

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

Trustees

*Mike Niccum, President
Jessie Bray, Clerk
Bill Phillips
Tony Sollecito
John Thibeau
Julia Sweigert, Student Rep*

DATE: **Thursday, January 14, 2010**

TIME: **3:30 p.m. Open Session**

LOCATION: **Pacific Grove Community Center
515 Junipero 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 555 Sinex Avenue, Pacific Grove during normal business hours.

AGENDA AND ORDER OF BUSINESS

I. OPENING BUSINESS

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Adoption of Agenda

II. 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.

III. 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, staff, or public 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 December 10, 2009 Organizational and Regular Board Meeting 4
Recommendation: (Ralph Gómez Porras) Approval of minutes as presented.
- B. Certificated Assignment Order #9 8
Recommendation: (Billie Mankey) The administration recommends adoption of Certificated Assignment Order #9.
- C. Classified Assignment Order #9 10
Recommendation: (Billie Mankey) The administration recommends adoption of Classified Assignment Order #9.
- D. Warrant Schedules No. 495 12
Recommendation: (Robin Blakley) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.
- E. Revolving Cash Report No. 5 13
Recommendation: (Robin Blakley) 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.
- F. Cash Receipts Report No. 5 15
Recommendation: (Robin Blakley) 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. Approval of Resolution #861 for Issuance of Series D General Obligation Bond 17
Recommendation: (Robin Blakley) The Administration recommends that the Board approve Resolution #861 as proposed.
- H. GATE Coordinator Contract/Sarah Paff 19
Recommendation: (Catherine McAweeney) The Administration recommends that the Board approve the GATE Coordinator Contract for Sarah Paff.
- I. Contract with Sarah Paff for Elementary School GATE Instruction 21
Recommendation: (Catherine McAweeney) The administration recommends that the Board approve the contract for GATE Instruction at Forest Grove and Robert Down Elementary Schools.

J.	<u>Contract with Sarah Paff for Middle School GATE Instruction</u>	23
	Recommendation: (Catherine McAweeney) The administration recommends that the Board approve the contract for GATE Instruction at PGMS.	
K.	<u>Elementary Math Adoption</u>	25
	Recommendation: (Catherine McAweeney) The Administration recommends Board approval of “The HSP California Math”, Houghton Mifflin Harcourt School Publishers for grades K-5.	
L.	<u>Quarterly Report on Williams/Valenzuela Uniform Complaints</u>	26
	Recommendation: (Ralph Gómez Porras) Administration is providing this quarterly report to the Board, per Ed. Code. 35186 (d).	
IV.	<u>DISCUSSION BETWEEN TRUSTEES AND K-12 CERTIFICATED STAFF</u>	28
	Discussion may include the following topics:	
	Review of the start up this year	
	Review of new special programs	
	Review of facility use	
	Review of staffing	
	Review of calendar options	
	Other topics of interest	
V.	<u>ACTION/DISCUSSION – BOARD CALENDAR/FUTURE MEETINGS</u>	
	<u>Board Calendar/Future Meetings - Revised</u>	29
	Recommendation: (Ralph Gómez Porras) 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.	
VI.	<u>FUTURE AGENDA ITEMS</u>	
A.	<u>Discussion of Future Agenda Items</u>	32
	Recommendation: (Ralph Gómez Porras) The Board review each request for a future agenda item and direct Administration to placement of the agenda item on an upcoming Board agenda.	
B.	<u>Future Agenda Items</u>	
	<u>January</u>	
	Class size guidelines	
	Curriculum update	
	<u>(unassigned)</u>	
	Impact of declining enrollment report	
	Healthy kids survey results	
	Traffic safety	
XII.	<u>ADJOURNMENT</u>	

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Organizational Meeting of December 10, 2009 – High School Library

I. OPENED BUSINESS

A. Called to Order

Superintendent Porras called the meeting to order at 6:30 p.m.

B. Roll Call

Members Present: Mike Niccum
Jessie Bray
Bill Phillips (arrived 7:30 p.m.)
Tony Sollecito
John Thibeau

Administration Present: Ralph Porras
Robin Blakley (arrived 6:45 p.m.)

