.

Date of Activity 12/07/2018 Day of Activity Friday

Location of Activity Cal Poly City San Luis Obispo County San Luis Obispo

School PG Middle School Class or Club AVID Grade Level/s 8

School Departure Time 8:00 AM

Pickup Time from Place of Activity 4:30 PM

Name of Employee Accompanying Students Moira Mahr; Jason Tovani

Number of Adults 2 Number of Students 35

Description of Activity/Educational Objective
AVID students are required through AVID to attend college campus tours.

List All Stops CSUMB; dinner at In and Out Burger on the way from Cal Poly

Means of Transportation: Charter

* Board Regulation 3541.1 Requirements will be complied with when using private Autos mm (Teacher initials)

**If using District vans, driver names must be listed:

Cost of Activity \$ 201 + Cost of Transportation \$ 1875 = Total \$ 2,076.00

Fund/s to be charged for all activity expenses () Students () Club () PG Pride (x) Other AVID

Account Code: 01-0038-0-1110-1000-5200-00-005-7310-0720

Requested by: Moira Mahr / Moira Mahr Date 10/22/2018
Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Sean Roach Date 10/22/2018

Transportation Department/District Office Use

() School Bus (x) Charter () Available () Not available Date Received 10/25/2018
Cost Estimate \$ 1875.00 Discovery

Approved by Transportation Supervisor: LStacks Date 10/25/2018

Approved by Assistant Superintendent: song chinbendib Date 10/25/2018

Date of Board Approval 11/15/2018

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
REQUEST FOR OFF CAMPUS ACTIVITY

Board Approval is required for all out-of-county, out-of-state, or overnight activities. The request must be approved by the Board prior to the event, therefore the request must be submitted AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT. For ALL other activities, submit request two weeks in advance of activity.

Date of Activity 01/16/2019 Day of Activity Wednesday

Location of Activity Santa Cruz Outdoor Science School City Watsonville County Santa Cruz

School PG Middle School Class or Club SPED/ Science Grade Level/s 6

School Departure Time 7:30 AM

Pickup Time from Place of Activity 5 PM

Name of Employee Accompanying Students Darcy Tuinenga

Number of Adults 1 Number of Students 1

Description of Activity/Educational Objective Outdoor School

List All Stops Outdoor School

Means of Transportation: Auto*

* Board Regulation 3541.1 Requirements will be complied with when using private Autos DT (Teacher initials)

**If using District vans, driver names must be listed:

Cost of Activity \$ 0 + Cost of Transportation \$ 40 = Total \$ 40.00

Fund/s to be charged for all activity expenses () Students () Club () PG Pride (x) Other SPED

Account Code: 01-6500-0-5770-1120-5200-00-000-2100-0740

Requested by: Darcy Tuinenga / Darcy Tuinenga Date 11/02/2018 Employee Signature (accompanying student activity) Printed Name

Administration Approval/Principal Sean Roach Date 11/02/2018

Transportation Department/District Office Use

() School Bus () Charter () Available () Not available Date Received Cost Estimate \$

Approved by Transportation Supervisor: Date

Approved by Assistant Superintendent: song chinbendib Date 11/02/2018

Date of Board Approval 11/15/2018

SUBJECT: Cash Receipts Report No. 2

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.

BACKGROUND:

The attached listing identifies Cash Receipts received by the District during the period of September 25, 2018 through November 8, 2018.

INFORMATION:

The receipt and deposit of the identified funds were conducted consistent with District policies and procedures within the appropriate revenue accounts.

CASH RECEIPTS
BOARD REPORT # 2

Consent Agenda Item F

SSeptember 25, 2018 - November 8, 2018

Date	Num	Name	Account	Amount
Sep 25 - Nov 8, '18				
9/25/2018	19332	BASRP-FG	BASRP	9,413.00
9/25/2018	19333	BASRP-RD	BASRP	3,385.14
9/25/2018	19334	BASRP-FG	BASRP	4,880.00
9/25/2018	19335	BASRP-RD	BASRP	2,905.50
9/25/2018	19336	ADULT EDUCATION	ADULT EDUCATION	2,610.00
9/25/2018	19337	ADULT EDUCATION	ADULT EDUCATION	2,751.15
9/25/2018	19338	MBCS/Monterey Bay Charter School	SPECIAL RESERVE	19,943.08
9/25/2018	19339	BUS PASS	BUS PASS	250.00
9/25/2018	19340	MISC	MISC	6.00
9/25/2018	19341	Robert Down Elementary	DONATION	100.00
9/25/2018	19342	Intercare Holding Insurance	WORKERSCOMP	2,023.68
9/25/2018	19343	Intercare Holding Insurance	WORKERSCOMP	2,023.68
9/25/2018	19344	Intercare Holding Insurance	WORKERSCOMP	2,023.68
9/25/2018	19345	RETIREE INSURANCE	RETIREE INSURANCE	3,509.33
9/26/2018	19346	TEXTBOOKS	TEXT BOOK FEES	185.00
9/26/2018	19347	PGMS	FIELD TRIP	715.00
9/26/2018	19348	ASE - After School Enrichment	Class Fees	6,835.00
9/26/2018	19349	TEXTBOOKS	TEXT BOOK FEES	10.00
9/26/2018	19350	Forest Grove Elementary	DONATION	81.00
9/26/2018	19351	Intercare Holding Insurance	WORKERSCOMP	1,067.78
9/26/2018	19352	TEXTBOOKS	TEXT BOOK FEES	28.00
9/26/2018	19353	TEXTBOOKS	TEXT BOOK FEES	89.00
9/26/2018	19354	PGMS	FIELD TRIP	3,305.00
9/26/2018	19355	PGMS	Avid	8,600.00
10/5/2018	19356	BASRP-RD	BASRP	2,928.25
10/5/2018	19357	BASRP-FG	BASRP	1,940.00
10/5/2018	19358	RETIREE INSURANCE	RETIREE INSURANCE	2,635.82
10/5/2018	19359	PGMS	FIELD TRIP	740.00
10/5/2018	19360	Robert Down Elementary	DONATION	120.00
10/5/2018	19361	Lost Key Fee	MAINT/GROUNDS	35.00
10/5/2018	19362	Intercare Holding Insurance	WORKERSCOMP	2,023.68
10/5/2018	19363	Fran Castorina	INS PAYMENT	250.00
10/5/2018	19364	BUS PASS	BUS PASS	360.00
10/5/2018	19365	MBCS/Monterey Bay Charter School	UTILITIES	2,611.09
10/5/2018	19366	STATE OF CALIFORNIA	CAFETERIA	1,098.99
10/5/2018	19367	STATE OF CALIFORNIA	CAFETERIA	16,183.33
10/5/2018	19368	Monterey Peninsula Foundation	GATE	10,000.00
10/8/2018	19369	PG PRIDE	GRANT	7,770.00
10/8/2018	19370	Intercare Holding Insurance	WORKERSCOMP	1,067.78
10/8/2018	19371	MCOE	REIMBURSMENT	1,880.00
10/8/2018	19372	PGUSD	Fingerprint Fees	448.50
10/8/2018	19373	ADULT EDUCATION	ADULT EDUCATION	5,266.00
10/8/2018	19374	BASRP-RD	BASRP	11,296.00
10/8/2018	19375	BASRP-FG	BASRP	11,792.50
10/11/2018	19376	RETIREE INSURANCE	RETIREE INSURANCE	2,274.00
10/11/2018	19377	BUTTERFLY BAZAAR	SURPLUS SALES	379.65
10/11/2018	19378	Chapman Foundation	GATE	15,500.00
10/11/2018	19379	STATE OF CALIFORNIA	SP ED	2,661.74
10/11/2018	19380	BUS PASS	BUS PASS	250.00
10/11/2018	19381	ROP	Class Fees	1,100.00
10/11/2018	19382	TEXTBOOKS	TEXT BOOK FEES	16.50
10/11/2018	19383	ADULT EDUCATION	ADULT EDUCATION	5,640.00
10/12/2018	19384	REV TRAK	ADULT EDUCATION	9,795.00
10/26/2018	19385	RETIREE INSURANCE	RETIREE INSURANCE	7,152.33
10/26/2018	19386	Chang, Warren	INVESTIGATIONS	82.50
10/26/2018	19387	MBCS/Monterey Bay Charter School	SPECIAL RESERVE	18,230.83
10/26/2018	19388	STATE OF CALIFORNIA	CAFETERIA	18,893.53
10/26/2018	19389	STATE OF CALIFORNIA	CAFETERIA	1,293.87
10/26/2018	19390	BUS PASS	BUS PASS	80.00
10/26/2018	19391	Robert Down Elementary	DONATION	20.00
10/26/2018	19392	PGMS	SCIENCE CAMP	2,035.00
10/26/2018	19393	Santa Cruz COE	MAA	8,523.06
10/26/2018	19394	Santa Cruz COE	MAA	30,218.37
10/26/2018	19395	PGMS	FIELD TRIP	1,090.00
10/26/2018	19396	PGMS	FIELD TRIP	390.00
10/26/2018	19397	PGMS	FIELD TRIP	1,730.00
10/26/2018	19398	PGHS	Avid	21,033.08
10/26/2018	19399	PGMS	Music Program	1,765.50
10/26/2018	19400	Intercare Holding Insurance	WORKERSCOMP	1,067.78
10/26/2018	19401	Intercare Holding Insurance	WORKERSCOMP	121.20

Date	Num	Name	Account	Amount
10/26/2018	19402	Intercare Holding Insurance	WORKERSCOMP	1,067.78
10/26/2018	19403	Intercare Holding Insurance	WORKERSCOMP	1,734.60
10/26/2018	19404	ADULT EDUCATION	ADULT EDUCATION	485.00
10/26/2018	19405	ADULT EDUCATION	ADULT EDUCATION	45,427.56
10/26/2018	19406	BASRP-FG	BASRP	5,049.50
10/26/2018	19407	BASRP-RD	BASRP	3,657.75
10/26/2018	19408	BASRP-FG	BASRP	1,809.00
10/26/2018	19409	BASRP-RD	BASRP	1,067.50
11/1/2018	19410	REV TRAK	ADULT EDUCATION	1,116.64
11/2/2018	19411	RETIREE INSURANCE	RETIREE INSURANCE	2,514.00
11/2/2018	19412	BUS PASS	BUS PASS	100.00
11/2/2018	19413	PGMS	FIELD TRIP	715.00
11/2/2018	19414	PGMS	SCIENCE CAMP	16,655.00
11/2/2018	19415	PGMS	SCIENCE CAMP	4,995.00
11/2/2018	19416	TEXTBOOKS	TEXT BOOK FEES	160.00
11/2/2018	19417	Robert Down Elementary	DONATION	20.00
11/2/2018	19418	PGMS	SCIENCE CAMP	8,520.00
11/2/2018	19419	ADULT EDUCATION	ADULT EDUCATION	870.00
11/2/2018	19420	ADULT EDUCATION	ADULT EDUCATION	20.00
11/2/2018	19421	ADULT EDUCATION	ADULT EDUCATION	735.00
11/2/2018	19422	BASRP-RD	BASRP	894.32
Sep 25 - Nov 8, '18				<u>406,144.55</u>

SUBJECT: Revolving Cash Report No. 2

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

BACKGROUND:

The attached listing identifies payments made from the Revolving Cash Fund during the period from September 26, 2018 through November 8, 2018.

INFORMATION:

Prior to the approval of the identified payments, appropriate District procedures were followed and authorizations obtained.

REVOLVING CASH
BOARD REPORT # 2

Consent Agenda Item G

September 26, 2018 - November 8, 2018

Date	Num	Name	Account	Amount
Sep 26 - Nov 8, '18				
9/28/2018	5325	Jennifer Premutati	CAFETERIA	-13.25
9/28/2018	5326	Pacific Grove Unified Sch...	ADULT EDUCATION	-448.50
9/28/2018	5327	Anna Campisi	CAFETERIA	-102.00
9/28/2018	5328	Bonnie Lang	ADULT EDUCATION	-150.00
9/28/2018	5329	Kimberly Santiago	ADULT EDUCATION	-150.00
9/30/2018		ANALYSIS CHARGE	none	-183.70
10/11/2018	5330	Alicia Hernandez Sanchez	TEXT BOOK FEES	-20.00
10/11/2018	5331	Yang Li Bowling	After School Enrichment Cl...	-30.00
10/11/2018	5332	Pamela McClure-Roman	ADULT EDUCATION	-110.00
10/11/2018	5333	Samaneh Afshar	ADULT EDUCATION	-200.00
10/11/2018	5334	Dana Resurreccion	ADULT EDUCATION	-200.00
10/11/2018	5335	Carol Miller	ADULT EDUCATION	-110.00
10/11/2018	5336	Julie Breiffuss	ADULT EDUCATION	-110.00
10/11/2018	5337	Barbara Lovero	ADULT EDUCATION	-110.00
10/11/2018	5338	Brian Garoutte	ADULT EDUCATION	-150.00
10/12/2018	5339	Boulware, Michelle	PAYROLL	-2,000.00
Sep 26 - Nov 8, '18				<u>-4,087.45</u>

SUBJECT: School Project for Utility Rate Reduction (SPURR) Renewal Agreement

PERSON(S) RESPONSIBLE: Matt Kelly, Director Facilities, Maintenance, Transportation

RECOMMENDATION:

The District Administration recommends the Board review and approve the School Project for Utility Rate Reduction Renewal Agreement.

BACKGROUND:

Since March 1990, the District has participated in SPURR (School Project for Utility Rate Reduction) an association of school districts designed to provide natural gas at a lower rate than the normal PG&E service rate.

The current agreement will expire on June 30, 2019, and if the District wishes to continue to participate within this program, it must be renewed. The proposed renewal contract matches the originally executed contract and will remain in effect through June 30, 2024. The District may, however, terminate the agreement effective June 30th of any year by giving notice of termination on, or before March 1 of that year.

INFORMATION:

It was initially anticipated that participation in this program would result in significant savings to the District. With the deregulation of the gas industry and resulting competition the costs of gas through PG&E have actually declined and therefore the previously anticipated large savings have not been achieved.

FISCAL IMPACT:

As indicated previously, continued participation in the SPURR program will probably result in continued gas purchase savings of approximately \$2,000 per year.

RENEWAL AGREEMENT FOR NATURAL GAS SERVICES
-- COVER PAGE --

Participant:	Pacific Grove Unified School District	School Project for Utility Rate Reduction ("SPURR")
Formal Contact for Notice:	Name: Song Chin-Bendib Title: Assistant Superintendent	Michael Rochman Managing Director
Formal Contact Mailing Address:	435 Hillcrest Ave Pacific Grove, CA 93950	1850 Gateway Blvd Suite 235 Concord, CA 94520
Formal Contact Phone, Fax, and E-mail:	Phone (831) 646-6509 Ext: Fax: (831) 646-6582 E-mail: schinbendib@pgusd.org	Phone: 925-743-1292 Fax: 925-743-1014 E-mail: RochmanM@spurr.org
Operational Contact Information:	Name: Title: Phone: Ext: Email:	Customer Service Phone: (888) 400-2455
Billing Contact Information:	<u>For Billing to Participant:</u> Billing Contact: Accounts Payable Phone: (831) 646-6519 Ext: Email:	For payment to SPURR PO Box 45526 San Francisco, CA 94145-0526 Phone: (888) 400-2455

Effective Date: July 1, 2019

Termination Date: June 30, 2024

SPURR, a California joint powers authority, will exercise natural gas procurement authority and will provide professional services for Participant under the attached General Terms and Conditions (September 1, 2018 revision), which are incorporated by this reference.

In witness whereof, the parties enter into this Agreement as of the Effective Date.

Participant:
Pacific Grove Unified School District
By: _____
Print Name: _____
Title: _____
Signature Date: _____

SPURR: School Project for Utility Rate Reduction, a California joint powers authority
By: _____
Michael Rochman
Managing Director
Signature Date: _____

Please send signed agreement to SPURR by scan and email to info@spurr.org or by US Mail to the Concord address shown above. SPURR will return countersigned agreement to Participant for its files.

RENEWAL AGREEMENT FOR NATURAL GAS SERVICES

-- GENERAL TERMS AND CONDITIONS --

BACKGROUND

A. SPURR is a California joint powers authority, whose members are California public K-12 school districts, community college districts, and county offices of education.

B. SPURR operates an aggregated natural gas acquisition program (the "Gas Program") for its members, other public agencies, and non-profit educational institutions in California.

C. Participant wishes to participate in the Gas Program. Natural gas will be delivered to Participant's facilities by the local natural gas distribution utility ("Utility").

D. These General Terms and Conditions are part of the Agreement for Natural Gas between SPURR and Participant (this "Agreement").

E. The following information is provided in the cover sheet attached to this Agreement (the "Cover Sheet"):

i. Participant's identity and addresses for notice, operations and billing.

ii. The Effective Date and Termination Date of this Agreement, subject to earlier termination pursuant to section 15 (Term and Termination) of this Agreement.

F. The account list attached to this Agreement (the "Account List") identifies Participant's natural gas accounts (the "Accounts") in the Gas Program, including the Utility's identification number, street address, city, and postal code for each Account.

AGREEMENT

For good and valuable consideration, the parties to this Agreement agree as follows:

1. Full Requirements Supply. Participant will purchase its full natural gas requirements for all of the Accounts exclusively through the Gas Program during the term of this Agreement. Accounts may be added to this Agreement at any time by agreement of the parties. Accounts may be deleted from this Agreement only if Participant ceases to operate the facility served by that Account.

