

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, JUNE 1, 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: June 1, 2023

TIME: 5:30 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*

VIRTUAL ZOOM MEETING

<https://pgusd.zoom.us/j/81501132878?pwd=Z2FLODVia2hYQStlaTRCaUdYcmpadz09>

Meeting ID: 815 0113 2878

Passcode: 249365

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

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

Find your local number: [https://pgusd.zoom.us/u/kboYomZZvV](https://pgusd.zoom.us/j/81501132878?pwd=Z2FLODVia2hYQStlaTRCaUdYcmpadz09)

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. 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: _____

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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. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
3. Conference With Legal Counsel – Anticipated Litigation (Government Code Section 54956.9, subd.(d)(4)) – (2 cases)
4. Negotiations with Unrepresented Employee
Agency Negotiator: Superintendent and Assistant Superintendent
Position: Meet and Confer Adult Education Teachers
5. Negotiations with Unrepresented Employee
District Negotiators: Board President and Legal Counsel
Position: Superintendent

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)] 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.
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B. Pledge of Allegiance

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IV. COMMUNICATIONS

- A. Written Communication
- B. Board Member Comments
- C. Superintendent Report

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 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)

VI. PRESENTATION

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The District Administration recommends the Board receive a presentation from the Teacher on Special Assignment (TOSA) at Pacific Grove Middle School, Brice Gamble. The presentation will highlight his efforts this year, and plans for next year.

VII. CONSENT AGENDA

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

- A. Minutes of May 18, 2023 Board Meeting 31
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Minutes of May 22, 2023 Special Board Meeting 49
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- C. Classified Assignment Order #18 52
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Classified Assignment Order #18.
- D. Certificated Assignment Order #18 54
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Certificated Assignment Order #18.
- E. Acceptance of Donations 57
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board approve acceptance of donations referenced below.

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- F. Cash Receipts No. 18 58
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. Revolving Cash Report No. 5 60
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.
- H. Out of County or Overnight Activities 62
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board approve or receive the request as presented.
- I. Ratification of Out of County or Overnight Activities 67
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends that the Board ratify and approve the request as presented.
- J. California School Board Association Policy Updates December 2022 69
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends the Board review the California School Board Association policy updates from December 2022.
- K. Robert H. Down Elementary 2023-24 Single Plan for Student Achievement (SPSA) 271
Recommendation: (Sean Keller, Robert H. Down Elementary School Principal) The District Administration recommends the Board review and approve the 2023-24 Robert H. Down Single Plan for Student Achievement.
- L. Forest Grove Elementary School Plan for Student Achievement 2023-24 342
Recommendation: (Irene Preciado, Forest Grove Elementary School Principal) The District Administration recommends the Board review and approve the Forest Grove Elementary School Plan for Student Achievement for 2023-24.
- M. Pacific Grove Middle School Single Plan for Student Achievement for 2023-24 412
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends that the Board review and approve the Pacific Grove Middle School Single Plan for Student Achievement (SPSA) for the 2023-24 school year.
- N. Pacific Grove High School Single Plan for Student Achievement for 2023-24 487
Recommendation: (Lito Garcia, Principal Pacific Grove High School) The District Administration recommends that the Board review and approve the Single Plan for Student Achievement for the 2023-24 school year.
- O. Pacific Grove Community High School Single Plan for Student Achievement for 2023-24 557
Recommendation: (Lito Garcia, Community High School Principal) The District Administration recommends that the Board review and approve the Single Plan for Student Achievement for the 2023-24 school year.
- P. Contract for Services with Jose Del Rio for 2023-2024 School Year 620
Recommendation: (Lito Garcia, Pacific Grove High School Principal) The District Administration recommends the Board review and approve the Contract for Services with Jose Del Rio.