Board Recorder: Laura Emerson

Student Board Member Substitute Present: Alex Kadjevich (ASB Vice-President)

C. Adopted Agenda

Item added to Consent Agenda

MOTION Bray/Sollecito to adopt agenda as amended
Public comment: none
Motion CARRIED 4 – 0

D. Identified Closed Session Topics

1. Personnel Matter
2. Legal Matter

E. Public comment on Closed Session items none

F. Adjourned to Closed Session 6:32 p.m.

II. CLOSED SESSION

III. RECONVENED IN OPEN SESSION 7:00 p.m.

A. Report action taken in Closed Session

1. Personnel Matter
The Board gave direction to staff

2. Legal Matter
The Board discussed this matter

B. Pledge of Allegiance pledge recited

IV. **ANNUAL ORGANIZATIONAL MEETING**

A. Administer Oath of Office

Dr. Nancy Kotowski, Monterey County Superintendent of Schools, administered the Oath of Office to Jessie Bray and John Thibeau and Bill Phillips.

B. Election of President to Serve for One-Year Period

Mike Niccum was elected President.

C. Election of Vice-President/Clerk to Serve for One-Year Period

Jessie Bray was elected Vice-President/Clerk.

D. Determination of Dates, Time and Location of Regular Meetings

MOTION Sollecito/Thibeau to set the first and third Thursdays of each month as Regular Board meetings, to be held at 7:00 p.m. at the Pacific Grove High School Library or another District school site.

Public comment: none

Motion PASSED 4 – 0

E. Approval of Resolution No. 860

MOTION Sollecito/Thibeau that the Board of Education approve Resolution No. 860 Designating Authorized Agent to Sign School Orders.

Public comment: none

Motion PASSED 4 – 0

F. Designation of Committee Representatives:

MCSBEC: Tony Sollecito, Mike Niccum alternate

ROP: John Thibeau, Bill Phillips alternate

V. **COMMUNICATIONS**

A. Written Communication

Porras received a letter from Middle School Principal Mary Riedel, asking the Board to please consider approving purchase and installation of a bench at the Middle School in honor of Colonel Dunn.

B. Board Member Comments

Alex Kadjevich said the High School is having Holiday Week with designated dress up days. The Winter Ball is February 6th at La Mirada.

Bray attended the Celtic Festival in the newly improved auditorium and the 50th anniversary at Forest Grove.

C. Superintendent Report

Porras attended California School Board Association's annual meeting in San Diego. Congratulations to Mary Riedel for presenting the Dot Program at CSBA. She will be giving a similar presentation to the California League of Middle Schools (CLMS) in January. Dessie Murphy has been nominated as Teacher of the Year by CLMS and Nan Lemon has been nominated as Teacher of the Year by the California League of High Schools.

VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Lori Rae Andersen said Denise Engles has been elected CSBA President. Andersen also commented on the reclassification request for the Clerk II position.

VII. CONSENT AGENDA

- A. Minutes of November 5, 2009 Regular Board Meeting
- B. Minutes of November 12, 2009 Regular Board Meeting
- C. Certificated Assignment Order #8
- D. Classified Assignment Order #8
- E. Acceptance of Donations
- F. Warrant Schedules No. 494
- G. Revolving Cash Report No. 4
- H. Cash Receipts Report No. 4
- I. Student Teacher Contract
- J. Acceptance of Quarterly Treasurer's Report
- K. Ratification of Architectural Service Agreement to Provide Landscape Master Plan
- L. Award of Geotechnical Consultant Contract for Middle School Project
- M. Approval of Contract for Writing Poetry Program Services – Patrice Vecchione
- N. Approval of Contract for Services – Peninsula Sports Management Group – MS Sports Officiating
- O. Approval of PGTA/PGUSD Sunshine List – 2009/10
- P. Employee Status Change and Job Description
- Q. Out of County/Overnight

Sollecito pulled Item K

MOTION Bray/Sollecito to approve Consent Agenda Items A-J, L-Q.

Public comment: Andersen said CSEA supports the Board moving forward with Item P.

Motion PASSED 5 – 0

The Board discussed Item K.

MOTION Bray/Phillips to approve Consent Agenda Item K

Public comment: none

Motion PASSED 3 – 2 (Thibeau and Sollecito dissenting)

VIII. ACTION/DISCUSSION

- A. Approval of 2010/11 Budget Calendar Process

MOTION Phillips/Thibeau to approve the calendar as proposed

Public comment: none

Motion PASSED 5 – 0

- B. First Interim Report

MOTION Sollecito/Bray to approve the First Interim financial report and adopt a positive certification indicating that the District will be able to meet its financial obligations for the remainder of this fiscal year and the subsequent two fiscal years, based on current forecasts, and revenue and expenditure assumptions as noted

Public comment: none

Motion PASSED 5 – 0

C. Approval of Bench Placement at PG Middle School in Honor of Col. Warren Dunn

MOTION Thibeau/Bray to approve the placement of a bench at the front of the Middle School with a plaque honoring Col. Warren Dunn.