2. Deliveries. SPURR will deliver natural gas supplied under this Agreement (the "Natural Gas") to one or more pipeline interconnections where Utility receives natural gas for service to Utility's natural gas market (the "Delivery Points"). The Natural Gas will be measured in accordance with procedures established by Utility at the Delivery Points. SPURR warrants good title to the Natural Gas upon delivery to the Delivery Points. Title and risk of loss for the Natural Gas will transfer from SPURR to Utility on behalf of Participant at the Delivery Points. Participant is responsible for Utility transportation services from the Delivery Points to Participant's facilities. Participant is responsible for all taxes, fees, levies, penalties, licenses or charges imposed by any government authority ("Taxes") on or with respect to the Natural Gas at the Delivery Points and after the Delivery Points.

3. Authorization. Participant hereby authorizes SPURR (a) to act on behalf of Participant to obtain natural gas under applicable Utility tariffs to (b) complete and deliver on behalf of Participant all documents or instruments reasonably necessary to carry out the purposes of this Agreement and (c) to obtain historical information related to the Accounts from the Utility or from any third party acting on behalf of Utility or Participant.

4. Gas Supply Services. SPURR will provide the following services (the "Services") under the Gas Program with respect to the Accounts:

a. Provide Natural Gas supply service, either "core" or "noncore" as applicable, in accordance with Utility's tariffs, regulations of the California Public Utilities Commission (the "CPUC"), other applicable law or regulation, and any code of conduct adopted by the SPURR Board from time to time.

b. Develop and implement, directly or indirectly, all functions necessary for Natural Gas supply service, including negotiation of prices with wholesale suppliers, transportation to the Delivery Points, scheduling and balancing to the Delivery Points, acquisition and usage of storage, and all related operational transactions.

c. Procure supplies in accordance with applicable law and regulation.

d. Execute and deliver necessary documentation to Utility on behalf of Participant, based upon information to be provided by Participant.

e. Deliver Natural Gas which meets or exceeds the quality, temperature and pressure requirements of Utility at the Delivery Points.

5. Additional Services. Under the Gas Program, SPURR will provide the following additional services (the "Additional Services"), to the extent directed by the SPURR Board of Directors:

a. Provide information to Participants regarding operations and costs under the Gas Program, including periodic updates delivered in electronic form or on paper.

b. Provide information to Participants regarding natural gas market issues and related Utility services and tariffs.

c. Develop and present to Participant for consideration programs designed to reduce or control costs for natural gas or other utilities services, or to provide additional value related to those services.

d. Represent the interests of SPURR constituents as consumers of natural gas and other utility services before the CPUC, the California Legislature, and other governmental or regulatory authorities, or in other legal proceedings.

6. Account Identification. Participant is responsible for identifying the Accounts covered under this Agreement. If SPURR provides a draft Account List, Participant will review and correct the draft as necessary. Participant will notify SPURR of any changes in the Account List within thirty (30) days of such changes.

RENEWAL AGREEMENT FOR NATURAL GAS SERVICES

-- GENERAL TERMS AND CONDITIONS --

7. Provisions Specific to Noncore Accounts. For any noncore Account, Participant will do each of the following:

a. Notify SPURR of any change in Participant's operations which may increase or decrease the consumption of natural gas by ten percent (10%) or more as compared to historical levels or to Participant's projected levels provided to SPURR. Participant will provide notice as soon as it is aware of the change(s), in advance where possible, and in each case not two (2) days after the change for any noncore Accounts. Examples of operational changes include addition or deletion of significant facilities or equipment served through an Account, major changes in hours of operation of a facility, scheduled or unscheduled shutdowns of facilities or equipment and renovation of facilities or equipment. Participant shall be responsible for any costs incurred by SPURR as a result of any failure to advise SPURR of operational changes.

b. Provide SPURR with good faith estimates of monthly consumption for the 12 months following the Effective Date.

8. Administrative Fees. As consideration for the Services and the Additional Services, Participant will pay fees to SPURR (the "Administrative Fees"). The amount of the Administrative Fees will be established by the SPURR Board on an annual basis, in accordance with the SPURR JPA Agreement. The Administrative Fees will be based on volumes consumed by Participant. The Administrative Fees will be subject to annual audit, as part of the annual financial audit of SPURR. A copy of the completed annual SPURR financial audit will be delivered to Participant at any time upon request.

9. Invoicing and Payment. Participant shall pay SPURR for Natural Gas in accordance with monthly invoices rendered by SPURR in commercially reasonable detail. SPURR shall provide Participant with summary invoices for all of its core Accounts or, if requested by Participant, with "cost center" invoices for sets of core Accounts.

10. Rates. The default rates for of Natural Gas charged to Participant under this Agreement will include Participant's pro rata share of all costs, expenses, and charges arising from acquisition, possession, and delivery of the Natural Gas under the Gas Program, the Administrative Fees, applicable Taxes, and any necessary, documented adjustments. SPURR will provide notice of rates and rate plans, including default rate plans, to the extent customary under the Gas Program. Specific arrangements other than default rate plans may be negotiated by the parties and documented as separate confirmations.

11. Late Payment. Invoices shall be due upon presentment and will be past due thirty (30) days after the invoice date. Late payment charges may be

imposed by SPURR at a rate equal to one and one-half percent (1.5%) per month on all outstanding balances. SPURR may also bill Participant for reasonable charges associated with costs of collection on past due accounts as well as reasonable charges associated with suspension and resumption of service under this Agreement. Payments not received within sixty (60) days from the invoice date are subject to journal voucher transfer by Participant's county office of education or county superintendent of schools.

12. Collection of Utility's Transportation Charges. As a convenience to Participant, SPURR will accept from Utility invoices for Utility's transportation charges (including any applicable Taxes) for Participant's core Accounts. SPURR will pay Utility as invoiced and will include such charges in SPURR's invoices to Participant. Utility transportation charges will be passed through to Utility upon collection by SPURR. SPURR reserves the right to cease collecting Utility's transportation charges, upon sixty (60) days notice to Participant. SPURR will not collect Utility transportation charges for noncore Accounts except pursuant to express agreement between the parties.

13. Escrow Account. SPURR has established an escrow account for Gas Program receipts and payments. The instructions for this escrow account have been approved by the Board of Directors of SPURR, and include a list of the authorized recipients of payments from the account. Only SPURR management may authorize release of funds from the escrow account.

14. Indemnification. Each party will indemnify and hold harmless the other party, together with their respective board members, officers, directors, employees, agents, and representatives, from and against all claims, damages, losses and expenses (including reasonable attorney's fees), but exclusive of consequential damages, arising out of or resulting from (a) any action or inaction related to the Natural Gas during the period when title to the Natural Gas is vested in the indemnifying party or (b) any breach of a covenant, representation or warranty under this Agreement by the indemnifying party. As a condition of its indemnification obligations, the indemnifying party must receive prompt notice of the indemnified claim and must have the right to control the investigation, defense, and settlement of such claim.

15. Term and Termination.

a. Service Start Date. Service under this Agreement will commence for each Account on the earliest practicable date on or after the Effective Date on which Utility recognizes SPURR or its nominee as providing gas to an Account.

b. Scheduled Termination. Subject to earlier termination as provided below, this Agreement will terminate on the Termination Date.

c. Early Termination by Participant. Participant may terminate this Agreement, for any or all Accounts, effective on June 30 of any year by giving

RENEWAL AGREEMENT FOR NATURAL GAS SERVICES

-- GENERAL TERMS AND CONDITIONS --

SPURR notice of such termination on or before March 1 of that year.

d. **Early Termination By SPURR.** SPURR may terminate this Agreement (i) upon thirty (30) days notice to Participant if Participant has failed to comply with any material obligations under this Agreement, including the failure to pay amounts owed to SPURR, (ii) effective on June 30 of any year by giving Participant notice of termination on or before March 1 of that year, or (iii) upon enactment or implementation by the CPUC or other governmental or regulatory authority, or by Utility, of a law, regulation, rule, or practice which conflicts with sound business practices, imposes significant unanticipated risk on either party to this Agreement, or substantially prevents either party from performing its obligations under this Agreement (other than the obligation of Participant to make payments, if any, due to SPURR), upon sixty (60) days notice to Participant, which notice shall specifically identify the regulation, rule, or practice,

e. **Surviving Obligations. Notwithstanding any other provision of this Agreement,** (i) termination of this Agreement will not terminate the obligations of either party arising before the effective date of termination, including any pricing arrangements specifically entered into by the parties, (ii) Participant will pay SPURR for Natural Gas or services, if any, delivered by SPURR and received by Participant at any time, even if after the date of termination, and (iii) if Participant terminates this Agreement before the Termination Date and does not provide Notice of such early termination as prescribed above, Participant shall pay SPURR the commercially reasonable costs and expenses, including administrative overhead, attributable to liquidating forward Natural Gas supply purchases or other arrangements entered by SPURR in reliance on Participant's presence in the Gas Program.

16. **Force Majeure.** Except for Participant's obligation to make payments to SPURR when due, if either party is delayed, interrupted or prevented from performing any of its obligations under this Agreement, and such delay, interruption or prevention is due to acts of God, governmental act or failure to act, labor dispute, war, riot, civil disturbance, fire, earthquake, landslide, lightening, storm, flood, explosion, unavailability of materials, or any other cause outside the reasonable control of the party claiming suspension, and which, by the exercise of due diligence, that party is unable to prevent or overcome, then the time for performance of the affected obligations will be suspended during the continuance of the effects of the cause. The party whose performance is prevented by Force Majeure must provide Notice to the other party. Initial Notice may be given orally; however, written Notice with reasonably full particulars of the event or occurrence is required as soon as reasonably possible.

17. **Representations.** Each party represents and warrants to the other that it has the power and is authorized to enter into this Agreement. Participant represents and warrants to SPURR that, as of the

Effective Date, the Accounts are subject to any other natural gas aggregation or supply agreement.

18. **Further Assurances.** The parties will perform such further actions, including execution and delivery of other documents or instruments, as may be necessary or desirable to carry out the purposes of this Agreement.

19. **Complete Agreement.** This Agreement contains the complete agreement of the parties with respect to its subject matter and supersedes any other agreements between the parties as to that subject matter. This Agreement may be amended only by a writing signed by the parties.

20. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be unenforceable, the remainder of this Agreement will not be affected and will be enforceable to the fullest extent permitted by law.

21. **Successors and Assigns.** This Agreement is binding on the successors and assigns of the parties.

22. **Notices.** All, invoices, payments and other communications made pursuant to this Agreement ("Notices") shall be in **writing** and delivered to the addresses specified in writing by the respective parties from time to time. All Notices may be sent by facsimile or mutually acceptable electronic means, a nationally recognized courier service, or hand delivered Notice shall be given when received on a business day by the addressee. In the absence of proof of the actual receipt date, the following presumptions will apply. Notices sent by facsimile shall be deemed to have been received upon the sending party's receipt of its facsimile machine's confirmation of successful transmission. If the day on which such facsimile is received is not a business day or is after 4:00 PM PT on a business day, then such facsimile shall be deemed to have been received on the next following business day. Notice by courier shall be deemed to have been received on the next business day after delivery was confirmed by courier to the sending party.

23. **PG&E Required Text.** For accounts on the PG&E system, Participant (a) authorizes SPURR to act on Participant's behalf to obtain natural gas under PG&E's tariffs for Core Aggregation Service or noncore service, as applicable, (b) understands that Participant remains responsible for payment of PG&E transportation charges, even if Participant authorizes PG&E to send transportation charges to SPURR, (c) understands that the CPUC does not regulate SPURR under Core Aggregation Service, (d) understands that SPURR is not an agent of PG&E and that PG&E is not liable for SPURR's acts or omissions, and (e) authorizes PG&E to provide SPURR with Participant's billing and payment information related to Natural Gas, including information regarding payment plans entered between PG&E and Participant.

Renewal Agreement for Natural Gas Services

--Account List--

Customer Name: Pacific Grove Unified School District

LDC Account Number	Facility Name	City	Zip
8584974005	485 Pine Ave	PACIFIC GROVE	93950
8626641005	485 Pine Ave	PACIFIC GROVE	93950
8524842005	1004 David Ave	PACIFIC GROVE	93950
8501641005	835 Forest Ave	PACIFIC GROVE	93950
6762640005	1065 Congress Ave	PACIFIC GROVE	93950
6586248005	Lighthouse Ave	PACIFIC GROVE	93950
6169581005	On 17 Mile Dr @ Lithse	PACIFIC GROVE	93950
4691519005	Sunset Dr	PACIFIC GROVE	93950
7921706560	435 Hillcrest	PACIFIC GROVE	93950

To add accounts, please fax copies of latest utility bills to SPURR at 925-743-1014 or

SUBJECT: Approval of Memorandum of Understanding with Salinas City Elementary School District for Field Trips

PERSON(S) RESPONSIBLE: Matt Kelly, Director Maintenance, Operations, Transportation

RECOMMENDATION:

The District Business Office recommends that the Board review and authorize the execution of the Memorandum of Understanding with Salinas City Elementary School District for field trips.

BACKGROUND:

There are times when the District does not have enough buses or drivers for school field trips and/or athletics transportation. We need the additional service and have worked with Salinas City Elementary School District in the past to fill in as needed.

INFORMATION:

Salinas City Elementary School District will provide school buses and additional drivers for our district, as described above, for the 2018-2019 school year.

FISCAL IMPACT:

Field Trip Rates are \$48.21 per hour and mileage is \$3.28 per mile. This is funded from field trip collected funds, donations, and athletics budgets.

MEMORANDUM OF UNDERSTANDING BETWEEN
THE SALINAS CITY ELEMENTARY SCHOOL DISTRICT AND
PACIFIC GROVE UNIFIED SCHOOL DISTRICT

This memorandum of understanding is entered into on the **1st day of August, 2018**, between **Pacific Grove Unified School District (PGUSD)** and **Salinas City Elementary School District (SCESD)** in order to provide the district with transportation services upon request and in the event of an emergency. The SCESD will be providing the transportation vehicle(s) and driver(s) responsible for transporting the PGUSD students.

Transportation for additional students must be made in writing to the following parties:

Matt Kelly, Director of Facilities & Transportation, Lisa Stacks, Transportation Foreman for PGUSD AND

Richard Enriquez Jr., Transportation Supervisor

Service Rates:

- Field Trips: **\$48.21 per hour and mileage is \$3.28 per mile**

Payment for Services:

PGUSD will be invoiced for services provided for the 2018-19 school year. Payment for the transportation services will be due upon receipt of SCESD annual invoice.

Indemnity:

Each Party shall indemnify, defend, and hold harmless the other Party and its officers, employees, agents, and volunteers from and against any and all claims, suits, actions, causes of action, losses, damage, or liabilities of any kind, nature or description, brought by any person or persons for or on account of any loss, damage, or injury to person, property or any other interest, tangible or intangible, sustained by or accruing to any person or persons, howsoever the same may be caused, directly or indirectly except for intentional acts, arising or resulting from any alleged acts or omission of the indemnifying Party, its officers, employees, agents or subcontractors arising out of or resulting from the performance of this Agreement.

Said contract shall be in force from August 1, 2018 to June 30, 2019. Either party reserves the right to terminate with 60 day notice for any reason if the arrangement is not beneficial to MCOE or to CUSD students. **Notification for continued services into the 2019-2020 school year must be given in writing to SCESD no later than April 15, 2019.**

Salinas City Elementary School District

Pacific Grove Unified School District

 10/25/18
 Authorized Signature Date

 Song Chin Bendib Date
 Assistant Superintendent
 Finance and Business

SUBJECT: Sam and Ron Contract for Service to Install Cabinetry at Pacific Grove Adult School

PERSON(S) RESPONSIBLE: Matt Kelly, Director Facilities and Transportation

RECOMMENDATION:

The District Administration recommends the Board review and approve the contract for service with Sam and Ron, Inc. for the installation of cabinetry at Pacific Grove Adult School for the Adults with Disabilities Classroom.

BACKGROUND:

This contract is to install District purchased cabinetry in the Adults with Disabilities Class. Minor improvements are being made to the classroom to accommodate this program.

INFORMATION:

Installation and materials cost \$3,000.00.

FISCAL IMPACT:

Budgeted from Adult Ed Fund 11

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
AGREEMENT FOR CONTRACTOR SERVICES

THIS AGREEMENT is hereby entered into by the **Pacific Grove Unified School District**, hereinafter referred to as DISTRICT, and:

Sam & Ron Inc	#255348		
CONTRACTOR	SOCIAL SECURITY NUMBER OR BUSINESS ID #		
580 California Ave	Seaside	Ca	93955
MAILING ADDRESS	CITY	STATE	ZIP

hereinafter referred to as CONTRACTOR.

CONTRACTOR agrees to provide to DISTRICT the services enumerated in Section G of this Agreement under the following terms and conditions:

- A. Services shall begin on December 1, 2018 and shall be completed on or before January 31, 2019.
- B. CONTRACTOR understands and agrees that CONTRACTOR and CONTRACTOR’S employees are not employees of the DISTRICT and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers’ Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State and local taxes or contribution including Unemployment Insurance, Social Security, and Income Taxes with respect to CONTRACTOR’S employees.
- C. CONTRACTOR shall furnish, at CONTRACTOR’S own expense, all labor, materials equipment and other items necessary to carry out the terms of this Agreement.
- D. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor, with the authority to control and direct the performance of the details of the work, DISTRICT being interested only in the results obtained.
- E. CONTRACTOR agrees to defend, indemnify and hold harmless the DISTRICT, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of CONTRACTOR’S negligence in the performance of this Agreement, including but not limited to any claim due to injury and/or damage sustained by CONTRACTOR, and/or the CONTRACTOR’S employees or agents.

AGREEMENT FOR CONTRACTOR SERVICES (continued)

- F. CONTRACTOR shall maintain Insurance with a minimum \$1,000,000 combined single limits of general liability and automobile coverage.
- G. Services to rendered to the DISTRICT by the CONTRACTOR are as follows:
Provide all labor and material to install nine owner furnished cabinets and countertop at Pacific Grove Adults School. Also, to supply four counter tops.

Neither party shall assign or delegate any part of this Agreement without the written consent of the other party.

