

**\*\*\*GOVERNOR'S EXECUTIVE ORDER N-25-20\*\*\*  
\*\*RE CORONAVIRUS COVID-19\*\***

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

**MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY AT THE APRIL 2, 2020 MEETING VIA LIVESTREAM. THE LINK(S) WILL BE PROVIDED 24 HOURS PRIOR TO THE MEETING. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA WILL BE TAKEN VIA LIVESTREAM AT THE TIME INDICATED ON THE AGENDA. PUBLIC COMMENT ON SPECIFIC ITEMS ON THE AGENDA WILL BE TAKEN DURING THE TIME THAT ITEM IS DISCUSSED.**

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

Trustees  
*Debbie Crandell, President*  
*Cristy Dawson, Clerk*  
*John Paff*  
*Brian Swanson*  
*Jon Walton*

**DATE:** Thursday, April 2, 2020

**TIME:** 5:30 p.m. Closed Session  
6:30 p.m. Open Session

**LOCATION:** Pacific Grove Unified School District Office  
435 Hillcrest 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

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**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 2019-20 [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 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.

**III. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

B. Pledge of Allegiance

**IV. COMMUNICATIONS**

- A. Written Communication
- B. Board Member Comments
- C. Superintendent Report
- D. PGUSD Staff Comments (Non Agenda Items)

**V. 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.*

**VI. 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.*

- A. Minutes of March 19, 2020 Board Meeting 6  
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.

- B. Classified Assignment Order #14 13  
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #14.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**VII. PUBLIC HEARING/ ACTION/DICUSSION ITEM A**

- A. Public Hearing of Pacific Grove Teachers Association Sunshine List for 2019-20 15  
Public Hearing – Initial Proposal for Negotiations Submitted by the Pacific Grove Teachers Association with the Pacific Grove Unified School District Board of Education for the 2019-20 School Year.

Open Public Hearing \_\_\_\_\_ Close Public Hearing \_\_\_\_\_

- A. Approval of Pacific Grove Teachers Association Sunshine List for 2019-20 18  
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the sunshine topics for the 2019-20 Pacific Grove Teachers Association negotiations.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**VIII. ACTION/DISCUSSION**

- B. Adoption of the *National Geographic: World Cultures and Geography (2017)* Textbook for 9<sup>th</sup> Grade Social Studies at Pacific Grove High School 21  
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and adopt the *National Geographic: World Cultures and Geography (2017)* Textbook for 9<sup>th</sup> Grade Social Studies at Pacific Grove High School.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- C. Adoption of Resolution No. 1037 on the Levy of Developer Fees 26  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board adopt Resolution No. 1037 on the levy of developer fees.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_
- Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_
- D. Adoption of Resolution No. 1046 Calling for a School Board Election 82  
 Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board of Education review and adopt Resolution No. 1046 to participate in the November 3, 2020 election in Monterey County.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_
- Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_
- E. Adoption of Resolution No. 1047 E-RATE Authorizing the Contract for Services with AMS.net 90  
 Recommendation: (Jonathan Mejia, Technology Coordinator) The District Administration recommends the Board review and adopt Resolution No. 1047 authorizing procurement of network infrastructure and equipment and related installation and services with AMS.net.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_
- Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_
- F. Approval of Memorandum of Understanding with Pacific Grove Teachers Association Regarding School Closures 94  
 Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and approve the Memorandum of Understanding with Pacific Grove Teachers Association Regarding School Closures.
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_
- Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_
- G. Board Calendar/Future Meetings 95  
 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: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_
- Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**IX. INFORMATION/DISCUSSION**

- A. District Update on Response to COVID-19 99  
The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

Board Direction: \_\_\_\_\_

- B. Future Agenda Items 100  
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.

- Board requested transportation review and fees (TBD)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested celebration event for individuals that raised money or donated money for PGUSD (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

Board Direction: \_\_\_\_\_

**VIII. ADJOURNMENT**

Next regular Board meeting: April 23, 2020 – District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION  
Minutes of Regular Meeting of March 19, 2020 – Pacific Grove High School Student Union

**I. OPENED BUSINESS**

- A. Called to Order 5:30 p.m.
- B. Roll Call
- |  |                         |                                  |
|--|-------------------------|----------------------------------|
|  | President:              | Trustee Crandell                 |
|  | Remote Clerk:           | Trustee Dawson                   |
|  | Trustees Present:       | Trustee Paff                     |
|  |                         | Trustee Swanson                  |
|  |                         | Trustee Walton                   |
|  | Administration Present: | Superintendent Porras            |
|  |                         | Asst. Superintendent Chin-Bendib |
|  | Board Recorder:         | Mandi Ackerman                   |
- C. Adopted Agenda

The Board briefly discussed moving Information/Discussion Item COVID-19 update to the end of Information/Discussion. The Board decided to leave agenda as-is.

**MOTION Swanson/Paff to adopt agenda as presented.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

**II. CLOSED SESSION**

- A. Identified Closed Session Topics
1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [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 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
  3. Public Employee Evaluation (2 cases)
  4. Interdistrict Transfer Appeal (1 case)
- B. Public comment on Closed Session Topics
- None.
- C. Adjourned to Closed Session 5:34 p.m.

**III. RECONVENED IN OPEN SESSION**

6:33 p.m.

**A. Reported action taken in Closed Session:**

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]

The Board received information and discussed this item.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

The Board received information and discussed this item.

3. Public Employee Evaluation (2 cases)

The Board received information.

4. Interdistrict Transfer Appeal (1 case)

The Board received information.

**B. Pledge of Allegiance**Led By: Trustee Crandell**IV. COMMUNICATIONS****A. Written Communication**

The Board received communications regarding COVID-19.

**B. Board Member Comments**

Trustee Walton thanked the Administration for all they have done, making a smooth transition; noted the good communication, saying his children are engaged and learning; thanked Technology Coordinator Jonathan Mejia for making Zoom streaming service work.

Trustee Paff shared Trustee Walton's sentiments, saying it was astonishing that the District was able to pull everything together so quickly.

Trustee Swanson also shared Trustee Paff and Trustee Walton's sentiments, saying he was impressed.

**C. Superintendent Report**

Superintendent Porras congratulated Pacific Grove High School Principal Matt Bell for being awarded the ACSA STATE Secondary Administrator of the Year Award. Principal Bell will be recognized at the November Leadership Assembly along with other statewide awardees in other categories.

D. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove High School Principal Matt Bell noted his upcoming retirement, and thanked the Board for all their hard work.

*Electronic Public Comments Via Zoom*

Pacific Grove High School Teacher Larry Haggquist noted online teaching was going well; Zoom streaming was going well; congratulated Principal Bell.

Forest Grove Elementary School Teacher Shannon McCarty acknowledged how difficult the transition has been and how hard the elementary teachers are working.

Forest Grove Elementary School Teacher Kari Serpa said she was proud of the District for their response to the circumstances but that this has been very difficult.

Teacher Mary Ann Fort said teachers are working very hard and are very tired.

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

*Electronic Public Comments Via Zoom*

A member of the public said he/she loved the daily updates, hasn't received any updates from Pacific Grove High School and asked if they were being sent regularly. Superintendent Porras answered yes, they are being sent regularly.

A member of the public said he/she was proud of the District for pulling it together during this time, and noted the fantastic Special Education team.

VI. CONSENT AGENDA

- A. Minutes of March 5, 2020 Board Meeting
- B. Minutes of March 13, 2020 Special Emergency Board Meeting
- C. Certificated Assignment Order #13
- D. Classified Assignment Order #13
- E. Acceptance of Donations
- F. Warrant Schedules No. 617
- G. Quarterly Report on Williams Uniform Complaints
- H. Contract for Services with Silke Communications Inc.
- I. Contract for Services with Uretsky Security with Pacific Grove High School

Trustee Paff acknowledged upcoming retirements of Mr. Morgan, Principal Bell and Teacher Elaine DeMarco. Trustee Paff also asked if the District is able to cancel the contract for Item I, if needed. Assistant Superintendent Song Chin-Bendib said she would need to find out.

**MOTION Paff/Crandell to approve consent agenda as presented.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**



**VII. PUBLIC HEARING I/ ACTION/DICUSSION ITEM A**A. Public Hearing of California School Employees Association Sunshine List for 2019-20

Open Public Hearing 6:51 p.m.

Close Public Hearing 6:55 p.m.

Director of Human Resources Billie Mankey presented information to the Board.**Public comment: none**A. Approval of California School Employees Association Sunshine List, 2019-20**Public comment:**Electronic Public Comments Via ZoomTeacher Larry Haggquist asked if this item was related to the Pacific Grove Teachers Association Sunshine List. Director Mankey clarified this item is for California School Employees Association only.**MOTION Paff/Dawson to approve the California School Employees Association Sunshine List, 2019-20.****Motion CARRIED by roll call vote 5 – 0****VIII. PUBLIC HEARING II/ ACTION/DICUSSION ITEM B**B. Public Hearing of Pacific Grove Unified School District Classified Negotiations Sunshine Topics for 2019-20

Open Public Hearing 6:59 p.m.

Close Public Hearing 7:01 p.m.

Director of Human Resources Billie Mankey presented information to the Board.**Public comment: none**B. Approval of Pacific Grove Unified School District Classified Negotiations Sunshine Topics for 2019-20**MOTION Crandell/Swanson to approve the Pacific Grove Unified School District Classified Negotiations Sunshine Topics for 2019-20.****Public comment: none****Motion CARRIED by roll call vote 5 – 0**

## IX. PUBLIC HEARING III

- C. Public Hearing of the *National Geographic: World Cultures and Geography (2017)* Textbook for 9<sup>th</sup> Grade Social Studies at Pacific Grove High School

Open Public Hearing: 7:03 p.m.

Close Public Hearing: 7:07 p.m.

Director of Curriculum and Special Projects Ani Silva presented information to the Board. The Board discussed and asked questions.

**Public comment: none**

## X. INFORMATION/DISCUSSION

- A. District Update on Response to COVID-19

Superintendent Porras said he was so grateful to staff for their remarkable response to the circumstances, saying the entire District was working night and day. Superintendent Porras expressed gratitude to the community. The District is in constant contact with Monterey County Office of Education, California Department of Education, the Governor, and county health officials. Superintendent Porras noted the District sends twice daily updates to families and staff, and school sites send an update every day at 4pm to their families. Superintendent Porras acknowledged meal distribution, saying today staff served 322 meals, while practicing social distancing, and thanked Nutrition Director Stephanie Lip and Director of Facilities and Transportation Matt Kelly. Superintendent Porras noted the current return date is April 13, after Spring Break, and said that during Spring Break staff and students would be on break, with no distance learning or meal distribution during that time.

The Board asked questions and discussed this item.

**Public comment:**

Electronic Public Comments Via Zoom

Teacher Kari Serpa said she was so proud of the District, feeding students, keeping learning alive, and said the teachers are working so hard and have been amazing; acknowledged the site techs and Nutrition department.

Teacher Shannon McCarty said the teachers are working above and beyond their typical day.

Teacher Mary Ann Fort said the teachers are working so hard.

Ms. Chavez said Teacher Ivy Kong is amazing.

A member of the public asked if the District is receiving direction from Monterey County Office of Education. Superintendent Porras said yes, constant updates from MCOE and county health officials.

A member of the public requested updates be differentiated by important vs. optional.

**XI. ACTION/DISCUSSION**

- C. 2020-21 Monterey Peninsula College (MPC) and Pacific Grove Unified School District (PGUSD) College and Career Access Pathways Partnership Agreement (CCAP)

Pacific Grove High School Assistant Principal Shane Steinback presented information to the Board.

**Public comment:**

*Electronic Public Comments Via Zoom*

A teacher asked that the District look into partnership offers for US History and other core classes.

**MOTION Paff/Dawson to approve the 2020-21 Monterey Peninsula College (MPC) and Pacific Grove Unified School District (PGUSD) College and Career Access Pathways Partnership Agreement (CCAP).**

**Motion CARRIED by roll call vote 5 – 0**

- D. Adoption of Resolution No.1045 Supporting 2020 U.S. Census

**MOTION Paff/Crandell to Adoption of Resolution No.1045 Supporting 2020 U.S. Census.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

- E. Contract for the Audit of the District Financial Statements

Assistant Superintendent Song Chin-Bendib presented information to the Board. The Board discussed and asked questions.

**MOTION Crandell/Paff to approve the contract for the audit of the District Financial Statements.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

- F. Board Calendar/Future Meetings

Superintendent Porras asked the Board to consider during this time of shelter in place to have future Board meetings closed to in-person public, and that the public use Zoom to stream remotely and ask questions or make public comment; asked the Board to consider moving meetings back at the District Office. The Board agreed.

**MOTION Crandell/Swanson to approve the Board meeting calendar.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

**XII. INFORMATION/DISCUSSION****B. 2019-20 and 2020-21 Budget Discussion**

Assistant Superintendent Song Chin-Bendib presented information to the Board. The Board discussed and asked questions.

**Public comment: none**

**A. Future Agenda Items**

- Board requested transportation review and fees (April 2, 2020)
- A member of the public requested Dual Language Elementary Program (April 2, 2020)
- Board requested Resolution No. 1037 on the Levy of Developer Fees after the March 2020 election (April 2, 2020)
- Board requested celebration event for individuals that raised money or donated money for PGUSD (April 29, 2020)
- ~~Board requested Board meeting audio streaming options (TBA)~~
- Board requested teacher housing (TBA)
- Board requested review of current District committees (Will be addressed through District
- Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

The Board directed Administration to remove the Board meeting audio streaming options.

The Board directed Administration to remove the dates of the first two Future Agenda Items to 'To Be Determined'.

Superintendent Porras thanked everyone and the Board for their leadership and helping get through this time.

**Public comment:***Electronic Public Comments Via Zoom*

Teacher Shannon McCarty said the public cannot hear very well, and that a lot of the audio is lost; had several teachers ask her to comment on the hard work load, noting it is very difficult and the teachers are working so hard; wants the community to know teachers are working all hours to make sure everyone is getting what they need; and that teachers are feeling stressed and overwhelmed.

Trustee Crandell and Superintendent Porras both thanked the teachers and staff for all their hard work and going above and beyond.

**XIII. ADJOURNMENT**

8:28 p.m.

Approved and submitted: \_\_\_\_\_  
 Dr. Ralph Gómez Porras  
 Secretary to the Board

- Consent  
 Information/Discussion  
 Action/Discussion

**SUBJECT:** Classified Assignment Order #14

**DATE:** April 2, 2020

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

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**Page 1 of 2**

**RECOMMENDATION:**

The administration recommends adoption of Classified Assignment Order #14

**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. 14  
April 2, 2020**

**Page 2 of 2**

**NEW HIRE:**

Angela Rodriguez, District Confidential Payroll/Benefits Specialist, 8 hr./day/5 days/week, 12 month work calendar, Confidential Range, Step D, effective 4/15/2020 (replaces Monica Valero)

- Consent  
 Information/Discussion  
 Action/Discussion  
 Public Hearing

**SUBJECT:** Public Hearing of Pacific Grove Teachers Association Sunshine List for 2019-20

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The Administration recommends that the Board hold a public hearing for the sunshine topics for the 2019-20 Pacific Grove Teachers Association negotiations. [A copy of the sunshine list was posted at each school site ten business days prior to the Board meeting.]

**INFORMATION:**

Government Code Section 3457 provides the basis and procedures for the recognition of the Pacific Grove Teachers Association's initial proposal for negotiations with the Pacific Grove Unified School District for the 2019-20 school year. The public hearing will provide an opportunity for the community to comment on the following:

1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

**FISCAL IMPACT:**

To be assessed during negotiations.



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PUBLIC HEARING  
**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**435 Hillcrest Avenue Pacific Grove, CA 93950**

**Ralph Gomez Porras**  
**Superintendent**  
(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Song Chin-Bendib**  
**Assistant Superintendent**  
Business Services  
(831) 646-6509  
schinbendib@pgusd.org

## **PUBLIC HEARING NOTICE**

At the Board of Education meeting to be held at 7:00 p.m. on Thursday, April 2, 2020 at 435 Hillcrest Avenue, Pacific Grove, California at the District Office, a public hearing is scheduled in compliance with the requirements of Government Code Section 3457 to provide an opportunity for the community to comment on the following:

**Initial Proposal for Negotiations Submitted by the Pacific Grove Teachers Association Affiliate of the California Teachers Association for the 2019-20 School Year**

The Pacific Grove Teachers Association, California Teachers Association, has submitted an initial proposal for the collective bargaining agreement between the Board of Education of Pacific Grove Unified School District and their association.

Government Code Section 3457 provides the basis and procedures for the recognition of the Pacific Grove Teachers Association, California Teachers Association's Initial Proposal for Negotiations with the Pacific Grove Unified School District for the 2019-20 school year. New subjects of meeting and negotiating arising after approval of this initial proposal shall be made public within 24 hours.

The Pacific Grove Teachers Association is proposing to negotiate the following sections of the Certificated Bargaining Unit Agreement:

1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

Posted: Tuesday, March 17, 2020

Copies posted at the PGUSD District Office and school sites



March 17, 2020

Dr. Ralph Porras  
Superintendent  
Pacific Grove Unified School District  
485 Hillcrest Ave.  
Pacific Grove, CA 93950

Dear Dr. Porras,

Our Association has an interest in promoting an amicable, open, and collaborative relationship with the District. In an effort to fulfill our District's Mission Statement, provide quality instruction for every child, and create a positive working environment for our members, we respectfully sunshine to the community the Master Contract with emphasis on, but not limited to, the following as a addition two the sunshine list set forth on 3/1/19

1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

Todd Buller  
PGTA Negotiation Team

- Consent  
 Information/Discussion  
 Action/Discussion  
 Public Hearing

**SUBJECT:** Approval of Pacific Grove Teachers Association Sunshine List for 2019-20

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The District Administration recommends that the Board review and approve the sunshine topics for the 2019-20 Pacific Grove Teachers Association negotiations. [A copy of the sunshine list was posted at each school site ten business days prior to the Board meeting.]

**INFORMATION:**

Government Code Section 3457 provides the basis and procedures for the recognition of the Pacific Grove Teachers Association's initial proposal for negotiations with the Pacific Grove Unified School District for the 2019-20 school year. The public hearing will provide an opportunity for the community to comment on the following:

1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

**FISCAL IMPACT:**

To be assessed during negotiations.