**Public comment: none
Motion PASSED 5 – 0**

D. Authorization to Bid Remaining Measure D Projects

MOTION Bray/Phillips to authorize the administration and respective architects to proceed to obtain bids on the High School Modernization Phases II – IV, Robert Down and Forest Grove Modernization Projects, Middle School Modernization and District Office/Maintenance Facility Project.

**Public comment: none
Motion PASSED 5 – 0**

IX. INFORMATION/DISCUSSION

A. Sub Committee Reports

MCSBEC – nothing to report

X. ACTION/DISCUSSION – BOARD CALENDAR/FUTURE MEETINGS

Board Calendar/Future Meetings

MOTION Phillips/Thibeau to cancel regular board meeting on January 14, to call a special board meeting on January 14 and a regular board meeting on January 21.

**Public comment: none
Motion PASSED 5 – 0**

XI. FUTURE AGENDA ITEMS

A. Discussion of Future Agenda Items

No items were added to the agenda

B. Future Agenda Items

January

Class size guidelines
Curriculum update
Special meeting with staff and students

(unassigned)

Impact of declining enrollment report
Healthy kids survey results
Traffic safety

XII.ADJOURNED

9:30 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

SUBJECT: Certificated Assignment Order #9

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

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #9.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel 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 Certificated 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 CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 9 January 14, 2010

TEMPORARY APPOINTMENT:

John Paff, Adult Ed Soccer Instructor, part-time, hourly, not to exceed 3 hrs./week, Column A, Step 1, effective January 13, 2010 (subject to sufficient enrollment and funding)

2009-10 High School Coaching Stipends:

Name	Assignment 2009-2010	Stipend %	Funding Source
Ken Loeber	JV Boys Soccer Coach	.5	General Fund

RESIGNATION:

Shane Steinbeck, JV Head Baseball Coach, resigns coaching position effective December 8, 2009

SUBJECT: Classified Assignment Order #9

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

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #9.

BACKGROUND:

Under Board Policies #4200 and #4211, the Personnel 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 ORDER NO. 9, January 14, 2010**

SUBSTITUTE:

Shell Jacobs, Clerical

SUBJECT: Warrant Schedule No. 495

PERSON(S) RESPONSIBLE: Robin Blakley, Assistant Superintendent for Business Services

RECOMMENDATION:

As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District's budget, and purchasing and accounting practices and therefore, recommend Board approval.

BACKGROUND:

The attached listing of warrants identifies payments made by the District during the noted time period from December 1, 2009 through December 31, 2009.

INFORMATION:

Prior to the issuance of the warrants, District procedures have been followed to insure the appropriateness of the item purchased, the correctness of the amount to be paid, and that funds were available within the appropriate budget. All necessary site, department, and district authorizations have been obtained.

SUBJECT: Revolving Cash Report No. 5

PERSON(S) RESPONSIBLE: Robin Blakley, Assistant Superintendent for Business Services

RECOMMENDATION:

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.

BACKGROUND:

The attached listing identifies payments made from the Revolving Cash Fund during the period from November 16, 2009 through December 15, 2009.

INFORMATION:

Prior to the approval of the identified payments, appropriate District procedures were followed and authorizations obtained.

REVOLVING CASH
BOARD REPORT # 5
November 16, 2009 - December 15, 2009

Date	Num	Name	Account	Amount
Nov 16 - Dec 15, '09				
Nov 16 - Dec 15, '09				
				<hr/> <hr/> \$0.00

SUBJECT: Cash Receipts Report No. 5

PERSON(S) RESPONSIBLE: Robin Blakley, Assistant Superintendent for Business Services

RECOMMENDATION:

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.

BACKGROUND:

The attached listing identifies Cash Receipts received by the District during the period of November 16, 2009 through December 15, 2009.

INFORMATION:

The receipt and deposit of the identified funds were conducted consistent with District policies and procedures within the appropriate revenue accounts.

