

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 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: August 3, 2023
TIME: 5:00 p.m. Closed Session
6:30 p.m. Open Session

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

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

VIRTUAL ZOOM MEETING

<https://pgusd.zoom.us/j/81435590362?pwd=Y3NhMi9odzAzTkxZWmFLYWIxaExUdz09>

Meeting ID: 814 3559 0362

Passcode: 358008

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

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

Find your local number: <https://pgusd.zoom.us/j/81435590362?pwd=Y3NhMi9odzAzTkxZWmFLYWIxaExUdz09>

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: _____

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

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 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Joshua Jorn for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Claudia Arellano and Joshua Jorn for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
4. Conference With Legal Counsel – Anticipated Litigation (Government Code Section 54956.9, subd.(d)(4)) – (2 cases)

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 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Joshua Jorn for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Claudia Arellano and Joshua Jorn for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Complaint [Government Code § 54957]
4. Conference With Legal Counsel – Anticipated Litigation (Government Code Section 54956.9, subd.(d)(4)) – (2 cases)

B. Pledge of Allegiance

IV. COMMUNICATIONS

A. Written Communication

B. Board Member Comments

C. Superintendent Report

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

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. 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 June 1, 2023 Board Meeting 8
Recommendation: (Joshua Jorn, Interim Superintendent) Approval of minutes as presented.
- B. Minutes of July 13, 2023 Special Board Meeting 20
Recommendation: (Joshua Jorn, Interim Superintendent) Approval of minutes as presented.
- C. Classified Assignment Order #1 22
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Classified Assignment Order #1.
- D. Certificated Assignment Order #1 24
Recommendation: (Billie Mankey, Director II of Human Resources) The District Administration recommends the Board review and approve the Certificated Assignment Order #1.
- E. Acceptance of Donations 27
Recommendation: (Joshua Jorn, Interim Superintendent) The Administration recommends that the Board approve acceptance of donations referenced below.
- F. Cash Receipts No. 1 28
Recommendation: (Joshua Jorn, Interim Superintendent) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.
- G. Revolving Cash Report No. 1 31
Recommendation: (Joshua Jorn, Interim Superintendent) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

- H. Ratification of Out of County or Overnight Activities 33
Recommendation: (Joshua Jorn, Interim Superintendent) The Administration recommends that the Board ratify and approve the request as presented.
- I. Warrant Schedule 656 36
Recommendation: (Joshua Jorn, Interim Superintendent) As Assistant Superintendent for Business Services, I certify that I have received the attached warrants for consistency with the District’s budget, and purchasing and accounting practices and therefore, recommend Board approval.
- J. Contract for Services with Beem Video and Photography and Pacific Grove Middle School 38
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with Beem Video and Photography at Pacific Grove Middle School to videotape the PGMS Musical for the 2023-2024 school year.
- K. Contract for Services with Kaatz Photography and Pacific Grove Middle School 44
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with Kaatz Photography to provide photographic services for the Pacific Grove Middle School (PGMS) Musical production for the 2023- 2024school year.
- L. Contract for Services with Dan Deegan and Pacific Grove Middle School 50
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with Dan Deegan to build and design the set for Pacific Grove Middle School (PGMS) Musical production for the 2023- 2024 school year.
- M. Contract for Services with Valerie Rhoades and Pacific Grove Middle School 56
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with Valerie Rhoades for drama costumes for Pacific Grove Middle School(PGMS) Drama Musical.
- N. Contract for Services with Monterey County Office of Education 62
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract for services with the Monterey County Office of Education for Implementing Equitable Grading in the Classroom staff training.
- O. Electronic Equipment Surplus 67
Recommendation: (Louis Algaze, Director of Technology Systems) The District Administration recommends the Board review and approve the disposal of the obsolete electronic equipment listed in the following documentation.
- P. California School Board Association Membership 70
Recommendation: (Joshua Jorn, Interim Superintendent) The Administration recommends that the Board review and approve the membership for California School Board Association dues for 2023-24 in the amount of \$9,481.00.
- Q. Approval of California School Board Association GAMUT Online Service Agreement and GAMUT Policy Plus 72
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the California School Board Association (CSBA) GAMUT Online Service Agreement and GAMUT Policy Plus dues for 2023-24 in the amount of \$5,495.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