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- Q. Adoption of the *National Geographic/Cengage U.S. History Through the Lens* Textbook for Pacific Grove High School U.S. History, Grade 11 626
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects)) The District Administration recommends the Board review and adopt the Pacific Grove High School U.S. History textbook *U.S. History Through the Lens (2019)* to be used in grade 11.
- R. Contract for Services with eSpark, Inc. 640
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects)) The District Administration recommends the Board review and approve the contract for services with eSpark, Inc.
- S. Contract for Services with IXL 646
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects)) The District Administration recommends the Board review and approve the contract for services with IXL.
- T. Memorandum of Understanding with Monterey Bay Swim Club 652
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends the Board review and approve the 2023-2024 Memorandum of Understanding (MOU) with Monterey Bay Swim Club (MBSC) and Pacific Grove Unified School District.
- U. Approval of Actuarial Study of Retiree Health Liabilities Under GASB 74/75 for fiscal year 2022-2023 664
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board approve the actuarial study of retiree health liabilities under GASB 74/75 for fiscal year 2022-23.
- V. ABM Building Solutions, LLC Master Development Agreement (MDA) 696
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) District Administration recommends the Board review and approved the Master Development Agreement (MDA) from ABM Building Solutions, LLC.
- W. Quarterly Report on Williams Uniform Complaints 701
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the information in this quarterly report, per Ed. Code. 35186 (d).
- X. Contract for Services with The Bay School, Non-Public School 703
Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board consent to the placement of a student at The Bay School, Non-Public School for tuition and services for a student placed through the IEP process.
- Y. Contract with Chartwell School, Non-Public School 706
Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board approve the contract with Chartwell School, Non- Public School for tuition and services for a student placed through the IEP process.

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- Z. Renewal of Contract with Medical Billing Technologies, Inc 710
Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends the Board review and approve the agreement between Medical Billing Technologies, Inc (MBT) and Pacific Grove Unified School District for billing services related to our LEA Medi-Cal Direct Billing Program.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

VIII. ACTION/DISCUSSION

- A. Resolution No. 1108 Recognizing June 19, 2023 as Juneteenth in the Pacific Grove Unified School District 717
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The Administration recommends the Board adopt Resolution No. 1108 Recognizing June 19, 2023 as Juneteenth in the Pacific Grove Unified School District.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
Trustees: C. Swanson ___ McNary ___ Hazen ___ Ottmar ___ B. Swanson ___

- B. 2023-24 Adopted Budget 720
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board review and adopt the District General Fund Budget and all other Funds for fiscal year 2023-24.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

- C. Pacific Grove Unified School District Local Control and Accountability Plan 847
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the Pacific Grove Unified School District Local Control and Accountability Plan (LCAP) for the 2023-2024 school year.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

- D. Local Performance Indicators for the California Dashboard 943
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the local indicators of progress toward the eight state priorities for publication on the California Department of Education school dashboard.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

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- E. Approval of Amendment to the Superintendent’s current Contract: Retroactive Compensation Adjustment 964
Recommendation: (Carolyn Swanson, Board President) It is recommended that the Board of Education review and approve the amendment to the Superintendent's current Contract: Retroactive Compensation Adjustment.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- F. Approval of Pacific Grove USD Adult Education Instructor Group Agreement 966
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board review and approve the agreement between the Pacific Grove Unified School District and the Adult Education Instructor Group.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- G. Potential Subcommittee for Superintendent’s Contract Updates 968
Recommendation: (Carolyn Swanson, Board President) It is recommended that the Board of Education discuss and provide direction on a potential subcommittee for the superintendent’s contract updates.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- H. Approval of Fiscal Officer Reclassification and Updated Salary Schedule 969
Recommendation: (Joshua Jorn, Assistant Superintendent Business Services) The District Administration recommends the Board review and approve the proposed reclassification of the Fiscal Officer from Confidential to Management and the increase to the salary range as provided.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- I. Measure A and Measure D Bond Citizens’ Bond Oversight Committee Report 974
Recommendation: (Joshua Jorn, Assistant Superintendent Business Services) The District Administration recommends the Board review and approve the Measure A & D Citizens’ Bond Oversight Committee (CBOC) Compliance Report for 2022-23.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

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- J. Approval of Measure A (Ed Tech Bond) Education Technology Expenditures 978
Recommendation: (Matthew Binder, Director of Educational Technology, Louis Algaze, Director of Technology Systems) The District Administration recommends that the Board review and approve the current (June/July 2023) Measure A - Education Technology Bond expenditures.

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

- K. Board Calendar/Future Meetings 983
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: _____

IX. INFORMATION/DISCUSSION

- A. Review of Legal Fees for July 2022 – April 2023 987
Recommendation: (Joshua Jorn, Assistant Superintendent for Business Services) The District Administration recommends that the Board review legal fees expended from July 1, 2022 through April 30, 2023.

Board Direction: _____

- B. Future Agenda Items 989
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 April 26, 2023: Sub Committee with the City of Pacific Grove (September 2023)
- Added April 26, 2023: Board Site Visits/Measure D Walk Abouts (Fall 2023)
- Added April 26, 2023: The WAVE Program/Fee Schedule (September 2023)

- Board Questions/Comments:
- Public Comment:
- Direction: _____

X. ADJOURNMENT

Next regular Board meeting: August 3, 2023