

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING: THURSDAY, OCTOBER 5, 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: October 5, 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

Dayci Dishny/Dario Dimaggio, Student Representatives

VIRTUAL ZOOM MEETING

<https://pgusd.zoom.us/j/86490952255?pwd=a21NRENadTMvdTl3cDd0b3VYQU9WZz09>

Meeting ID: 864 9095 2255

Passcode: 928647

One tap mobile +13017158592,,87820869443#,,,,*585985# US (Washington DC)
+13092053325,,87820869443#,,,,*585985# US

Find your local number: <https://pgusd.zoom.us/j/86490952255?pwd=a21NRENadTMvdTl3cDd0b3VYQU9WZz09>

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

- 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 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 (1 case) [Government Code § 54957]
4. Conference With Legal Counsel- Potential Litigation [Government Code § 54956.9]

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 (1 case) [Government Code § 54957]
4. Conference With Legal Counsel- Potential Litigation [Government Code § 54956.9]

B. Pledge of Allegiance

IV. COMMUNICATIONS

A. Written Communication

B. Board Member Comments

C. Interim Superintendent Report

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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 September 14, 2023 Special Board Meeting 6
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the minutes as presented.
- B. Minutes of September 21, 2023 Board Meeting 8
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the minutes as presented.
- C. Personnel Report 15
Recommendation: (Claudia Arellano, Director II of Human Resources) The District Administration recommends that the Board review and approve the Personnel Report.
- D. Cash Receipts #5 18
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the Cash Receipts #5.
- E. Out of County or Overnight Activities 20
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the Out of County or Overnight Activities requests.
- F. Acceptance of Donations 27
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and accept the donations.
- G. Contract for Services Between Robert H. Down Elementary PTA and Miss Party Mama 28
Recommendation: (Sean Keller, Robert Down Elementary School Principal) The District Administration recommends the Board review and approve the Robert H. Down Elementary School PTA's vendor contract for Miss Party USA.

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- H. Contract for Services Between Robert H. Down Elementary School PTA and Poptopia 34
Recommendation: (Sean Keller, Robert Down Elementary School Principal)
The District Administration recommends the Board review and approve the Robert H. Down Elementary School PTA’s vendor contract with Poptopia.
- I. Contract for Services with Nor Cal Bats with Forest Grove and Robert H. Down Elementary 2nd Graders 40
Recommendation: (Sean Keller, Robert Down Elementary School Principal) The District Administration recommends the Board review and approve the contract for services with Nor Cal Bats.
- J. Contract for Services between Robert H. Down Elementary PTA and For the Gram Photo Booth 46
Recommendation: (Sean Keller, Robert Down Elementary School Principal) The District Administration recommends the Board review and approve the Robert H. Down Elementary School PTA’s vendor contract for service with For The Gram Photo Booth.
- K. Contract for Services Between Robert H. Down Elementary School PTA and MM Jumpers and Party Rentals 52
Recommendation: (Sean Keller, Robert Down Elementary School Principal) The District Administration recommends the Board review and approve the Robert H. Down Elementary School PTA’s vendor contract with MM Jumpers and Party Rentals.
- L. Contract for Services with Gavin Hunter- Lifeguard 2023 58
Recommendation: (Lito Garcia, Pacific Grove High School Principal) The District Administration recommends the Board review and approve contract for services with Gavin Hunter - Lifeguard
- M. Contract for Services with Kona Ice of Monterey and Salinas 64
Recommendation: (Abbie Arbrun, Forest Grove Elementary School Principal) The District Administration recommends the Board review and approve to contract for services with Kona Ice of Monterey and Salinas for Forest Grove Elementary School the 2023-2024 school year.
- Public Comment:
 - Move: _____ Second: _____ Vote: _____

VII. ACTION/DISCUSSION

- A. Resolution #1115 Proclaiming “Week of the School Administrator” 70
The District Administration recommends that the Board review and adopt Resolution No. 1115, acknowledging Education Code 44015.1 and proclaiming the second full week in October as “Week of the School Administrator” this year being observed October 8-14, 2023.
- Public Comment:
 - Move: _____ Second: _____ Vote: _____
- B. Contract for Services with Qualtrics 72
Recommendation: (Joshua Jorn, Interim Superintendent) The District Administration recommends that the Board review and approve the contract for services with Qualtrics.
- Public Comment:
 - Move: _____ Second: _____ Vote: _____

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- C. Board Calendar/Future Meetings 80
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.
- Public Comment:
 - Move: _____ Second: _____ Vote: _____

VIII. INFORMATION/DISCUSSION

- A. Staff Support for Incidents of Racism and Bullying 85
Recommendation: (Joshua Jorn, Interim Superintendent; Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends that the Board review the information regarding staff professional development and support for incidents regarding racism, bullying and bias.
- Public Comment:
 - Direction: _____

- B. Future Agenda Items 89
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 (December 14, 2023)
 - Added May 4, 2023: Equine Healing Collaborative (November 16, 2023)
 - Added June 1, 2023: Review of the business contracts fingerprinting section (January 2024)
 - Added August 3, 2023: Human Resources Organizational Review Plan (December 2023)
 - Added September 7, 2023: Board Cultural Proficiency Training
 - Added September 21, 2023: Board self-evaluation
 - Added September 21, 2023: Common school year calendar with surrounding Districts
 - Added September 21, 2023: Comprehensive School Safety Plan- LGBTQ+ Student Safety Component (January 2024)
 - Added September 21, 2023: Reporting incidents of racism and bullying (October 26, 2023)
 - Added September 25, 2023: Cultural Proficiency Strategic Plan (October 26, 2023)
 - Added September 25, 2023: Cultural Proficiency 2023-2024 Implementation Plan (October 26, 2023)
 - Added September 28, 2023: Board Governance
- Public Comment:
 - Direction: _____

IX. ADJOURNMENT

The Board will hold a Special Closed Session Board meeting on Tuesday, October 10, 2023
Next regular Board meeting will be held on Thursday, October 26, 2023