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ACTION/DISCUSSION A

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

**435 Hillcrest Avenue Pacific Grove, CA 93950**

**Ralph Gomez Porras**  
**Superintendent**  
(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Song Chin-Bendib**  
**Assistant Superintendent**  
Business Services  
(831) 646-6509  
schinbendib@pgusd.org

## PUBLIC HEARING NOTICE

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1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

Posted: Tuesday, March 17, 2020

Copies posted at the PGUSD District Office and school sites

March 17, 2020

Dr. Ralph Porras  
Superintendent  
Pacific Grove Unified School District  
485 Hillcrest Ave.  
Pacific Grove, CA 93950

Dear Dr. Porras,

Our Association has an interest in promoting an amicable, open, and collaborative relationship with the District. In an effort to fulfill our District's Mission Statement, provide quality instruction for every child, and create a positive working environment for our members, we respectfully sunshine to the community the Master Contract with emphasis on, but not limited to, the following as a addition two the sunshine list set forth on 3/1/19

1. A change in contract language that provides CTE teachers with the ability to attain tenure status.
2. An addition to the certificated salary schedule that provides a stipend of 3.02% of Step 1 of the Assistant Principal's salary for an earned doctorate degree (to match the language in the management salary schedule)

Todd Buller  
PGTA Negotiation Team

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Adoption of the *National Geographic: World Cultures and Geography (2017)* Textbook for 9<sup>th</sup> Grade Social Studies at Pacific Grove High School

**DATE:** March 19, 2020

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

---

**RECOMMENDATION:**

The District Administration recommends the Board review and adopt the *National Geographic: World Cultures and Geography (2017)* Textbook for 9<sup>th</sup> Grade Social Studies at Pacific Grove High School.

**BACKGROUND:**

The textbook currently in use, *World Geography: Building a Global Perspective (2009)*, is obsolete. Online support materials for all aspects of the text (teacher and student) are no longer available. The textbook itself is no longer in print. Content is outdated, including sections on the “upcoming” launch of the International Space Station, and the “new” field of GPS. Infographics cite statistics that are nearly 2 decades old, and several chapters predict future national and international activities (for the distant year 2020) that are no longer accurate or applicable. Supports materials are all in the form of outdated workbooks, photocopies, and large binders of plastic overhead projector sheets that require outdated projector equipment. Maps in all text atlases are inaccurate.

Due to the heavy reliance on current demographic information, and the rapidly advancing technologies used in Geographic Information Systems, the required PGHS 9<sup>th</sup> grade social science course needs a more modern text. This is a rapidly growing career field and area of research, 9<sup>th</sup> grade Geography provides students a foundational understanding of geo-literacy, and will provide students a deeper awareness of global issues and current events. 9<sup>th</sup> grade geography is also the curriculum in which we embed the PGHS Freshman Academy skill-building program.

**INFORMATION:**

Criteria for new textbook:

- Updated content that aligns with national geography standards
- Includes skill builders that will promote geo-literacy
- Will work well with the Freshman Academy skills program
- Scaffolds of resources available for struggling and accelerated students
- Availability of an online textbook
- Current events connections
- Inclusion of physical geography topics
- Availability of Spanish editions for students
- Teacher and student resources available in online and alterable formats (so teachers may alter assignments/tests)
- Availability of online access to student and teacher materials that would match the life of the adoption (10-year text adoption/rotation in PGHS)

- Aligns with other adopted Soc. Science textbooks and the content and standards of those courses; foundational review for World History, US History, Government/Economics coursework
- Cost

Several textbooks were reviewed, including *National Geographic: World Cultures and Geography* from Cengage, *World Geography Today* from Houghton Mifflin, *World Geography* from Pearson, and *Geography: The Human and Physical World* from McGraw-Hill.

*National Geographic: World Cultures and Geography* is the text that was selected. The National Geographic text (2017) met all of the criteria we outlined, and was selected for a variety of additional reasons. The National Geographic text addresses the 18 National Geography Standards, including the kinds of human and physical geography topics and skills outlined by the California Social Sciences Framework, and by the California Geographic Alliance. It also best combines with the PGHS Freshman Academy by incorporating more frequent opportunity for students to practice said learning skills. Approximately every 2 pages, students are prompted to apply at least 3 academic skills. There are myriad opportunities for practicing the 5 stages of Focused Note-Taking, and to participate in inquiry-driven original research. It also includes several dynamic mini-lessons that utilize online interactions with National Geographic Explorers- experts out in the field who bring current geographical events to life in the classroom. Since PGHS Social Sciences, grades 10-12, are all taught as survey-style courses, this text will match that pedagogy, but because of its thematic connections, will also allow for the more project-based instructional approach of the 9<sup>th</sup> grade Academy teachers. A list of included tools, activities, and resources is listed below:

- 10 year licenses on books and TE materials, at the least expensive cost
- Print and digital formats
- Interactive Map tools (Web GIS)
- Vocabulary notebook
- Digital resource library
- Videos and video clips from National Geographic; features over 30 National Geographic explorers with whom classes can do interactive lessons
- Guided Writing/ELA components (focus on analytical, expository, and argumentative writing)
- Interactive Whiteboard activities
- Formative and summative assessment tools
- Cooperative Learning strategies, Vocabulary Strategies, & Graphic Organizers all incorporated into text
- Standardized Test Practice
- Strategies for differentiation (includes upper, typical, and intervention levels)
- Spanish resources/versions available
- Aligned to “Best Practices for Active Teaching and Learning”
- Aligned to College, Career, and Civic Life Framework for Social Studies

**FISCAL IMPACT:**

\$33,432.85 funded by the 2020-21 District textbook budget.



www.pgusd.org

ACTION/DISCUSSION B

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**435 Hillcrest Avenue Pacific Grove, CA 93950**

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**Superintendent**  
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**Assistant Superintendent**  
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(831) 646-6509  
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## PUBLIC HEARING NOTICE

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, March 19, 2020, pursuant to Education Code Section 60119 and 60422:

### PUBLIC DISCLOSURE OF PACIFIC GROVE HIGH SCHOOL GEOGRAPHY *NATIONAL GEOGRAPHIC WORLD CULTURES* *AND GEOGRAPHY* TEXTBOOK

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. at the Pacific Grove Unified District Office, located at 435 Hillcrest Ave., in Pacific Grove.

Copies of the Pacific Grove High School Geography *National Geographic World Cultures and Geography* textbook will be available for public viewing beginning Thursday, March 5, 2020 through Thursday, March 19, 2020.

For more information, please contact Ani Silva, Director of Curriculum and Special Projects at 831-646-6508.

Posted: March 5, 2020



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**Presented To:** Kimberley Shurtz, [kshurtz@pgusd.org](mailto:kshurtz@pgusd.org)

**Prepared By:** April Estrada, (619) 895-9029, [april.estrada@cengage.com](mailto:april.estrada@cengage.com)

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3	<input type="checkbox"/>	<a href="#">World Cultures and Geography Survey Updated, Modular Teacher's Edition Set</a> National Geographic 2nd Edition [K12, 2017] 9781337227612 / 1337227617	\$777.00	\$777.00	\$2,331.00
5	<input type="checkbox"/>	<a href="#">World Cultures and Geography Survey: Student Edition © Updated Spanish + myNGconnect (6-year access)</a> National Geographic 2nd Edition [K12, 2017] 9781337227735 / 1337227730	\$112.25	\$112.25	\$561.25

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- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

**SUBJECT:** Adoption of Resolution No. 1037 on the Levy of Developer Fees

**DATE:** April 2, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

---

**RECOMMENDATION:**

The District Administration recommends that the Board adopt Resolution No. 1037 on the levy of developer fees.

**BACKGROUND:**

The District has never levied any developer fees in the past. Upon review of the criteria and justifications, the District is in a favorable position to levy Level I developer fees.

Developer fees are fees that are paid by property owners and developers to school districts to mitigate the impact created by *new* development within a school district's boundaries on the school facilities. Fees are typically paid to the school district as a condition of a property developer or owner obtaining a building permit from the city or county for a construction project.

**INFORMATION:**

Level I (Developer Fee Justification Study) fees are established by the State and are considered the basic mitigation fee. Justification for the fee can be shown if anticipated residential, commercial and industrial development within a district will impact it with additional students. The State Allocation Board (SAB) adjusts the rates every two years. Education Code allows for an exemption from development impact fees for any additions to existing residential structures that are 500 square feet or less.

The current rates adopted on January 24, 2018, are **\$3.79** per square foot for residential construction and **\$0.61** per square foot for commercial/industrial construction. The next proposed increase will be in January 2020 at the SAB meeting.

Attached is the 2018 Developer Fee Justification Study completed for Pacific Grove USD. Based on the result of the study by School Works, Inc. Pacific Grove USD is qualified to levy developer fees subject to the timeline laid out per Government Code Section 6062(a).

The adoption of the Resolution was postponed from November 14 Board meeting to the November 21 Board meeting based on request by the City of Pacific Grove to allow more input time.

**FISCAL IMPACT:**

The fee to be paid to School Works, Inc. for this study at \$3,500 can be paid from the newly created Fund 25, Developer Fees Fund. There are no fees collected yet. General Fund will have to advance the fee and be reimbursed by collection of developer fees later.

In the Matter of Adopting Development )  
 Fees on Residential and Commercial and )  
 Industrial Development to Fund the )  
 Construction or Reconstruction of School )  
 Facilities )

RESOLUTION

NO. 1037

WHEREAS, Education Code section 17620 et seq. and Government Code section 65995, authorize the governing board of any school district to levy a fee, charge, dedication, or other form of requirement (hereinafter “fee” or “fees”), in the maximum amounts specified therein, against residential, commercial and industrial development projects occurring within the boundaries of the district (hereinafter “development”), for the purpose of funding the construction or reconstruction of school facilities; and

WHEREAS, Government Code section 65995 provides that the maximum fees which may be levied on development projects shall be increased starting in 2000 and every two years thereafter according to the adjustment for inflation set forth in the statewide cost index for Class B construction as determined by the State Allocation Board “SAB” and to become effective at its January meeting; and

WHEREAS, the SAB at its January 24, 2018 meeting, set the maximum fee to \$3.79 per square foot for residential development and to \$0.61 per square foot for commercial/industrial development; and

WHEREAS, the new Fees are an increase of what is currently being collected by Pacific Grove Unified School District. A copy of the Study is attached hereto, marked Exhibit "A," and incorporated herein by this reference; and

WHEREAS, in the judgment of this Board it is necessary and appropriate, and in the best interests of the District and its students, to levy fees for the purpose of funding the construction or reconstruction of school facilities necessary to serve the students generated by new development occurring within the District;

NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND by this Board as follows:

1. The foregoing recitals are true and correct.

2. This Board approves and adopts the Study and recommendation of the District Superintendent, or designee, to levy fees in the maximum amounts authorized on new residential, commercial and industrial development that occurs within the District, and based upon the Study and recommendations, and upon all other written and oral information presented to this Board concerning this matter, makes the following findings:

A. The purpose of the fees is to finance the construction and reconstruction of school facilities in order to provide adequate school facilities for the students of the District who will be generated by new residential and commercial/industrial development taking place in the District.

B. The construction or reconstruction of school facilities is necessary to create updated, adequate, appropriate classroom space and academic support facilities for the following reasons:

(1) New residential and commercial and industrial development is projected to occur within the District within the next five years which will generate additional school-aged children.

(2) Additional students projected from new development will impact and increase the need of the District to create updated, adequate, appropriate classroom space and academic support facilities.

(3) Existing school facilities in the District are in need of, or will be in need of, reconstruction or modernization. New development will generate students who will attend District schools and be housed in existing facilities. These students cannot be housed without upgrading existing school facilities, ultimately making reconstruction or modernization of such facilities necessary.

(4) Both existing students and new students generated by future development occurring within the district will need to be housed and served in existing school facilities, as well as new and additional school facilities necessary to serve the projected student population.

(5) As commercial and industrial development occurs, new jobs are created. Many of the people hired for these jobs move into the community, thereby increasing the need for residential development which generates additional students adding to the impact on

the school facilities of the District. The maximum fee that can be levied against residential development is insufficient to cover the full cost of the new or reconstructed school facilities needed by the district to house students generated from new residential development, and therefore justifies a separate fee against commercial and industrial development in the maximum amount allowed by law.

C. Without the addition of new school facilities and/or the reconstruction and modernization of existing facilities, the District will be unable to adequately house and serve additional students generated by new development which will impair or adversely impact the normal functioning of educational programs and services of the District.

D. The District has no, or limited local revenue sources available for funding the construction or reconstruction of school facilities attributable to new development;

E. The fees adopted herein bear a reasonable relationship to the need for, and the estimated cost of, the construction or reconstruction of school facilities attributable to the type of new development on which the fees will be imposed.

F. The cost of providing for the construction and/or reconstruction of school facilities attributable to the type of new development occurring in the District will exceed the revenues reasonably anticipated from fees.

G. Existing students will benefit from the use of developer fees for new school facilities. Conversely, students generated from new development will occupy existing school facilities and will benefit from the use of fees to reconstruct or modernize those facilities. Therefore, it is appropriate to use developer fees for existing facilities to the extent of the estimated use of such facilities by students generated by new development.

3. Based on the foregoing, this Board hereby determines:

A. To levy a fee on any new or on other residential development, as described in Education Code § 17620(a), occurring within the District, in the maximum amount currently authorized by law of \$3.79 per square foot of assessable space as such space is defined in Government Code § 65995(b)(1).

B. To levy a fee on categories of new commercial or industrial development, as described in Education Code § 17620(a), occurring within the boundaries of the District, in the maximum amount currently authorized by law of \$0.61 per square foot of chargeable covered

and enclosed space as such space is defined in Government Code § 65995(b)(2), except for Rental Self Storage facilities in which a fee of \$0.04 per square foot is justified .

4. The fee provisions of this Resolution are not exclusive, and this Board specifically reserves authority to undertake other or additional methods to finance school facilities in partial or complete substitution for, or in conjunction with, the fee provisions set forth therein, as authorized by law. This Board reserves the authority, in its discretion, to substitute the dedication of land or other form of requirement in lieu of fees to be levied pursuant to this Resolution.

5. The District intends to utilize fees for new construction of school facilities, reconstruction or modernization of existing facilities, purchase, lease or lease-purchase of portable or relocatable classrooms and related facilities as interim school facilities to house students pending the construction of permanent facilities, or the purchase of land for school facilities. This includes all associated costs to plan and execute school facilities projects including, but not limited to, architectural and engineering costs, testing and inspection costs, permits and plan checking, and other administrative costs related to the provision of school facilities. Construction, reconstruction or modernization of school facilities includes, but is not limited to, classrooms and equipment and furnishings for classrooms, and all other reasonable and customary auxiliary, accessory, adjunct, or other supportive facilities for classrooms such as restrooms, gymnasiums, administrative offices, cafeterias, libraries, multi-purpose rooms, maintenance and storage rooms, walkways, overhangs, parking lots, landscaping, and all other similar facilities. Finally, fees may be used for studies and reports necessary to make the findings and determinations required by law for the collection of fees which may include the school facilities needs analysis described in Government Code section 65995.6, for reimbursement of administrative costs to collect fees, and for such other purposes consistent with the purpose and intent of this Resolution, or authorized by law, or deemed necessary or appropriate by this governing board.

6. The Superintendent, or designee, is authorized to certify compliance of a particular development project with the fee or other requirement levied by this Board, or to certify where appropriate that a project is fully or partially exempt from fees in appropriate circumstances. Any certification of compliance for a particular residential construction project is

expressly conditioned upon the continued satisfaction by that project of the requirements for that certification and failure to meet those requirements in the future may result in the revocation of such certification and enforcement of the appropriate fee requirement for the project.

7. Pursuant to Education Code § 17621(c), this board determines that the fee levied on residential development is not subject to the restrictions set forth in subdivision (a) of Government Code § 66007 and, pursuant to Education Code § 17620(b), shall be collected at the time of issuance of the building or similar permit required for a particular development project.

8. Pursuant to Government Code section 66001(d), the Superintendent or the District's designee shall review the Fund established pursuant to this Resolution for the fifth fiscal year following the first deposit of fees in the Fund, and every five years thereafter, and with respect to any portion of a fee remaining unspent five or more years after deposit, the Superintendent or the District's designee shall report to this Board which shall either make the findings required by section 66001(d) for said unspent fees, or direct the refund of such fees in the manner provided in 66001(e) and (f).

9. Pursuant to Government Code section 66001(e), the Superintendent or designee, shall advise this board whenever it appears sufficient fees have been collected to complete financing on incomplete public improvements that have been identified in a Study. This board shall then make a determination whether or not sufficient fees have been collected for a particular project, and when a determination is made by this board that sufficient fees have been collected, this Board shall identify, within 180 days of the determination, an approximate date by which the construction of the public improvement will be commenced, or shall refund the fees as provided in said section, unless the provisions of section 66001(f) are deemed to apply.

10. The fees adopted herein are effective sixty (60) days after the approval of this Resolution unless the School Board states this is an urgency due to the significant needs and impacts of the impending new housing developments and there is a 4/5ths majority vote, to cause that the imposition of fees shall take effect thirty (30) days after the date of this Resolution.

11. The Superintendent or the District's designee is hereby authorized and directed to do the following:

A. As required by Government Code § 66006(a), to establish a separate capital facilities fund (herein "Fund") into which the fees received by the District shall be



deposited and shall not be commingled with other revenues and funds of the District. The fees, and any interest earned thereon, shall be expended only for the purpose of funding the construction or reconstruction of school facilities or such other purposes as are permitted by law and authorized by this Board.

B. If applicable, negotiate agreements with other school district(s) with common territorial boundaries ensuring that the total fees collected by each school district does not exceed the maximum fees allowed by law for residential and commercial and industrial development and providing for an equitable division of the fees with such other school district(s). As required by Education Code section § 17623(a), copies of such agreement(s) shall be transmitted to the State Allocation Board, and shall also be sent to any county or city planning agency which is calculating or collecting fees on behalf of the District.

C. Take such further action as is necessary or appropriate to carry out the purpose and intent of this Resolution.

I, \_\_\_\_\_, Secretary to the Board of Trustees of the Pacific Grove Unified School District, do hereby certify that the foregoing Resolution was proposed by Board member \_\_\_\_\_, seconded by Board member \_\_\_\_\_, and was duly passed and adopted, by vote of said Board, at an official and public meeting thereof held on October 24, 2019, as follows:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Secretary, Board of Trustees

SEPTEMBER 2019

# 2018 DEVELOPER FEE JUSTIFICATION STUDY PACIFIC GROVE UNIFIED SCHOOL DISTRICT

RALPH PORRAS,  
SUPERINTENDENT

SCHOOLWORKS, INC.  
8331 Sierra College Blvd., #221  
Roseville, CA 95661

PHONE: 916-733-0402  
[WWW.SCHOOLWORKSGIS.COM](http://WWW.SCHOOLWORKSGIS.COM)

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- **SAB 50-01 - Enrollment Certification/Projection**
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- **Site Development Costs**
- **Index Adjustment on the Assessment for Development – State Allocation Board Meeting of January 24, 2018**
- **Annual Adjustment to School Facility Program Grants**
- **PGUSD Capital Projects List**

## Executive Summary

This Developer Fee Justification Study demonstrates that the Pacific Grove Unified School District requires the full statutory impact fee to accommodate impacts from development activity.