- I. The work completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection and supervision to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all Federal, State, Municipal and District laws, rules and regulations that our now, or may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
- J. CONTRACTOR shall be paid a lump sum:

\$3,000.00 (Lump Sum)

Source of Funds: Adult Ed Fund 11

- K. Payments will be made by the District to the Contractor as follows:
- 1) Progress Payments
- L. This agreement may be terminated by either party notifying the other, in writing, at least 30 days prior to the date of termination.
- M. CONTRACTOR shall sign and submit a W-9 to DISTRICT prior to providing service.

AGREEMENT FOR CONTRACTOR SERVICES (continued)

This Agreement is entered into this _____ day of _____, 20 _____.

For the Site/Program:

For the Contractor:

Site/Program Administrator Date

Name

For the District:

Title

Director of Human Resources Date

Date

Assistant Superintendent Date

NOTE: PARAGRAPH "F" ABOVE IS HEREBY WAIVED IF SIGNED BELOW.

Assistant Superintendent

Date

- All signatures must be obtained before services are provided. -

SUBJECT: Adoption of Board Policy and Regulation 6163.2 Animals at School

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The District Administration recommends that the Board review and adopt Board Policy and Regulation 6163.2 Animals at School, as recommended by legal counsel.

INFORMATION:

Board Policy and Regulation 6163.2 were recommended by legal counsel. Policy and Regulation include information regarding animals used for instructional purposes, service animal rights, transportation, and notification to parents or guardians if an animal will be present in a classroom.

FISCAL IMPACT:

None.

ANIMALS AT SCHOOL

The Governing Board of the Pacific Grove Unified School District recognizes that animals can be an effective teaching aid and can help support the district's instructional program. In addition, instruction related to the care and treatment of animals teaches students a sense of responsibility and promotes the humane treatment of living creatures.

A teacher may bring an animal to school or arrange for students in his/her class to bring an animal to school for instructional purposes upon written permission from the principal or designee and subject to administrative regulation and other reasonable health, safety, and sanitation precautions. The animal's handler shall be responsible for ensuring that animals are strictly controlled and for ensuring that all such precautions are observed so as to protect both the students and the animal.

Individuals with disabilities may be accompanied by service animals on school premises or on school transportation unless its presence will fundamentally alter the nature of the educational program, or in any other manner consistent with the law.

When any animal is brought into the classroom, the principal or designee shall provide written notification to all parents/guardians of students in the affected class asking them to verify whether their child has any known allergies, asthma, or other health condition that may be affected by the animal's presence.

The Pacific Grove Unified School District assumes no liability for the safety of animals voluntarily brought to school.

Legal References:

EDUCATION CODE

233.5- *Instruction in kindness to pets and humane treatment of living creatures*

39839- *Transportation of guide dogs, signal dogs, service dogs*

51202- *Instruction in personal and public health and safety*

51540- *Safe and humane treatment of animals at school*

CIVIL CODE

54.1- *Access to public places*

54.2- *Guide, signal, or service dogs, right to accompany*

GOVERNMENT CODE

810-996.6- *California Tort Claims Act, especially:*

815- *Liability for injuries generally; immunity of public entity*

835- *Conditions of liability*

VEHICLE CODE

21113- *Public grounds*

CODE OF REGULATIONS TITLE 13

1216- *Transportation of property*

UNITED STATES CODE TITLE 20

1400-1482- *Individuals with Disabilities Education Act*

UNITED STATES CODE TITLE 29

794- *Rehabilitation Act of 1973, Section 504*

ANIMALS AT SCHOOL

In accordance with Pacific Grove Unified School District policy, a teacher or student may bring an animal into the classroom for instructional purposes with prior approval of the principal, program manager or designee. When a parent/guardian has provided notification that his/her child has an allergy, asthma, or health condition that may be affected by the animal, the teacher shall remove the animal from the classroom or provide an alternative instructional activity for the student as appropriate.

All animals brought to school must be in good physical condition and appropriately immunized. The teacher shall ensure that the species of animal is appropriate for the instructional purpose and age and maturity of the students.

All animals, with the exception of service animals or animals required under an Individualized Education Program (IEP), are prohibited on school transportation services.

All animals shall be humanely and properly housed in cages or containers specific for the species or otherwise appropriately controlled. The teacher shall also ensure that cages or containers are cleaned regularly and that waste materials are removed and disposed of in an appropriate manner. If the animal is to remain in the classroom longer than one day, the teacher shall be responsible for care and maintenance of the animal and ensure care when school is not in session, such as weekends, vacations, and holidays.

The teacher shall ensure that students receive instruction regarding personal hygiene around animals.

Service Animals at Facilities and Programs

This information is designed to provide guidance for use of service animals by enrolled students with disabilities at Pacific Grove Unified School District facilities and programs. This information also applies to all visitors and staff who bring a service animal to school.

Definitions

1. *Individual with a disability as defined by the Americans with Disabilities Act, and section 504 of the Rehabilitation Act of 1973 is an individual who:*
 - a. Has a physical or mental impairment that substantially limits one or more major life activities; or
 - b. Has a record of such an impairment; or
 - c. Is regarded as having such an impairment.
2. *A Service animal as defined by the ADA is any dog individually trained to do work or perform tasks for the benefit of an individual with a disability. These tasks include, but are not limited to: guiding individuals with impaired vision; alerting individuals who are hearing impaired to intruders or sound; providing minimal protection or rescue work; pulling wheelchairs or carrying and picking up things for persons with mobility impairments and assisting persons with mobility impairments with balance.*
3. *Handler is the individual with the disability who requires assistance with one or more daily living activities from a service animal.*

ANIMALS AT SCHOOL

Right to Use of Facilities and Services

An individual with a disability has the right to be accompanied, in or on Pacific Grove Unified School District property and facilities, by a service animal specifically trained to provide a service for that individual; subject to the following conditions:

1. Upon request, the handler of the service animal shall identify the specific individualized training of the animal, including what tasks the animal performs for the individual.
2. The handler of the service animal is responsible for the care and conduct of the service animal at all times. The service animal must be under handler's control at all times. The handler of the service animal is responsible for the cleanliness of the service animal, including flea control and other protective measures for health and safety.
3. The service animal shall not exhibit aggressive behavior toward staff, students, or any other individuals, may not otherwise pose a direct threat to the health and safety of others, and may not be disruptive to the educational environment.

If any of the above conditions are not met, the handler can be required to remove the service animal and not bring the service animal back to the facility or program until the handler has corrected and re-trained the animal appropriately.

Liability for Service Animals

The handler of a service animal shall keep the service animal properly harnessed or leashed and under control at all times. The owner/handler of the service animal is solely responsible for any damage to persons, premises or facilities caused by that service animal. The Pacific Grove Unified School District assumes no responsibility for service animals.

Special Education/Section 504 Students

The on-site administrator must evaluate the student's need for an animal. For special education students (i.e., those students qualifying for special education services under the Individuals with Disabilities Education Act (IDEA)), Individualized Education Program (IEP) teams may also consider whether or not a service animal is required to meet a particular student's unique needs. Should such an animal be found to be required by an IEP team, conditions for the use of such an animal should be referenced in the IEP document. Similarly, should an animal be included in a student's Section 504 Plan, the conditions for the use of such an animal should be referenced in the Plan document. Those conditions should include a list of tasks the animal is able to perform for the student.

The use of animals must comply with all relevant federal and state laws. Requests for exceptions to this Service Animal Policy must be considered and evaluated by the Pacific Grove Unified School District on a case-by-case basis.

Legal References:

EDUCATION CODE

233.5- *Instruction in kindness to pets and humane treatment of living creatures*

39839- *Transportation of guide dogs, signal dogs, service dogs*

ANIMALS AT SCHOOL

51202- Instruction in personal and public health and safety

51540- Safe and humane treatment of animals at school

CIVIL CODE

54.1- Access to public places

54.2- Guide, signal, or service dogs, right to accompany

GOVERNMENT CODE

810-996.6- California Tort Claims Act, especially:

815- Liability for injuries generally; immunity of public entity

835- Conditions of liability

VEHICLE CODE

21113- Public grounds

CODE OF REGULATIONS TITLE 13

1216- Transportation of property

UNITED STATES CODE TITLE 20

1400-1482- Individuals with Disabilities Education Act

UNITED STATES CODE TITLE 29

794- Rehabilitation Act of 1973, Section 504

SUBJECT: Board Calendar/Future Meetings

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review and possibly modify the schedule of meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

BACKGROUND:

The Board has approved Bylaw 9320, which states that regular Board meetings be held on the first and third Thursday of each month, from August through June. At the annual organizational meeting held in December, Trustees approves the meeting calendar as presented. The calendar is reviewed at each Board meeting.

INFORMATION:

Changes to the Board meeting dates must be approved by a majority vote of the Trustees.

Board Meeting Calendar, 2018-19 School Year

Aug. 23	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ 2018-2019 Consolidated Application ✓ Set Date for Annual Organizational meeting ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
Sept. 11	Regular Board Meeting ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ Local Control Accountability Plan Review	District Office
Sept. 20	Regular Board Meeting ✓ Board Goals – Review/Revise ✓ Strategic Plan – Review/Revised ✓ Williams Uniform Complaint Report	Robert Down (School Site Visit)
Oct. 4	Regular Board Meeting ✓ Superintendent’s Goals ✓ Bus Ridership ✓ Week of the School Administrator	District Office
Oct. 25	Regular Board Meeting ✓ Quarterly District Safety Update* ✓ Budget Revision #2 on 2018-19 Working Budget (Preliminary First Interim)	Middle School (School Site Visit)
Nov. 1	Regular Board Meeting ✓ PGHS Course Bulletin Information/Discussion	High School (School Site Visit)
Nov. 15	Regular Board Meeting ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Facilities Project Updates*	Forest Grove (School Site Visit)
Dec. 13	Organizational Meeting ✓ Election of 2018-2019 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #3 ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition	District Office

**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

Board Meeting Calendar, 2018-19 School Year

Jan. 17	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2019-20 ✓ Property Tax Update ✓ Quarterly District Safety Update*	Adult School (School Site Visit)
Jan. 31	Regular Board Meeting	Community High School (School Site Visit)
Feb. 14	Regular Board Meeting ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Possible Personnel Action (RIF) ✓ Quarterly Facilities Project Updates*	District Office
Mar. 7	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #4 ✓ Open House Schedules Reviewed	District Office
Mar. 21	Regular Board Meeting ✓ Budget Projections and Assumptions ✓ TRAN Resolution ✓ Williams/Valenzuela Uniform Complaint Report ✓ Quarterly District Safety Update*	District Office
Apr. 4	Regular Board Meeting ✓ Board Priorities for 2019-20 Instructional Program Design ✓ Review of Strategic Plan and LCAP ✓ Begin Superintendent Evaluation ✓ Approve 2019-20 Aug.- Dec. Board Meeting Calendar	District Office
April 25	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ Review of Facilities Depreciation Schedule ✓ California Day of the Teacher ✓ Week of the CSEA Employee	District Office
May 2	Regular Board Meeting ✓ Begin Superintendent Evaluation ✓ Final Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ Employee Recognition	District Office
May 23	Regular Board Meeting ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2019-20 ✓ Continue Superintendent's Evaluation ✓ Identify Board Member Representatives for Graduations ✓ Review Facility Use Fee Schedule ✓ Review Governor's Revised Budget ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
June 6	Regular Board Meeting ✓ LCAP Public Hearing ✓ 2019-20 Budget Public Hearing ✓ Complete Superintendent Evaluation	District Office

June 20	Regular Board Meeting ✓ Adopt budget for 2019-20 ✓ Approval of LCAP ✓ Approval of Contracts and Purchase Orders for 2019-20	District Office
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**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

SUBJECT: Special Education Contracts

PERSON(S) RESPONSIBLE: Clare Davies, Director of Student Services

RECOMMENDATION:

The District Administration recommends that the Board review the present and projected status of Special Education contracts.

BACKGROUND:

Students with disabilities often require services beyond those which are provided through the district's special education program and personnel. This requires the district to enter into contracts with outside providers to make these additional services available. Outside providers include non-public schools, non-public agencies, Monterey County Office of Education and Monterey Peninsula Unified School District.

INFORMATION:

Projected cost of contracts was presented and approved by the School Board in June 2018. The Board requests a quarterly review of the status of contracts with outside providers. Contracts are adjusted throughout the school year as students' needs change.

In June 2018 the projected budget for contracts with outside providers totaled \$333,179. With the addition of Music Therapy for the SDC classes at Forest Grove board approved 8/23/2018 and the revision of three contracts, the new projected budget is \$226,757.

FISCAL IMPACT:

\$226,757 budgeted through Special Education and restricted Mental Health funds.

Special Education Contracts 2018-2019

Contract	Date Board Approved	Original Contract	First Revised Contract	Difference	Expenditures as of 11/7/18
Boone, Sarah S. (BCBA)	6/7/2018	\$ 15,000			\$ 1,663
Community Human Services (Counseling)	6/7/2018	\$ 11,750			\$ 1,800
F.A.S.T. (Interpreters for all languages)	6/7/2018	\$ 6,000			\$ 360
IsoRhythms Music Therapy Mod/Sev Classes**	6/7/2018	\$ 21,000			\$ 3,000
Monterey County Office of Education* Infant, Itinerant, SDC/Tuition, Transportation	6/7/2018	\$ 199,937	\$ 129,391	\$ (70,546)	Billback Quarterly Fund Transfer
Monterey County Office of Education* Physical Therapist	6/7/2018	\$ 20,485	\$ 15,000	\$ (5,485)	Billback Quarterly Fund Transfer
Monterey Peninsula Unified School District (Adaptive P.E. Teacher .10)	6/7/2018	\$ 4,603	\$ 5,852	\$ 1,249	\$ -
Peggy Barker, MS (Assistive Technology Specialist)	6/7/2018	\$ 1,080			\$ -
Pine Hill South, Non-Public School	6/7/2018	\$ 49,324		\$ (38,940)	\$ 10,384
Sharon Neumann Solow (Sign Language Interpreter)	6/7/2018	\$ 4,000			\$ -
IsoRhythms Music Therapy SDC Classes at FG **	8/23/2018	\$ 7,300			\$ 1,700
TOTAL		\$ 340,479		\$ (113,722)	\$ 18,907

* MCOE Projections each year: July 1st Budget Projection, December Projection, April Projection, Final Billback.

Original Contract based upon July 1st Budget Projection.

** Contracts are paid out of restricted mental health funds.

SUBJECT: Pacific Grove High School Course Bulletin for the 2019-20 School Year

Person(s) Responsible: Matt Bell, Pacific Grove High School Principal

RECOMMENDATION:

The Pacific Grove High School Administration recommends that the Board review the Course Bulletin for Pacific Grove High School for the 2019-20 School Year.

BACKGROUND:

Each year, the high school reviews the course descriptions, pre-requisites, and course offerings prior to student/parent registration held the last week in January. Courses are revised according to State standards and/or changing curriculum needs. In addition, courses that have had traditionally low turnout may be eliminated and replaced with courses that are deemed to be of more interest. At registration, student signups will be used as major criteria in deciding the final course offerings.

INFORMATION:

There have been numerous changes in this bulletin including the following:

- The pre-requisite for Honors Chemistry has changed from “Integrated Math III,” to “Integrated Math III, Honors Integrated Math III recommended”.
- Marine Science no longer offered.
- Honors Intro to Calculus course name changed to Pre-Calculus.
- Guitar class description changed by teacher to better reflect course offering, and is now in the process of being submitted for UC a-g approval as a Visual and Performing Art.
- Both AVID (Advancement Via Individual Determination) classes (AVID and AVID 2/AVID 12) are currently listed as offerings however funding for one of the classes was based on a grant that will end in June, 2019. Funding for the class has not been identified as of yet. Funding could come from the general fund, it could come by eliminating a different class currently offered at PGHS, or the AVID course could be dropped.
- A “Computer Science Capstone” class will now be offered as an option for students wanting to take a fourth year, advanced computer class following completion of AP Computer Science A. The Capstone class is to be taught concurrently with AP Computer Science A.
- IT Essentials, and Network Engineering dual enrollment classes with MPC are now available to grades 10, 11, and 12. (Freshmen no longer eligible to take class due to instructor and counselor feedback.)
- Healthcare Occupations and Therapeutic Services are now both UC/CSU approved.
- A “Culinary Honors” class will now be offered as an option for students wanting to take a 4th year of Culinary Arts, to be offered in the same period/taught concurrently with Culinary 3.

The course bulletin is being designed with the assumption that some courses will not end up being offered due to lack of student interest. It is also designed under a zero-sum paradigm that assumes that if students sign up for a new course, there will be a commensurate reduction of students signing up for a different course.

Currently, all courses with the exception of AVID 9-11, leadership, PE, and Special Education courses are a-g approved or pending UC/CSU approval (guitar).

FISCAL IMPACT:

Assuming that there is no significant increase in students for the 2019-20 school year, and that the number of sections drops by one (due to the AVID grant ending) there is no fiscal impact. There is a possibility given the additional funding through dual-enrollment courses, there could be a potential decrease in funding need if additional courses of this nature are added.

OPTIONS:

Give direction to staff to address areas of Board interest.