CASH RECEIPTS BOARD REPORT # 5

November 16, 2009 - December 15, 2009

Date	Num	Name	Account	Amount
Nov 16 - Dec 15, '09				
11/20/2009	14402	RD ELEMENTARY	COLLECTED FUNDS	3,463.93
11/20/2009	14403	ATHLETICS	GATE	8,770.00
11/20/2009	14404	ATHLETICS	GATE	2,114.00
11/20/2009	14405	ATHLETICS	GATE	1,815.00
11/20/2009	14406	ATHLETICS	GATE	4,152.00
11/20/2009	14407	Monterey Peninsula Fou...	GATE DONATION	4,500.00
11/20/2009	14408	Monterey Peninsula Fou...	GATE DONATION	4,500.00
11/20/2009	14409	Monterey Peninsula Fou...	MIDDLE SCHOOL	7,500.00
11/20/2009	14410	PGHS	COLLECTED FUNDS	3,600.00
11/20/2009	14411	FG ELEMENTARY	COLLECTED FUNDS	810.00
11/20/2009	14412	FREIGHTLINER	REFUND	40.50
11/20/2009	14413	PGHS	REBATE	250.00
11/20/2009	14414	TEXTBOOKS	FEES	80.00
11/20/2009	14415	ATHLETICS	FEES	236.39
11/20/2009	14416	ROP	FEES	110.00
11/20/2009	14417	Farm Day	REFUND	596.00
11/20/2009	14418	RETIREE INSURANCE	RETIREE INSURANCE	3,231.21
11/20/2009	14419	BASRP-FG	BASRP	4,304.00
11/20/2009	14420	BASRP-RD	BASRP	2,579.25
12/3/2009	14421	RD ELEMENTARY	COLLECTED FUNDS	4,824.00
12/3/2009	14422	BASRP-RD	BASRP	2,066.00
12/4/2009	14423	BASRP-FG	BASRP	6,166.13
12/4/2009	14424	BASRP-RD	BASRP	4,993.15
12/4/2009	14427	MCSIG	FEES	1,000.00
12/4/2009	14428	ADULT EDUCATION	ADULT EDUCATION	23,458.45
12/4/2009	14425	MBCS/Monterey Bay Ch...	SPECIAL RESERVE	38,871.53
12/4/2009	14426	STATE OF CALIFORNIA	CAFETERIA	9,494.72
12/4/2009	14429	FG ELEMENTARY	COLLECTED FUNDS	405.00
12/4/2009	14430	TEXTBOOKS	FEES	15.00
12/4/2009	14431	FG LIBRARY	LOST LIB BOOK	60.00
12/4/2009	14432	N HELLER	INS PAYMENT	434.92
12/4/2009	14433	MCOE	PAYROLL	57.31
12/4/2009	14434	MS LIBRARY	LOST LIB BOOK	10.00
12/4/2009	14435	BUS PASS	TRANSPORTATION	100.00
12/4/2009	14436	RETIREE INSURANCE	RETIREE INSURANCE	12,043.21
12/4/2009	14437	Lost Key Fee	MAINT/GROUNDS	35.00
12/7/2009	14438	ATHLETICS	COLLECTED FUNDS	1,412.00
12/7/2009	14439	ATHLETICS	DONATION	890.00
12/8/2009	14440	RETIREE INSURANCE	RETIREE INSURANCE	3,813.50
Nov 16 - Dec 15, '09				162,802.20

SUBJECT: Approval of Resolution #861 for Issuance of Series D General Obligation Bond

PERSON(S) RESPONSIBLE: Robin Blakley, Asst. Supt. for Business Services

RECOMMENDATION:

The Administration recommends that the Board approve Resolution #861 as proposed.

BACKGROUND:

Following the passage of Measure D on June 6, 2006 we will now proceed with the issuance of the fourth General Obligation Bond. Our bond counsel, William Kadi, has prepared the necessary Resolution and attachments for the Board to adopt to allow this process to begin. Working with our financial advisor, Dale Scott, it has been recommended that the Series D Bond be in the amount of \$9.0 million. As previously discussed, this amount was determined to be the maximum that could be authorized based on the limited growth in property values and therefore tax revenues.

In 2011 the final series will be issued in the remaining amount of \$7.78 million. The resulting flow of bond money will allow the projects to proceed in accordance with our previously discussed schedule and maintain the property tax level at or below the maximum allowable tax rate, assuming a continued increase in assessed value of property within the District.

INFORMATION:

Adoption of the Resolution and its exhibits will authorize Dale Scott, as financial advisor, to proceed with a process under which the \$9.0 million in Series D Bonds will be offered under a competitive bidding process. As currently anticipated, bids would be received on, or about, February 9, 2010. Assuming that a successful bid is obtained, the sale would be concluded and the funds from the sale deposited in the County Treasury where they will begin to accrue interest until such time that the District begins to draw down on the funds for the project implementation. The Resolution also directs that the County Treasurer/Tax Collector is informed to establish the necessary tax, taxing account and record keeping placing the additional tax required by this bond issue on the year 20010/11 property tax bill.