Pacific Grove Unified School District has never collected Level 1 Developer Fees. The fee amounts approved at the January 24, 2018 State Allocation Board meeting are **\$3.79** per square foot for residential construction and **\$0.61\*** per square foot for commercial/industrial construction.

The following table shows the fee amounts:

**Table 1**  
**Pacific Grove Unified School District**  
**Developer Fee Collection Rates**

<b>Totals</b>	<u>Previous</u>	<u>New</u>	<u>Change</u>
Residential	\$0.00	\$3.79	\$3.79
Commercial/Ind.	\$0.00	\$0.61	\$0.61

\*except for Rental Self Storage facilities in which a fee of \$0.04 per square foot is justified.

## Background

Education Code Section 17620 allows school districts to assess fees on new residential and commercial construction within their respective boundaries. These fees can be collected without special city or county approval, to fund the construction of new school facilities necessitated by the impact of residential and commercial development activity. In addition, these fees can also be used to fund the reconstruction of school facilities to accommodate students generated from new development projects. Fees are collected immediately prior to the time of the issuance of a building permit by the City or the County.

As enrollment increases, additional school facilities will be needed to house the growth in the student population. Because of the high cost associated with constructing school facilities and the District's limited budget, outside funding sources are required for future school construction. State and local funding sources for the construction and/or reconstruction of school facilities are limited.

The authority cited in Education Code Section 17620 states in part "... the governing board of any school district is authorized to levy a fee, charge, dedication or other form of requirement against any development project for the construction or reconstruction of school facilities." The legislation originally established the maximum fee rates at \$1.50 per square foot for residential construction and \$0.25 per square foot for commercial/industrial construction. Government Code Section 65995 provides for an inflationary increase in the fees every two years based on the changes in the Class B construction index. As a result of these adjustments, the fees authorized by Education Code 17620 are currently **\$3.79** per square foot of residential construction and **\$0.61** per square foot of commercial or industrial construction.

## Purpose and Intent

Prior to levying developer fees, a district must demonstrate and document that a reasonable relationship exists between the need for new or reconstructed school facilities and residential, commercial and industrial development. The justification for levying fees is required to address three basic links between the need for facilities and new development. These links or nexus are:

Burden Nexus: A district must identify the number of students anticipated to be generated by residential, commercial and industrial development. In addition, the district shall identify the school facility and cost impact of these students.

Cost Nexus: A district must demonstrate that the fees to be collected from residential, commercial and industrial development will not exceed the cost of providing school facilities for the students to be generated from the development.

Benefit Nexus: A district must show that the construction or reconstruction of school facilities to be funded by the collection of developer fees will benefit the students generated by residential, commercial and industrial development.

The purpose of this Study is to document if a reasonable relationship exists between residential, commercial and industrial development and the need for new and/or modernized facilities in the Pacific Grove Unified School District.

Following in this Study will be figures indicating the current enrollment and the projected development occurring within the attendance boundaries of the Pacific Grove Unified School District. The projected students will then be loaded into existing facilities to the extent of available space. Thereafter, the needed facilities will be determined and an estimated cost will be assigned. The cost of the facilities will then be compared to the area of residential, commercial and industrial development to determine the amount of developer fees justified.

## Enrollment Projections

In 2018/2019 the District's total enrollment (CBEDS) was 2,035 students. The enrollment by grade level is shown here in Table 2.

**Table 2**

**Pacific Grove Unified School District  
CURRENT ENROLLMENT**

<b>Grade</b>	<b>2018/2019</b>
TK/K	173
1	131
2	177
3	139
4	152
5	134
6	175
<hr/>	
TK-6 Total	1,081
7	144
8	168
<hr/>	
7-8 Total	312
9	185
10	151
11	155
12	151
<hr/>	
9-12 Total	642
<hr/> <hr/>	
TK-12 Total	2,035

This data will be the basis for the enrollment projections which will be presented later after a review of the development projections and the student generation factors.



### Student Generation Factor

In determining the impact of new development, the District is required to show how many students will be generated from the new developments. In order to ensure that new development is paying only for the impact of those students that are being generated by new homes and businesses, the student generation factor is applied to the number of new housing units to determine development-related impacts.

The student generation factor identifies the number of students per housing unit and provides a link between residential construction projects and projections of enrollment. The State-wide factor used by the Office of Public School Construction is 0.70 for grades TK-12. For the purposes of this Study we will use the local factors to determine the students generated from new housing developments. This was done by comparing the number of housing units in the school district to the number of students living in the school district as of the 2010 Census. Table 3 shows the student generation factors for the various grade groupings.

**Table 3**

#### **Pacific Grove Unified School District STUDENT GENERATION FACTORS**

<b><u>Grades</u></b>	<b><u>Students per Household</u></b>
TK-6	0.1307
7-8	0.0389
9-12	0.0873
<b>Total</b>	<b>0.2569</b>

When using the Census data to determine the average district student yield rate, it is not possible to determine which students were living in multi-family units versus single family units. Therefore, only the total average yield rate is shown. The overall student generation rate will be used to determine student yields from the projected developments.

### New Residential Development Projections

The Pacific Grove Unified School District has experienced an average new residential construction rate of approximately 5 units per year over the past four years. This was determined by reviewing the residential permits pulled at the City of Pacific Grove building department. After contacting the City of Pacific Grove planning and building departments within the school district boundaries, it was determined that the residential construction rate over the next five years will average 5 units per year. Projecting the average rate forward, we would expect that 25 units of residential housing will be built within the District boundaries over the next five years.

To determine the impact of residential development, a student projection is done. Applying the student generation factor of 0.2569 to the projected 25 units of residential housing, we expect that 6 students will be generated from the new residential construction over the next five years. This includes 3 elementary school students, 1 middle school student, and 2 high school students.

The following table shows the projected impact of new development. The students generated by development will be utilized to determine the facility cost impacts to the school district.

**Table 4**

### **Pacific Grove Unified School District DEVELOPMENT IMPACT ANALYSIS**

<u>Grades</u>	<u>Current Enrollment</u>	<u>Development Projection</u>	<u>Projected Enrollment</u>
TK to 6	1,081	3	1,084
7 to 8	312	1	313
9 to 12	642	2	644
Totals	2,035	6	2,041

## Existing Facility Capacity

To determine the need for additional school facilities, the capacity of the existing facilities must be identified and compared to current and anticipated enrollments. The District's existing building capacity will be calculated using the State classroom loading standards shown in Table 6. The following types of "support-spaces" necessary for the conduct of the District's comprehensive educational program, are not included as "teaching stations," commonly known as "classrooms" to the public:

**Table 5**

### List of Core and Support Facilities

Library	Resource Specialist
Multipurpose Room	Gymnasium
Office Area	Lunch Room
Staff Workroom	P.E. Facilities

Because the District requires these types of support facilities as part of its existing facility and curriculum standards at its schools, new development's impact must not materially or adversely affect the continuance of these standards. Therefore, new development cannot require that the District house students in these integral support spaces.

### Classroom Loading Standards

The following maximum classroom loading-factors are used to determine teaching-station "capacity," in accordance with the State legislation and the State School Building Program. These capacity calculations are also used in preparing and filing the baseline school capacity statement with the Office of Public School Construction.

**Table 6**

### State Classroom Loading Standards

TK/Kindergarten	25 Students/Classroom
1 <sup>st</sup> -3 <sup>rd</sup> Grades	25 Students/Classroom
4 <sup>th</sup> -6 <sup>th</sup> Grades	25 Students/Classroom
7 <sup>th</sup> -8 <sup>th</sup> Grades	27 Students/Classroom
9 <sup>th</sup> -12 <sup>th</sup> Grades	27 Students/Classroom

Existing Facility Capacity

The State determines the baseline capacity by either loading all permanent teaching stations plus a maximum number of portables equal to 25% of the number of permanent classrooms or by loading all permanent classrooms and only portables that are owned or have been leased for over 5 years. As allowed by law and required by the State, facility capacities are calculated by identifying the number of teaching stations at each campus. All qualified teaching stations are included in the calculation of the capacities. Using these guidelines the District's current State calculated capacity is shown in Table 7.

**Table 7**

<b>Pacific Grove Unified School District Summary of Existing Facility Capacity</b>							
<u>School Facility</u>	<u>Permanent Classrooms</u>	<u>Portable Classrooms</u>	<u>Chargeable Portables</u>	<u>Total Chargeable Classrooms</u>	<u>State Loading Factor</u>	<u>State Funded Projects</u>	<u>Total State Capacity</u>
Grades TK-6	64	15	15	79	25	0	1,975
Grades 7-8	24	4	4	28	27	0	756
Grades 9-12	35	2	2	37	27	0	999
<b>Totals</b>	<b>123</b>	<b>21</b>	<b>21</b>	<b>144</b>		<b>0</b>	<b>3,730</b>

This table shows a basic summary of the form and procedures used by OPSC (Office of Public School Construction) to determine the capacity of a school district. There are a total of 123 permanent classrooms in the District. In addition there are 21 portable classrooms. OPSC regulations state that if the number of portables exceeds 25% of the permanent classrooms, then the maximum number of portables to be counted in the baseline capacity is 25% of the permanent classrooms. Since the District has fewer portable classrooms than 25% of the permanent classrooms, all 21 portable classrooms are included in the baseline. This results in a total classroom count of 144 and is referred to as the chargeable classrooms. As Table 7 shows, the total State capacity of the District facilities is 3,730 students.

Unhoused Students by State Housing Standards

This next table compares the facility capacity with the space needed to determine if there is available space for new students from the projected developments. The space needed was determined by reviewing the historic enrollments over the past four years along with the projected enrollment in five years to determine the number of seats needed to house the students within the existing homes. The seats needed were determined individually for each

grade grouping. The projected enrollment in this analysis did not include the impact of any new housing units.

**Table 8**

**Pacific Grove Unified School District  
Summary of Available District Capacity**

<u>School Facility</u>	<u>State Capacity</u>	<u>Space Needed</u>	<u>Available Capacity</u>
Grades TK-6	1,975	1,130	845
Grades 7-8	756	345	411
Grades 9-12	999	642	357
Totals	3,730	2,117	1,613

The District capacity of 3,730 is more than the space needed of 2,117, assuming the existing facilities remain in sufficient condition to maintain existing levels of service. The difference is 1,613 students.

## Calculation of Development's Fiscal Impact on Schools

This section of the Study will demonstrate that a reasonable relationship exists between residential, commercial/industrial development and the need for school facilities in the Pacific Grove Unified School District. To the extent this relationship exists, the District is justified in levying developer fees as authorized by Education Code Section 17620.

### Reconstruction/Modernization Costs

There is a need to reconstruct or modernize existing facilities in order to maintain the existing levels of service as students from new development continue to arrive in the District's facilities. In order to generate capacity, it may also be necessary to reopen closed school facilities. Such reopening often requires reconstruction in order to provide the District's existing level of service. For purposes of this report, the analysis of modernization/reconstruction includes the possible reopening and refurbishing of closed or unused school facilities.

California has made a significant investment in school facilities through grants provided to help extend the useful life of public schools. The State's largest funding source for public school modernization projects, the School Facilities Program (SFP), requires a minimum local funding contribution of 40% of SFP-eligible costs. The State may provide up to 60% of the eligible costs at those times that State funding is available. However, SFP modernization grants frequently, if not usually, fall short of providing 60% of the actual costs for major modernizations. In the best cases, developer fees can help meet the District's required 40% local share. In many cases, developer fees may be necessary to supplement both the State's and the school district's contribution to a project.

Buildings generate eligibility for State reconstruction/modernization funding once they reach an age of 25 years old for permanent buildings and 20 years old for portables.

The usable life of school facilities is an important consideration in determining district facility needs into the future. The specific time when the projected residential developments will be built cannot be precisely predicted. Some new homes may be immediately occupied by families with school aged children, while others may be immediately occupied who will have school-aged children in five to ten years. As a result of these variables, for each new home, the District must be prepared to house the students residing there for an extended period of time. Students generated by the next five years of development will need to be

accommodated in District schools for a significant amount of time that could exceed twenty years. Thus, the District will need to ensure that it has facilities in place for future decades.

As evidenced by the State Building program's use of the criteria that buildings older than twenty-five years (and portables older than twenty years) are eligible for modernization funds, school buildings require reconstruction/modernization to remain in use for students beyond the initial twenty to twenty-five years of life of those buildings. To the extent that the District has buildings older than twenty to twenty-five years old, the point will be reached without reconstruction/modernization that those buildings will no longer be able to provide the existing level of service to students, and may, in some circumstances, need to be closed entirely for health and safety reasons. However, because of the new development, reconstruction/modernization must occur in order to have available school housing for the new students from development.

The following table shows the District's eligibility for modernization/reconstruction funding in the State Building Program.

**Table 9**

**Modernization Project Needs**

<u>School</u>	<u>Eligible Modernization Grants</u>				<u>State Funding</u>	<u>District Share</u>	<u>Project Total</u>
	<u>Elem</u>	<u>Middle</u>	<u>High</u>	<u>Spec Ed</u>			
Forest Grove Elem	69	0	0	0	\$359,324	\$239,550	\$598,874
Robert Down Elem	491	0	0	0	\$2,297,448	\$1,531,632	\$3,829,080
Pacific Grove Middle	0	499	0	0	\$2,465,429	\$1,643,620	\$4,109,049
Pacific Grove High	0	0	50	0	\$357,843	\$238,562	\$596,404
<b>TOTALS</b>	<b>560</b>	<b>499</b>	<b>50</b>	<b>0</b>	<b>\$5,480,044</b>	<b>\$3,653,363</b>	<b>\$9,133,407</b>

**Table 10**

**New Development Share of Modernization Costs**

<u>Grade</u>	<u>Eligible Modernization Grants</u>	<u>New Development</u>		
	<u>Students</u>	<u>\$/Student</u>	<u>Amount</u>	
<b>TK-6</b>	560	3	\$29,893	\$89,679
<b>7-8</b>	499	1	\$36,884	\$36,884
<b>9-12</b>	50	2	\$41,072	\$82,144
<b>Totals</b>	<b>1,109</b>	<b>6</b>		<b>\$208,707</b>

**Includes students from new developments not housed in new facilities.  
Amounts based on State OPSC budgets for new construction projects.**

This data is used to show that there are significant needs within the school District to invest in its existing facilities. Without modernizing its schools, the District could be forced to begin closing some of its buildings and schools.

To accurately account for the amount of the modernization projects attributed to the impact of new developments, only the students from new developments that were not already housed in new facilities are included in the net needs for modernization projects. As can be seen in the charts, the net modernization needs due to new development impacts are much less than the total District modernization needs.

#### Impact of New Residential Development

This next table compares the development-related enrollment to the available district capacity for each grade level and then multiplies the unhoused students by the new school construction costs to determine the total school facility costs related to the impact of new residential housing developments.

The modernization needs are included for the students not housed in new facilities but who would be housed in existing facilities that are eligible for and need to be modernized to provide adequate housing and to maintain the existing level of service for the students generated by development.



Table 11

**Pacific Grove Unified School District  
Summary of Residential Impact**

<u>School Facility</u>	<u>Development Projection</u>	<u>Available Space</u>	<u>Net Unhoused</u>	<u>Construction Cost Per Student</u>	<u>Total Facility Costs</u>
Elementary	3	845	0	\$23,550	\$0
Middle	1	411	0	\$24,966	\$0
High & Cont.	2	357	0	\$31,676	\$0
Site Purchase: 0.0 acres					\$0
Site Development:					\$0
				<b>New Construction Needs:</b>	<b>\$0</b>
				<b>Modernization Needs:</b>	<b>\$208,707</b>
				<b>TOTAL NEEDS:</b>	<b>\$208,707</b>
				<b>Average cost per student:</b>	<b>\$34,785</b>

The total need for school facilities based solely on the impact of the 25 new housing units projected over the next five years totals \$208,707. To determine the impact per square foot of residential development, this amount is divided by the total square feet of the projected developments. As calculated from the historic Developer Fee Permits, the average size home built has averaged 2,161 square feet. The total area for 25 new homes would therefore be 54,025 square feet. The total residential fee needed to be able to collect \$208,707 would be **\$3.86** per square foot.

Impact of Other Residential Development

In addition to new residential development projects that typically include new single family homes and new multi-family units, the District can also be impacted by additional types of new development projects. These include but are not limited to redevelopment projects, additions to existing housing units, and replacement of existing housing units with new housing units.

These development projects are still residential projects and therefore it is reasonable to assume they would have the same monetary impacts per square foot as the new residential

development projects. However, the net impact is reduced due to the fact that there was a previous residential building in its place. Therefore, the development impact fees should only be charged for other residential developments if the new building(s) exceed the square footage area of the previous building(s). If the new building is larger than the existing building, then it is reasonable to assume that additional students could be generated by the project. The project would only pay for the development impact fees for the net increase in assessable space generated by the development project. Education Code allows for an exemption from development impacts fees for any additions to existing residential structures that are 500 square feet or less.

#### Impact of Commercial/Industrial Development

There is a correlation between the growth of commercial/industrial firms/facilities within a community and the generation of school students within most business service areas. Fees for commercial/industrial can only be imposed if the residential fees will not fully mitigate the cost of providing school facilities to students from new development.

The approach utilized in this section is to apply statutory standards, U.S. Census employment statistics, and local statistics to determine the impact of future commercial/industrial development projects on the District. Many of the factors used in this analysis were taken from the U.S. Census, which remains the most complete and authoritative source of information on the community in addition to the "1990 SanDAG Traffic Generators Report".

#### Employees per Square Foot of Commercial Development

Results from a survey published by the San Diego Association of Governments "1990 San DAG Traffic Generators" are used to establish numbers of employees per square foot of building area to be anticipated in new commercial or industrial development projects. The average number of workers per 1,000 square feet of area ranges from 0.06 for Rental Self Storage to 4.79 for Standard Commercial Offices. The generation factors from that report are shown in the following table.

**Table 12**

<b>Commercial/Industrial Category</b>	<b>Average Square Foot Per Employee</b>	<b>Employees Per Average Square Foot</b>
Banks	354	0.00283
Community Shopping Centers	652	0.00153
Neighborhood Shopping Centers	369	0.00271
Industrial Business Parks	284	0.00352
Industrial Parks	742	0.00135
Rental Self Storage	15541	0.00006
Scientific Research & Development	329	0.00304
Lodging	882	0.00113
Standard Commercial Office	209	0.00479
Large High Rise Commercial Office	232	0.00431
Corporate Offices	372	0.00269
Medical Offices	234	0.00427

Source: 1990 SanDAG Traffic Generators report

#### Students per Employee

The number of students per employee is determined by using the 2008-2012 American Community Survey 5-Year Estimates for the District. There were 8,308 employees and 8,283 homes in the District. This represents a ratio of 1.003 employees per home.