PACIFIC GROVE HIGH SCHOOL



COURSE BULLETIN 2019-2020

(DRAFT)

To view a copy of the Course Bulletin online:
pghigh.pgusd.org/counseling

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HIGH SCHOOL GRADUATION REQUIREMENTS

1. To **earn a diploma** from Pacific Grove High School, a student **must earn a minimum of 230 units of credit** and complete 48 hours of **Community Service**.
2. **160 credits** must be **in the required subjects** listed **below**:
 - A. 40 credits (4 years) of **English**
 - B. 40 credits (4 years) of **Social Science**:
 - 10 credits **Geography**
 - 10 credits **World History**
 - 10 credits **U.S. History**
 - 10 credits **Government & Economics**
 - C. 20 credits (2 years) of **Science**: One year of life science and one year of physical science.
 - D. 20 credits (2 years) of **Mathematics**: Must include Integrated Math II or equivalent.
 - E. 20 credits (2 years) of required **Physical Education**: 1st year will include health.
 - F. 10 credits (1 year) of **Fine Arts or Foreign Language**
 - G. 10 credits (1 year) of **Career Technical Education OR (1 year) Additional UC A-G approved course**
 - H. Completion of 70 credits of **electives**
 - I. **Extracurricular activities** – (optional) Students may receive a maximum of 10 credits for participating in the following PGHS extracurricular activities; sports, spirit squad, chorus, mock trial, play production, musical and ASB/Class officer, or TA.

The required subjects listed above are for high school graduation. College entrance requirements are often different and additional.

If you have any questions about college admissions or high school graduation requirements, please contact your student's counselor. Guidance Office (831) 646-6590, Ext. 277.

Class Standing

Completion of **50 credits** is required for **sophomore standing**.

Completion of **110 credits** is required for **junior standing**.

Completion of **170 credits** is required for **senior standing**.

COLLEGE ADMISSIONS

1. UNIVERSITY OF CALIFORNIA

University of California Entrance Requirements:
admission.universityofcalifornia.edu

- A. Complete a minimum of 15 college-preparatory courses ("a-g" courses), with at least 11 finished prior to your senior year.
 - a. 1 year each of U.S. History and World History
 - b. 4 years English
 - c. 3 years of mathematics: Algebra 1, Algebra 2 and Geometry or Integrated Math I, II and III
 - d. 2 years of laboratory science: to be chosen from Chemistry, Physics or Biology.
 - e. 2 years foreign language (3 years recommended)
 - f. 1 year visual/performing arts
 - g. 1 college preparatory elective: 1 course to be chosen from history, advanced mathematics, laboratory science, foreign languages, and fine arts.

2. PRIVATE (INDEPENDENT COLLEGES)

Although there are differences among the private colleges and universities in entrance requirements, generally they expect students to satisfy the same subject pattern as the U.C. system. Students should check with their particular college choices for specific requirements.

3. CALIFORNIA STATE UNIVERSITIES

California State University System Entrance Requirements <https://www2.calstate.edu/apply>
Admission to the state universities is dependent upon three factors:

1. High school grade point average in grades 10 and 11 in required courses listed below.
2. Scores on the American College Test (ACT) or Scholastic Aptitude Test (SAT).
3. Fifteen courses will be taken during grades 9 - 12.

Students must earn a grade of “C” or higher in these courses.

The specific a-g course requirements are:

- a. 1 year each of U.S. History and World History
- b. 4 years English
- c. 3 years of mathematics: Algebra 1, Algebra 2 and Geometry or Integrated Math I, II and III
- d. 2 years of laboratory science: 1 year life science and 1 year physical science
- e. 2 years foreign language (3 years recommended)
- f. 1 year visual/performing arts
- g. 1 year college preparatory elective: 1 course to be chosen from history, advanced mathematics, laboratory science, foreign languages, and fine arts.

Test scores are required unless you have a grade point average above 3.0 *and* are a resident of California. The CSU uses a calculation called an [eligibility index](#) that combines your high school grade point average with the score you earn on either the SAT or ACT tests. Even if you have a GPA above 3.0, it is useful to take either an SAT or ACT as the score may indicate if you do not need to take English and math placement tests after you are admitted and before you enroll at the CSU.

While SAT/ACT test scores are not required to establish the admission eligibility of California residents with high school grade point averages of 3.00 or above impacted campuses and impacted first-time freshmen enrollment categories often include test scores among the supplemental criteria required of all applicants to those campuses and enrollment categories.

Students earning a grade point average below 2.00 are not eligible for admission.

State universities currently require applicants to file their application during the months of October and November. Applications after the closing period are considered only on a space available basis.

**CALIFORNIA STATE COLLEGE
AND UNIVERSITY SYSTEM**

Bakersfield	Pomona
Channel Islands	Northridge
Chico	Sacramento
Dominguez Hills	San Bernadino
Fresno	San Diego
Fullerton	San Francisco
East Bay	San Jose
Humboldt	San Luis Obispo
Long Beach	San Marcos
Los Angeles	Sonoma
Maritime Academy	Stanislaus
Monterey Bay	

4. COMMUNITY COLLEGE REQUIREMENTS

www.cccco.edu

The following persons are eligible for admission:

1. High School graduates
2. Persons having attained their 18th birthday
3. Transfer students from other colleges upon presentation of satisfactory credentials

Counselors will assist qualified students in enrolling concurrently at Monterey Peninsula College in special academic and vocational programs, which are available to a limited number of students.

Monterey Peninsula College offers three kinds of programs of study:

1. Occupational Programs
2. Two-year Transfer Programs
3. Associate Degree Programs

DEPARTMENTAL OFFERINGS

ENGLISH

The following sequence of courses will be the English Department's offering for 2019-2020. All students will be placed in appropriate English classes according to their level of reading and writing skills.

Grade 9	English 1	Honors English 1
Grade 10	English 2	Honors English 2
Grade 11	English 3	Honors English 3
Grade 11/12	AP English Language	AP English Literature
Grade 12	English 4 Literature of War	English 4 Poetry & Creative Writing
Grade 12	English 4 Dystopia	English 4 Sports Literature
Grade 12	English 4 Science Fiction	English 4 Expository Reading & Writing Course

COURSE **ENGLISH 1**
GRADE LEVEL 9
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION English 1 introduces students to the elements and forms of literature. This course stresses the development of reading and critical thinking skills necessary to gain an appreciation of the various genres of literature. Major writing emphasis will include effective descriptive and expository paragraphs and essays, vocabulary development and a review of grammar and mechanical skills. *UC/CSU approved.*

COURSE **HONORS ENGLISH 1**
PREREQUISITE "A" or "B" in previous English class, advanced reading and writing skills, grades and test scores. Entrance exam and/or teacher recommendation will be required.
GRADE LEVEL 9
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Honors English is designed for the advanced English student who wishes to refine his or her skills in preparation for more advanced classes such as Advanced Placement. This course will survey the four genres of literature (novel, play, poem, and short story), review grammar and mechanical skills, and concentrate on the mastery of the critical essay. *UC/CSU approved.*

COURSE **ENGLISH 2**
GRADE LEVEL 10
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION English 2 introduces various literary genres and concentrates on improving student's writing skills. Major literary emphasis will be on the elements of short story, essay, biography, poetry, drama, and the novel. Students will give special attention to the development of advanced reading and thinking skills necessary to gain better comprehension and appreciation of literary works. Writing emphasis will include expository and descriptive paragraphs, and analytical, persuasive and narrative essays. *UC/CSU approved.*

COURSE	<u>HONORS ENGLISH 2</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 1 or grade of “A” in regular English or teacher recommendation
GRADE LEVEL	10
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Honors English is designed for advanced college bound students. This course surveys drama, novels, short stories, and poetry in depth. This course stresses the development of critical writing and thinking skills. Work on special group projects and expository writing will enable students to analyze the way in which the works studied relate to themes and issues of the historical periods covered in class. <i>UC/CSU approved.</i>
COURSE	<u>ENGLISH 3</u>
GRADE LEVEL	11
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	English 3 is a college prep course which surveys works of American literature. In addition, this course emphasizes the expression of individual opinion and of logical argument through expository writing. This course fosters individual growth in literacy. The students create projects that develop diverse reading, writing and speaking skills. <i>UC/CSU approved.</i>
COURSE	<u>HONORS ENGLISH 3</u>
GRADE LEVEL	11
LENGTH	1 year
PREREQUISITE	Grade of “A” or “B” in Honors English 2 or grade of “A” in regular English or teacher recommendation
CREDIT	5 credits per semester
DESCRIPTION	Honors English is designed for advanced college bound students and will survey drama, novels, short stories, and poetry in depth. This course stresses the development of critical reading, writing, and thinking skills. Work on special projects and expository writing will enable students to analyze the way in which the works studied relate to themes and issues in American literature. <i>UC/CSU approved.</i>
COURSE	<u>AP ENGLISH LANGUAGE</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 2 or AP Literature or grade of “A” in regular English or teacher recommendation.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The AP English Language and Composition course is designed to help students become skilled readers of prose written in a variety of rhetorical contexts and to become skilled writers who compose for a variety of purposes. Both their writing and their reading should make students aware of the interactions among a writer's purposes, audience expectations, and subjects as well as the way generic conventions and the resources of language contribute to effectiveness in writing. Students may elect to take the national Advanced Placement exam in May with a chance of earning freshman English college credit. <i>UC/CSU approved.</i>

COURSE	<u>AP ENGLISH LITERATURE</u>
PREREQUISITE	Grade of “A” or “B” in Honors English 2 or AP Language or grade of “A” in regular English or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Advanced Placement English Literature is a one-year course offered to 11 th or 12 th grade students who show unusual skill in literature and composition. This course surveys drama, novels, and poetry in depth, concentrating on the mastery of the critical essay as used in college writing. Students may elect to take the national Advanced Placement exam in May with a chance of earning freshman English college credit. <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 EXPOSITORY READING AND WRITING</u>
GRADE LEVEL	12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Expository Reading and Writing is a rigorous, rhetorically based, full-year college preparatory English course for high school seniors intending to enroll in a CSU. ERWC is designed to support college-readiness in English. The course’s 12 modules, which include a wide variety of nonfiction texts and some literature, emphasize the in-depth study of expository, analytical, and argumentative reading and writing. Students will analyze the interplay of rhetorical devices, vocabulary, and grammar in rich, college-level texts, and then use these same elements in their own expository and persuasive writing. Students enrolling in this course must be A-G eligible, and students who pass this class with a C or better can become exempt from taking remedial English and the CSU placement exam (EPT). <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 DYSTOPIA</u>
GRADE LEVEL	12
LENGTH	1 semester
CREDIT	5 credits
DESCRIPTION	This class will examine different visions of the potential future through comparing the same themes; free will, government control, and technology. The course will focus on critical thinking, expository writing, and argument. Students will develop reading, writing, speaking, and listening skills as they interpret major works of speculative and dystopian literature. <i>UC/CSU approved.</i>

COURSE	<u>ENGLISH 4 LITERATURE OF WAR</u>
GRADE LEVEL	12
LENGTH	1 semester
CREDIT	5 credits
DESCRIPTION:	Writing in the wake of the Civil War, poet Walt Whitman insisted that "the real war will never get in the books." Throughout history, the experience of war has fundamentally shaped the ways that societies think about themselves, their fellow citizens, and the world around them. War has also posed challenges of representation, both for those who fought as well as those who did not. This subject examines how the stories of war in poetry, literature, and popular culture have been told. Works will be pulled from various cultures to explore some of the ways that literature has dealt with the subject of war. <i>UC/CSU approved.</i>

COURSE **ENGLISH 4 THEORY & PRACTICE OF SHORT FICTION & POETRY**
GRADE LEVEL 12
LENGTH 1 semester
CREDIT 5 credits
DESCRIPTION This class is designed to cultivate in students an aesthetic appreciation for the beauty of language. Students will examine various narrative and poetic techniques and poetic forms while learning to critically read and write both narratives poetry. The course will also offer students a guided tour through several works of fiction, whereby students will learn to identify elements of fiction within works studied and later learn to use these elements in their own creations. Students **MUST** be willing to share the pieces they write and must be open to constructive criticism. *UC/CSU approved.*

COURSE **ENGLISH 4 SCIENCE FICTION**
GRADE LEVEL 12
LENGTH 1 semester
CREDIT 5 credits
DESCRIPTION This semester-long course will explore the development of science fiction from Mary Shelley to the present day. Literature will focus on the problems and potential created by rapid advancement and technology. Students will develop their skills in critical reading, writing, and analysis. *UC/CSU approved.*

COURSE **ENGLISH 4 SPORTS LITERATURE**
GRADE LEVEL 12
LENGTH 1 semester
CREDIT 5 credits
DESCRIPTION The sports literature class primarily focuses on examining universal sports themes – gender equality, racism, perseverance, and integrity. Literature includes core nonfiction works, poetry, essays, articles and novels that all have sports related themes. This class encourages students to seek connections between the literature they read and their own lives and the world around them. *UC/CSU approved.*

WORLD LANGUAGE

COURSE **SPANISH 1**
PREREQUISITE None
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This introductory course uses communicative-based instruction to develop all four basic language skills: listening, speaking, reading and writing. Basic grammatical structures are presented along with vocabulary related to daily life and cultural topics. A variety of authentic language and cultural sources are integrated such as music, food, movies, and magazines. *UC/CSU approved.*

COURSE **SPANISH 2**
PREREQUISITE Spanish 1 - Grade of “C” or better or teacher recommendation
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This is an intermediate course which provides continued development and practice of the basic language skills: listening, speaking, reading and writing. More advanced grammatical structures are introduced and more emphasis is placed on extended conversation. Includes vocabulary related to daily life and cultural topics with varied units of study and conversational activities. *UC/CSU approved.*

COURSE **SPANISH 3**
PREREQUISITE Spanish 2 - Grade of “B” (80%) or better or teacher recommendation
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Emphasis is on the further development of listening, speaking and writing skills. More advanced vocabulary and grammar study is coupled with more extended speaking in a variety of contexts such as oral reports and group discussion. More academic vocabulary is presented related to relevant topics such as personal relationships, hobbies and sports, and health along with more complex cultural topics such as an in-depth exploration of a Spanish-speaking country. *UC/CSU approved.*

COURSE **SPANISH 4**
PREREQUISITE Spanish 3 - Grade of “B” (80%) or better or teacher recommendation
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This is an advanced course which focuses on developing language skills in academic settings. Relevant topics are explored including personal relationships, technology, and the environment. Reading selections come from authentic sources such as Spanish literature and newspaper articles. More advanced writing and speaking situations are required. More academic vocabulary is presented along with more complex cultural topics. A variety of authentic language and cultural sources are integrated such as songs, movies, newspapers, websites, and news reports. *UC/CSU approved.*

COURSE	<u>AP SPANISH</u>
PREREQUISITE	Spanish 3 - Grade of "A" (90%) or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This is a college-level course which focuses on advanced work in listening, speaking, reading and writing. Emphasis is placed on speaking and writing in academic settings. Includes expository writing, oral presentations, and reading selections from Spanish literature and newspaper articles. Students prepare to take the AP Spanish Language exam in May. Any summer homework given will be due at the first class meeting in August. <i>UC/CSU approved.</i>

FRENCH

COURSE	<u>FRENCH 1</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	An introductory course designed to give students a strong background in conversational French. The focus is communicative-based instruction encouraging active participation by students. Speaking and understanding spoken French are emphasized. Students will learn about current and traditional French music. Field trips and cooking French food make this a "fun" academic class. <i>UC/CSU approved.</i>

COURSE	<u>FRENCH 2</u>
PREREQUISITE	French 1 - Grade of "C" or better or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Further develops students' speaking skills with an emphasis on cuisine. Students create their own skits and plays. Reading and writing include longer, more interesting stories than in French 1. Students use authentic situations to demonstrate their knowledge of French; example: students demonstrate and explain in French how to prepare their favorite French dessert! Field trips and French music add to the fun. <i>UC/CSU approved.</i>

COURSE	<u>FRENCH 3</u>
PREREQUISITE	French 2 - Grade of "B" or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Students perfect their skills in the various tenses with more focus on French film analysis, reading and writing, while continuing to maintain their speaking skills. The focus is on mastering the grammar and learning more about the history and culture of the French-speaking world. Field trips and French music are included. Summer homework will be due at the first class meeting in August. <i>UC/CSU approved.</i>

COURSE **FRENCH 4**
PREREQUISITE A grade of “B” or better in French 3 or teacher recommendation
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION French 4 is a course designed for motivated students who can work independently and efficiently. Advanced grammar topics will be covered, incorporating high-interest topics such as making travel and hotel arrangements for a trip to a French-speaking country, communicating medical emergencies, and managing more advanced conversations in French. Extensive reading and writing will be required. Students will read various genres of literature by famous francophone authors such as Paul Eluard, Guy de Maupassant, Andre Theuriet and many others. The cultural emphasis will be on countries other than France where French is spoken. **Summer homework will be due at the first class meeting in August.** *UC/CSU approved.*

COURSE **AP FRENCH LANGUAGE AND CULTURE**
PREREQUISITE A grade of “A” in French 3 or teacher recommendation
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION AP French is a college level course designed for motivated students who desire to become proficient communicators of French and prepare for the AP French Language and Culture Exam. Advanced grammar topics will be covered, incorporating high-interest historical topics. Extensive reading and writing will be required. Students will read various genres of literature by famous francophone authors such as Giraudoux Rostand, Voltaire, and Duras. The cultural emphasis will be on various countries where French is spoken. **Summer homework will be due at the first class meeting in August.** Students must receive a D+ or better to continue to second semester. *UC/CSU approved.*

SOCIAL SCIENCE

The following sequence of courses will be the Social Science Department’s offering for 2019-2020:

Grade 9	World Geography	AP Human Geography
Grade 10	World History	AP World History
Grade 11	U.S. History	AP. U.S. History
Grade 12	Government/Economics	AP Government/Economics

COURSE **WORLD GEOGRAPHY**
PREREQUISITE None
GRADE LEVEL 9
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This course will develop the basic themes of physical, cultural and political geography with an emphasis on domestic and international current events. World geographic and historical issues, world cultures, and place identification will also be emphasized. *UC/CSU approved.*

