

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, MAY 4, 2023**

Mission Statement

Pacific Grove Unified School District, in partnership with the community and with a focus on equity, will challenge every student by providing a quality instructional program in a positive, safe and stimulating environment. The District will meet the diverse needs of all students by ensuring exceptional learning opportunities to acquire and apply the knowledge and skills that develop the insight and character necessary for a productive and rewarding life.

DATE: May 4, 2023

TIME: 5:00 p.m. Closed Session
6:30 p.m. Open Session

LOCATION: IN PERSON
Pacific Grove Unified School District Office
435 Hillcrest Avenue
Pacific Grove, CA 93950

Trustees
*Carolyn Swanson, President
Jennifer McNary, Clerk
Dr. Elliott Hazen
Laura Ottmar
Brian Swanson
Rey Avila, Student Representative*

VIRTUAL ZOOM MEETING

Join Zoom Meeting

<https://pgusd.zoom.us/j/85762154124?pwd=SFV0b0pPK0dENllybGNJN0xEYTIBZz09>

Meeting ID: 857 6215 4124

Passcode: 914478

One tap mobile +13017158592,,87820869443#,,,,*585985# US (Washington DC)

+13092053325,,87820869443#,,,,*585985# US

Find your local number: <https://pgusd.zoom.us/j/85762154124?pwd=SFV0b0pPK0dENllybGNJN0xEYTIBZz09>

Additional Teleconferencing Location

This meeting is also being conducted by teleconference at the following locations:

Uppham Hotel, 1404 De La Vina St, Santa Barbara, CA 93101

Each teleconference location is open to the public and any member of the public has an opportunity to address the School Board from a teleconference location in the same manner as if that person attended the regular meeting location. The School Board will control the conduct of the meeting and determine the appropriate order and time limitations on public comments from teleconference locations.

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.

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AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

A. Call to Order

B. Land Acknowledgement

Good evening. As we begin this meeting, it's important to pay respect to and acknowledge that we are on the traditional land of the **Ohlone, Costanoan & Esselen** people and additionally pay respect to elders both past and present.

C. Roll Call

D. Adoption of Agenda

- Board Questions/Comments:
- Public Comment:
- Move: _____ Second: _____ Vote: _____

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 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman, Joshua Jorn, and Ralph Gómez Porras, for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Joshua Jorn and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
4. Negotiations with Unrepresented Potential Employee
Agency Negotiator: Board President and Legal Counsel
Position: Acting/Interim Superintendent
5. Planning and Preparation – Meet and Confer Classified Confidential
6. Planning and Preparation – Meet and Confer Management
7. Planning and Preparation – Adult School

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8. Conference With Legal Counsel – Existing Litigation (Government Code Section 54956.9(D)(1))
Name of Case: OAH Case No. 2023030967

B. Public comment on Closed Session Topics

C. Adjourn to Closed Session

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2021-22 and 2022-2023 [Government Code § 3549.1 (d)]
3. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
4. Negotiations with Unrepresented Potential Employee
Agency Negotiator: Board President and Legal Counsel
Position: Acting/Interim Superintendent
5. Planning and Preparation – Meet and Confer Classified Confidential
6. Planning and Preparation – Meet and Confer Management
7. Planning and Preparation – Adult School
8. Conference With Legal Counsel – Existing Litigation (Government Code Section 54956.9(d)(1))
Name of Case: OAH Case No. 2023030967

B. Pledge of Allegiance

IV. STATE SEAL OF BILITERACY

Recognizing the staff and students who built the pathway to administer the STAMP test as a local measure of language proficiency resulted in 16 students earning the State Seal of Biliteracy.

V. COMMUNICATIONS

A. Written Communication

B. Board Member Comments

C. Superintendent Report

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VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

*Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard. The Board will also take public comment on each specific action item prior to Board action on each item. **Any individual wishing to comment on a specific item on the current agenda are kindly asked to wait till that item is being discussed.** The Board will allow a reasonable amount of time for public comment on each agenda item not to exceed 3 minutes per speaker and no more than 20 minutes per agenda item, pursuant to Board Policy 9323. Speakers will be called sequentially until there is no speaker coming forward on the agenda item or the amount of time allocated for the agenda item has elapsed, whichever comes first. 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.*

- A. PGUSD Staff Comments (Non-Agenda Items)
- B. Community Members (Non-Agenda Items)

VII. MUSIC PRESENTATION

VIII. 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 April 6, 2023 Board Meeting 9
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Minutes of April 20, 2023 Board Meeting 23
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- C. Classified Assignment Order #16 36
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Classified Assignment Order #16.
- D. Certificated Assignment Order #16 38
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Certificated Assignment Order #16.
- E. Acceptance of Donations 41
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board approve acceptance of donations referenced below.
- F. Cash Receipts No. 16 42
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.
- G. Contract for Services with David Sonderegger 44
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board review and approve the contract for services with David Sonderegger to provide E-rate filing services for the 2023-24 fiscal year.