There were 1,855 school age children living in the District in 2010. This is a ratio of 0.2233 students per employee. This ratio, however, must be reduced by including only the percentage of employees that worked in their community of residence (41.4%), because only those employees living in the District will impact the District's school facilities with their children. The net ratio of students per employee in the District is 0.0924.

#### School Facilities Cost per Student

Facility costs for housing commercially generated students are the same as those used for residential construction. The cost factors used to assess the impact from commercial development projects are contained in Table 11.

#### Residential Offset

When additional employees are generated in the District as a result of new commercial/ industrial development, fees will also be charged on the residential units necessary to provide housing for the employees living in the District. To prevent a commercial or industrial development from paying for the portion of the impact that will be covered by the residential fee, this amount has been calculated and deducted from each category. The residential offset

amount is calculated by multiplying the following factors together and dividing by 1,000 (to convert from cost per 1,000 square feet to cost per square foot).

- Employees per 1,000 square feet (varies from a low of 0.06 for rental self storage to a high of 4.79 for office building).
- Percentage of employees that worked in their community of residence (41.4 percent).
- Housing units per employee (0.997). This was derived from the 2008-2012 ACS 5 Year Estimates data for the District, which indicates there were 8,283 housing units and 8,308 employees.
- Percentage of employees that will occupy new housing units (75 percent).
- Average square feet per dwelling unit (2,161).
- Residential fee charged by the District (\$3.79 per square foot).
- Average cost per student was determined in Table 11.

The following table shows the calculation of the school facility costs generated by a square foot of new commercial/industrial development for each category of development.

**Table 13**

<b>Pacific Grove Unified School District Summary of Commercial and Industrial Uses</b>							
<u>Type</u>	<u>Employees per 1,000 Sq. Ft.</u>	<u>Students per Employee</u>	<u>Students per 1,000 Sq. Ft.</u>	<u>Average Cost per Student</u>	<u>Cost per Sq. Ft.</u>	<u>Residential offset per Sq. Ft.</u>	<u>Net Cost per Sq. Ft.</u>
Banks	2.83	0.0924	0.262	\$34,785	\$9.10	\$7.18	\$1.92
Community Shopping Centers	1.53	0.0924	0.141	\$34,785	\$4.92	\$3.88	\$1.04
Neighborhood Shopping Centers	2.71	0.0924	0.251	\$34,785	\$8.71	\$6.87	\$1.84
Industrial Business Parks	3.52	0.0924	0.325	\$34,785	\$11.32	\$8.92	\$2.39
Industrial Parks	1.35	0.0924	0.125	\$34,785	\$4.34	\$3.42	\$0.92
Rental Self Storage	0.06	0.0924	0.006	\$34,785	\$0.19	\$0.15	\$0.04
Scientific Research & Development	3.04	0.0924	0.281	\$34,785	\$9.77	\$7.71	\$2.07
Lodging	1.13	0.0924	0.104	\$34,785	\$3.63	\$2.87	\$0.77
Standard Commercial Office	4.79	0.0924	0.443	\$34,785	\$15.40	\$12.14	\$3.26
Large High Rise Commercial Office	4.31	0.0924	0.398	\$34,785	\$13.86	\$10.93	\$2.93
Corporate Offices	2.69	0.0924	0.249	\$34,785	\$8.65	\$6.82	\$1.83
Medical Offices	4.27	0.0924	0.395	\$34,785	\$13.73	\$10.83	\$2.90

\*Based on 1990 SanDAG Traffic Generator Report

#### Net Cost per Square Foot

Since the State Maximum Fee is now \$0.61 for commercial/industrial construction, the District is justified in collecting the maximum fee for all categories with the exception of Rental Self Storage. The District can only justify collection of \$0.04 per square foot of Rental Self Storage construction.

Verifying the Sufficiency of the Development Impact

Education Code Section 17620 requires districts to find that fee revenues will not exceed the cost of providing school facilities to the students generated by the development paying the fees. This section shows that the fee revenues do not exceed the impact of the new development.

The total need for school facilities resulting from new development totals \$208,707. The amount the District would collect over the five year period at the maximum rate of \$3.79 for residential and \$0.61 for commercial/industrial development would be as follows:

$\$3.79 \times 25 \text{ homes} \times 2,161 \text{ sq ft per home} = \$204,755$  for Residential

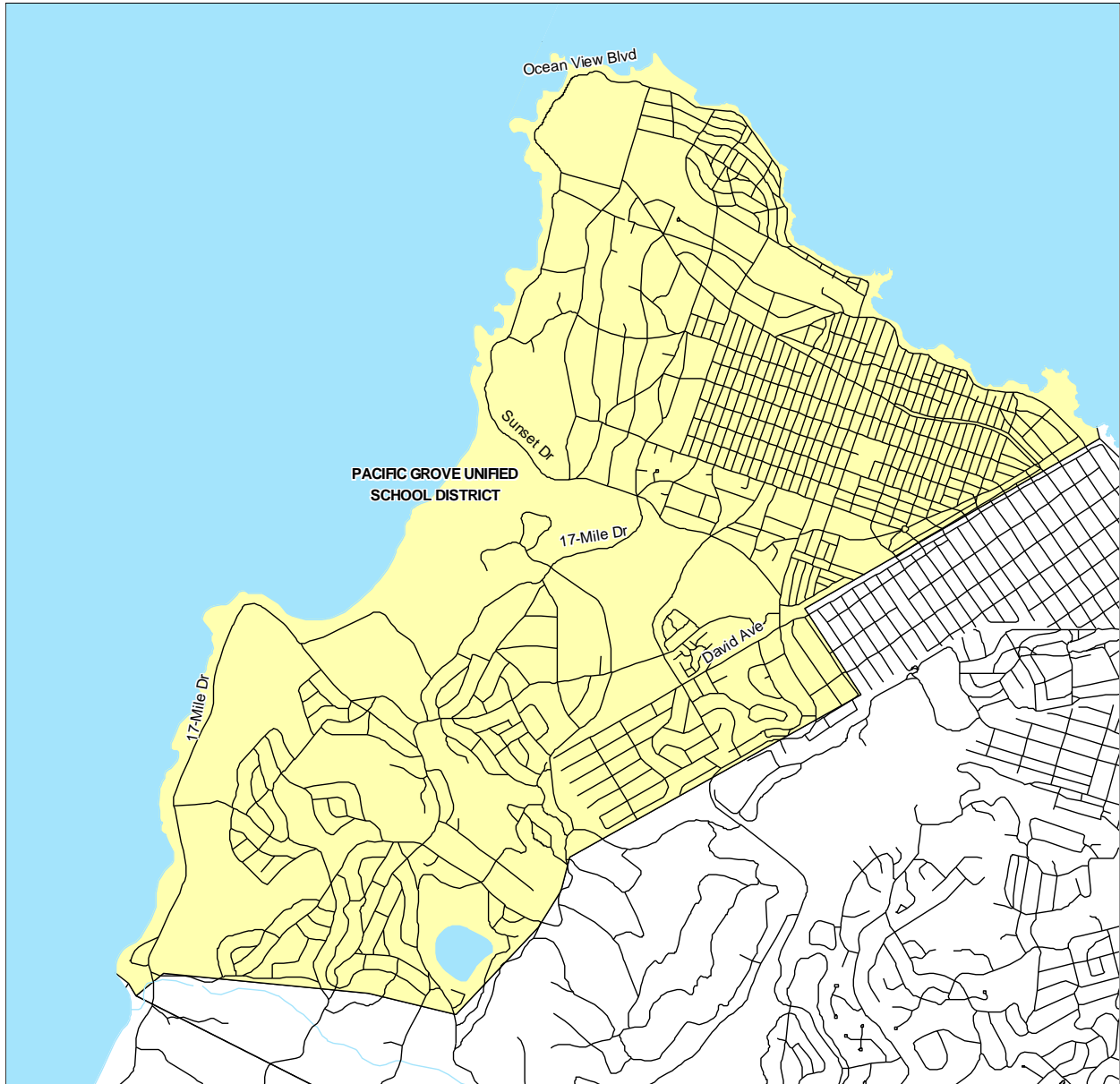
$\$0.61 \times 1,000 \text{ sq ft per year} \times 5 \text{ years} = \$3,050$  for Commercial/Industrial

Total projected 5 year income: \$207,805

The estimated income is less than the projected facility needs due to the impact of new development projects.

### District Map

The following map shows the extent of the areas for which development fees are applicable to the Pacific Grove Unified School District.



## Conclusion

Based on the data contained in this Study, it is found that a reasonable relationship exists between residential, commercial/industrial development and the need for school facilities in the Pacific Grove Unified School District. The following three nexus tests required to show justification for levying fees have been met:

Burden Nexus: New residential development will generate an average of 0.2569 TK-12 grade students per unit. Because the District does not have adequate facilities for all the students generated by new developments, the District will need to build additional facilities and/or modernize/reconstruct the existing facilities in order to maintain existing level of services in which the new students will be housed.

Cost Nexus: The cost to provide new and reconstructed facilities is an average of \$3.86 per square foot of residential development. Each square foot of residential development will generate \$3.79 in developer fees resulting in a shortfall of \$0.07 per square foot.

Benefit Nexus: The developer fees to be collected by the Pacific Grove Unified School District will be used for the provision of additional and reconstructed or modernized school facilities. This will benefit the students to be generated by new development by providing them with adequate educational school facilities.

The District's planned use of the fees received from development impacts will include the following types of projects, each of which will benefit students from new developments.

- 1) **New Schools:** When there is enough development activity occurring in a single area, the District will build a new school to house the students from new developments.
- 2) **Additions to Existing Schools:** When infill development occurs, the District will accommodate students at existing schools by building needed classrooms and/or support facilities such as cafeterias, restrooms, gyms and libraries as needed to increase the school capacity. Schools may also need upgrades of the technology and tele-communication systems to be able to increase their capacity.

- 3) Portable Replacement Projects: Some of the District's capacity is in temporary portables and therefore may not be included in the State's capacity calculations. These portables can be replaced with new permanent or modular classrooms to provide adequate space for students from new developments. These projects result in an increase to the facility capacity according to State standards. In addition, old portables that have reached the end of their life expectancy, will need to be replaced to maintain the existing level of service. These types of projects are considered modernization projects in the State Building Program. If development impacts did not exist, the old portables could be removed.
  
- 4) Modernization/Upgrade Projects: In many cases, students from new developments are not located in areas where new schools are planned to be built. The District plans to modernize or upgrade older schools to be equivalent to new schools so students will be housed in equitable facilities to those students housed in new schools. These projects may include updates to the building structures to meet current building standards, along with upgrades to the current fire and safety standards and any access compliance standards.

The District plans to use the developer fees to assist with high priority projects with estimated costs of \$2,370,000 in addition to medium priority projects estimated at \$1,769,200. All of these projects represent typical modernization scope of work located at all of the District schools.

The reasonable relationship identified by these findings provides the required justification for the Pacific Grove Unified School District to levy the maximum fees of **\$3.79** per square foot for residential construction and **\$0.61** per square foot for commercial/industrial construction, except for Rental Self Storage facilities in which a fee of **\$0.04** per square foot is justified as authorized by Education Code Section 17620.



# Appendices

## 2018 Developer Fee Justification Study

*Pacific Grove Unified School District*

SCHOOL DISTRICT	FIVE DIGIT DISTRICT CODE NUMBER (see California Public School Directory)
COUNTY	HIGH SCHOOL ATTENDANCE AREA (HSAA) OR SUPER HSAA (if applicable)

Check one:  Fifth-Year Enrollment Projection  Tenth-Year Enrollment Projection  
 HSAA Districts Only - Check one:  Attendance  Residency  
 Residency - COS Districts Only - (Fifth Year Projection Only)

<input type="checkbox"/> Modified Weighting (Fifth-Year Projection Only)	3rd Prev. to 2nd Prev.	2nd Prev. to Prev.	Previous to Current
<input type="checkbox"/> Alternate Weighting - (Fill in boxes to the right):			

**Part G. Number of New Dwelling Units**  
 (Fifth-Year Projection Only)

**Part H. District Student Yield Factor**  
 (Fifth-Year Projection Only)

**Part I. Projected Enrollment**

**1. Fifth-Year Projection**

**Enrollment/Residency - (except Special Day Class pupils)**

K-6	7-8	9-12	TOTAL

**Special Day Class pupils only - Enrollment/Residency**

	Elementary	Secondary	TOTAL
Non-Severe			
Severe			
<b>TOTAL</b>			

**2. Tenth-Year Projection**

**Enrollment/Residency - (except Special Day Class pupils)**

K-6	7-8	9-12	TOTAL

**Special Day Class pupils only - Enrollment/Residency**

	Elementary	Secondary	TOTAL
Non-Severe			
Severe			
<b>TOTAL</b>			

**Part A. K-12 Pupil Data**

Grade	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
K	/	/	/	/	/	/	/	/
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
<b>TOTAL</b>								

**Part B. Pupils Attending Schools Chartered By Another District**

7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current

**Part C. Continuation High School Pupils - (Districts Only)**

Grade	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
9								
10								
11								
12								
<b>TOTAL</b>								

**Part D. Special Day Class Pupils - (Districts or County Superintendent of Schools)**

	Elementary	Secondary	TOTAL
Non-Severe			
Severe			
<b>TOTAL</b>			

**Part E. Special Day Class Pupils - (County Superintendent of Schools Only)**

7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
/	/	/	/	/	/	/	/

**Part F. Birth Data - (Fifth-Year Projection Only)**

County Birth Data  Birth Data by District ZIP Codes  Estimate  Estimate  Estimate

8th Prev.	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current

*I certify, as the District Representative, that the information reported on this form and, when applicable, the High School Attendance Area Residency Reporting Worksheet attached, is true and correct and that:*

- I am designated as an authorized district representative by the governing board of the district.
- If the district is requesting an augmentation in the enrollment projection pursuant to Regulation Section 1859.42.1 (a), the local planning commission or approval authority has approved the tentative subdivision map used for augmentation of the enrollment and the district has identified dwelling units in that map to be contracted. All subdivision maps used for augmentation of enrollment are available at the district for review by the Office of Public School Construction (OPSC).
- This form is an exact duplicate (verbatim) of the form provided by the Office of Public School Construction. In the event a conflict should exist, then the language in the OPSC form will prevail.

NAME OF DISTRICT REPRESENTATIVE (PRINT OR TYPE) \_\_\_\_\_

SIGNATURE OF DISTRICT REPRESENTATIVE \_\_\_\_\_

DATE \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_



DP04

SELECTED HOUSING CHARACTERISTICS

2008-2012 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Data and Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

Subject	Pacific Grove Unified School District, California			
	Estimate	Margin of Error	Percent	Percent Margin of Error
<b>HOUSING OCCUPANCY</b>				
Total housing units	9,976	+/-402	9,976	(X)
Occupied housing units	8,283	+/-342	83.0%	+/-2.2
Vacant housing units	1,693	+/-250	17.0%	+/-2.2
Homeowner vacancy rate	2.0	+/-1.6	(X)	(X)
Rental vacancy rate	4.5	+/-2.6	(X)	(X)
<b>UNITS IN STRUCTURE</b>				
Total housing units	9,976	+/-402	9,976	(X)
1-unit, detached	6,587	+/-416	66.0%	+/-2.7
1-unit, attached	621	+/-163	6.2%	+/-1.6
2 units	393	+/-124	3.9%	+/-1.3
3 or 4 units	730	+/-201	7.3%	+/-2.0
5 to 9 units	560	+/-160	5.6%	+/-1.6
10 to 19 units	368	+/-130	3.7%	+/-1.3
20 or more units	591	+/-122	5.9%	+/-1.3
Mobile home	126	+/-45	1.3%	+/-0.5
Boat, RV, van, etc.	0	+/-20	0.0%	+/-0.4
<b>YEAR STRUCTURE BUILT</b>				
Total housing units	9,976	+/-402	9,976	(X)
Built 2010 or later	0	+/-20	0.0%	+/-0.4
Built 2000 to 2009	348	+/-140	3.5%	+/-1.4
Built 1990 to 1999	400	+/-131	4.0%	+/-1.3
Built 1980 to 1989	701	+/-153	7.0%	+/-1.5
Built 1970 to 1979	1,500	+/-250	15.0%	+/-2.5
Built 1960 to 1969	1,635	+/-230	16.4%	+/-2.2
Built 1950 to 1959	1,942	+/-236	19.5%	+/-2.3
Built 1940 to 1949	1,018	+/-175	10.2%	+/-1.8
Built 1939 or earlier	2,432	+/-282	24.4%	+/-2.5
<b>ROOMS</b>				
Total housing units	9,976	+/-402	9,976	(X)

Subject	Pacific Grove Unified School District, California			
	Estimate	Margin of Error	Percent	Percent Margin of Error
1 room	204	+/-110	2.0%	+/-1.1
2 rooms	438	+/-126	4.4%	+/-1.3
3 rooms	1,068	+/-200	10.7%	+/-1.9
4 rooms	2,213	+/-243	22.2%	+/-2.4
5 rooms	2,072	+/-304	20.8%	+/-2.7
6 rooms	1,654	+/-255	16.6%	+/-2.4
7 rooms	1,130	+/-200	11.3%	+/-2.0
8 rooms	652	+/-147	6.5%	+/-1.4
9 rooms or more	545	+/-137	5.5%	+/-1.4
Median rooms	5.0	+/-0.1	(X)	(X)
<b>BEDROOMS</b>				
Total housing units	9,976	+/-402	9,976	(X)
No bedroom	254	+/-117	2.5%	+/-1.2
1 bedroom	1,589	+/-255	15.9%	+/-2.5
2 bedrooms	3,673	+/-333	36.8%	+/-2.9
3 bedrooms	3,157	+/-336	31.6%	+/-2.8
4 bedrooms	1,132	+/-217	11.3%	+/-2.3
5 or more bedrooms	171	+/-61	1.7%	+/-0.6
<b>HOUSING TENURE</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
Owner-occupied	4,378	+/-344	52.9%	+/-3.0
Renter-occupied	3,905	+/-256	47.1%	+/-3.0
Average household size of owner-occupied unit	2.20	+/-0.11	(X)	(X)
Average household size of renter-occupied unit	2.11	+/-0.12	(X)	(X)
<b>YEAR HOUSEHOLDER MOVED INTO UNIT</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
Moved in 2010 or later	987	+/-186	11.9%	+/-2.3
Moved in 2000 to 2009	3,875	+/-322	46.8%	+/-3.4
Moved in 1990 to 1999	1,588	+/-262	19.2%	+/-3.0
Moved in 1980 to 1989	645	+/-145	7.8%	+/-1.6
Moved in 1970 to 1979	682	+/-134	8.2%	+/-1.5
Moved in 1969 or earlier	506	+/-103	6.1%	+/-1.2
<b>VEHICLES AVAILABLE</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
No vehicles available	376	+/-103	4.5%	+/-1.3
1 vehicle available	3,539	+/-318	42.7%	+/-3.1
2 vehicles available	3,202	+/-293	38.7%	+/-3.1
3 or more vehicles available	1,166	+/-173	14.1%	+/-2.1
<b>HOUSE HEATING FUEL</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
Utility gas	6,648	+/-357	80.3%	+/-2.7
Bottled, tank, or LP gas	98	+/-50	1.2%	+/-0.6
Electricity	1,380	+/-221	16.7%	+/-2.6
Fuel oil, kerosene, etc.	0	+/-20	0.0%	+/-0.5
Coal or coke	0	+/-20	0.0%	+/-0.5
Wood	76	+/-53	0.9%	+/-0.6
Solar energy	0	+/-20	0.0%	+/-0.5
Other fuel	33	+/-34	0.4%	+/-0.4
No fuel used	48	+/-41	0.6%	+/-0.5
<b>SELECTED CHARACTERISTICS</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
Lacking complete plumbing facilities	0	+/-20	0.0%	+/-0.5