COURSE **AP HUMAN GEOGRAPHY**
PREREQUISITE: An A in 8th grade history or teacher recommendation
GRADE LEVEL: 9, this course is also open to 10th – 12th grade students in need of fulfilling a geography graduation requirement.
LENGTH: 1 year
CREDIT: 5 credits per semester
DESCRIPTION: This course is a college-level freshman class where students are introduced to the systematic study of patterns and processes that have shaped human understanding, use, and alteration of the Earth’s surface. The content of an AP Human Geography course helps students develop critical thinking skills through the understanding, application, and analysis of the fundamental concepts of geography. Students will meet the five college-level goals as determined by the National Geographic Standards using college level materials. This rigorous course requires a high level of reading, writing, and analysis skills. *UC/CSU approved.*

COURSE **WORLD HISTORY**
PREREQUISITE None
GRADE LEVEL 10
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION This survey course meets the 10th Grade World History requirement. It will include a selective study of the major political and social developments, and of individuals who played significant roles, in the time period from the mid-1700s up to the present. Units of study include a brief review covering 6th and 7th Grade World History, the Enlightenment, the Age of Revolutions, the Industrial Revolution, Nationalism & Imperialism, the First World War and Russian Revolution, Totalitarianism & World War II, and the Postwar World. *UC/CSU approved.*

COURSE **AP WORLD HISTORY**
PREREQUISITE A or B in AP Human Geography AND Honors English 1 OR an A in Geography AND English 1 or teacher/counselor recommendation. Passing score on entrance exam will be required. See Mr. Grate (O-2) for entry exam information.
GRADE LEVEL 10
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Advanced Placement World History is a college-level course covering the entirety of World History from 10,000 BCE to the present. AP World History is fast-paced and challenging and requires a high level of reading and writing skill. Students in AP World History should expect heavy reading assignments and should be prepared to develop and demonstrate in writing analytical skills such as comparison and contrast, change over time, and understanding of primary source documents. Students will prepare for the AP World History examination, administered nationally in May. High scores on this exam may result in college credit and may allow the student to fulfill the World History requirement at participating institutions. **To facilitate the complete coverage of the course content, summer homework will be given. This will be due at the first class meeting in August.** *UC/CSU approved.*

COURSE	<u>UNITED STATES HISTORY</u>
PREREQUISITE	None
GRADE LEVEL	11
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The year begins with a selective review of United States history, with an emphasis on two major themes – the nation’s beginnings, linked to the Enlightenment and the rise of democratic ideas; and the industrial transformation of the new nations, linked to the global spread of industrialism during the nineteenth century. After these review units, we will begin our study of the twentieth century with an analysis of the Progressive Era and World War I. Critical responses to the Jazz Age and the Great Depression will also be emphasized during the first semester. In the second semester we will cover the following: World War II, The Cold War, The Civil Rights Movement in the Postwar Era, Vietnam/Late 1960’s and the United States in Recent Times. <i>UC/CSU approved.</i>

COURSE	<u>AP U. S. HISTORY</u>
PREREQUISITE	“A” in World History or “A” or “B” in AP World History or teacher recommendation
GRADE LEVEL	11
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The Advanced Placement U.S. History course is designed to provide students with the analytical skills and factual knowledge necessary to address critically the themes, issues, events, and materials of American history. Students will learn to evaluate historical materials in order to weigh evidence presented in historical scholarship. Students will be required to analyze and interpret primary sources, including documentary materials, maps, statistical tables, and pictorial and graphic evidence of historical events. The scope of the course is “the age of discovery” to the present. The A.P. U.S. History curriculum is intended to prepare the student for the Advanced Placement Test administered nationally in May. High scores may result in college credit at participating institutions. The course simultaneously satisfies the U.S. History requirement for high school graduation. Summer homework will be due at the first class meeting in August. <i>UC/CSU approved.</i>

COURSE	<u>ECONOMICS</u>
PREREQUISITE	None
GRADE LEVEL	12
LENGTH	1 semester
CREDIT	5 credits
DESCRIPTION	Economics, a semester-length course, is required for graduation. The goal of this course is to increase understanding of the American economic system, including the nature of supply and demand, market structures, fiscal policy, monetary policy, comparative economic systems and world trade. Emphasis is also placed on such personal finance skills as maintaining good credit, checking accounts, budgeting and other adult consumer needs. <i>UC/CSU approved.</i>

COURSE **AMERICAN GOVERNMENT**

PREREQUISITE None

GRADE LEVEL 12

LENGTH 1 semester

CREDIT 5 credits

DESCRIPTION Government, a semester-length course, is **required** for graduation. This course is about the American system of government, including functions of government, governmental programs, roles of the citizen, civil rights and liberties, public opinion, comparative political systems, and current events. *UC/CSU approved.*

COURSE **AP AMERICAN GOVERNMENT AND POLITICS UNITED STATES**

PREREQUISITE “A” in US History or “A” or “B” in AP US History or teacher recommendation.

GRADE LEVEL 12

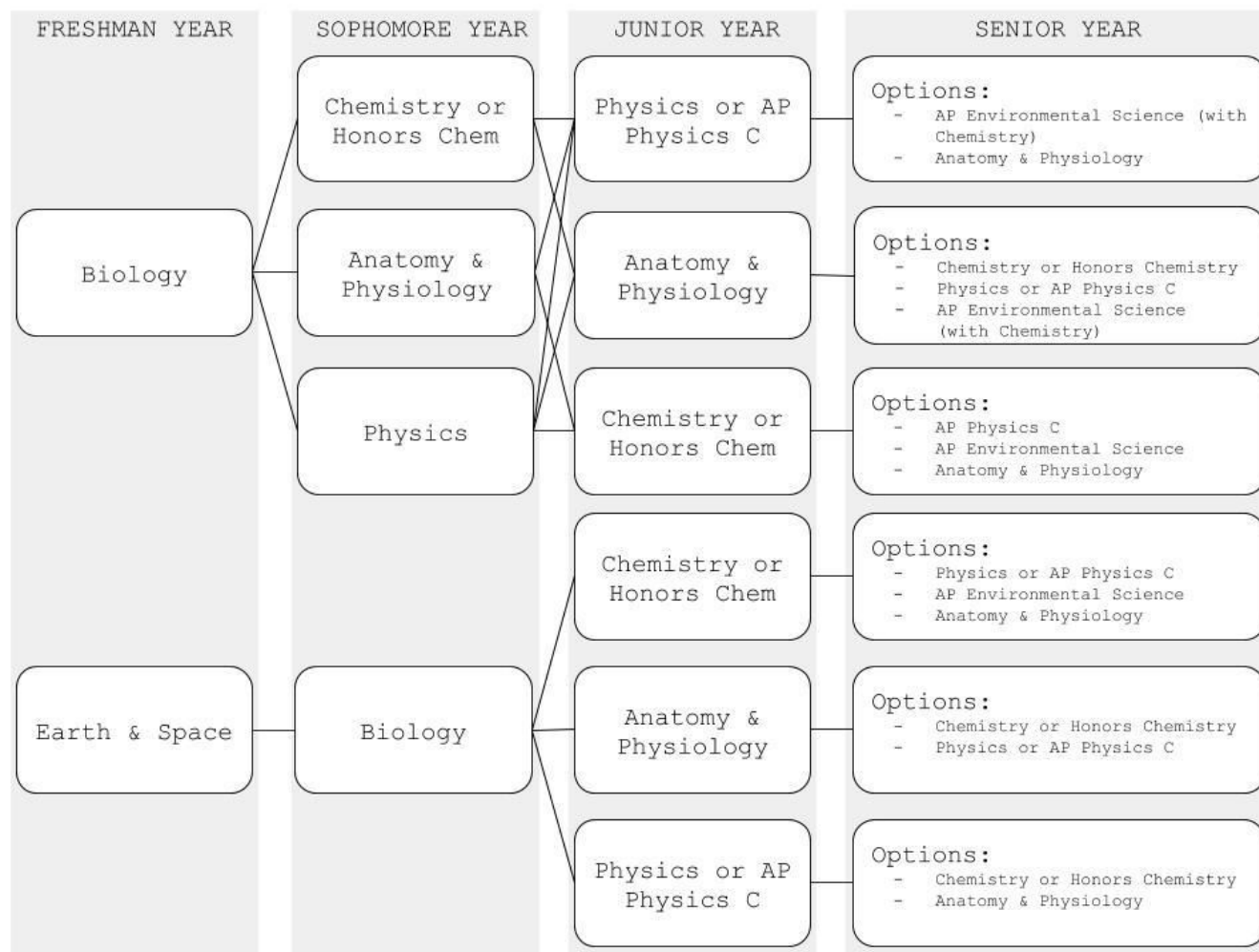
LENGTH 1 Year

CREDIT 5 credits per semester

DESCRIPTION The goal of this course is to increase understanding of the American political system, its framework, traditions and values, and have each student pass the Advanced Placement American Government exam. This course is concerned with the nature of the American political system, its development over the past two hundred plus years, and how it works today. We will examine in detail the principle processes and institutions through which the political system functions, as well as some of the public policies which these institutions establish and how these policies are implemented. The **second semester of Economics** is **not** an **A.P. program**, however, the A.P. Government/Economics class is a full year commitment. *UC/CSU approved.*

SCIENCE

SCIENCE COURSE OFFERINGS & PATHWAYS



The following science classes are all designed to meet the U.C. and C.S.U. laboratory science entrance requirements, except as noted below.

COURSE	<u>ANATOMY/PHYSIOLOGY</u>
PREREQUISITE	Biology
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Anatomy and Physiology is the study of the structures and functions of the human body. Labs include dissection of fetal pigs, simple experiments, demonstrations, and model building. <i>UC/CSU approved.</i>

COURSE **EARTH & SPACE SYSTEMS**

PREREQUISITE None
 GRADE LEVEL 9, 10, 11, 12
 LENGTH 1 year
 CREDIT 5 credits per semester
 DESCRIPTION Earth and Space Systems is a laboratory oriented class which is a blend of several different sciences; Geology, Meteorology, and Astronomy. We will be looking more closely at topics such as plate tectonics, astronomy, weather, and climate. **This course meets the CSU physical science entrance requirement. It does not meet the UC physical lab science entrance requirement. The UC system recognizes this course as a college prep elective.**

COURSE **BIOLOGY**

PREREQUISITE None
 GRADE LEVEL 9, 10, 11, 12
 LENGTH 1 year
 CREDIT 5 credits per semester
 DESCRIPTION Biology is the study of living things. The course follows an ecological approach. It is designed to build from concrete to abstract concepts such as cell theory, photosynthesis, genetics, to ecology and environmental issues. *UC/CSU approved.*

COURSE **CHEMISTRY**

PREREQUISITE Completion of or concurrent enrollment in Integrated Math III
 GRADE LEVEL 10, 11, 12
 LENGTH 1 year
 CREDIT 5 credits per semester
 DESCRIPTION The Chemistry course is designed to explore the chemistry of real-world environmental problems through research, experimentation, and discourse. The first semester develops the general principles involved in solutions and chemical reactions through the lenses of water and metals. The second semester focuses on energy in chemical reactions, the nature of gases and atomic theory in conjunction with fossil fuels, air pollution, and industrial techniques, respectively. *UC/CSU approved.*

COURSE **HONORS CHEMISTRY 1**

PREREQUISITE Completion of or concurrent enrollment in Integrated Math III; Honors IM III recommended
 GRADE LEVEL 10, 11, 12
 LENGTH 1 year
 CREDIT 5 credits per semester
 DESCRIPTION The honors chemistry course is designed to provide the advanced science student with an opportunity to learn chemistry at a higher level than the Chemistry course. This course is recommended for students wishing to take AP Environmental Science, and continue their science education into college. The honors chemistry course moves at a faster pace, providing a more in-depth coverage of the topics. The course offers an opportunity for enrichment through the use of advanced math concepts and laboratory work. Students taking honors chemistry will be prepared to take the SAT II in chemistry. *UC/CSU approved.*

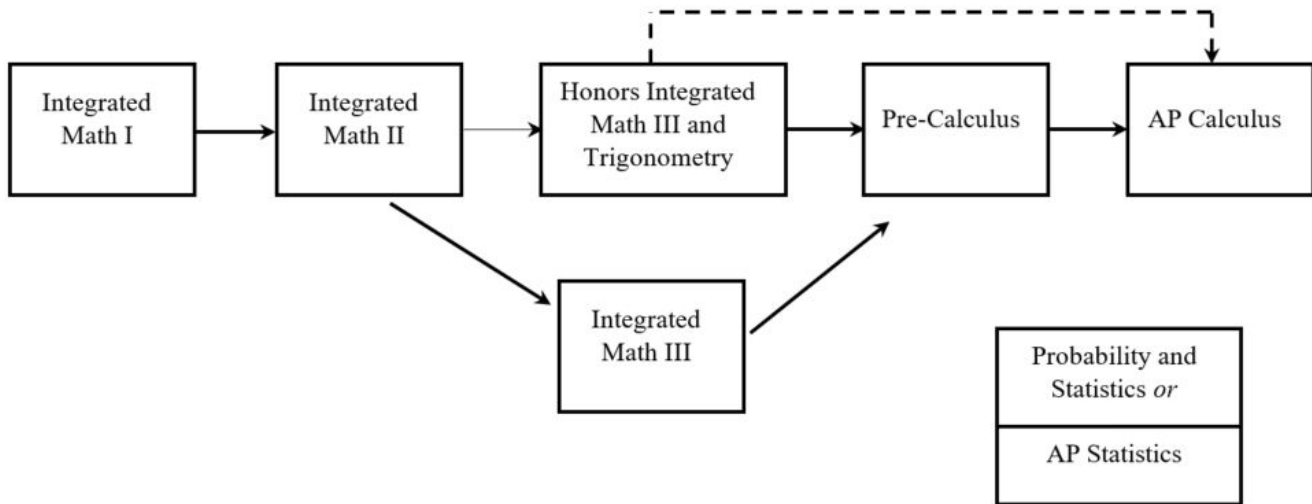
COURSE	<u>PHYSICS 1</u>
PREREQUISITE	Completion of Integrated Math I with a “C” or better or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The first semester of Physics is a study of motion and its mathematical description, energy, and work. The second semester is a study light, waves, electricity and magnetism. <i>UC/CSU approved.</i>

COURSE	<u>AP PHYSICS C:MECHANICS</u>
PREREQUISITE	Completion of or concurrent enrollment in Calculus AB or teacher recommendation Completion of Physics 1 is recommended.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course prepares students to take the Advanced Placement Physics C test in mechanics and is the equivalent of a typical first semester college course in physics. Mechanics is the branch of physics that is concerned with quantifying the motion of bodies. Topics include kinematics, Newton’s law of motion, work/energy/power, conservation laws (energy/momentum), circular motion and rotation, oscillations, and gravitation. The lab component of the class builds on experiments done in regular physics with emphasis placed on using computers to model and simulate physical systems. Students will use electronic sensors and data analysis programs to explore relationships among physical quantities. The topic of mechanics will be covered in much greater depth and with a higher level of mathematical sophistication than in the regular physics course. Prospective students should be comfortable with using mathematics to solve problems. <i>UC/CSU approved.</i>

COURSE	<u>AP ENVIRONMENTAL SCIENCE</u>
PREREQUISITE	Completion of Integrated Math II (Integrated Math III recommended) Completion of Biology with a “B” or better Completion of Physics or AP Physics with a “C” or better Completion of Chemistry (Honors Chemistry recommended) or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course is designed to be a rigorous science course that is the equivalent of a one-semester, introductory college course in environmental science. Topics will draw together geology, biology, chemistry, and marine science subject matter. Long-term field study projects will be set up at the beginning of each school year. Students will be expected to take an active role in designing and setting up these projects, as well as maintaining a field laboratory notebook throughout the year. Emphasis is on data collection and analysis of data sets, understanding the inter-relationships in the natural world, identifying and analyzing environmental problems both natural and human-made, evaluating risks associated with these problems and possible solutions. Students taking the course should have solid math skills because of the analytical nature of the work, and a solid background of both physical and life science. Junior or senior class standing mandatory. <i>UC/CSU approved.</i>

MATHEMATICS

PGHS Math Progression Flow Chart



Note 1: Students may take Probability and Statistics or AP Statistics any time after completing Integrated Math III

Note 2: Students may advance from Honors Integrated Math III to AP Calculus only with a satisfactory score on a placement exam and with teacher recommendation.