FISCAL IMPACT:

Passage of Resolution #861 and the subsequent sale of Series D General Obligation Bond will result in the District obtaining \$9.0 million for use on Measure D projects as previously discussed.

OPTIONS:

1. Approve Resolution #861.
2. Not approve Resolution #861 and provide alternative direction.

RESOLUTION NO. #861

RESOLUTION OF THE BOARD OF EDUCATION OF THE PACIFIC GROVE UNIFIED SCHOOL DISTRICT PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, 2006 ELECTION, SERIES D OF THE DISTRICT IN THE AGGREGATE PRINCIPAL AMOUNT OF \$9,000,000

WHEREAS, a special bond election was duly and regularly held in the Pacific Grove Unified School District (the "District") on June 6, 2006 for the purpose of submitting to the qualified electors of the District the question whether bonds should be issued in the maximum aggregate principal amount of \$42,000,000 (the "Bonds"); and

WHEREAS, more than fifty-five percent of the votes cast at said election were in favor of the issuance of the Bonds; and

WHEREAS, the Board of Education of the District is authorized to provide for the issuance and sale of any series of Bonds on behalf of the District pursuant to the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Bond Law"); and

WHEREAS, the Board previously issued \$25,220,000 of the General Obligation Bonds, 2006 Election, leaving unissued bonds in the amount of \$16,780,000; and

WHEREAS, the District has determined at this time to initiate proceedings for the issuance of a fourth series of Bonds ("Series D") under the Bond Law in the aggregate principal amount of \$9,000,000.

NOW, THEREFORE, the Board of Education of the District hereby finds, determines, declares and resolves as follows:

ARTICLE I

DEFINITIONS; AUTHORITY

SECTION 1.01. *Definitions.* The terms defined in this Section 1.01, as used and capitalized herein, shall, for all purposes of this Resolution, have the meanings ascribed to them below, unless the context clearly requires some other meaning.

"**Accreted Interest**" means, with respect to the Capital Appreciation Bonds, the Accreted Value thereof minus the Denominational Amount thereof as of the date of calculation.

"**Accreted Value**" means, with respect to the Capital Appreciation Bonds, as of the date of calculation, the Denominational Amount thereof, plus Accreted Interest, compounded semiannually on each February 1 and August 1, commencing from the date of issuance of the Capital Appreciation Bonds.

(The Board has been given the complete Resolution. Copies are available at the District Office upon request.)

SUBJECT: GATE Coordinator Contract/Sarah Paff

PERSON(S) RESPONSIBLE: Catherine McAweeney, Curriculum/Special Projects Director

RECOMMENDATION:

The Administration recommends that the Board approve the GATE Coordinator Contract for Sarah Paff.

BACKGROUND:

The GATE program serves students throughout the district that are identified as Gifted and Talented. Criteria is established by the GATE Advisory Board that includes testing of all third grade students. Students are identified at the end of third grade.

INFORMATION:

The GATE Coordinator will develop the program to meet the needs of GATE students 4th-12th Grade. She will serve as a member of the GATE Advisory Board and keep parents informed about GATE through newsletters and parent informational meetings. She will work with teachers to provide unique opportunities with community/business partners. She will support program development at school sites and provide community outreach and curriculum development.

FISCAL IMPACT:

The GATE program was awarded a \$35,000 grant by The Chapman Foundation. Part of that grant money will be used to support this position.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

555 Sinex Avenue
Pacific Grove, CA 93950

CONTRACT FOR SERVICES

(To be used for provision of services involving no potential for liability exposure for District)

This contract is an agreement between the Pacific Grove Unified School District and SARAH PAFF for services rendered as specified below.

1. **Scope of Service:**

To provide: District Wide GATE Program Coordinator

2. **Evaluation and/or expected outcome(s)**(continue on attached page if needed):

Design GATE curriculum, work with district teachers, communicate with GATE parents, provide community outreach, & support GATE program development for the district wide GATE Program.

3. **Length of the Contract:**

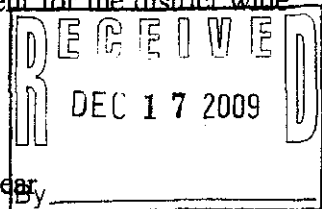
Service is to be provided for the remainder of the 2009/2010 school year.