Subject	Pacific Grove Unified School District, California			
	Estimate	Margin of Error	Percent	Percent Margin of Error
Lacking complete kitchen facilities	38	+/-26	0.5%	+/-0.3
No telephone service available	371	+/-145	4.5%	+/-1.8
<b>OCCUPANTS PER ROOM</b>				
Occupied housing units	8,283	+/-342	8,283	(X)
1.00 or less	8,164	+/-356	98.6%	+/-0.7
1.01 to 1.50	108	+/-54	1.3%	+/-0.7
1.51 or more	11	+/-17	0.1%	+/-0.2
<b>VALUE</b>				
Owner-occupied units	4,378	+/-344	4,378	(X)
Less than \$50,000	45	+/-32	1.0%	+/-0.7
\$50,000 to \$99,999	48	+/-41	1.1%	+/-0.9
\$100,000 to \$149,999	10	+/-15	0.2%	+/-0.3
\$150,000 to \$199,999	36	+/-30	0.8%	+/-0.7
\$200,000 to \$299,999	186	+/-83	4.2%	+/-1.8
\$300,000 to \$499,999	546	+/-121	12.5%	+/-2.5
\$500,000 to \$999,999	2,457	+/-225	56.1%	+/-3.4
\$1,000,000 or more	1,050	+/-178	24.0%	+/-3.5
Median (dollars)	756,200	+/-31,623	(X)	(X)
<b>MORTGAGE STATUS</b>				
Owner-occupied units	4,378	+/-344	4,378	(X)
Housing units with a mortgage	2,761	+/-253	63.1%	+/-3.4
Housing units without a mortgage	1,617	+/-201	36.9%	+/-3.4
<b>SELECTED MONTHLY OWNER COSTS (SMOC)</b>				
Housing units with a mortgage	2,761	+/-253	2,761	(X)
Less than \$300	0	+/-20	0.0%	+/-1.3
\$300 to \$499	16	+/-21	0.6%	+/-0.7
\$500 to \$699	58	+/-40	2.1%	+/-1.4
\$700 to \$999	153	+/-61	5.5%	+/-2.1
\$1,000 to \$1,499	242	+/-84	8.8%	+/-2.9
\$1,500 to \$1,999	360	+/-101	13.0%	+/-3.3
\$2,000 or more	1,932	+/-210	70.0%	+/-4.4
Median (dollars)	2,654	+/-188	(X)	(X)
Housing units without a mortgage	1,617	+/-201	1,617	(X)
Less than \$100	15	+/-22	0.9%	+/-1.4
\$100 to \$199	71	+/-47	4.4%	+/-2.8
\$200 to \$299	188	+/-71	11.6%	+/-4.3
\$300 to \$399	271	+/-82	16.8%	+/-5.1
\$400 or more	1,072	+/-183	66.3%	+/-6.7
Median (dollars)	537	+/-67	(X)	(X)
<b>SELECTED MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME (SMOCAPI)</b>				
Housing units with a mortgage (excluding units where SMOCAPI cannot be computed)	2,733	+/-257	2,733	(X)
Less than 20.0 percent	773	+/-150	28.3%	+/-4.7
20.0 to 24.9 percent	284	+/-91	10.4%	+/-2.9
25.0 to 29.9 percent	434	+/-128	15.9%	+/-4.6
30.0 to 34.9 percent	232	+/-87	8.5%	+/-3.2
35.0 percent or more	1,010	+/-178	37.0%	+/-5.5
Not computed	28	+/-30	(X)	(X)
Housing unit without a mortgage (excluding units where SMOCAPI cannot be computed)	1,602	+/-200	1,602	(X)
Less than 10.0 percent	791	+/-138	49.4%	+/-7.0

Subject	Pacific Grove Unified School District, California			
	Estimate	Margin of Error	Percent	Percent Margin of Error
10.0 to 14.9 percent	286	+/-77	17.9%	+/-4.6
15.0 to 19.9 percent	74	+/-43	4.6%	+/-2.7
20.0 to 24.9 percent	97	+/-49	6.1%	+/-3.0
25.0 to 29.9 percent	79	+/-49	4.9%	+/-2.9
30.0 to 34.9 percent	0	+/-20	0.0%	+/-2.3
35.0 percent or more	275	+/-119	17.2%	+/-6.6
Not computed	15	+/-24	(X)	(X)
<b>GROSS RENT</b>				
Occupied units paying rent	3,745	+/-265	3,745	(X)
Less than \$200	25	+/-27	0.7%	+/-0.7
\$200 to \$299	19	+/-22	0.5%	+/-0.6
\$300 to \$499	22	+/-26	0.6%	+/-0.7
\$500 to \$749	109	+/-83	2.9%	+/-2.2
\$750 to \$999	291	+/-94	7.8%	+/-2.4
\$1,000 to \$1,499	1,565	+/-212	41.8%	+/-5.0
\$1,500 or more	1,714	+/-244	45.8%	+/-5.6
Median (dollars)	1,434	+/-80	(X)	(X)
No rent paid	160	+/-72	(X)	(X)
<b>GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME (GRAPI)</b>				
Occupied units paying rent (excluding units where GRAPI cannot be computed)	3,681	+/-268	3,681	(X)
Less than 15.0 percent	464	+/-139	12.6%	+/-3.7
15.0 to 19.9 percent	355	+/-112	9.6%	+/-2.9
20.0 to 24.9 percent	511	+/-154	13.9%	+/-3.9
25.0 to 29.9 percent	481	+/-136	13.1%	+/-3.6
30.0 to 34.9 percent	577	+/-149	15.7%	+/-4.0
35.0 percent or more	1,293	+/-199	35.1%	+/-5.2
Not computed	224	+/-108	(X)	(X)

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

The median gross rent excludes no cash renters.

In prior years, the universe included all owner-occupied units with a mortgage. It is now restricted to include only those units where SMOCAPI is computed, that is, SMOC and household income are valid values.

In prior years, the universe included all owner-occupied units without a mortgage. It is now restricted to include only those units where SMOCAPI is computed, that is, SMOC and household income are valid values.

In prior years, the universe included all renter-occupied units. It is now restricted to include only those units where GRAPI is computed, that is, gross rent and household income are valid values.

The 2007, 2008, 2009, 2010, 2011, and 2012 plumbing data for Puerto Rico will not be shown. Research indicates that the questions on plumbing facilities that were introduced in 2008 in the stateside American Community Survey and the 2008 Puerto Rico Community Survey may not have been appropriate for Puerto Rico.

Median calculations for base table sourcing VAL, MHC, SMOC, and TAX should exclude zero values.

#### ACTION/DISCUSSION C

While the 2008-2012 American Community Survey (ACS) data generally reflect the December 2009 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2000 data. Boundaries for urban areas have not been updated since Census 2000. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

Source: U.S. Census Bureau, 2008-2012 American Community Survey

#### Explanation of Symbols:

1. An '\*\*\*' entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An '\*\*\*' entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An '\*\*\*\*\*' entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.



S0802

MEANS OF TRANSPORTATION TO WORK BY SELECTED CHARACTERISTICS

2013-2017 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Technical Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities, and towns and estimates of housing units for states and counties.

Subject	Pacific Grove Unified School District, California				
	Total		Car, truck, or van -- drove alone		Car, truck, or van -- carpoled
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate
Workers 16 years and over	8,308	+/-412	6,378	+/-394	596
AGE					
16 to 19 years	1.8%	+/-1.1	1.6%	+/-1.1	0.0%
20 to 24 years	4.8%	+/-1.7	4.5%	+/-1.8	7.0%
25 to 44 years	38.0%	+/-3.3	38.1%	+/-3.9	49.5%
45 to 54 years	20.4%	+/-2.5	21.1%	+/-3.0	22.5%
55 to 59 years	12.5%	+/-2.0	13.3%	+/-2.4	8.4%
60 years and over	22.5%	+/-2.5	21.5%	+/-2.5	12.6%
Median age (years)	47.0	+/-1.4	47.0	+/-1.7	40.7
SEX					
Male	47.3%	+/-2.2	48.3%	+/-2.8	41.9%
Female	52.7%	+/-2.2	51.7%	+/-2.8	58.1%
RACE AND HISPANIC OR LATINO ORIGIN					
One race	97.0%	+/-1.3	96.8%	+/-1.6	99.0%
White	87.3%	+/-2.4	87.4%	+/-2.5	83.9%
Black or African American	1.0%	+/-0.6	1.0%	+/-0.7	2.0%
American Indian and Alaska Native	0.4%	+/-0.5	0.6%	+/-0.6	0.0%
Asian	6.5%	+/-2.0	6.1%	+/-1.7	10.2%
Native Hawaiian and Other Pacific Islander	0.0%	+/-0.4	0.0%	+/-0.5	0.0%
Some other race	1.7%	+/-0.8	1.7%	+/-1.0	2.9%
Two or more races	3.0%	+/-1.3	3.2%	+/-1.6	1.0%
Hispanic or Latino origin (of any race)	12.1%	+/-2.6	13.4%	+/-3.1	10.4%
White alone, not Hispanic or Latino	77.5%	+/-2.9	76.2%	+/-3.5	76.3%
NATIVITY AND CITIZENSHIP STATUS					
Native	86.9%	+/-2.7	87.9%	+/-2.4	79.0%
Foreign born	13.1%	+/-2.7	12.1%	+/-2.4	21.0%
Naturalized U.S. citizen	8.5%	+/-2.0	9.4%	+/-2.3	9.6%



Subject	Pacific Grove Unified School District, California				
	Total		Car, truck, or van -- drove alone		Car, truck, or van -- carpooled
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate
Not a U.S. citizen	4.6%	+/-1.6	2.7%	+/-1.3	11.4%
LANGUAGE SPOKEN AT HOME AND ABILITY TO SPEAK ENGLISH					
Speak language other than English	17.4%	+/-3.2	16.5%	+/-3.4	26.3%
Speak English "very well"	12.6%	+/-2.6	12.2%	+/-2.9	19.0%
Speak English less than "very well"	4.8%	+/-1.4	4.2%	+/-1.4	7.4%
EARNINGS IN THE PAST 12 MONTHS (IN 2017 INFLATION-ADJUSTED DOLLARS) FOR WORKERS					
Workers 16 years and over with earnings	8,308	+/-412	6,378	+/-394	596
\$1 to \$9,999 or less	11.5%	+/-2.1	8.2%	+/-2.2	19.6%
\$10,000 to \$14,999	5.7%	+/-1.8	6.0%	+/-2.0	0.8%
\$15,000 to \$24,999	10.8%	+/-1.7	9.3%	+/-1.9	17.4%
\$25,000 to \$34,999	8.4%	+/-2.0	8.2%	+/-2.3	8.1%
\$35,000 to \$49,999	14.3%	+/-2.6	15.9%	+/-3.0	16.3%
\$50,000 to \$64,999	10.6%	+/-2.0	10.2%	+/-2.3	10.7%
\$65,000 to \$74,999	6.3%	+/-1.9	7.4%	+/-2.2	3.9%
\$75,000 or more	32.3%	+/-3.2	34.8%	+/-3.7	23.2%
Median earnings (dollars)	48,555	+/-5,925	52,712	+/-6,692	36,875
POVERTY STATUS IN THE PAST 12 MONTHS					
Workers 16 years and over for whom poverty status is determined	8,308	+/-412	6,378	+/-394	596
Below 100 percent of the poverty level	3.6%	+/-1.4	2.4%	+/-1.0	3.2%
100 to 149 percent of the poverty level	4.3%	+/-1.7	4.3%	+/-1.7	2.9%
At or above 150 percent of the poverty level	92.1%	+/-2.3	93.3%	+/-2.0	94.0%
Workers 16 years and over	8,308	+/-412	6,378	+/-394	596
OCCUPATION					
Management, business, science, and arts occupations	51.5%	+/-3.4	50.1%	+/-4.0	49.2%
Service occupations	14.5%	+/-2.4	14.4%	+/-2.5	21.1%
Sales and office occupations	21.4%	+/-2.7	21.4%	+/-3.2	21.0%
Natural resources, construction, and maintenance occupations	5.9%	+/-1.8	6.9%	+/-2.2	5.4%
Production, transportation, and material moving occupations	4.4%	+/-1.2	4.4%	+/-1.5	2.5%
Military specific occupations	2.4%	+/-1.1	2.9%	+/-1.4	0.8%
INDUSTRY					
Agriculture, forestry, fishing and hunting, and mining	1.2%	+/-0.6	1.1%	+/-0.6	1.5%
Construction	5.9%	+/-1.8	6.3%	+/-2.1	5.4%
Manufacturing	3.6%	+/-1.0	3.3%	+/-0.9	3.5%
Wholesale trade	1.6%	+/-0.9	2.1%	+/-1.2	0.0%
Retail trade	8.4%	+/-1.5	8.5%	+/-1.9	0.0%
Transportation and warehousing, and utilities	2.0%	+/-0.8	1.7%	+/-0.8	5.5%
Information and finance and insurance, and real estate and rental and leasing	9.2%	+/-1.8	8.3%	+/-1.9	9.4%
Professional, scientific, management, and administrative and waste management services	12.2%	+/-1.8	9.6%	+/-1.6	15.9%
Educational services, and health care and social assistance	27.9%	+/-3.0	30.0%	+/-3.2	31.7%
Arts, entertainment, and recreation, and accommodation and food services	15.4%	+/-2.8	15.6%	+/-3.3	13.8%
Other services (except public administration)	2.6%	+/-0.9	2.7%	+/-1.1	3.7%
Public administration	6.5%	+/-1.5	6.7%	+/-1.6	7.9%
Armed forces	3.6%	+/-1.3	4.2%	+/-1.6	1.7%
CLASS OF WORKER					
Private wage and salary workers	60.3%	+/-3.5	63.2%	+/-3.7	53.9%

Subject	Pacific Grove Unified School District, California				
	Total		Car, truck, or van -- drove alone		Car, truck, or van -- carpooled
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate
Government workers	25.0%	+/-2.9	27.6%	+/-3.3	24.0%
Self-employed workers in own not incorporated business	14.7%	+/-2.7	9.2%	+/-2.1	22.1%
Unpaid family workers	0.0%	+/-0.4	0.0%	+/-0.5	0.0%
<b>PLACE OF WORK</b>					
Worked in state of residence	99.5%	+/-0.4	99.4%	+/-0.5	100.0%
Worked in county of residence	91.1%	+/-1.9	89.7%	+/-2.2	88.8%
Worked outside county of residence	8.4%	+/-1.9	9.7%	+/-2.1	11.2%
Worked outside state of residence	0.5%	+/-0.4	0.6%	+/-0.5	0.0%
Workers 16 years and over who did not work at home	7,461	+/-407	6,378	+/-394	596
<b>TIME LEAVING HOME TO GO TO WORK</b>					
12:00 a.m. to 4:59 a.m.	1.8%	+/-0.9	2.0%	+/-1.0	0.0%
5:00 a.m. to 5:29 a.m.	2.5%	+/-1.1	2.7%	+/-1.2	2.0%
5:30 a.m. to 5:59 a.m.	1.6%	+/-0.7	1.4%	+/-0.7	0.0%
6:00 a.m. to 6:29 a.m.	6.6%	+/-1.6	7.1%	+/-1.8	4.7%
6:30 a.m. to 6:59 a.m.	5.9%	+/-1.4	6.6%	+/-1.5	0.8%
7:00 a.m. to 7:29 a.m.	14.9%	+/-2.2	14.7%	+/-2.3	19.3%
7:30 a.m. to 7:59 a.m.	16.9%	+/-3.0	17.7%	+/-3.4	14.3%
8:00 a.m. to 8:29 a.m.	14.6%	+/-2.7	15.0%	+/-2.9	15.8%
8:30 a.m. to 8:59 a.m.	6.1%	+/-1.6	6.5%	+/-1.8	3.7%
9:00 a.m. to 11:59 p.m.	29.0%	+/-3.0	26.2%	+/-3.2	39.4%
<b>TRAVEL TIME TO WORK</b>					
Less than 10 minutes	21.9%	+/-3.1	20.8%	+/-3.3	30.0%
10 to 14 minutes	19.5%	+/-2.8	19.0%	+/-3.2	27.0%
15 to 19 minutes	21.7%	+/-2.6	23.3%	+/-2.9	7.0%
20 to 24 minutes	14.3%	+/-2.5	14.7%	+/-2.7	11.4%
25 to 29 minutes	1.8%	+/-0.7	2.0%	+/-0.9	0.0%
30 to 34 minutes	5.1%	+/-1.2	4.5%	+/-1.2	9.7%
35 to 44 minutes	6.4%	+/-1.6	5.9%	+/-1.6	13.4%
45 to 59 minutes	3.7%	+/-1.2	4.1%	+/-1.4	1.3%
60 or more minutes	5.6%	+/-1.7	5.6%	+/-1.7	0.0%
Mean travel time to work (minutes)	20.3	+/-1.4	20.6	+/-1.6	16.2
Workers 16 years and over in households	8,271	+/-406	6,369	+/-393	596
<b>HOUSING TENURE</b>					
Owner-occupied housing units	46.2%	+/-4.3	44.8%	+/-4.5	50.3%
Renter-occupied housing units	53.8%	+/-4.3	55.2%	+/-4.5	49.7%
<b>VEHICLES AVAILABLE</b>					
No vehicle available	2.6%	+/-1.4	1.8%	+/-1.1	0.0%
1 vehicle available	24.2%	+/-3.0	25.1%	+/-3.8	12.6%
2 vehicles available	41.3%	+/-4.3	42.1%	+/-4.7	49.0%
3 or more vehicles available	31.9%	+/-4.7	31.1%	+/-4.5	38.4%
<b>PERCENT ALLOCATED</b>					
Means of transportation to work	8.2%	(X)	(X)	(X)	(X)
Time leaving home to go to work	16.0%	(X)	(X)	(X)	(X)
Travel time to work	10.7%	(X)	(X)	(X)	(X)
Vehicles available	0.5%	(X)	(X)	(X)	(X)