Online courses in place of PGHS mathematics courses at any level are generally discouraged. However, a student may, under special circumstances, earn up to a maximum of 10 credits for mathematics courses outside of the high school with faculty and counselor approval. Because PGHS math courses are integrated, Monterey Peninsula College (MPC) and online courses of traditional Algebra 1 and Geometry are not recognized as equivalent courses of Integrated Math I and Integrated Math II, respectively. Students should contact their counselors for specific guidance on the different courses that can be taken online or at MPC. *Note that students taking any course outside of PGHS to accelerate will be required to pass a placement exam before being enrolled in the next course.*

COURSE	<u>INTEGRATED MATH I</u>
PREREQUISITE	Common Core Math 8
GRADE LEVEL	9, 10, 11
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	<i>UC/CSU approved.</i> Addressing both the Mathematical Practices and Content Standards associated with the High School Common Core, Integrated Math I focuses on exploring, discussing, and understanding the concepts of:

1. Systems of equations and inequalities
2. Arithmetic and Geometric Sequences
3. Linear and Exponential Functions
4. Features of Functions
5. Congruency, Constructions, and Proofs
6. Connecting Algebra and Geometry
7. Modeling Data

COURSE	<u>INTEGRATED MATH II</u>
PREREQUISITE	Integrated Math 1 with a grade “D” or higher or teacher recommendation
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	<i>UC/CSU approved.</i> Addressing both the Mathematical Practices and Content Standards associated with the High School Common Core, Integrated Math II focuses on exploring, discussing, and understanding the concepts of:
	<ol style="list-style-type: none"> 1. Quadratics Functions 2. Structures of Expressions 3. Quadratic Equations 4. More Functions 5. Geometric Figures 6. Similarity and Right Triangle Trigonometry 7. Circles from a Geometric Perspective 8. Circles and Other Conics 9. Probability

COURSE	<u>INTEGRATED MATH III</u>
PREREQUISITE	Integrated Math II with a grade of “C” or higher or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	<i>UC/CSU approved.</i> Addressing both the Mathematical Practices and Content Standards associated with the High School Common Core, Integrated Math II focuses on exploring, discussing, and understanding the concepts of:
	<ol style="list-style-type: none"> 1. Functions and their Inverses 2. Logarithmic Functions 3. Polynomial Functions 4. Rational Expressions and Functions 5. Modeling with Geometry 6. Trigometric Functions 7. Modeling with Functions 8. Statistics

COURSE	<u>HONORS INTEGRATED MATH III/ TRIGONOMETRY</u>
PREREQUISITE	Integrated Math II with a grade of “A-” or higher, or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	<i>UC/CSU approved.</i> Addressing both the Mathematical Practices and Content Standards associated with the High School Common Core, Honors Integrated Math III focuses on exploring, discussing, and understanding the concepts of:

1. Geometric Modeling
2. Linear and Quadratic Functions
3. Polynomial Functions
4. Rational Exponents and Radical Functions
5. Exponential and Logarithmic Functions
6. Rational Functions
7. Sequences and Series
8. Trigonometric Ratios and Functions
9. Trigonometric Identities and Formulas
10. Data Analysis and Statistics
11. Probability

COURSE	<u>PRE-CALCULUS</u>
PREREQUISITE	Successful completion of Honors Integrated Math III/ Trigonometry or Integrated Math III with a grade of “C” or better or teacher recommendation. Scientific calculator required. Graphing calculator recommended.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 units per semester
DESCRIPTION	This course covers advanced topics in functions, trigonometry, vectors, conic sections, sequences and series, polar coordinate systems, parametric equations, derivatives, limits, continuity, and an introduction of integration. <i>UC/CSU approved.</i>

COURSE	<u>AP CALCULUS AB</u>
PREREQUISITE	Completion of Honors Introduction to Calculus with a grade of “C” or better, or completion of Honors Integrated Math III with an “A-”, or teacher recommendation. An A.P. approved graphing calculator is required for this course (a TI 83 Plus or TI 84 is suggested).
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course is a college level introductory calculus course designed to enable the student to pass the Advanced Placement exam in mathematics (Calculus AB exam) in order to receive college credit. AP Calculus AB is roughly equivalent to a first semester college calculus course devoted to topics in differential and integral calculus. Juniors enrolling in this course are expected to enroll in Calculus BC their senior year. <i>UC/CSU approved.</i>

COURSE	<u>AP CALCULUS BC</u>
PREREQUISITE	Completion of Calculus AB with a grade of “C” or better, completion of Honors Introduction to Calculus with a grade of “A”, completion of Honors Integrated Math III with a grade of “A”, or teacher recommendation. An AP approved graphing calculator is required for this course (a TI 83 Plus or TI 84 is suggested).
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits
DESCRIPTION	This course covers the full curriculum of Calculus AB in one semester rather than two, and extends the content learned in Calculus AB to different types of equations (polar, parametric, vector-valued) and new topics (such as Euler's method, integration by parts, partial fraction decomposition, improper integrals, and sequences and series) in the second semester. Our most rigorous course, AP Calculus BC is the equivalent of two semesters of college calculus. Students are expected to take the AP Calculus BC exam in May. <i>UC/CSU approved.</i>

COURSE	<u>PROBABILITY AND STATISTICS</u>
PREREQUISITE	Completion of Integrated Math III with a grade of “C” or higher or teacher recommendation.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Probability and Statistics introduces students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. The course exposes students to four broad conceptual themes: (1) graphing and analyzing data, (2) designing a survey or experimental study, (3) finding probabilities through mathematics as well as through simulations, and (4) making appropriate inferences from data. <i>UC/CSU approved.</i>

COURSE	<u>AP STATISTICS</u>
PREREQUISITE	Completion of Integrated Math III with a grade of “B” or higher, or teacher recommendation.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	AP Statistics is the equivalent of a one semester, college-level introductory statistics class. The purpose of the class is to introduce students to the basic ideas and skills for collecting, analyzing and drawing conclusions from data. Students should leave the course not only able to interpret and analyze the many statistics they will encounter on a daily basis, but also evaluate the integrity of their use. The course exposes students to four broad conceptual themes: (1) exploring data –observing patterns and departures from patterns, (2) planning a study – deciding what and how to measure, (3) anticipating patterns – producing probability and simulation, and (4) statistical inference – confirming models. Students are expected to take the AP Statistics exam at the end of the year. <i>UC/CSU approved.</i>

FINE ARTS DIVISION

ART (also see CTE Pathways on Page 31)

COURSE **2D DESIGN**
PREREQUISITE None
GRADE LEVEL 9, 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fees*
DESCRIPTION 2D DESIGN is designed for students who have been afraid of art and for those who feel comfortable making art. Basic skills are taught in addition to more a variety of art techniques. Emphasis is placed on introductory units on drawing with graphite, colored pencil, color mixing, painting, stenciling, and general 2D design concepts. Students will learn the fundamental Elements of Art and Principles of Design. Projects from this class may be used for a 2D Design AP Portfolio. A transfer student or a student with advanced skills who wish to challenge this prerequisite need to demonstrate their skills by showing 3 or more different media (example: pencil, marker, paint). It is your responsibility to schedule a time to share your art before or during the first 3 days of the course and all challenges must be approved by Mr. Kelly. *Financial assistance is available for students requiring it. ** May be taken twice for credit. *UC/CSU approved Visual and Performing Arts course.*

COURSE **DRAWING & PAINTING**
PREREQUISITE Intro to Art/ 2D Design
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fees*
DESCRIPTION Students will have the opportunity to develop their skill with drawing and painting. Drawing units will focus on realistic and interpretive graphite and ink drawings while the painting units will explore acrylic landscapes and portraits, and still life painting. Art from this class may be used for an AP Drawing Portfolio. *Financial assistance is available for students requiring it. **May be taken twice for credit. *UC/CSU approved Visual and Performing Arts course.*

COURSE **3D DESIGN**
PREREQUISITE Intro to Art/ 2D Design
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
FEE \$40.00 material fees*
DESCRIPTION Students will have the opportunity to develop their 3D skills. First Semester students will work with clay, hand building projects including making pinch pots, coil vases, sculpture and designing mugs and clay boxes. Students will also have the opportunity to learn how to throw on the pottery wheel making plates, bowls, and mugs. Second semester will begin with a semester of jewelry design. Students will learn how to work with copper, brass, and beading to make bracelets, rings, earrings, and necklaces. Various glazing techniques will be explored to finish pottery for personal or commercial use. Art from this course may be used for 3D Design Portfolio. *Financial assistance is available for students requiring it. **May be taken twice for credit. *UC/CSU approved Visual and Performing Arts course.*

COURSE	<u>AP STUDIO ART: 2D DESIGN/ DRAWING</u>
PREREQUISITE	Grade of “B” or higher in Drawing and Painting or 2D Design or 3D Design or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 material fee*
DESCRIPTION	AP Studio Art course is for the highly motivated student who wants to create a Drawing (or painting) or 2D Design or 3D Design Portfolio. This is an intensive college level course designed around each student creating a personally meaningful 24 piece portfolio. Students interested in this course must present to Mr. Kelly 6 of their best pieces within the category of the portfolio they want to create – teacher approval is needed to be in this class. This course is offered every year, and students may repeat this course for credit by creating an additional portfolio. Students may elect to submit their portfolio to national Advancement Placement College Board in early May with a chance of earning freshman Art college credit. Summer Projects are required and due the first day of class. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

MUSIC

COURSE	<u>CHAMBER ORCHESTRA</u>
PREREQUISITE	Participation in MS advanced or HS orchestra during the past 12 months or teacher recommendation
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Students will explore music and music-making through study, rehearsal, and performance of a diverse repertoire of musical styles. Students will be provided access to enrichment activities through several school and community sources. <i>UC/CSU approved Visual and Performing Arts course.</i>
COURSE	<u>CONCERT BAND/ MARCHING BAND</u>
PREREQUISITE	Participation in MS advanced or HS band during the past 12 months or teacher recommendation
GRADE	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Students will explore music and music-making through study, rehearsal, and performance of a diverse repertoire of musical styles. The band will provide entertainment and spirit at concerts, parades, football games, and school rallies. Students will be provided access to enrichment activities through several school and community sources. <i>UC/CSU approved Visual and Performing Arts course.</i>

COURSE	<u>GUITAR</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This one-year course is designed for students with no previous guitar experience. Students will receive guidance and direction in solving problems related to playing the guitar at a beginning level and will learn many of the different styles, skills and techniques required to become a successful guitarist. Areas of concentration include: correct posture, note reading, aural skills, basic music theory, rhythmic patterns, chord study, finger-picking styles, musical forms, improvisation and performing experiences. <i>UC/CSU approval pending.</i>

Course Goals:

1. To develop correct posture and hand position
2. To identify the parts of the guitar
3. To demonstrate the proper tuning of the guitar by pitch matching
4. To understand the history and origin of the guitar
5. To learn basic fundamentals of musical notation
6. To learn basic chords and single notes in first position
7. To learn proper strumming, finger-style stroke techniques and accompaniments with a concentration in classical style
8. To become aware of career opportunities in music
9. To participate in performance and evaluation of music
10. To demonstrate basic notating skills

PHOTOGRAPHY (see CTE Pathways Page 30)

COURSE	<u>PHOTOGRAPHY I</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	This course is an introductory level class appropriate for any student curious about producing photographic images with both fine art and commercial applications. The course will cover operation of a traditional manual 35mm SLR camera, exposure, composition, and basic lighting. Students will learn basic darkroom skills including developing film, enlarging negatives, and different printing techniques. Students will learn basic skills for operating a DSLR camera and will be exposed to Adobe Photoshop editing techniques and digital printing. Students will be exposed to different aspects of photography including: landscape, portrait, and narrative. We will also be learning about the elements of design for creating artistic compositions. Students will learn how to evaluate and analyze their own work as well as learn how to look at and discuss other people's work. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

COURSE	<u>PHOTOGRAPHY II</u>
PREREQUISITE	Photography I
GRADE LEVEL	10, 11, 12
LENGTH:	1 year
CREDIT:	5 credits per semester
FEE	\$50 per semester*
DESCRIPTION	Building on the concepts and skills learned in Photography I, students will have the opportunity to deepen their understanding of how photographic imagery has and continues to shape our society through discussion and practice. Students will expand upon the photographic techniques of composition, traditional and alternative processes. More attention will be given towards creating visual narratives that tell a story. Longer projects will allow students to build a cohesive photographic body of work on a single theme. Emphasis will be on editing and sequencing of work. Students will have the opportunity to create a portfolio and submit it for consideration of the Weston Scholarship. Students will also expand upon their knowledge of digital photographic editing and printing using Adobe Photoshop and professional Epson printers. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

COURSE	<u>AP STUDIO ART: 2D DESIGN/PHOTOGRAPHY</u>
PREREQUISITE	Photography II (with darkroom experience and a grade of a B or higher in Photo II) or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	AP Studio Art/ Photography is intended for the advanced photography student who wishes to create a 24-piece portfolio of independently produced work. This course is especially suited for students wishing to pursue AP 2D Studio Art with a photography emphasis. Students will work independently as well as collaboratively to exceed their present skills, technically as well as conceptually with attention to composition, content, and refining printing skills both in the darkroom and with Adobe Photoshop. Emphasis will be on editing and sequencing of work. Students will have the opportunity to create a portfolio and submit it for consideration of the Weston Scholarship Portfolio Competition. Students may also elect to submit their portfolio to the National Advanced Placement College Board in early May for a chance to earn college credit. Students may also find a photography internship as part of the class. AP Studio Art/Photography should be taken by students with exceptional motivation and interest in photography. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

THEATER

COURSE	<u>DRAMA</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Drama is a participation course. Students are required to perform before the class audience in a variety of roles: monologues, skits, improvisations, pantomimes, duets, and scenes. The emphasis will be on changing the student from a passive, accepting viewer into an active critical audience and actor. Written work is expected of the student on a regular basis. <u>May be taken twice for credit.</u> <i>UC/CSU approved Visual and Performing Arts course.</i>

COURSE	<u>ADVANCED DRAMA</u>
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Advanced Drama is a course offered to returning Drama students that focuses on themes in directing, stagecraft, and complex theater production. Students will develop more sophisticated methods of performance and lead Drama 1 students as they learn the fundamentals of theater. Students in Advanced Drama will be expected to learn the more technical elements of theater including set, light, and sound design. Students will have the opportunity to select performance material and will block, direct, design, and critique scenes. They will also perform in scenes with both beginning and advanced students. <u>May be taken twice for credit.</u> <i>UC/CSU approved Visual and Performing Arts course.</i>

PHYSICAL EDUCATION

The Physical Education program is designed to meet the social, emotional, and physical needs of the student through a variety of activities. The Physical Education program fosters growth and development in the following areas:

- Movement skills and knowledge as well as skill acquisition through diverse activities
- Self-image, self-esteem, self-realization; character development
- Social interaction and interdependence; collaborative learning
- Skills and understanding to achieve and maintain lifetime fitness and optimal health

Students must earn a minimum of 20 units in Physical Education (State of California requirement). Physical Education is open to all students and is required for all freshman and sophomore students. All freshmen will be placed in a CORE program. In Core 9 P.E. students will take the State Physical Fitness Standards Test and must pass five out of six standards to pass the course. Students are required to pass the State Physical Fitness Standards Test in order to be exempt from junior and senior physical education courses.

Students can earn 5 credits each semester Freshman Core (required) Sophomore Elective (required)

Junior Elective (required if have not passed State Physical. Fitness Test) Senior Elective (required if have not passed State Physical Fitness Test)

Students who have a long-term medical problem (exceeding 4-1/2 weeks) which excuses them from the regular Physical Education program should request a postponement from Physical Education during the current semester by presenting the doctor's statement of disability to the counselor each semester and enroll at a later date.

COURSE	<u>PHYSICAL EDUCATION - CORE 9/HEALTH</u>
PREREQUISITE	None
GRADE LEVEL	9
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	Fitness/Individual Sports

Conditioning/Aquatics	Exercise to Music/Dance	Physical Fitness Testing/Golf
Weight Training/Self Defense/Wrestling	Tennis/Ultimate Frisbee	Track & Field/Badminton

The Fitnessgram will be administered to all freshmen students during the spring semester.

HEALTH DESCRIPTION This course includes programs on basic body systems, healthcare, drugs, alcohol, tobacco awareness, sex education, nutrition and exercise, suicide prevention, and decision-making skills.

COURSE **PHYSICAL EDUCATION - CORE 10-12**
PREREQUISITE P.E. Core 9 completed
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Fitness/Team Sports

Basketball/Football/Soccer	Volleyball/Ultimate Frisbee	Softball/Lacrosse
Fitness/Weights	Wt. Lifting/training	Pickleball
Yoga/Stretching		

COURSE **PHYSICAL EDUCATION – Strength Training I**
PREREQUISITE P.E. Core 9 completed
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Resistance training, conditioning, weight lifting, jump rope, agility training

COURSE **PHYSICAL EDUCATION – Advanced Strength Training II**
PREREQUISITE P.E. Core 9 completed, Strength Training I completed or teacher recommendation
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Resistance training, conditioning, weight lifting, jump rope, agility training

COURSE **PHYSICAL EDUCATION - Dance**
PREREQUISITE P.E. Core 9 completed
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION Exercise to music, aerobics, stretching/yoga, dance technique; ballet, jazz, hip hop, Latin. Participation in performances will be part of the grade.

ADDITIONAL COURSE OFFERINGS

COURSE **AP PSYCHOLOGY**
PREREQUISITE Grades of B or better in previous history/English classes or teacher recommendation
GRADE LEVEL 10, 11, 12
LENGTH 1 year
CREDIT 5 elective credits per semester
DESCRIPTION The A.P. Psychology course is designed to introduce students to the systematic and scientific study of the behavior and mental processes of human beings and other animals. Students are exposed to the psychological facts, principles, and phenomena associated with the major subfields within psychology. All students who are willing to accept the challenge of a rigorous academic curriculum should consider signing up for this class. *UC/CSU approved.*

COURSE **AVID (Advancement Via Individual Determination)**
PREREQUISITE AVID teacher recommendation
GRADE LEVEL 9, 10
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION AVID is designed to prepare students, in an academic context, for entrance into four year colleges/universities. The emphasis will be on analytical writing, preparation for college entrance and placement exams, college study skills and test taking, note taking and research. Students will receive one hour of instruction per week in college entry level skills, three hours per week in tutor led study groups, and one hour per week in motivational activities and academic survival skills.