Maximum of 177 hours

4. **Financial Consideration:**

Consultant to be paid at the rate of: \$40.21 per hours for 177 hours for a total of \$7117.17

FundingSource:01-0038-0-1110-1000-580000-000-1300-073(GATEDONATION/GRANT)



Consultant: Sarah Paff

Address: 2860 Forest Lodge Road Pebble Beach, Ca 93953 Phone: 644-9148

Signed Sarah Paff Date Dec. 16, 2009
 District Employee Independent Consultant

Signed Cathy McClenny Date Dec. 16, 2009
Site/Program Administrator - (Check appropriate box below)

Contracted work was assigned using District's normal employment recruitment process.

Contracted work was not assigned using District's normal employment recruitment process. Attached Criteria Page (REQUIRED) identifies reason.

Signed _____ Date _____
Asst. Supt./Supt.

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

*Independent Consultant must sign and submit a W-9 to District prior to providing service.

SUBJECT: Contract with Sarah Paff for Elementary School GATE Instruction

PERSON(S) RESPONSIBLE: Catherine McAweeney, Director of Curriculum/Special Projects

RECOMMENDATION:

The administration recommends that the Board approve the contract for GATE Instruction at Forest Grove and Robert Down Elementary Schools.

BACKGROUND:

The District began providing GATE classes in elementary students in the spring of 2007 with Sarah as the teacher. The classes are held on Tuesday mornings at Robert Down and Thursday afternoons at Forest Grove. The program has been well received by parents, students and teachers.

INFORMATION:

The GATE teacher at Forest Grove and Robert Down Elementary Schools will keep parents and staff informed about the offerings and scheduling of GATE. This semester, GATE will be offering "Poetry of the Sea," "NASA Lunar Nautics," Odyssey of the Mind, A Monterey Bay Aquarium Research Institute, Science Olympiad, and a unit on "Mighty Molecules".

FISCAL IMPACT:

The GATE program receives funding from the STATE to cover this program. The GATE Budget was approved as part of the 2009-2010 Budget. P.G. PRIDE has given GATE \$2500 to pay for supplies and registration for Odyssey of the Mind.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

555 Sinex Avenue
Pacific Grove, CA 93950

CONTRACT FOR SERVICES

(To be used for provision of services involving no potential for liability exposure for District)

This contract is an agreement between the Pacific Grove Unified School District and SARAH PAFF for services rendered as specified below.

1. Scope of Service:

To provide: Elementary GATE Instructor

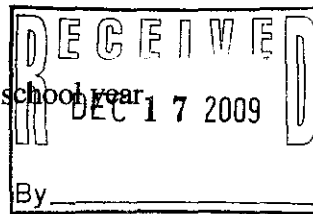
2. Evaluation and/or expected outcome(s)(continue on attached page if needed):

Schedule & teach GATE classes, keep parents & staff informed, provide in-services & supplemental information to teachers, staff & parents about the needs of GATE students, & provide supplemental activities for elementary GATE students.

3. Length of the Contract:

Service is to be provided for the remainder of the 2009/2010 school year

Maximum of 133 hours



4. Financial Consideration:

Consultant to be paid at the rate of: \$40.21 per hour for 133 hours for a total of \$5347.93

Funding Source: 01-0140-0-1110-1000-580000-000-1300-073 (GATE)

Consultant: Sarah Paff

Address: 2860 Forest Lodge Road Pebble Beach, Ca 93953 Phone: 644-9148

Signed [Signature] Date Dec. 16, 2009
District Employee Independent Consultant

Signed [Signature] Date 12/16/09
Site/Program Administrator - (Check appropriate box below)

- Contracted work was assigned using District's normal employment recruitment process.
Contracted work was not assigned using District's normal employment recruitment process. Attached Criteria Page (REQUIRED) identifies reason.

Signed _____ Date _____
Asst. Supt./Supt.

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

*Independent Consultant must sign and submit a W-9 to District prior to providing service.

SUBJECT: Contract with Sarah Paff for Middle School GATE Instruction

PERSON(S) RESPONSIBLE: Catherine McAweeney, Director of Curriculum/Special Projects

RECOMMENDATION:

The administration recommends that the Board approve the contract for GATE Instruction at PGMS.