Subject	Pacific Grove Unified School District, California		
	Car, truck, or van -- carpooled	Public transportation (excluding taxicab)	
	Margin of Error	Estimate	Margin of Error
Workers 16 years and over	+/-159	35	+/-26
<b>AGE</b>			
16 to 19 years	+/-5.7	0.0%	+/-52.0
20 to 24 years	+/-5.0	0.0%	+/-52.0
25 to 44 years	+/-14.6	65.7%	+/-36.3
45 to 54 years	+/-11.6	0.0%	+/-52.0
55 to 59 years	+/-9.1	14.3%	+/-25.0
60 years and over	+/-7.3	20.0%	+/-28.3
Median age (years)	+/-7.2	40.5	+/-20.1
<b>SEX</b>			
Male	+/-10.0	31.4%	+/-40.6
Female	+/-10.0	68.6%	+/-40.6
<b>RACE AND HISPANIC OR LATINO ORIGIN</b>			
One race	+/-1.6	100.0%	+/-52.0
White	+/-8.0	100.0%	+/-52.0
Black or African American	+/-3.6	0.0%	+/-52.0
American Indian and Alaska Native	+/-5.7	0.0%	+/-52.0
Asian	+/-8.4	0.0%	+/-52.0
Native Hawaiian and Other Pacific Islander	+/-5.7	0.0%	+/-52.0
Some other race	+/-3.6	0.0%	+/-52.0
Two or more races	+/-1.6	0.0%	+/-52.0
Hispanic or Latino origin (of any race)	+/-8.1	0.0%	+/-52.0
White alone, not Hispanic or Latino	+/-9.4	100.0%	+/-52.0
<b>NATIVITY AND CITIZENSHIP STATUS</b>			
Native	+/-10.6	100.0%	+/-52.0
Foreign born	+/-10.6	0.0%	+/-52.0
Naturalized U.S. citizen	+/-5.9	0.0%	+/-52.0
Not a U.S. citizen	+/-8.0	0.0%	+/-52.0
<b>LANGUAGE SPOKEN AT HOME AND ABILITY TO SPEAK ENGLISH</b>			
Speak language other than English	+/-9.9	0.0%	+/-52.0
Speak English "very well"	+/-9.2	0.0%	+/-52.0
Speak English less than "very well"	+/-5.0	0.0%	+/-52.0
<b>EARNINGS IN THE PAST 12 MONTHS (IN 2017 INFLATION-ADJUSTED DOLLARS) FOR WORKERS</b>			
Workers 16 years and over with earnings	+/-159	35	+/-26
\$1 to \$9,999 or loss	+/-8.2	34.3%	+/-41.0
\$10,000 to \$14,999	+/-1.6	0.0%	+/-52.0
\$15,000 to \$24,999	+/-10.9	0.0%	+/-52.0
\$25,000 to \$34,999	+/-5.1	34.3%	+/-36.3
\$35,000 to \$49,999	+/-9.8	0.0%	+/-52.0
\$50,000 to \$64,999	+/-8.8	0.0%	+/-52.0
\$65,000 to \$74,999	+/-4.8	0.0%	+/-52.0
\$75,000 or more	+/-9.9	31.4%	+/-40.6
Median earnings (dollars)	+/-18,196	-	**
<b>POVERTY STATUS IN THE PAST 12 MONTHS</b>			
Workers 16 years and over for whom poverty status is determined	+/-159	35	+/-26
Below 100 percent of the poverty level	+/-3.6	0.0%	+/-52.0
100 to 149 percent of the poverty level	+/-3.8	0.0%	+/-52.0

Subject	Pacific Grove Unified School District, California		
	Car, truck, or van -- carpooled	Public transportation (excluding taxicab)	
	Margin of Error	Estimate	Margin of Error
At or above 150 percent of the poverty level	+/-5.2	100.0%	+/-52.0
Workers 16 years and over	+/-159	35	+/-26
<b>OCCUPATION</b>			
Management, business, science, and arts occupations	+/-13.6	31.4%	+/-40.6
Service occupations	+/-12.6	20.0%	+/-28.3
Sales and office occupations	+/-11.6	34.3%	+/-41.0
Natural resources, construction, and maintenance occupations	+/-8.9	0.0%	+/-52.0
Production, transportation, and material moving occupations	+/-2.6	14.3%	+/-25.0
Military specific occupations	+/-1.2	0.0%	+/-52.0
<b>INDUSTRY</b>			
Agriculture, forestry, fishing and hunting, and mining	+/-2.3	0.0%	+/-52.0
Construction	+/-8.9	0.0%	+/-52.0
Manufacturing	+/-4.2	14.3%	+/-25.0
Wholesale trade	+/-5.7	0.0%	+/-52.0
Retail trade	+/-5.7	65.7%	+/-36.3
Transportation and warehousing, and utilities	+/-6.1	0.0%	+/-52.0
Information and finance and insurance, and real estate and rental and leasing	+/-8.1	0.0%	+/-52.0
Professional, scientific, management, and administrative and waste management services	+/-9.9	0.0%	+/-52.0
Educational services, and health care and social assistance	+/-11.7	0.0%	+/-52.0
Arts, entertainment, and recreation, and accommodation and food services	+/-8.0	20.0%	+/-28.3
Other services (except public administration)	+/-4.5	0.0%	+/-52.0
Public administration	+/-6.6	0.0%	+/-52.0
Armed forces	+/-1.8	0.0%	+/-52.0
<b>CLASS OF WORKER</b>			
Private wage and salary workers	+/-13.7	85.7%	+/-25.0
Government workers	+/-9.6	0.0%	+/-52.0
Self-employed workers in own not incorporated business	+/-13.0	14.3%	+/-25.0
Unpaid family workers	+/-5.7	0.0%	+/-52.0
<b>PLACE OF WORK</b>			
Worked in state of residence	+/-5.7	100.0%	+/-52.0
Worked in county of residence	+/-8.2	100.0%	+/-52.0
Worked outside county of residence	+/-8.2	0.0%	+/-52.0
Worked outside state of residence	+/-5.7	0.0%	+/-52.0
Workers 16 years and over who did not work at home	+/-159	35	+/-26
<b>TIME LEAVING HOME TO GO TO WORK</b>			
12:00 a.m. to 4:59 a.m.	+/-5.7	0.0%	+/-52.0
5:00 a.m. to 5:29 a.m.	+/-3.2	0.0%	+/-52.0
5:30 a.m. to 5:59 a.m.	+/-5.7	0.0%	+/-52.0
6:00 a.m. to 6:29 a.m.	+/-4.7	20.0%	+/-28.3
6:30 a.m. to 6:59 a.m.	+/-1.2	0.0%	+/-52.0
7:00 a.m. to 7:29 a.m.	+/-9.9	80.0%	+/-28.3
7:30 a.m. to 7:59 a.m.	+/-9.3	0.0%	+/-52.0
8:00 a.m. to 8:29 a.m.	+/-8.5	0.0%	+/-52.0
8:30 a.m. to 8:59 a.m.	+/-4.0	0.0%	+/-52.0
9:00 a.m. to 11:59 p.m.	+/-13.5	0.0%	+/-52.0
<b>TRAVEL TIME TO WORK</b>			

Subject	Pacific Grove Unified School District, California		
	Car, truck, or van -- carpoled	Public transportation (excluding taxicab)	
	Margin of Error	Estimate	Margin of Error
Less than 10 minutes	+/-12.8	0.0%	+/-52.0
10 to 14 minutes	+/-13.3	0.0%	+/-52.0
15 to 19 minutes	+/-5.6	0.0%	+/-52.0
20 to 24 minutes	+/-8.9	0.0%	+/-52.0
25 to 29 minutes	+/-5.7	0.0%	+/-52.0
30 to 34 minutes	+/-7.6	20.0%	+/-28.3
35 to 44 minutes	+/-10.5	45.7%	+/-41.8
45 to 59 minutes	+/-1.9	0.0%	+/-52.0
60 or more minutes	+/-5.7	34.3%	+/-41.0
Mean travel time to work (minutes)	+/-3.4	57.9	+/-26.0
Workers 16 years and over in households	+/-159	35	+/-26
HOUSING TENURE			
Owner-occupied housing units	+/-14.5	34.3%	+/-41.0
Renter-occupied housing units	+/-14.5	65.7%	+/-41.0
VEHICLES AVAILABLE			
No vehicle available	+/-5.7	20.0%	+/-28.3
1 vehicle available	+/-8.4	14.3%	+/-25.0
2 vehicles available	+/-16.1	31.4%	+/-40.6
3 or more vehicles available	+/-15.7	34.3%	+/-41.0
PERCENT ALLOCATED			
Means of transportation to work	(X)	(X)	(X)
Time leaving home to go to work	(X)	(X)	(X)
Travel time to work	(X)	(X)	(X)
Vehicles available	(X)	(X)	(X)

ACTION/DISCUSSION C

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

Foreign born excludes people born outside the United States to a parent who is a U.S. citizen.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using 2013 data or multi-year data containing data from 2013. For more information, see: Language User Note.

Workers include members of the Armed Forces and civilians who were at work last week.

Industry codes are 4-digit codes and are based on the North American Industry Classification System 2012. The Industry categories adhere to the guidelines issued in Clarification Memorandum No. 2, "NAICS Alternate Aggregation Structure for Use By U.S. Statistical Agencies," issued by the Office of Management and Budget.

Occupation codes are 4-digit codes and are based on Standard Occupational Classification 2010.

When information is missing or inconsistent, the Census Bureau logically assigns an acceptable value using the response to a related question or questions. If a logical assignment is not possible, data are filled using a statistical process called allocation, which uses a similar individual or household to provide a donor value. The "Allocated" section is the number of respondents who received an allocated value for a particular subject.

While the 2013-2017 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural populations, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization. ACTION/DISCUSSION 2

Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

Explanation of Symbols:

1. An '\*\*\*' entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An '\*\*\*\*' entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An '\*\*\*\*\*' entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.



## Use of Developer Fees:

A School District can use the revenue collected on residential and commercial/industrial construction for the purposes listed below:

- Purchase or lease of interim school facilities to house students generated by new development pending the construction of permanent facilities.
- Purchase or lease of land for school facilities for such students.
- Acquisition of school facilities for such students, including:
  - Construction
  - Modernization/reconstruction
  - Architectural and engineering costs
  - Permits and plan checking
  - Testing and inspection
  - Furniture, Equipment and Technology for use in school facilities
- Legal and other administrative costs related to the provision of such new facilities
- Administration of the collection of, and justification for, such fees, and
- Any other purpose arising from the process of providing facilities for students generated by new development.

Following is an excerpt from the Education Code that states the valid uses of the Level 1 developer fees. It refers to construction and reconstruction. The term reconstruction was originally used in the Leroy Greene program. The term modernization is currently used in the 1998 State Building Program and represents the same scope of work used in the original reconstruction projects.

**Ed Code Section 17620.** (a) (1) The governing board of any school district is authorized to levy a fee, charge, dedication, or other requirement against any construction within the boundaries of the district, for the purpose of funding the construction or reconstruction of school facilities, subject to any limitations set forth in Chapter 4.9 (commencing with Section 65995) of Division 1 of Title 7 of the Government Code. This fee, charge, dedication, or other requirement may be applied to construction only as follows: ...

The limitations referred to in this text describe the maximum amounts that can be charged for residential and commercial/industrial projects and any projects that qualify for exemptions. They do not limit the use of the funds received.

REPORT OF THE EXECUTIVE OFFICER  
State Allocation Board Meeting, January 24, 2018

INDEX ADJUSTMENT ON THE ASSESSMENT FOR DEVELOPMENT

PURPOSE OF REPORT

To report the index adjustment on the assessment for development, which may be levied pursuant to Education Code Section 17620.

DESCRIPTION

The law requires the maximum assessment for development be adjusted every two years by the change in the Class B construction cost index, as determined by the State Allocation Board (Board) at its January meeting. This item requests that the Board make the adjustment based on the change reflected using the RS Means index.

AUTHORITY

Education Code Section 17620(a)(1) states the following: "The governing board of any school district is authorized to levy a fee, charge, dedication, or other requirement against any construction within the boundaries of the district, for the purpose of funding the construction or reconstruction of school facilities, subject to any limitations set forth in Chapter 4.9 (commencing with Section 65995) of Division 1 of Title 7 of the Government Code."

Government Code Section 65995(b)(3) states the following: "The amount of the limits set forth in paragraphs (1) and (2) shall be increased in 2000, and every two years thereafter, according to the adjustment for inflation set forth in the statewide cost index for class B construction, as determined by the State Allocation Board at its January meeting, which increase shall be effective as of the date of that meeting."

BACKGROUND

There are three levels that may be levied for developer's fees. The fees are levied on a per-square foot basis. The lowest fee, Level I, is assessed if the district conducts a Justification Study that establishes the connection between the development coming into the district and the assessment of fees to pay for the cost of the facilities needed to house future students. The Level II fee is assessed if a district makes a timely application to the Board for new construction funding, conducts a School Facility Needs Analysis pursuant to Government Code Section 65995.6, and satisfies at least two of the requirements listed in Government Code Section 65995.5(b)(3). The Level III fee is assessed when State bond funds are exhausted; the district may impose a developer's fee up to 100 percent of the School Facility Program new construction project cost.

A historical comparison of the assessment rates for development fees for 2014 and 2016 are shown below for information. According to the RS Means, the cost index for Class B construction increased by 8.78, during the two year period from January 2016 to January 2018, requiring the assessment for development fees to be adjusted as follows beginning January 2018:

RS Means Index Maximum Level I Assessment Per Square Foot

	<u>2014</u>	<u>2016</u>	<u>2018</u>
Residential	\$3.36	\$3.48	\$3.79
Commercial/Industrial	\$0.54	\$0.56	\$0.61



RECOMMENDATION

Increase the 2018 maximum Level I assessment for development in the amount of 8.78 percent using the RS Means Index to be effective immediately.

REPORT OF THE EXECUTIVE OFFICER  
State Allocation Board Meeting, January 24, 2018

ANNUAL ADJUSTMENT TO SCHOOL FACILITY PROGRAM GRANTS

PURPOSE OF REPORT

To adopt the annual adjustment in the School Facility Program (SFP) grants based on the change in construction costs pursuant to the Education Code (EC) and SFP Regulations.

DESCRIPTION

This item presents the State Allocation Board (Board) with the annual adjustment to the SFP grants based on the statewide cost index for Class B construction. Each year the Board adjusts the SFP grants to reflect construction cost changes. In January 2016, the Board adopted the RS Means index for 2016 and future years. This item presents the 2018 annual adjustment to SFP grants based on the RS Means index.

AUTHORITY

See Attachment A.

STAFF ANALYSIS/STATEMENTS

At the January 2016 meeting, the Board adopted an increase to the SFP grants using the RS Means Construction Cost Index (CCI) as the statewide cost index for Class B construction.

The current rate of change between 2017 and 2018 for the RS Means Class B CCI is 4.17 percent. The chart below reflects the amounts previously adopted for 2017 compared to the potential amount for the new construction base grants.

			<b>RS Means 4.17%</b>
<b>Grade Level</b>	<b>Regulation Section</b>	<b>Current Adjusted Grant Per Pupil Effective 1-1-17</b>	<i>Potential Grant Per Pupil Effective 1-1-18</i>
Elementary	1859.71	\$11,104	\$11,567
Middle	1859.71	\$11,744	\$12,234
High	1859.71	\$14,944	\$15,567
Special Day Class – Severe	1859.71.1	\$31,202	\$32,503
Special Day Class – Non-Severe	1859.71.1	\$20,867	\$21,737

STAFF ANALYSIS/STATEMENTS (cont.)

The following chart shows the amounts previously adopted compared to the potential amount for the modernization base grants.

			<b>RS Means 4.17%</b>
<b>Grade Level</b>	<b>Regulation Section</b>	<b>Current Adjusted Grant Per Pupil Effective 1-1-17</b>	<i>Potential Grant Per Pupil Effective 1-1-18</i>
Elementary	1859.78	\$4,228	\$4,404
Middle	1859.78	\$4,472	\$4,658
High	1859.78	\$5,855	\$6,099
Special Day Class – Severe	1859.78.3	\$13,475	\$14,037
Special Day Class – Non-Severe	1859.78.3	\$9,015	\$9,391

In addition, the CCI adjustment would increase the threshold amount for Government Code Section 66452.6(a)(2) for the period of one year commencing March 1, 2018. The following chart shows the amount previously adopted for 2017 compared to the resulting threshold amount, upon approval of the proposed 2018 CCI adjustment:

	<b>RS Means Effective 3-1-2017</b>	<b>RS Means Potential 3-1-2018</b>
<b>Resulting Amount</b>	\$279,571	\$291,229

RECOMMENDATION

Adopt the increase of 4.17 percent for the 2018 SFP grants based on the RS Means Construction Cost Index as shown in Attachment B.