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- H. Lease Agreement with The WAVE Youth Program of Pacific Grove 50
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board review and approve the 2023-2024 Lease Agreement with The Wave Youth Program of Pacific Grove (The Wave).
- I. Contract for Services with Monterey Bay Face Painting 54
Recommendation: (Matt Bell, Forest Grove Elementary School Administrator) The District Administration recommends that the Board review and approve the contract for services with Monterey Bay Face Painting.
- J. Contract for Services with Kona Ice of Monterey and Salinas 60
Recommendation: (Matt Bell, Forest Grove Elementary School Administrator) The District Administration recommends that the Board review and approve the contract for services with Kona Ice of Monterey and Salinas.
- K. Contract for Services with MTH Photo Booth 66
Recommendation: (Matt Bell, Forest Grove Elementary School Administrator) The District Administration recommends that the Board review and approve the contract for services with MTH Photo Booth.
- L. Contract for Services with Monterey Bay Equestrian Center 72
Recommendation: (Matt Bell, Forest Grove Elementary School Administrator) The District Administration recommends that the Board review and approve the contract for services with Monterey Bay Equestrian Center.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

IX. PUBLIC HEARING

- A. Public Hearing of the *National Geographic/Cengage U.S. History Through the Lens* Textbook for Pacific Grove High School U.S. History, Grade 11 79
Public Hearing (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board hold a public hearing for the Pacific Grove High School U.S. History textbook *U.S. History Through the Lens (2019)* to be used in grade 11.
- Open Public Hearing: _____ Close Public Hearing: _____

X. ACTION/DISCUSSION

- A. Adoption of Resolution No. 1106 Proclaiming May 2023 as Asian American Pacific Islander Heritage Month 94
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1106 Proclaiming May 2023 as Asian American Pacific Islander Heritage Month.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
Trustees: C. Swanson ___ McNary ___ Hazen ___ Ottmar ___ B. Swanson ___

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- B. Superintendent Search Process 97
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends the Board review, consider, and take action on proposals from the attached respondent firms for conducting a Superintendent search.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- C. Approval of the Interim Superintendent 173
Recommendation: (Carolyn Swanson, Board President) The District Administration recommends that the Board review and approve the Interim Superintendent's contract for the 2022-23 and 2023-24 school year as proposed.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- D. Pacific Grove Unified School District Post Pandemic Protocols 182
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board review and approve the below post pandemic protocol from California Department of Public Health.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- E. National School Public Relations Association Communication Review for Pacific Grove Unified School District 184
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review the communication review proposal for National School Public Relations Association for Pacific Grove Unified School District.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- F. Agreement for Services with the City of Pacific Grove for a School Resource Officer (SRO) 188
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board review and approve the Agreement for Services with the City of Pacific Grove for a School Resource Officer (SRO) for the 2023-24 school year.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

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- G. Revision to the Salary Schedule for the Position of Adult School Program Coordinator 199
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the proposed increase to the salary range for Adult School Program Coordinator, funded through the Adult School consortium allocation, and/or provide recommended feedback and direction.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- H. “California Day of the Teacher” and “Teacher Appreciation Week” Resolution No. 1104 201
Recommendation: (Ralph Gómez Porras, Superintendent; Billie Mankey, Director II of Human Resources) The Administration recommends the Board adopt Resolution No. 1104 proclaiming the first week of May 1, 2023 – May 5, 2023, as Teacher Appreciation Week and specifically Wednesday, May 10, 2023 as “California Day of the Teacher” (EC 37222.10)
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
Trustees: C. Swanson ___ McNary ___ Hazen ___ Ottmar ___ B. Swanson ___
- I. Resolution No. 1105 Classified School Employee Week 203
Recommendation: (Billie Mankey, Director II of Human Resources) The Administration recommends the Board adopt Resolution No. 1105 proclaiming May 21 – 27, 2023 as “Classified School Employee Week.”
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
Trustees: C. Swanson ___ McNary ___ Hazen ___ Ottmar ___ B. Swanson ___
- J. Purchase of An Eight-Passenger Vehicle For Pacific Grove Adult Education Adults With Disabilities Program 205
Recommendation: (Barbara Martinez, Pacific Grove Adult Education Principal) The District Administration recommends the Board approve the purchase of an eight-passenger vehicle for the adult school Without Walls adults with disabilities program.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- K. Board Calendar/Future Meetings 211
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.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

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XI. INFORMATION/DISCUSSION

- A. Review of Updated Administrative Regulations 3300, 3311, and 3516 215
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends the Board review Administrative Regulation 3300 Expenditures and Purchasing, Administrative Regulation 3311 Bidding, and Administrative Regulation 3516 Emergency and Disaster Preparedness Plan.
- Board Questions/Comments:
 - Public Comment:
 - Direction: _____
- B. California School Board Association Policy Updates September 2022 234
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends the Board review the California School Board Association policy updates from September 2022.
- Board Questions/Comments:
 - Public Comment:
 - Direction: _____
- C. Future Agenda Items 406
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.
- Added May 19, 2022: Teacher of the Year Recognition (TBA)
 - Added April 26, 2023: Equine Healing Presentation (May 18, 2023)
 - Added April 26, 2023: Sub Committee with the City of Pacific Grove (September 2023)
 - Added April 26, 2023: Board Site Visits (Fall 2023)
 - Added April 26, 2023: The WAVE Program (September 2023)
- Board Questions/Comments:
 - Public Comment:
 - Direction: _____

XII. ADJOURNMENT

Next regular Board meeting: May 18, 2023