BACKGROUND:

The GATE teacher at PGMS will keep parents and staff informed about the offerings and scheduling of GATE. This winter, GATE will be offering an advanced creative writing course. In the spring, these students will compile, design and edit the school creative writing magazine. The winter semester will also offer students collaboration with The Monterey Bay Aquarium Research Institute where students will dive into the field of bioluminescence and study a variety of ocean-related topics. Students will design and build a remotely operated underwater vehicle and have the opportunity to enter the Marine Advanced Technology Education's regional ROV competition in April. GATE will organize the first ever Pacific Grove Middle School Invention Convention where students pursue science projects/inventions that will be judged and displayed at back-to-school night.

INFORMATION:

Sarah Paff will offer GATE instruction to PGMS Students in the area of science and language arts. She will coordinate presentations by local authors, scientists, and artists. Students will publish a book and participate in The Marine Advanced Technology Education Program and Competition at Monterey Peninsula College. Sarah will serve as their instructor and coach as they design, build, and pilot their own underwater Remotely Operated Vehicles (ROV)!

FISCAL IMPACT:

GATE was given a \$35,000 grant by the Chapman Foundation. Part of that grant money will be used to support this position.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

555 Sinex Avenue
Pacific Grove, CA 93950

CONTRACT FOR SERVICES

(To be used for provision of services involving no potential for liability exposure for District)

This contract is an agreement between the Pacific Grove Unified School District and SARAH PAFF for services rendered as specified below.

1. Scope of Service:

To provide: Elementary GATE Instructor

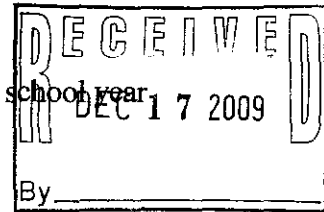
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Maximum of 133 hours



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Funding Source: 01-0140-0-1110-1000-580000-000-1300-073 (GATE)

Consultant: Sarah Paff

Address: 2860 Forest Lodge Road Pebble Beach, Ca 93953 Phone: 644-9148

Signed [Signature] Date Dec. 16, 2009
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Signed _____ Date _____
Asst. Supt./Supt.

ALL SIGNATURES MUST BE OBTAINED BEFORE SERVICES ARE PROVIDED.

*Independent Consultant must sign and submit a W-9 to District prior to providing service.

SUBJECT: Elementary Math Adoption

PERSON(S) RESPONSIBLE: Catherine McAweeney, Director Curriculum/Special Projects

RECOMMENDATION:

The Administration recommends Board approval of “The HSP California Math”, Houghton Mifflin Harcourt School Publishers for grades K-5.

BACKGROUND:

During the Fall of 2008, representatives from each K-5 grade level and each elementary school reviewed all state approved textbooks for grades K-5. Four textbooks were selected for further review and presentations by publisher representatives were scheduled. A decision was made to pilot three of the math programs. The adoption committee piloted “California HSP Math”, “Macmillan/McGraw-Hill Math”, and “CA Saxon Math K-8”.

INFORMATION:

In December 2009, the adoption committee voted to adopt “The HSP California Math”. The committee looked for the new math adoption to be well-organized, student accessible and teacher friendly. They checked for the depth of content and the amount of information available. They needed the materials to work well for differentiated instruction for all students. It was important that the materials provided high levels of student engagement and that there was a strong technology strand. Materials needed to promote interaction. Other content areas of importance included the usefulness of teacher supplemental materials, quality of student consumable materials, and that the text was aligned to the California Content Standards.

FISCAL IMPACT:

The \$36,000 for the elementary math adoption will be funded with IMFRP (Instructional Materials Funding Realignment Program) funds approved in the 2009-2010 PGUSD Budget.

SUBJECT: Quarterly Report on Williams/Valenzuela Uniform Complaints

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

Administration is providing this quarterly report to the Board, per Ed. Code. 35186 (d).

BACKGROUND:

Each quarter the district is required, per Ed. Code 35186(d) to “prepare and submit a report of summarized data on the nature and resolution of all uniform complaints to the district board and county superintendent.”

INFORMATION:

For the second quarter of the 2009-10 academic year, there were no incidents of complaints filed against any of the criteria: Therefore, it is acknowledged that

1. There are sufficient textbooks and instructional materials for each student to use in class;
2. School facilities are clean, safe and maintained in good repair;
3. There are no teacher vacancies or misassignments;
4. All eligible students who did not pass the CAHSEE were notified of the availability of services and the right to file a complaint.
5. Parents, teachers and the public know how to obtain complaint forms.