## ATTACHMENT B

## ANNUAL ADJUSTMENT TO SCHOOL FACILITY PROGRAM GRANTS

State Allocation Board Meeting, January 24, 2018

Grant Amount Adjustments

		Regulation Section	Current Adjusted Grant Per Pupil Effective 1-1-17	Current Adjusted Grant Per Pupil Effective 1-1-18
<b>New Construction</b>	Elementary	1859.71	\$11,104	\$11,567
	Middle	1859.71	\$11,744	\$12,234
	High	1859.71	\$14,944	\$15,567
	Special Day Class – Severe	1859.71.1	\$31,202	\$32,503
	Special Day Class – Non-Severe	1859.71.1	\$20,867	\$21,737
	Automatic Fire Detection/Alarm System – Elementary	1859.71.2	\$13	\$14
	Automatic Fire Detection/Alarm System – Middle	1859.71.2	\$18	\$19
	Automatic Fire Detection/Alarm System – High	1859.71.2	\$30	\$31
	Automatic Fire Detection/Alarm System – Special Day Class – Severe	1859.71.2	\$56	\$58
	Automatic Fire Detection/Alarm System – Special Day Class – Non-Severe	1859.71.2	\$39	\$41
	Automatic Sprinkler System – Elementary	1859.71.2	\$186	\$194
	Automatic Sprinkler System – Middle	1859.71.2	\$221	\$230
	Automatic Sprinkler System – High	1859.71.2	\$230	\$240
	Automatic Sprinkler System – Special Day Class – Severe	1859.71.2	\$588	\$613
	Automatic Sprinkler System – Special Day Class – Non-Severe	1859.71.2	\$395	\$411
	<b>Modernization</b>	Elementary	1859.78	\$4,228
Middle		1859.78	\$4,472	\$4,658
High		1859.78	\$5,855	\$6,099
Special Day Class - Severe		1859.78.3	\$13,475	\$14,037
Special Day Class – Non-Severe		1859.78.3	\$9,015	\$9,391
State Special School – Severe		1859.78	\$22,460	\$23,397
Automatic Fire Detection/Alarm System – Elementary		1859.78.4	\$137	\$143
Automatic Fire Detection/Alarm System – Middle		1859.78.4	\$137	\$143
Automatic Fire Detection/Alarm System – High		1859.78.4	\$137	\$143
Automatic Fire Detection/Alarm System – Special Day Class – Severe		1859.78.4	\$378	\$394
Automatic Fire Detection/Alarm System – Special Day Class – Non-Severe		1859.78.4	\$253	\$264
Over 50 Years Old – Elementary		1859.78.6	\$5,874	\$6,119
Over 50 Years Old – Middle		1859.78.6	\$6,212	\$6,471
Over 50 Years Old – High		1859.78.6	\$8,132	\$8,471
Over 50 Years Old – Special Day Class – Severe		1859.78.6	\$18,721	\$19,502
Over 50 Years Old – Special Day Class – Non-Severe		1859.78.6	\$12,519	\$13,041
Over 50 Years Old – State Special School – Severe		1859.78.6	\$31,201	\$32,502

## ATTACHMENT B

**ANNUAL ADJUSTMENT TO SCHOOL FACILITY PROGRAM GRANTS  
January 2018**

**Grant Amount Adjustments**

New Construction / Modernization / Joint-Use	Regulation Section	Current Adjusted Grant Per Pupil Effective 1-1-17	Current Adjusted Grant Per Pupil Effective 1-1-18
Therapy/Multipurpose Room/Other (per square foot)	1859.72 1859.73.2 1859.77.3 1859.82 1859.125 1859.125.1	\$182	\$190
Toilet Facilities (per square foot)	1859.72 1859.73.2 1859.82 1859.125 1859.125.1	\$326	\$340
<b>New Construction Only</b>			
Parking Spaces	1859.76	\$14,120	\$14,709
General Site Grant (per acre for additional acreage being acquired)	1859.76	\$18,073	\$18,827
Project Assistance (for school district with less than 2,500 pupils)	1859.73.1	\$6,791	\$7,074
<b>Modernization Only</b>			
Two-stop Elevator	1859.83	\$112,957	\$117,667
Additional Stop	1859.83	\$20,333	\$21,181
Project Assistance (for school district with less than 2,500 pupils)	1859.78.2	\$3,621	\$3,772
<b>Facility Hardship / Rehabilitation</b>			
Current Replacement Cost - Other (per square foot)	1859.2	\$362	\$377
Current Replacement Cost - Toilets (per square foot)	1859.2	\$653	\$680
Interim Housing – Financial Hardship (per classroom)	1859.81	\$37,231	\$38,784
<b>Charter School Facilities Program - Preliminary Apportionment Amounts</b>			
Charter School Elementary	1859.163.1	\$11,161	\$11,626
Charter School Middle	1859.163.1	\$11,816	\$12,309
Charter School High	1859.163.1	\$14,997	\$15,622
Charter School Special Day Class - Severe	1859.163.1	\$31,351	\$32,658
Charter School Special Day Class - Non-Severe	1859.163.1	\$20,966	\$21,840
Charter School Two-stop Elevator	1859.163.5	\$94,131	\$98,056
Charter School Additional Stop	1859.163.5	\$16,943	\$17,650

## Determination of Average State allowed amounts for Site Development Costs

Elementary Schools			Original	Inflation	2009 Adjusted	Project	2009	
<u>District</u>	<u>Project #</u>	<u>Acres</u>	<u>OPSC Site Development</u>	<u>Factor</u>	<u>Site Development</u>	<u>Year</u>	<u>Cost/Acre</u>	
Davis Jt Unified	3	9.05	\$532,282	38.4%	\$1,473,469	2004	\$162,814	
Dry Creek Jt Elem	2	8.5	\$516,347	46.2%	\$1,509,322	2002	\$177,567	
Dry Creek Jt Elem	5	11.06	\$993,868	20.1%	\$2,387,568	2006	\$215,874	
Elk Grove Unified	5	12.17	\$556,011	48.2%	\$1,648,316	2001	\$135,441	
Elk Grove Unified	10	11	\$690,120	48.2%	\$2,045,888	2001	\$185,990	
Elk Grove Unified	11	10	\$702,127	48.2%	\$2,081,483	2001	\$208,148	
Elk Grove Unified	14	10	\$732,837	46.2%	\$2,142,139	2002	\$214,214	
Elk Grove Unified	16	9.86	\$570,198	46.2%	\$1,666,733	2002	\$169,040	
Elk Grove Unified	17	10	\$542,662	46.2%	\$1,586,243	2002	\$158,624	
Elk Grove Unified	20	10	\$710,730	43.2%	\$2,034,830	2003	\$203,483	
Elk Grove Unified	25	10	\$645,923	38.4%	\$1,788,052	2004	\$178,805	
Elk Grove Unified	28	10.03	\$856,468	24.4%	\$2,130,974	2005	\$212,460	
Elk Grove Unified	39	9.91	\$1,007,695	20.1%	\$2,420,785	2006	\$244,277	
Folsom-Cordova Unified	1	9.79	\$816,196	20.1%	\$1,960,747	2006	\$200,281	
Folsom-Cordova Unified	4	7.5	\$455,908	46.2%	\$1,332,654	2002	\$177,687	
Folsom-Cordova Unified	5	8	\$544,213	46.2%	\$1,590,776	2002	\$198,847	
Folsom-Cordova Unified	8	8.97	\$928,197	11.2%	\$2,063,757	2007	\$230,073	
Galt Jt Union Elem	2	10.1	\$1,033,044	38.4%	\$2,859,685	2004	\$283,137	
Lincoln Unified	1	9.39	\$433,498	46.2%	\$1,267,148	2002	\$134,947	
Lodi Unified	3	11.2	\$555,999	46.2%	\$1,625,228	2002	\$145,110	
Lodi Unified	10	11.42	\$1,245,492	46.2%	\$3,640,669	2002	\$318,798	
Lodi Unified	19	9.93	\$999,164	11.2%	\$2,221,545	2007	\$223,721	
Lodi Unified	22	10	\$1,416,212	7.7%	\$3,051,426	2008	\$305,143	
Natomas Unified	6	8.53	\$685,284	46.2%	\$2,003,138	2002	\$234,834	
Natomas Unified	10	9.83	\$618,251	43.2%	\$1,770,061	2003	\$180,067	
Natomas Unified	12	9.61	\$735,211	24.4%	\$1,829,275	2005	\$190,351	
Rocklin Unified	8	10.91	\$593,056	46.2%	\$1,733,548	2002	\$158,895	
Stockton Unified	1	12.66	\$1,462,232	7.7%	\$3,150,582	2008	\$248,861	
Stockton Unified	2	10.5	\$781,675	43.2%	\$2,237,946	2003	\$213,138	
Stockton Unified	6	12.48	\$1,136,704	20.1%	\$2,730,703	2006	\$218,806	
Tracy Jt Unified	4	10	\$618,254	46.2%	\$1,807,204	2002	\$180,720	
Tracy Jt Unified	10	10	\$573,006	38.4%	\$1,586,202	2004	\$158,620	
Washington Unified	1	8	\$446,161	46.2%	\$1,304,163	2002	\$163,020	
Washington Unified	4	10.76	\$979,085	7.7%	\$2,109,575	2008	\$196,057	
<b>Totals</b>		<b>341.16</b>			<b>\$68,791,833</b>	<b>Average</b>	<b>\$201,641</b>	<b>2018 Adjustment \$248,896</b>
Middle and High Schools			Original	Inflation	2009 Adjusted	Project	2009	
<u>District</u>	<u>Project #</u>	<u>Acres</u>	<u>OPSC Site Development</u>	<u>Factor</u>	<u>Site Development</u>	<u>Year</u>	<u>Cost/Acre</u>	
Western Placer Unified	4	19.3	\$5,973,312	24.4%	\$7,431,085	2005	\$385,030	
Roseville City Elem	2	21.6	\$1,780,588	48.2%	\$2,639,311	2000	\$122,190	
Elk Grove Unified	4	66.2	\$8,659,494	48.2%	\$12,835,704	2000	\$193,893	
Elk Grove Unified	13	76.4	\$9,791,732	48.2%	\$14,513,986	2001	\$189,974	
Elk Grove Unified	18	84.3	\$13,274,562	43.2%	\$19,002,626	2003	\$225,417	
Grant Jt Union High	2	24	\$2,183,840	48.2%	\$3,237,039	2000	\$134,877	
Center Unified	1	21.2	\$1,944,310	46.2%	\$2,841,684	2002	\$134,042	
Lodi Unified	2	13.4	\$1,076,844	46.2%	\$1,573,849	2002	\$117,451	
Lodi Unified	6	13.4	\$2,002,164	46.2%	\$2,926,240	2002	\$218,376	
Galt Jt Union Elem	1	24.9	\$2,711,360	46.2%	\$3,962,757	2002	\$159,147	
Tahoe Truckee Unified	2	24	\$2,752,632	43.2%	\$3,940,412	2003	\$164,184	
Davis Unified	5	23.3	\$3,814,302	43.2%	\$5,460,199	2003	\$234,343	
Woodland Unified	3	50.2	\$8,664,700	46.2%	\$12,663,792	2002	\$252,267	
Sacramento City Unified	1	35.2	\$4,813,386	46.2%	\$7,034,949	2002	\$199,856	
Lodi Unified	4	47	\$7,652,176	46.2%	\$11,183,950	2002	\$237,956	
Stockton Unified	3	49.1	\$8,959,088	43.2%	\$12,824,996	2003	\$261,202	
Natomas Unified	11	38.7	\$3,017,002	38.4%	\$4,175,850	2004	\$107,903	
Rocklin Unified	11	47.1	\$11,101,088	24.4%	\$13,810,282	2005	\$293,212	
<b>Totals</b>		<b>679.3</b>			<b>\$142,058,711</b>	<b>Average</b>	<b>\$209,125</b>	<b>2018 Adjustment \$234,162</b>
<b>Middle Schools:</b>		<b>260.7</b>			<b>\$49,447,897</b>	<b>Middle</b>	<b>\$189,704</b>	<b>\$234,162</b>
<b>High Schools:</b>		<b>418.6</b>			<b>\$92,610,814</b>	<b>High</b>	<b>\$221,217</b>	<b>\$273,060</b>

**PGUSD Capital Projects List (Updated August 22, 2019)**

<u>Ranking</u>	<u>School</u>	<u>Project</u>	<u>Estimated Costs</u>	<u>Timing</u>	<u>Notes</u>
<b><u>High Priority Projects</u></b>					
1	High School	Pool Heater Replacement	\$100,000.00	Immediate	
2	High School	K&L Dry Rot & Termite Damage	\$500,000.00	Immediate	Termite and dry rot damage to beams and eaves
3	High School	Track Replacement	\$275,000.00	Immediate	
4	High School	Intercom & Bell System	\$50,000.00	Immediate	
<b>Sub Total Immediate Projects</b>			<b>\$925,000.00</b>		
5	High School	Stadium Field Replacement	\$500,000.00	1-2 Years	
6	Middle School	Woodshop Roofing	\$55,000.00	1-2 Years	
7	David Ave	Driveway Improvements	\$60,000.00	1-2 Years	Driveway and parking areas at charter school and community high
8	David Ave	Roofing	\$250,000.00	1-2 Years	Roof replacment to one building and repairs to other buildings
9	David Ave	Sewer Line Replacement	\$200,000.00	1-2 Years	sewer main backs up a few times a year becasse of roots and flat sloping.
10	Forest Grove	Rain Gutters K-Wing	\$10,000.00	1-2 Years	
11	High School	Rain Gutters	\$170,000.00	1-2 Years	
12	District Office	John Deere Mower	\$100,000.00	1-2 Years	Current mower is a 2001. Most parts are obsolete.
13	Adult School	Exterior Painting	\$50,000.00	1-2 Years	Main building needs lead abatement and re-paint
14	All Sites	Carpeting Replacement	\$50,000.00	1-2 Years	
<b>Sub Total 1-2 Year Projects</b>			<b>\$1,445,000.00</b>		
<b>Total High Priority Projects</b>			<b>\$2,370,000.00</b>		

**PGUSD Capital Projects List (Updated August 22, 2019)**

<u>Ranking</u>	<u>School</u>	<u>Project</u>	<u>Estimated Costs</u>	<u>Timing</u>	<u>Notes</u>
<b><u>Medium Priority Projects</u></b>					
1	High School	Sprinkler System Painting	\$10,000.00	2-5 Years	
2	Middle School	Exterior Painting	\$150,000.00	2-5 Years	
3	High School	Exterior Painting	\$253,000.00	2-5 Years	
4	Middle School	Front Parking AC Replacment	\$18,000.00	2-5 Years	
5	High School	Varsity BB Backstop, Bleachers, & Pressbox	\$90,000.00	2-5 Years	
6	High School	JV BB Backstop & Bleachers	\$40,000.00	2-5 Years	
7	All Sites	Re-Key Sites	\$118,200.00	2-5 Years	Safety Project - Recommended to do every 10 years.
8	Robert Down	VCT Flooring Replacement	\$75,000.00	2-5 Years	
9	Robert Down	Playground Structures	\$300,000.00	2-5 Years	
10	David Ave	Playground Structures	\$250,000.00	2-5 Years	
11	Adult School	Playground Structures	\$85,000.00	2-5 Years	
12	Forest Grove	Playground Structures	\$125,000.00	2-5 Years	
13	Middle School	VCT Flooring Replacement	\$75,000.00	2-5 Years	
14	District Office	Maintenance Vans/Trucks (6 EA)	\$180,000.00	2-5 Years	
<b>Total Medium Priority Projects</b>			<b>\$1,769,200.00</b>		



## Level 1 Timelines and Procedures for Adoption

### Procedure for Adopting Level One Developer Fee Justification Study (Government Code Section 6062(a).)

TIMELINE: Level One Developer Fee Study	
<u>Final Date</u>	<u>Event</u>
At least 15 days before meeting:	<b>Notice of hearing:</b> <b>First</b> publication in the local newspaper.
At least 14 days before meeting:	Send a copy of the Developer Fee Justification Study to parties that have requested Notice of any adjustment to the Developer Fees before the presentation of the Study to the Governing Board for adoption.
At least 10 days before meeting:	<p><b>Notice of hearing:</b> <b>Second</b> publication in the local newspaper. (Publications should be five days apart.)</p> <p>Send a Notice of the Public Hearing to City and County Planning Departments and any parties requesting to be notified.</p> <p>Study made available for public inspection</p>
3 days before meeting:	Notice relating to public hearing included in Board agenda.
Meeting:	Board holds public hearing and adopts appropriate Resolution(s) to levy developer fees
2 days after meeting:	Notify City <u>and</u> County of adoption of Resolution with related documentation
60 days after meeting:	Effective date of fee increase

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

**SUBJECT:** Adoption of Resolution No. 1046 Calling for a School Board Election

**DATE:** April 2, 2020

**PERSON (S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The District Administration recommends that the Board of Education review and adopt Resolution No. 1046 to participate in the November 3, 2020 election in Monterey County.

**BACKGROUND:**

On November 3, 2020 the State of California will hold its election. During this year, two seats on the Board of Education will be up for election. The terms to be filled will be for four years. The Monterey County Office of Elections Registrar of Voters has requested that the Board of Education develop and adopt a resolution outlining the parameters for this year's election. The attached Resolution, if adopted by the Board of Education, will meet this requirement.

**FISCAL IMPACT:**

According to the Registrar of Voters at the Monterey County Elections, our District's participation in the State election is estimated to be \$50,000. This amount is included in the 2020/21 budget.

**Resolution No. 1046****RESOLUTION ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION**

**WHEREAS**, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

**WHEREAS**, the resolution of the governing body of the city or district shall specify the services requested; and

**WHEREAS**, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

**WHEREAS**, Education Code Section 5000 calls for a regular biennial Election for the purpose of electing members of this Governing Board to be held on **November 3, 2020**; and

**WHEREAS**, Education Code Section 5322 requires this Governing Board to order elections held in this district; and

**WHEREAS**, There will be a total of **two (2)** offices within this District to be filled at said Election, said offices now filled by the following Board Members:

<b><u>Trustee Area:</u></b> (if applicable)	<b><u>Name:</u></b>
<b>Debbie Crandell</b>	<b>Four (4) Year Term</b>
<b>Brian Swanson</b>	<b>Four (4) Year Term</b>

**WHEREAS**, Elections Code Section 13307 requires this Governing Board to fix and determine the number of words that a candidate may submit on the candidate's statement to be either 200 or 400 words and to determine if the Candidate or the District will pay the cost of the Statement; and

**WHEREAS**, Education Code Section 5342 authorizes the consolidation of School District Elections with other Elections held on the same day whose boundaries may totally or partially be coterminous within the District; and

**WHEREAS**, Education Code Section 5016 requires the District to decide in advance the method to be used in determining the winner when the final vote is tied between two or more candidates.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE** governing body of the:

**Pacific Grove Unified School District** hereby orders an Election be held on **November 3, 2020** for the purpose of electing **two (2)** Members to this Governing Board.

**BE IT FURTHER RESOLVED AND ORDERED** that the district request the Board of supervisors of the county to permit the Monterey County Elections official to conduct the election and provide any and all services necessary for conducting the election.

**BE IT FURTHER RESOLVED AND ORDERED** that **Pacific Grove Unified School** District shall submit payment to the Monterey County Elections Department upon receipt of invoice from Monterey County Elections Department.

**BE IT FURTHER RESOLVED AND ORDERED** that **Pacific Grove Unified School District** has resolved that all costs of the Candidate's statement be paid by the **Pacific Grove Unified School District** and that no candidate may submit a statement of over **200** words.

**BE IT FURTHER RESOLVED AND ORDERED** that **Pacific Grove Unified School District** Governing Board be authorized and requested to effect a consolidation of our Election with any other Election to be held on the same day whose boundaries may totally or partially be contained within this District for the ease and convenience to our voters in casting their ballots and the possible election cost reduction to this District.