COURSE **AVID 2 (Advancement Via Individual Determination)**
PREREQUISITE AVID teacher recommendation
GRADE LEVEL 11, 12
LENGTH 1 year
CREDIT 5 credits per semester
DESCRIPTION AVID is designed to prepare students, in an academic context, for entrance into four year colleges/universities. The emphasis will be on analytical writing, preparation for college entrance and placement exams, college study skills and test taking, note taking and research. Students will receive one hour of instruction per week in college entry level skills, three hours per week in tutor led study groups, and one hour per week in motivational activities and academic survival skills. The class will focus on SAT/ACT Prep as well as college visits and information in picking a college that fits a student's needs. *UC/CSU approved for students in **grade 12 only**.*

COURSE	<u>AP COMPUTER SCIENCE A</u>
PREREQUISITE	Completion of Integrated Math II with a grade of “B” or higher, and concurrent enrollment in Integrated Math III or higher or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	AP Computer Science A is the equivalent of an introductory, one semester, college level programming course. The course emphasizes programming methodology with a focus on problem solving and algorithm development using the Java programming language. Specific topics include object-oriented design, program design and implementation, algorithm analysis, and standard data structures. Students will tackle long-term, large scale computer programming problems and are expected to take the AP Computer Science exam in May. <i>UC/CSU approved.</i>

COURSE	<u>COMPUTER SCIENCE CAPSTONE</u>
PREREQUISITE	Completion of AP Computer Science A with a grade of “B” or higher, or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The Computer Science Capstone course allows students to solve a substantial problem with knowledge gained from previous computer science courses supplemented by additional work with vectors, linked lists, stacks, queues, trees, maps and hash tables, graphs, sorting, and searching. Students may work alone or in small teams to define a problem, develop a solution, code and document a program to address the problem and present their work. Teams may work within their own area of interest, such as developing and coding an innovative game; or students may work with outside agencies to solve a problem for that group. Students will be required to submit a project description for approval and periodic progress reports in writing, as well as meet with the instructor during class time to obtain feedback. Additional meetings with outside agencies may also be required. The course will culminate with students producing a paper detailing the process and results of their work, a demonstration of the program, and an oral presentation. <i>UC/CSU approval pending.</i>

COURSE	<u>ENGLISH LANGUAGE DEVELOPMENT</u>
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	English Language Development (ELD) is designed for the English language learner who is placed in the course based on the California English Language Development Test (CELDT). This course stresses the development of language comprehension, production, grammar, and mechanical skills necessary to participate in mainstream courses. Students will practice all four domains for acquiring the English language: speaking, listening, reading, and writing with a strong emphasis on academic discourse for oral language development. In addition, this course will be aligned with the appropriate grade level English course based on student CELDT scores. This course will meet one year of the English requirement for PGHS graduation for students scoring a 2 or lower on the CELDT.

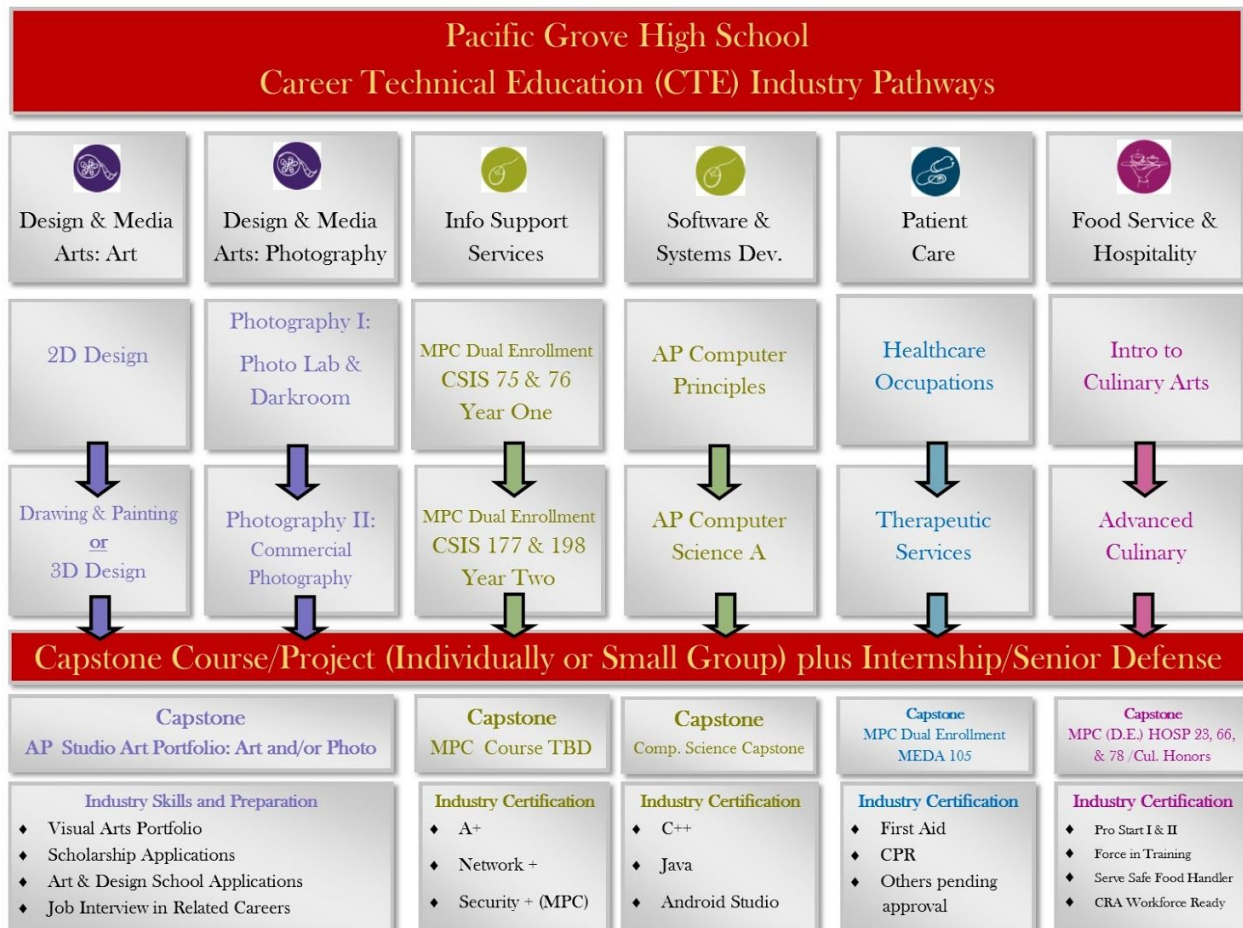
COURSE	<u>LEADERSHIP</u>
PREREQUISITES	Completion of required application process, which includes teacher references and an interview. Maintain a GPA of 3.0, no F's. Incoming 9th grade students must undergo the interview process in 8th grade and be selected as officers for their Freshman year.
GRADE LEVEL	9, 10, 11, 12 (required for class and ASB officers)
LENGTH	1 year
CREDIT	5 elective credits per semester
DESCRIPTION	The Pacific Grove High School Leadership class meets during the scheduled school day. The class will include the required enrollment of ASB officers, class officers, and commissioners, but is open to all students interested in making a difference at PGHS and planning to take a leadership role on campus. This is a class that requires time outside of the class period to carry out planned activities. Leadership has many outside requirements including float building, early morning/late evening rally setup, early morning Shoe Week hall decorations, dance decorations, and staff breakfast preparations. In addition, students are required to participate in fundraising, dress up days, and lunchtime class meetings. This course will give students the opportunity to work on school activities while helping them gain effective leadership experience. All students will be held accountable to work in their assigned shifts and to complete all assigned tasks within their elected/selected offices. All students must sign a behavior contract indicating their desire to remain drug and alcohol free. For information about required duties, read the PGHS Constitution online at http://pghigh.pgusd.org/asb/ before joining the class.

CAREER TECHNICAL EDUCATION (CTE) PATHWAYS

PGHS supports students earning CTE Certifications and Internships through Career Technical Education Pathways regardless if students plan to attend a 2-year college or 4-year university after high school. Most PGHS CTE courses have articulated units with Monterey Peninsula College (MPC); once 6 units are taken after enrollment at MPC, students may claim college credit for their articulated PGHS CTE courses. In addition, PGHS and MPC negotiated for Dual Enrollment courses in Networking and Cyber Security that are offered as semester-long, college-level classes that will transfer units to a 4-year university. More dual enrollment courses will be offered, pending approval. All students completing a two-year sequence of CTE courses will have the opportunity to earn industry certification and be recognized at graduation with a special cord. Those students continuing onto a third-year Capstone course will earn an internship with a local industry partner and will be recognized with a graduation stole.

Students may complete more than one CTE pathway.

Internships and Industry Certification are great topics to discuss on college applications!



Which Pathway is right for you? What will you wear at graduation? Earn college credits and a graduation cord and/or stole through the PGHS CTE Pathways.

Design & Media Arts Industry

Art Pathway: Introductory Level – 1st Year Course

COURSE	2D DESIGN
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 material fees*
DESCRIPTION	2D DESIGN is designed for students who have been afraid of art and for those who feel comfortable making art. Basic skills are taught in addition to more a variety of art techniques. Emphasis is placed on introductory units on drawing with graphite, colored pencil, color mixing, painting, stenciling, and general 2D design concepts. Students will learn the fundamental Elements of Art and Principles of Design. A transfer student or a student with advanced skills who wish to challenge this prerequisite need to demonstrate their skills by showing 3 or more different media (example: pencil, marker, paint). It is your responsibility to schedule a time to share your art before or during the first 3 days of the course and all challenges must be approved by Mr. Kelly. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Art Pathway: Concentrator Level – 2nd Year Courses

COURSE	DRAWING & PAINTING
PREREQUISITE	Intro to Art/ 2D Design
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 material fees*
DESCRIPTION	Students will have the opportunity to further their skill with drawing and painting. Drawing units will focus on realistic and interpretive graphite and ink drawings while the painting units will explore acrylic landscapes and portraits, watercolor still life and silk textile painting. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

COURSE	3D DESIGN
PREREQUISITE	Intro to Art/ 2D Design
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 material fees*
DESCRIPTION	Students will have the opportunity to develop their 3D skills. The course will begin with a semester of jewelry design. Students will learn how to work with copper, brass, and beading to make bracelets, rings, earrings, and necklaces. Second Semester students will work with clay, hand building projects including making pinch pots, coil vases, sculpture and designing mugs and clay boxes. Students will also have the opportunity to learn how to throw on the pottery wheel making plates, bowls, and mugs. Various glazing techniques will be explored to finish pottery for personal or commercial use. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Art Pathway: Capstone Level – 3rd Year Course

COURSE	AP STUDIO ART: 2D DESIGN/ DRAWING
PREREQUISITE	Grade of “B” or higher in Drawing & Painting or 2D Design or 3D Design or teacher recommendation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$40.00 material fee*
DESCRIPTION	AP Studio Art course is for the highly motivated student who wants to create a Drawing (or painting) or 2D Design or 3D Design Portfolio. This is an intensive college level course designed around each student creating a personally meaningful 24 piece portfolio. Students interested in this course must present to Mr. Kelly 6 of their best pieces within the category of the portfolio they want to create – teacher approval is needed to be in this class. This course is offered every year, and students may repeat this course for credit by creating an additional portfolio. Students may elect to submit their portfolio to national Advancement Placement College Board in early May with a chance of earning freshman Art college credit. Summer Projects are required and due the first day of class. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Photography Pathway: Introductory Level – 1st Year Course

COURSE	PHOTOGRAPHY I
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	This course is an introductory level class appropriate for any student curious about producing photographic images with both fine art and commercial applications. The course will cover operation of a traditional manual 35mm SLR camera, exposure, composition, and basic lighting. Students will learn basic darkroom skills including developing film, enlarging negatives, and different printing techniques. Students will learn basic skills for operating a DSLR camera and will be exposed to Adobe Photoshop editing techniques and digital printing. Students will be exposed to different aspects of photography including: landscape, portrait, and narrative. We will also be learning about the elements of design for creating artistic compositions. Students will learn how to evaluate and analyze their own work as well as learn how to look at and discuss other people’s work. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. Satisfies MPC ARTP 10 Beginning Photography course. <i>UC/CSU approved Visual and Performing Arts course.</i>

Photography Pathway: Concentrator Level – 2nd Year Course

COURSE:	PHOTOGRAPHY II
PREREQUISITE	Photography I
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50 per semester*
DESCRIPTION	Building on the concepts and skills learned in Photography I, students will have the opportunity to deepen their understanding of how photographic imagery has and continues to shape our society through discussion and practice. Students will expand upon the photographic techniques of composition, traditional and alternative processes. More attention will be given towards creating visual narratives that tell a story. Longer projects will allow students to build a cohesive photographic body of work on a single theme. Emphasis will be on editing and sequencing of work. Students will have the opportunity to create a portfolio and submit it for consideration of the Weston Scholarship. Students will also expand upon their knowledge of digital photographic editing and printing using Adobe Photoshop and professional Epson printers. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Photography Pathway: Capstone Level – 3rd Year Course

COURSE	AP STUDIO ART: 2D DESIGN PHOTOGRAPHY
PREREQUISITE	Photography II (with darkroom experience and a grade of a B or higher in Photo II) or teacher recommendation
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	AP Studio Art: Photography is intended for the advanced photography student who wishes to create a 24-piece portfolio of independently produced work. This course is especially suited for students wishing to pursue AP 2D Studio Art with a photography emphasis. Students will work independently as well as collaboratively to exceed their present skills, technically as well as conceptually with attention to composition, content, and refining printing skills both in the darkroom and with Adobe Photoshop. Emphasis will be on editing and sequencing of work. Students will have the opportunity to create a portfolio and submit it for consideration of the Weston Scholarship Portfolio Competition. Students may also elect to submit their portfolio to the National Advanced Placement College Board in early May for a chance to earn college credit. Students may also find a photography internship as part of the class. AP Photography should be taken by students with exceptional motivation and interest in photography. A 35mm film SLR camera that can be operated manually is required. A DSLR camera is recommended. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Information and Communication Technologies Industry

Networking and Cyber Security Pathway: Introductory Level – 1st Year Course

COURSE	IT ESSENTIALS/MPC Dual Enrollment CSIS75
PREREQUISITE	None
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$30 materials fee*
DESCRIPTION	Students will maintain and repair PC hardware and software during this introduction and hands-on approach to the concepts and practices of how to install, set-up, and maintain a computer system via CISCO netacad curriculum. Topics include hardware, software, procedures, components, and configuration for newly constructed and repaired computer systems. Curriculum offers a career-oriented learning experience with an emphasis in practical activities to help students develop fundamental computer and career skill. In addition, all students will be prepared for entry level Information and Communications Technology (ICT) career opportunities along with CompTIA A+ certification, which helps students differentiate themselves in the marketplace and advance their careers. SkillsUSA competition provides students with additional career skill foundation. MPC articulation credits earned with grade B or higher. *Financial assistance is available for students requiring it.

COURSE	NETWORK ENGINEERING/MPC Dual Enrollment CSIS76
PREREQUISITE	None. Completion of IT Essentials recommended.
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$30 materials fee*
DESCRIPTION	Students will learn essential networking technologies and skills, including TCP/IP, stable network creation, wireless networking, mobile devices, and network troubleshooting via CISCO netacad curriculum. Students will also learn to use various networking components and protocols that enable users to share data quickly and easily along with exploring the different types of transmission media, network architecture, and topologies which provide for efficient and secure communication. In addition, students will become versed in the OSI reference model and its relationship to packet creation, and compare and contrast the OSI model with the Internet architecture model. Introduction to basic fundamentals of Cyber Security and how it relates to Information Technology provided. This course helps students prepare for competitive entry level ICT career opportunities with COMPTIA Network+ certification, which helps students differentiate themselves in the marketplace and advance their careers. MPC articulation credits earned with grade B or higher. *Financial assistance is available for students requiring it.

Software and Systems Development Pathway: Introductory Level – 1st Year Course

COURSE	AP COMPUTER SCIENCE PRINCIPLES
PREREQUISITE	Completion of Integrated Math II with a grade of “B” or higher, concurrent enrollment in Integrated Math II with a grade of “B” or higher in Integrated Math I, or teacher recommendation.
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	This course introduces students to the creative aspects of programming, abstractions, algorithms, large data sets, databases, the Internet, cybersecurity and how computing impacts our world. Students will develop computer science vocabulary and prepare for the AP Computer Science Principles exam. Discussions include computer science topics and theory. <i>UC/CSU approved.</i>

Software and Systems Development Pathway: Concentrator Level – 2nd Year Course

COURSE	AP COMPUTER SCIENCE A
PREREQUISITE	Completion of Integrated Math II with a grade of “B” or higher, and concurrent enrollment in Integrated Math III or higher or teacher recommendation.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	AP Computer Science A is the equivalent of an introductory, one semester, college level programming course. The course emphasizes programming methodology with a focus on problem solving and algorithm development using the Java programming language. Specific topics include object-oriented design, program design and implementation, algorithm analysis, and standard data structures. Students will tackle long-term, large scale computer programming problems and are expected to take the AP Computer Science exam in May. <i>UC/CSU approved.</i>

Software and Systems Development Pathway: Capstone Level – 3rd Year Course

COURSE	COMPUTER SCIENCE CAPSTONE
PREREQUISITE	Completion of AP Computer Science A with a grade of “B” or higher, or teacher recommendation.
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
DESCRIPTION	The Computer Science Capstone course allows students to solve a substantial problem with knowledge gained from previous computer science courses supplemented by additional work with vectors, linked lists, stacks, queues, trees, maps and hash tables, graphs, sorting, and searching. Students may work alone or in small teams to define a problem, develop a solution, code and document a program to address the problem and present their work. Teams may work within their own area of interest, such as developing and coding an innovative game; or students may work with outside agencies to solve a problem for that group. Students will be required to submit a project description for approval and periodic progress reports in writing, as well as meet with the instructor during class time to obtain feedback. Additional meetings with outside agencies may also be required. The course will culminate with students producing a paper detailing the process and results of their work, a demonstration of the program, and an oral presentation. <i>UC/CSU approval pending.</i>

Health Science and Medical Technology Industry

Patient Care Pathway: Introductory Level – 1st Year Course

COURSE	HEALTHCARE OCCUPATIONS
PREREQUISITE	Biology (Anatomy Recommended)
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	This course provides students with a fun and effective way of learning anatomy and applying that knowledge to the treatment of the most common sports injuries. The first semester covers the lower half of the body. The second semester encompasses the upper extremities and concussion management. This class exposes the students to the possibility of careers in health care through visiting surgeons, physical therapists, and other medical professionals. Each year the students will visit a college and or professional facility to observe top level sports medicine and athletic training. In addition, this course provides students with manual taping, bracing and first aid skills, knowledge and familiarity in the areas of physical fitness, physical therapy, physical medicine and athletic training. Second year students are eligible for Therapeutic Services which involves internship and observation at various physical therapy and surgical sites. *Financial assistance is available. For any student searching for a pre-pre-med program! <i>UC/CSU approved.</i>