- R. Ratification of Contract for Services with SchoolWorks Inc. 74
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and ratify the contract for services with SchoolWorks, Inc and Pacific Grove Unified School District (PGUSD) for the 2022 Developer Fee Justification Study.
- S. Memorandum of Understanding with the Gateway Center of Monterey County 86
Recommendation: (Barbara Martinez, Adult School Principal) The District Administration recommends the Board review and approve the renewal of the Memorandum of Understanding between Gateway Center of Monterey County and Pacific Grove Adult Education.
- T. Contract for Services with Southern Bleacher 91
Recommendation: (Jon Anderson, Director of Maintenance, Operations and Transportation) The District Administration recommends the Board review and approve the contract for services with Southern Bleacher at Pacific Grove High School.
- U. Contract for Services with Waxie Sanitary Supply 101
Recommendation: (Jon Anderson, Director of Maintenance, Operations and Transportation) The District Administration recommends the Board review and approve the contract for services with Waxie Sanitary Supply for Districtwide Custodial Supplies.
- V. Contract with Positive Behavior Supports Corp. for 23-24 107
Recommendation: (Yolanda Cork-Anthony, Director of Student Services) The District Administration recommends the Board review and approve the contract between Pacific Grove Unified School District and Positive Behavioral Supports Corp.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

VII. PUBLIC HEARINGS

- A. PGTA-PGUSD Tentative Agreement 113
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends that the Board hold a public hearing ...
- Open Public Hearing: _____ Close Public Hearing: _____
- Board Comments/Questions:
 - Public Comment:

VIII. ACTION/DISCUSSION

- A. PGTA-PGUSD Tentative Agreement 125
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends that the Board review and approve the tentative agreement ...
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

- B. Adoption of Resolution No. 1110 Designating Authorized Agents to Sign School Orders 137
Recommendation: (Joshua Jorn, Interim Superintendent) The Administration recommends that the Board of Education adopt Resolution No. 1110 designating authorized agents to sign school orders.
- Board Questions/Comments:
 - Public Comment:
 - Move: _____ Second: _____ Roll Call Vote: _____
Trustees: Hazen ___ McNary ___ Ottmar ___ B. Swanson ___ C. Swanson ___
- C. Contract for Services with Santa Clara County Office of Education 139
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends the Board review and approve the contract with the Santa Clara County Office of Education for Restorative Conversations staff training.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- D. Contract for Services with Positive Coaching Alliance 145
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the contract for services with the Positive Coaching Alliance.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- E. Contract for Services with Newsela 158
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the contract for services with Newsela, Inc.
- Board Comments/Questions:
 - Public Comment:
 - Move: _____ Second: _____ Vote: _____
- F. Board Calendar/Future Meetings 166
Recommendation: (Joshua Jorn, Interim 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: _____

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, AUGUST 3, 2023**

IX. INFORMATION/DISCUSSION

- A. 2022-23 Organizational Review of PGUSD Human Resources 170
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review the attached Organizational Review of Human Resources as presented by Danyel Conolley of School Services of California, Inc. (SSC).

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

- B. Review of Legal Fees for July 2022 – June 2023 180
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review legal fees expended from July 1, 2022 through June 30, 2023.

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

- C. Summer Projects Presentation 182
Recommendation: (Jon Anderson, Director of Maintenance, Operations and Transportation) The District Administration recommends the Board receive this informational presentation of Summer Projects.

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

- D. Future Agenda Items 183
Recommendation: (Joshua Jorn, Interim 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)
- Added June 1, 2023: Review of the business contracts fingerprinting section
- Added June 1, 2023: Review developer fees
- Added June 1, 2023: Equity Board discussion (September 2023)

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

X. ADJOURNMENT

Next regular Board meeting: August 17, 2023