**BE IT FURTHER RESOLVED AND ORDERED** that tie votes shall be determined by drawing lots as specified in California State Education Code Section 5016.

Passed and Adopted by the **Pacific Grove Unified School District** on this **2<sup>nd</sup> day of April, 2020**; by the following vote:

AYES:  
NOES:  
ABSENT:

SIGNED: \_\_\_\_\_  
President, Board of Trustees

ATTEST: \_\_\_\_\_  
Superintendent/Secretary to the Board of Trustees

# STATEMENT OF ELECTION FACTS

ACTION/DISCUSSION D

FULL LEGAL NAME OF DISTRICT AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

MAIL SHOULD BE ADDRESSED TO: \_\_\_\_\_ TITLE: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

## MEMBERS OF THE GOVERNING BOARD

NAME	DISTRICT WARD OR TRUSTEE <small>(If applicable)</small>	<u>Member was elected</u> <u>by:</u> 1) ELECTED/AIL*  <u>OR</u> 2) APPOINTED TO FILL A VACANCY	YEAR Term ends	Full-term = 4yrs  <u>OR</u> Short-term = 2yrs	IF THE MEMBER WAS APPOINTED BY THE BOARD TO FILL A VACANCY, <u>WHO DID</u> <u>THIS MEMBER</u> <u>REPLACE?</u>

\*AIL= Appointed-in-lieu of Election (filed for office and didn't go on the ballot)

Name of the Presiding Officer: \_\_\_\_\_  
Print Name

Name of the Secretary: \_\_\_\_\_  
Print Name

### Check the box that applies to your district:

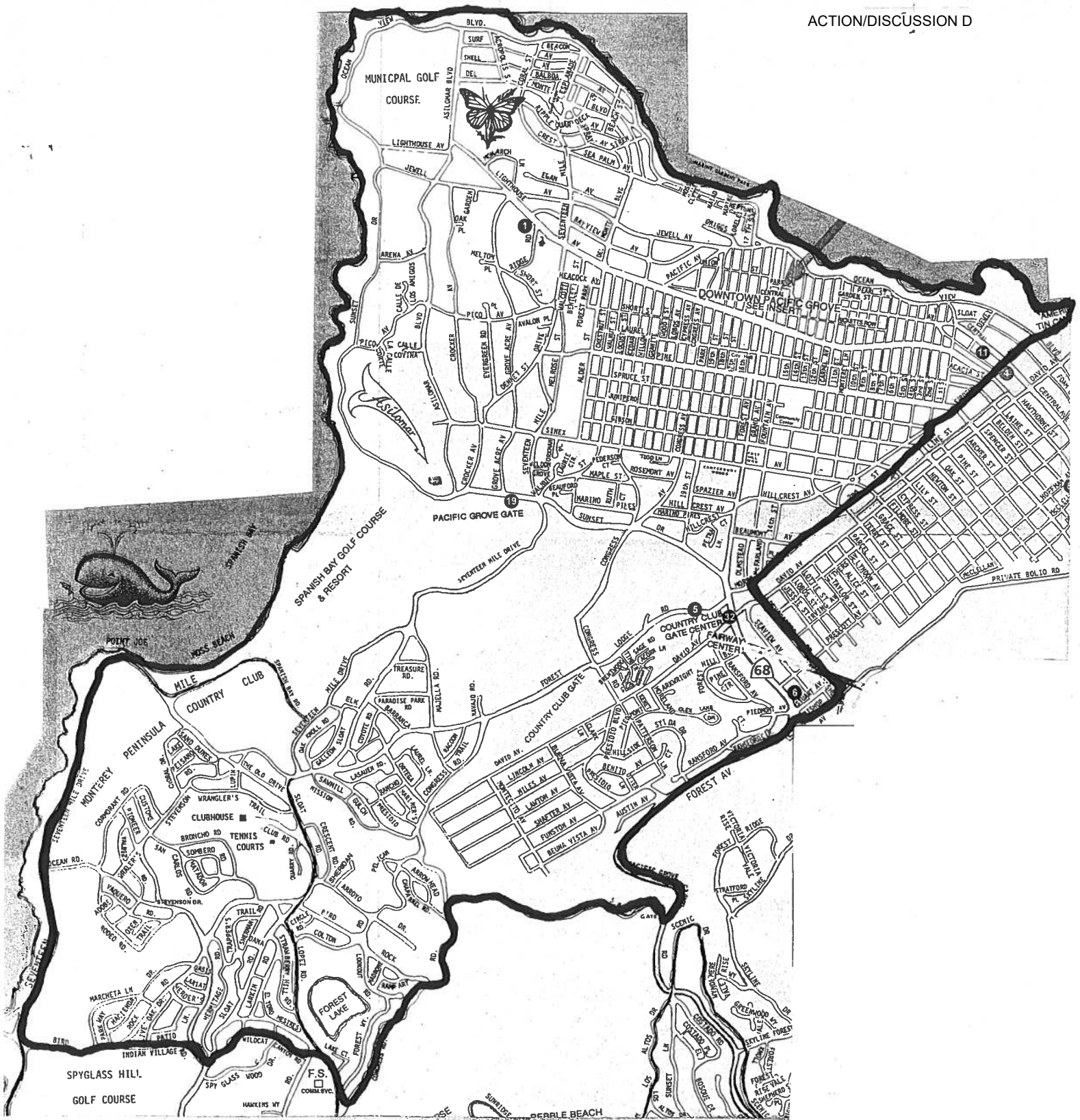
- The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.
- I declare that there have been no boundary changes since the \_\_\_\_\_ election.  
Election Date

The limitation on the number of words in a candidate statement will be:  200 words  400 words

The entity charged for the candidate statement sent to each voter will be the:  District  Candidate

In case of a tie vote, the winner will be determined by:  Lot  Runoff election

\_\_\_\_\_  
Signature of Presiding Officer Date



SERVICE AGREEMENT FOR THE PROVISION OF ELECTION  
SERVICES BETWEEN **PACIFIC GROVE UNIFIED SCHOOL DISTRICT** AND  
MONTEREY COUNTY REGISTRAR OF VOTERS

**NOVEMBER 3, 2020**

This Agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2020, by and between **PACIFIC GROVE UNIFIED SCHOOL DISTRICT** and Monterey County Registrar of Voters (hereinafter referred to as Registrar of Voters);

WHEREAS, it is necessary and desirable that the Registrar of Voters be retained for the purpose of conducting an election hereinafter described for the **PACIFIC GROVE UNIFIED SCHOOL DISTRICT** (hereinafter referred to as the District);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

**SERVICES TO BE PERFORMED BY THE DISTRICT:**

- 1) No later than the 88th day prior to the election the District shall submit a board approved resolution which requests the Registrar of Voters for Monterey County to conduct an election for the District on **NOVEMBER 3, 2020**, and requesting election related services of the Registrar of Voters.
- 2) The District shall submit to the Registrar of Voters in writing the exact number of offices to be voted on and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10225, 10229, and 10407 are applicable.
- 3) The District shall prepare and deliver to the Registrar of Voters the Voter Guide information containing, as applicable, the ballot measure and tax rate statements. The last day for the submission of primary arguments (300 words) and impartial analysis shall be no later than **AUGUST 13, 2020**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 20, 2020**.

- 4) The District shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

SERVICES TO BE PERFORMED BY REGISTRAR OF VOTERS:

- 1) The Registrar of Voters shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the District offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 2) The Registrar of Voters shall select and contract with the sample and official ballot printer(s) on behalf of the District.
- 3) The Registrar of Voters shall prepare and deliver to the printer the official ballot information.
- 4) The Registrar of Voters shall issue, receive and process all ballots on behalf of the District matters.
- 5) The Registrar of Voters shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 6) The Registrar of Voters shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the District regarding the District matters.
- 7) The Registrar of Voters shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the District's Election Official other than those described under "Services to be Performed by the District".

TERMS:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 3, 2020**.

The parties will use best efforts to perform services herein. However, in the event the Registrar of Voters is unable to perform services required under this Agreement that are beyond his control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Registrar of Voters will be relieved of all obligations under this Agreement. The Registrar will provide reasonable notice, if practical, of any conditions beyond his control, including notice at least 60 days prior to **NOVEMBER 3, 2020** of vendor conditions affecting the election services. In the event a vendor does not perform, the Registrar will attempt to obtain substitute services.



CONSIDERATION:

In consideration of the performance of services and supplies provided by the Registrar of Voters, the District shall pay to the Registrar of Voters a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of District. In the event that this Agreement is terminated prematurely, the District shall pay to the Registrar a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The District shall make payment within 30 days of receipt of invoice from Registrar of Voters.

DISTRICT:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** Adoption of Resolution No. 1047 E-RATE Authorizing the Contract for Services with AMS.net

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Jonathan Mejia, Technology Systems Coordinator

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**RECOMMENDATION:**

The District Administration recommends the Board review and adopt Resolution No. 1047 authorizing procurement of network infrastructure and equipment and related installation and services with AMS.net.

**BACKGROUND:**

The Administration has received master contracts for the network upgrade project. After reviewing these with the District legal counsel, it is recommended that the Board adopt a resolution before signing the master contract with AMS.

**INFORMATION:**

This is a continuation of the network upgrade that was already approved by the board. After reviewing the master contracts legal has advised us to pass a resolution that will highlight why we went with SPURR vs traditional RFP.

**FISCAL IMPACT:**

There is no fiscal impact to passing the resolution. The Board already approved the cost of the network upgraded to be funded by Technology Bond (Measure A).

**BEFORE THE BOARD OF EDUCATION OF THE  
PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
MONTEREY COUNTY, CALIFORNIA**

**IN THE MATTER OF  
AUTHORIZING PROCUREMENT OF  
NETWORK INFRASTRUCTURE AND  
EQUIPMENT AND RELATED INSTAL-  
LATION AND SERVICES**

**RESOLUTION NO. 1047**

**RESOLUTION AUTHORIZING PRO-  
CUREMENT OF NETWORK INFRA-  
STRUCTURE AND EQUIPMENT AND  
RELATED INSTALLATION AND SER-  
VICES THROUGH COMPETITIVE NE-  
GOTIATION (PUBLIC CONTRACT  
CODE SECTION 20118.2)**

**WHEREAS**, the State Legislature has recognized that it is in the public’s best interest to allow school districts to consider factors other than price in the procurement of certain technological supplies and equipment; and

**WHEREAS**, Public Contract Code section 20118.2 authorizes the governing board of a school district to authorize the procurement of computers, software, telecommunications equipment, microwave equipment or other related electronic equipment through competitive negotiation, as described in Public Contract Code section 20118.2, subdivision (d); and

**WHEREAS**, following the adoption by a school district’s governing board of certain findings, Public Contract Code section 20118.2 authorizes such procurement through a competitive negotiation process; and

**WHEREAS**, the Board of Education (“Board”) wishes to use the process for procurement set forth in Public Contract Code section 20118.2 to procure: (1) Network Infrastructure and Equipment and related installation and services, and (2) Wireless Network Equipment and related installation and services (collectively “Technology Equipment”) for use by the Pacific Grove Unified School District (“District”); and

**WHEREAS**, the Board has determined that the planned procurement of Technology Equipment, and related installation and services, qualifies under the legislatively authorized competitive negotiation process set forth in Public Contract Code section 20118.2, subdivision (b); and

**WHEREAS**, School Project for Utility Rate Reduction (“SPURR”) is a joint powers authority formed by California public school districts, county offices of education, and community college districts pursuant to California Government Code sections 6500-6536. SPURR aggregates purchasing power and expertise for member and non-member facilities across California; and

**WHEREAS**, on November 2, 2016, SPURR promulgated Request for Proposals (“RFPs”) for: (1) Network Infrastructure Equipment and related services; and (2) Wireless Networking Equipment and related services; and on behalf of SPURR members, and invited qualified vendors to submit pricing for E-Rate eligible products and services in response to the RFPs; and

**WHEREAS**, SPURR evaluated the responses received to the RFPs on the basis of criteria which included price, prior experience, understanding of needs, company capabilities and management qualifications, and selected AMS.NET as the Vendor for an award under the RFPs, following which SPURR and Vendor entered into Master Contracts for provision of the Technology Equipment; and

**WHEREAS**, in accordance with the terms of the SPURR Master Contract and RFPs, and as authorized by California law, the District may participate in the SPURR Master Contracts by entering into an agreement with Vendor to document the quantities and delivery terms for the Technology Equipment.

**NOW THEREFORE BE IT RESOLVED** that the Board of Education of the Pacific Grove Unified School District hereby finds, determines, and orders as follows:

1. The foregoing Recitals are adopted as true and correct.
2. The procurement of Technology Equipment and related installation and services as described in the Recitals is a procurement of telecommunications equipment and software as described in subdivision (b) of Public Contract Code section 20118.2.
3. Given the unique needs of the District, the Technology Equipment and services being procured are not available in substantial quantities to the general public.
4. The Board finds that this procurement qualifies under subdivision (b) of Public Contract Code section 20118.2 for purchase through competitive negotiation as described in Public Contract Code section 20118.2.
5. The Board finds that the procurement of the SPURR Master Contracts for the Technology Equipment and services pursuant to the RFP process described above meets the requirements of a competitive negotiation as described in Public Contract Code section 20118.2.
6. The Board hereby authorizes the Superintendent, or his designee, to enter into an agreement with AMS.NET for procurement of the Technology Equipment and services in quantities as required by the District and related installation in accordance with the price and other terms of the SPURR Master Agreements.
7. The Superintendent, or designee, is authorized and directed to take such further actions as may be necessary or convenient to carry out said this Resolution and the procurement of Technology Equipment and related installation and services.
8. This Resolution shall take effect immediately upon its adoption.

\*\*\*\*\*

The foregoing Resolution was adopted by the Board Education of the Pacific Grove Unified School District of Monterey County, State of California, at a meeting held of said Board held on

\_\_\_\_\_, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
\_\_\_\_\_, President  
Board of Education  
Pacific Grove Unified School District  
Monterey County, California

I, \_\_\_\_\_, Clerk of the Board of Education of the Pacific Grove Unified School District, County of Monterey, State of California, do hereby certify that the foregoing is a true copy of the Resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original Resolution is on file in the office of said Board.

\_\_\_\_\_  
\_\_\_\_\_, Clerk  
Board of Education  
Pacific Grove Unified School District  
Monterey County, California

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** Approval of Memorandum of Understanding with Pacific Grove Teachers Association Regarding School Closures

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The Administration recommends that the Board review and approve the Memorandum of Understanding with Pacific Grove Teachers Association Regarding School Closures.

**INFORMATION:**

The Memorandum of Understanding sets forth the protocol and terms that the District and Association have agreed upon to govern working conditions for PGTA bargaining unit members due to the COVID-19 public health emergency. The parties recognize that there is a need to close schools ("emergency school closure") and move to an online distance learning program to allow for social distancing as recommended by health officials in order to prevent the spread of illness arising from the COVID-19 during the 2019-2020 school year.

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

**SUBJECT:** Board Calendar/Future Meetings

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**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, 2019-20 School Year

Jan. 16	<b>Regular Board Meeting</b> ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2020-21 ✓ Property Tax Update	Adult School (School Site Visit)
Jan. 23	<b>Regular Board Meeting</b> ✓ School Accountability Report Cards	Community High School (School Site Visit)
Feb. 13	<b>Regular Board Meeting</b> ✓ 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. 5	<b>Regular Board Meeting</b> ✓ Second Interim Report ✓ Budget Revision #3 ✓ Open House Schedules Reviewed ✓ TRAN Resolution	District Office
Mar. 19	<b>Regular Board Meeting</b> ✓ Budget Projections and Assumptions ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 2	<b>Regular Board Meeting</b> ✓ Review of Strategic Plan and LCAP (as needed) ✓ Approve 2020-21 Aug.- Dec. Board Meeting Calendar ✓ Quarterly District Safety Update	District Office
April 23	<b>Regular Board Meeting</b> ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office
May 7	<b>Regular Board Meeting</b> ✓ Continue Superintendent Evaluation ✓ Final Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ Governance Handbook 2020-21	District Office
May TBD <i>*If Needed</i>	<b>Special Board Meeting</b> ✓ Budget Update	District Office
May 21	<b>Regular Board Meeting</b> ✓ Retiree Reception ✓ Review Bell Schedule for 2020-21 ✓ Complete Superintendent's Evaluation ✓ Identify Board Member Representatives for Graduations ✓ Review Facility Use Fee Schedule ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report ✓ Quarterly Facilities Project Updates* ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office
June 4	<b>Regular Board Meeting</b> ✓ LCAP Public Hearing ✓ 2020-21 Budget Public Hearing	District Office



June 18	<b>Regular Board Meeting</b> <ul style="list-style-type: none"><li>✓ Adopt Budget for 2020-21</li><li>✓ Approval of LCAP</li><li>✓ Approval of Contracts and Purchase Orders for 2020-21</li><li>✓ Review of Legal Services Costs</li><li>✓ Solicitation of Funds Report</li><li>✓ Consolidated Application</li><li>✓ Review of Facilities Depreciation Schedule</li></ul>	District Office
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*\* Quarterly Facilities Projects Update as needed*

## DRAFT Board Meeting Calendar, 2020-21 School Year

Aug. 20	<b>Regular Board Meeting</b> ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
Sept. 3	<b>Regular Board Meeting</b> ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ Local Control Accountability Plan Review	Forest Grove (School Site Visit)
Sept. 17	<b>Regular Board Meeting</b> ✓ Williams Uniform Complaint Report	District Office
Sept. 19 <i>*Saturday 9am-12pm</i>	<b>Special Board Meeting</b> ✓ Board Goals – Review/Revise ✓ Strategic Plan – Review/Revised	District Office
Oct. 1	<b>Regular Board Meeting</b> ✓ Superintendent’s Goals ✓ Bus Ridership ✓ Week of the School Administrator	Robert Down (School Site Visit)
Oct. 22	<b>Regular Board Meeting</b> ✓ Quarterly District Safety Update* ✓ Budget Revision #2 on 2020-21 Working Budget (Preliminary First Interim)	District Office
Nov. 12	<b>Regular Board Meeting</b> ✓ PGHS Course Bulletin Information/Discussion	Middle School (School Site Visit)
Nov. 19	<b>Regular Board Meeting</b> ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Facilities Project Updates*	High School (School Site Visit)
Dec. 17	<b>Organizational Meeting</b> ✓ Election of 2020-21 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #3 ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office

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

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** District Update on Response to COVID-19

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**INFORMATION:**

The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Future Agenda Items

**DATE:** April 2, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**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 April 2, 2020 Regular Board Meeting:

- Board requested transportation review and fees (TBD)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested celebration event for individuals that raised money or donated money for PGUSD (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)