Patient Care Pathway: Concentrator Level – 2nd Year Course

COURSE	THERAPEUTIC SERVICES
PREREQUISITE	Healthcare Occupations
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	Students will obtain practical, hands-on work experience as team assistant trainers and through internships in health related fields such as physical therapy, physical medicine, nursing, radiology, strength and conditioning, nutrition and orthopedic surgery. Students will become CPR certified and engage in a variety of classroom and lab activities to promote job acquisition and leadership skills. The importance of work relationship development, professionalism and service are emphasized throughout the course. *Financial assistance is available. For any student searching for a pre-pre-med program! <i>UC/CSU approved.</i>

Hospitality, Tourism, and Recreation Industry

Food Service and Hospitality Pathway: Introductory Level – 1st Year Course

COURSE	CULINARY ARTS I: INTRO TO CULINARY ARTS
PREREQUISITE	None
GRADE LEVEL	9, 10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	This is an introductory, competency-based course designed to introduce basic skills for individual and family cooking. The course is based on the National Restaurant Association's curriculum, ProStart, which provides classroom training and applied practice in kitchen safety, sanitation, and food preparation techniques as well as key aspects of professional careers including job seeking skills, management, sustainable practices, and ethics. Units of study include introductory baking, yeast breads, pasta, potatoes and grains, dry and moist-heat cooking methods, food safety, knife skills, soups, and sauces. Life skills include budgeting, meal planning, professional communication, work ethic, collaboration, innovation, project planning, mindful eating, and consumer literacy. *Financial assistance is available for students requiring it. <i>UC/CSU approved elective.</i>

Food Service and Hospitality Pathway: Concentrator Level – 2nd Year Course

COURSE	CULINARY ARTS II/ADVANCED CULINARY
PREREQUISITE	Culinary Arts I grade C- or higher
GRADE LEVEL	10, 11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$50.00 per semester*
DESCRIPTION	This course continues the study of a professional career in hospitality and culinary arts with a special focus on visual arts (plating, menu design, marketing, cookbook writing/layout, and food photography). In addition to reinforcing the foundational skills learned in Year 1, students will delve into more advanced culinary techniques in the areas of Garde Manger, Saucier, baking and pastry, Global and Fusion cuisines, front and back-of-the-house operations, table service, and customer relations. Students earn a ServSafe Food Handler certification and Workforce Ready Certificate from the CA Restaurant Association. Students that complete both Culinary I & II with a C- or better will receive 2.5 units at MPC. *Financial assistance is available for students requiring it. <i>UC/CSU approved Visual and Performing Arts course.</i>

Food Service and Hospitality Pathway: Capstone Level – 3rd Year Course

COURSE	CULINARY III, College Level Culinary/MPC Dual-Enrollment
PREREQUISITE	Culinary Arts II/Restaurant and Commercial Food Preparation
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester, 5 transferable college units at Monterey Peninsula College
FEE	None
DESCRIPTION	Culinary III is for the highly motivated student. This is an intensive college course designed as the capstone in the Foodservice and Hospitality Career Pathway. Through comprehensive labs and practicums, independent and team projects, entrepreneurial ventures, catering, event planning, and mentoring from industry professionals, Culinary III students will refine their skills, discover and develop their personal style and area of concentration. Students will prepare a professional portfolio and develop leadership skills through the SkillsUSA curriculum. Students will have the opportunity to compete in statewide Culinary Competitions.

Food Service and Hospitality Pathway: Honors – 4th Year Course

COURSE	CULINARY IV, HONORS
PREREQUISITE	Culinary Arts III (with a grade of B or above and instructor approval)
GRADE LEVEL	11, 12
LENGTH	1 year
CREDIT	5 credits per semester
FEE	\$60/semester*
DESCRIPTION:	Honors Culinary is an intense hands-on course for the highly motivated and experienced student with a desire to pursue independent projects and professional skills development in Foodservice and Hospitality. The course focuses on refining culinary proficiencies, menu development, advanced baking techniques, production of course meals, costing/purchasing, operations management, menu evaluation/creation, advanced plating and presentation, sustainability, and exploring career options and opportunities in the industry. Honors students will complete a 20-piece portfolio showcasing their best work to present to a panel of industry professionals. Students will design an original restaurant concept, prepare a business proposal, and bring the concept to life at an exhibition in the spring. Honors students will be paired with a Culinary III student and will serve as their mentor. *Financial assistance is available for students requiring it. <i>UC/CSU approval pending.</i>

EXTRA-CURRICULAR

Baseball	Girls' Basketball	Softball
Boys' Basketball	Girls' Golf	Spirit Squad
Boys' Golf	Girls' Tennis	Swimming/Diving
Boys' Tennis	Lacrosse	Teacher's Assistant
PGHS Chorus	Mock Trial	Track
Cross Country	Musical	Volleyball
Culinary Team	Play Product	Wrestling
Dance Team	PGHS Robotics	
Football	Soccer	

Students will receive a grade of "P": and 2.5 credits for each extracurricular activity meeting outside of the regular school day. Students will receive a grade of "P" and 5 credits for TA (Teacher's Aide) each semester until they reach the maximum of 10 credits. TA's are enrolled during the regular school day, Periods 1-7.

Students will be able to earn up to 10 credits in extracurricular activities. These 10 credits will be applied to the electives requirement for graduation. Once a student reaches the maximum of 10 credits for extracurricular activities, the activity will continue to be listed on the transcript with a grade of "P", however, credits will not be added.

Students must meet attendance requirements in order to receive credit and/or a grade of "P".

Pacific Grove High School's UC A-G Approved Courses 2019-2020

a-History/Social Science

World Geography
 AP Human Geography
 World History
 U.S. History
 Government
 AP World History
 AP U.S. History
 AP Government

AP Spanish Language & Culture
 AP French Language & Culture
 French 1
 French 2
 French 3
 French 4

b-English

English 1
 English 2
 English 3
 Honors English 3
 AP English Language and Composition
 Honors English 1
 Honors English 2
 English 4 Sports Literature
 English 4 Poetry & Creative Writing
 CSU Expository Reading & Writing
 AP English Literature & Composition
 English 4 Dystopia
 English 4 Literature of War
 English 4 Science Fiction

f-Visual & Performing Arts

2 D Design
 Drawing & Painting
 3D Design
 Photography I
 Photography II
 Drama
 Advanced Drama
 Marching/Concert Band
 String Orchestra
 Culinary Arts II/Advanced Culinary Arts
 AP Studio Art 2-D Design: Drawing
 AP Studio Art 2-D Design: Photography

c-Mathematics

Integrated Math I
 Integrated Math II
 Integrated Math III
 Honors Integrated Math III/Trigonometry
 Pre-Calculus
 Probability and Statistics
 AP Calculus AB
 AP Calculus BC
 AP Statistics

g-Elective

AP Psychology
 Economics
 Earth & Space Systems (UC Elective)
 AP Computer Science A
 IT Essentials
 Network Engineering
 AP Computer Science Principles
 Introduction to Robotics
 Advanced Robotics (UC a-g pending)
 AVID 12

d-Laboratory Science

Anatomy/Physiology
 Physics
 Biology 1
 Chemistry
 Honors Chemistry
 AP Environmental Science
 AP Physics C: Mechanics

e-Language Other than English

Spanish 1
 Spanish 2
 Spanish 3
 Spanish 4

SUBJECT: Elementary Spanish Program

PERSON(S) RESPONSIBLE: Ani Silva, Director of Curriculum and Special Projects

RECOMMENDATION:

The District Administration recommends that the Board review and provide direction regarding the options presented to provide a Spanish language program for the elementary schools.

BACKGROUND:

There has been interest based on parent requests at Robert Down Elementary School to provide language instruction at the elementary level. Last year Robert Down Elementary School offered an afterschool Spanish Language program for students in first grade two days per week (one hour per class). Pacific Grove Unified School District Board of Education has shown an interest in investigating options to provide a Spanish language program for elementary schools.

INFORMATION:

The presentation will consist of two options for Spanish Language Programs to consider for possible implementation. The first option and most effective for language acquisition is a Dual Language Immersion Instructional Program. The second option is a modified language program which is exposure to the language, however not considered to be an instructional program with bi-literacy and bilingualism as its goal. In order to acquire a second language a student must be able to collaborate with others in the target language, interpret via written and spoken texts, produce the language in speaking/writing, and understand how the language works (structure, syntax, semantics).

FISCAL IMPACT:

None at this time



Language Instruction

November 15, 2018

Ani Silva

Director of Curriculum and Special Projects

Dual Language Immersion

- ▶ Dual language learner: **dual language learners** as children who “acquire two or more languages simultaneously, and learn a second **language** while continuing to develop their first **language**.”
- ▶ Bilingual education:
 - ▶ literacy and content in two languages (bi-literacy)
 - ▶ awareness of linguistic and cultural diversity
 - ▶ high levels of academic achievement through instruction in two languages.

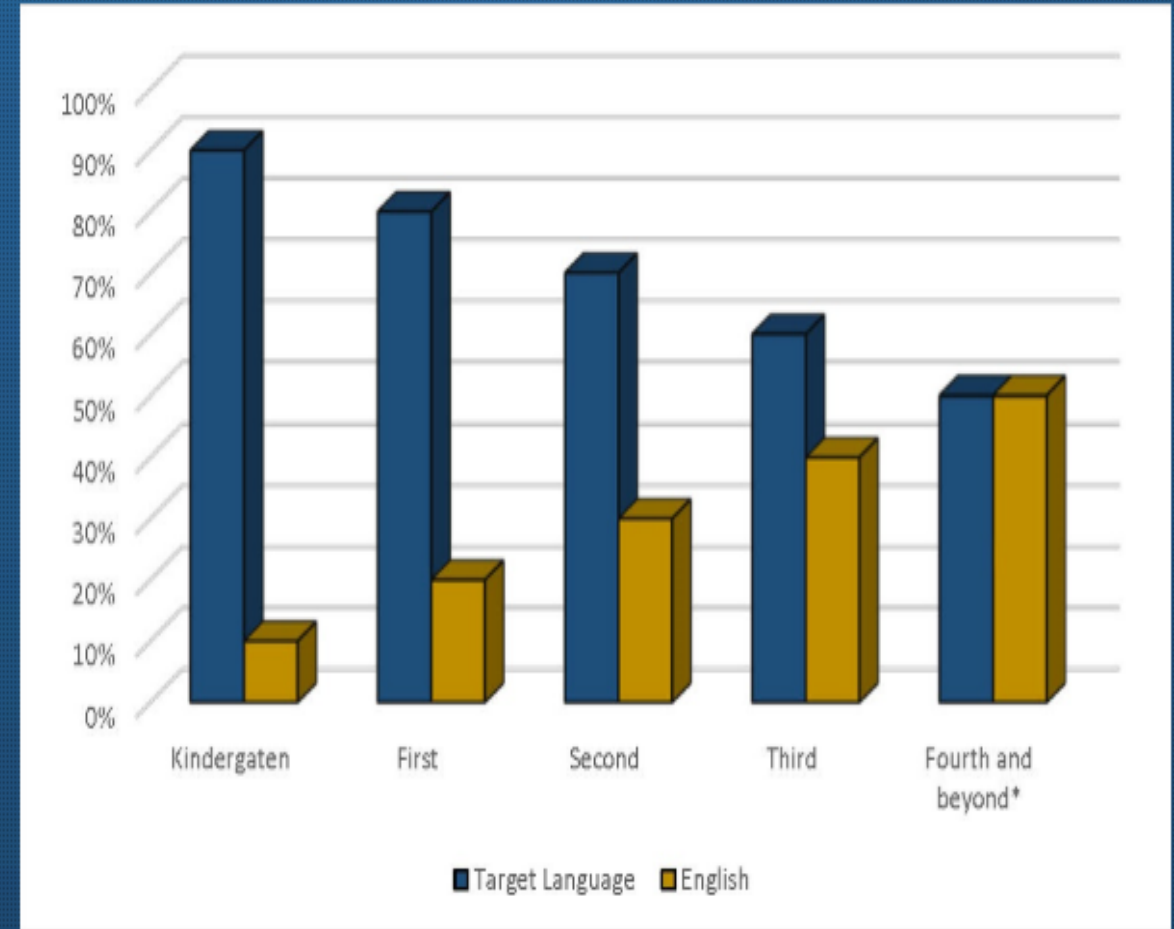
Dual Language Programs

- ▶ **One Way** Immersion: either native English-speakers or native speakers of the second language make up all or most of the students enrolled and **instruction** takes place in two languages.
- ▶ **Two-way immersion** (TWI) is a distinctive form of dual language education in which balanced numbers of native English speakers and native speakers of the partner language are integrated for instruction so that both groups of students serve in the role of language model and language learner at different times.

**Quality language instructional programs require long term, systemic changes for the sites and the district (staffing, budget, scheduling and commitment to targeted professional development).*

Grade	Target Language	English
Kindergarten	90%	10%
First	80%	20%
Second	70%	30%
Third	60%	40%
Fourth and beyond*	50%	50%

**For many programs, the percentage in the target language is reduced further at the secondary level, often to 30%-40%, or a minimum of 2 courses/classes, for reasons that include lack of highly qualified biliterate teachers with a secondary credential in the various subject areas.*



Dual Language Immersion

Possibilities

- District Dual Language Immersion at one site
- Admission by lottery
- 50/50 Spanish/English speakers
- Have a bilingual Kinder teacher now
- Every year hire a bilingual teacher 1st, 2nd, 3rd, 4th, and 5th

Challenges

- New bilingual-Spanish teacher per year per grade level (space consideration)
- Intensive and specialized professional development
- Specialized curriculum in Spanish for content areas to be taught in Spanish
- Long term for a continuation of Spanish classes offered at the Middle school.

Modified Language Program *

- ▶ K-1 push in Spanish teacher at both sites (.5 FTE?) and every year add one more grade level
- ▶ Consider instructional minutes and where we can fit in Spanish program
- ▶ Should be at least 90-125 minutes per week (HS 250 minutes)
- ▶ Could add instructional minutes to the current scheduled student day
- ▶ Look at scheduling on how to fit it in: similar to music, library, computer lab (approximately 30 minutes a week) total 90 minutes per week.
- ▶ Work with K-1 teachers to determine a schedule for language program (rotation schedule)

**Considered an exposure to Spanish language and not an instructional program*

SUBJECT: Facilities Project Update

PERSON RESPONSIBLE: Matt Kelly, Director Facilities & Transportation

RECOMMENDATION:

The Administration recommends that the Board review and provide feedback on ongoing and upcoming facilities projects.

BACKGROUND:

This report provides the Board of Education an update to Facilities projects that are either ongoing, complete, or in the planning stages. The report will be presented quarterly.

INFORMATION:

1. Proposition 39 Project
 - Forest Grove is 90% complete, Robert Down is 90% complete, Community High/David Ave is 100% complete, and the Adult School is 100% complete. Forest Grove and Robert Down were not completed this summer because a boom lift was not available. These sites will be completed when the lift becomes available. The Middle School is complete and work has started at the High School.
2. Adult School Child Care Portable Project
 - Construction is complete and the project has been DSA certified. Landscaping is complete with the installation of grass seed on 11/9/2018.
3. Middle School PAC Improvements
 - The District has asked another designer/contractor to submit a design and proposal for the improvements. The stage is scheduled for refinishing and repair in late September/early October. A new motorized screen has been ordered and will be installed when funding is available.
4. Middle School Gas Lines
 - Project was completed over October Break.
5. Middle School Planter Drain
 - Water was seeping into room 12 from the planter area near the outdoor lunch tables. Maintenance crews excavated the planter to discover that the water was coming from an electrical trench. A pump was installed near the outlet of the trench that stopped the seeping during the next rain event. Maintenance crews sealed the wall, backfilled the area, and installed storm drainage. The area will be capped in the next few months once we are certain the water intrusion has been stopped.
6. Forest Grove K-Wing Gutter Repair
 - Bids have been received but PGUSD maintenance crews will be installing the gutters.
7. Forest Grove Office Project
8. High School, Middle School, & Forest Grove Fencing
 - Fencing has been installed and gate hardware is being installed by District Maintenance.
9. High School Track Repairs
 - Working with a manufacturer and comparing repairs being performed by District Maintenance vs outside contractors.
10. District Fire Improvements – Since the last update the District had a fire inspection performed at all sites. The outcome of the inspection resulted in improvements to damper doors, testing of fire

sprinklers, testing of fire hydrants, replacement of emergency lighting, fire retardant on stage curtains, and fire hose replacement.

11. Adults with Disabilities Classroom (Adult School) – Classroom improvements including cabinetry, flooring, electrical upgrades, and plumbing upgrades.
12. High School K&L Building Structural Repairs – Met with a structural engineer at the site to review the damage and the original construction plans. The engineer is reviewing the plans and putting together a proposal for contract.

FISCAL IMPACT:

This item is for discussion only but each project required the purchase of materials or the contracting of services.

SUBJECT: Future Agenda Items

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

BACKGROUND:

Board Bylaw 9322 states in part that “Any member of the public or any Board member may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request [from a member of the public] must be submitted to the Superintendent or designee with supporting documents and information ...”

INFORMATION:

Board members have the opportunity at the end of Open Session in a Regular Board meeting to request that items be added to the list for a future meeting. Depending upon the timeliness of the item, it may also be assigned a particular meeting date.

The following is a list of future agenda items as of the November 15, 2018 Regular Board Meeting:

- Review of Field Trips within Pacific Grove (Dec 2018)
- Long Term Counseling Study (Fall 2018/Winter 2019)
- Board Self Evaluation Review (Winter 2018)
- Affordable Housing Project Impacts to District (In progress)
- Review of Community High School (Jan 31, 2019)
- Review of David Avenue Site Location (March 2019)