FISCAL IMPACT:

none

Academic School Year 2009-10
Quarterly Report on Williams/Valenzuela Uniform Complaints
 [Education Code § 35186]

District: PACIFIC GROVE UNIFIED SCHOOL DISTRICT

Person completing this form: Laura Emerson Title: Administrative Assistant

Quarterly Report Submission Date: January 2010

Date for information to be reported publicly at governing board meeting: January 14, 2010

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	-0-		
Teacher Vacancy or Misassignment	-0-		
Facilities Conditions	-0-		
Eligible Students Notified	-0-		
TOTALS	-0-		

Ralph Gómez Porras, District Superintendent

January 4, 2010

Date

DISCUSSION BETWEEN TRUSTEES AND K-12 CERTIFICATED STAFF

Discussion may include the following topics:

Review of the start up this year

Review of new/special programs

Review of facility use

Review of staffing

Review of calendar options

Other topics of interest

SUBJECT: Board Calendar/Future Meetings - *Revised*

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board meeting dates or modifications need to be established.

BACKGROUND:

The Board has approved Policy 9320, which states that Board meetings will be held on the first and third Thursday of each month. At its organizational meeting in December, the Board approved the attached calendar.

INFORMATION:

It may be necessary for the Board of Education in reviewing the day-to-day operations of the District to schedule additional Board meetings. The topic of additional meetings and year long planning may be discussed under this agenda item for the Board's review.

School Board Meeting Calendar, 2009-10
(Regular Meetings and Possible Special Meetings)

Dec. 10	Organizational Meeting ✓ First Interim Report	High School
Jan 14	Special Board Meeting with K-12 Staff ✓ Open dialogue may include the following topics: Review of the start up this year Review of new special programs Review of facility use Review of staffing Review of calendar options Other topics of interest	Community Center
Jan 21	Regular Board Meeting ✓ Budget process begins ✓ Preliminary enrollment/staffing patters for 2010/11 ✓ Report to the Board on relevant contents of 2010/11 Governor's budget ✓ Review High School Open Campus and truancy trends	High School
Feb 4	Regular Board Meeting ✓ Budget revision to update current 2009/10 budget ✓ Initial budget assumptions presented, including strategic plan needs	High School
Feb 25	Regular Board Meeting ✓ Budget requests regarding staffing finalized (tba) ✓ Possible personnel action presented as information	High School (School Site Visit)
Mar 4	Regular Board Meeting ✓ Resolutions to honor all staff ✓ Second Interim Report ✓ Update of 2010/11 budget revenue and expenditures ✓ Board reviews results of "budget input" and finalizes budget assumptions ✓ Possible personnel action (RIF)	Forest Grove (School Site Visit)
Mar 17 ?	Special Board Meeting ✓ Student Focus	High School
Mar 18	Regular Board Meeting School Site ✓ Review of Master Schedule ✓ Class size guidelines ✓ Declining enrollment ✓ Open house schedules reviewed	Middle School (School Site Visit)

Mar 25 ?	Special Session ✓ Board direction on adjustments to tentative budget	High School
April 1	Regular Board Meeting ✓ AS WASC update ✓ Superintendent Evaluation ✓ Tentative Budget presented to Board ✓ Budget Study Session scheduled if needed ✓ Instructional Minutes ✓ Board Priorities for 2009/10 Instructional Program Design	Adult School (School Site Visit)
April 8 ?	Special Session ✓ Possible Board study session on tentative budget	<i>tba</i>
April 22 ?	Special Session ✓ Possible Board study session on tentative budget	<i>tba</i>
April 29	Regular Board Meeting ✓ SIP Plan review- CHS ✓ Superintendent Evaluation ✓ CHS WASC update ✓ Review of Student Handbooks	Community High (School Site Visit)
May 6	Regular Board Meeting ✓ Superintendent Evaluation	Robert Down (School Site Visit)
May 20	Regular Board Meeting ✓ Identify Board member representatives for graduation ✓ Review Governor's revised budget ✓ Complete Superintendent's evaluation ✓ Bell Schedule	High School
June 3	Regular Board Meeting	High School
June 17	Regular Board Meeting ✓ Public hearing on budget ✓ Adopt budget for 2010/11	High School

SUBJECT: Future Agenda Topics

PERSON (S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

RECOMMENDATION:

The Board review the list of items, and direct Administration to add items to the list and/or schedule items for a particular agendas.

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 an 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 November 12, 2009 Board Meeting.

January

Class size guidelines
Curriculum update

(unassigned)

Impact of declining enrollment report
Healthy kids survey results
Traffic safety