

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

Trustees

*John Thibeaup, President*

*John Paff, Clerk*

*Debbie Crandell*

*Bill Phillips*

*Brian Swanson*

*Lexi Rohrer, Student Rep*

**DATE:** Thursday, October 27, 2016

**TIME:** 6:00 p.m. Closed Session  
7:00 p.m. Open Session

**LOCATION:** Pacific Grove Adult School  
1025 Lighthouse Avenue  
Pacific Grove, CA 93950

# Site Visit

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. Roll Call
- C. Adoption of Agenda

### **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 2016/17 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Rick Miller and Ralph Gómez Porras, for the purpose of giving direction and updates.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2016/17. [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Ralph Gómez Porras and Billie Mankey, for the purpose of giving direction and updates.
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
4. Conference with Legal Counsel Regarding Existing Litigation pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9.  
DFEH No. 762366-230929

B. Public comment on Closed Session items

C. Adjourn to Closed Session

### **III. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session

1. Negotiations - Collective Bargaining Session preparation with the PGTA for 2016/17
2. Negotiations - Collective Bargaining Session preparation with the CSEA for 2016/17
3. Employee Discipline/Dismissal/Release/Complaint (1 case) [Government Code § 54957]
4. Conference with Legal Counsel Regarding Existing Litigation pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9.  
DFEH No. 762366-230929

B. Pledge of Allegiance

### **IV. SITE PRESENTATIONS**

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

The presentation is: *Pacific Grove Adult School: Lighting the Way*

### **V. COMMUNICATIONS**

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

## VI. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

*Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard. The Board 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.*

## 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.*

- |  |           |
|--|-----------|
|  | Page<br>6 |
| A. <u>Minutes of October 6, 2016 Regular Board Meeting</u><br>Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.   |           |
| B. <u>Certificated Assignment Order #5</u><br>Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #5.               | 10        |
| C. <u>Classified Assignment Order #5</u><br>Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #5.                   | 12        |
| D. <u>Out of County or Overnight Activities</u><br>Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented. | 14        |
| Move: _____ Second: _____ Vote: _____  |           |

## VIII. ACTION/DISCUSSION

- |   |    |
|---|----|
| A. <u>Resolution #985 Supporting Proposition 55</u><br>Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and approve the Resolution #985 Supporting Proposition 55.                                    | 19 |
| Move: _____ Second: _____ Roll Call Vote: _____<br>Thibeau ____ Paff ____ Crandell ____ Phillips ____ Swanson ____  |    |
| B. <u>Pacific Grove High School Choir Course</u><br>Recommendation: (Matt Bell, Pacific Grove High School Principal) The Administration recommends that the Board review and approve the model and funding for the choir course at Pacific Grove High School. | 21 |
| Move: _____ Second: _____ Vote: _____   |    |

- C. Board Calendar/Future Meetings 22  
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.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## IX. INFORMATION/DISCUSSION

- A. Pacific Grove Adult Education Childcare Center 25  
Recommendation: (Barbara Martinez, Pacific Grove Adult School Principal; Matt Kelly, Director of Facilities and Transportation) The District Administration requests that the board review plans and budget for the childcare center and provide feedback.

Board Direction: \_\_\_\_\_

- B. Review of the Free and Reduced Meals Program 29  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review the information provided regarding the Free and Reduced Meals program.

Board Direction: \_\_\_\_\_

- C. Information Regarding the Issuance of Series B of the Ed Tech Bond 31  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review information regarding the sale of Measure A, Series B Bonds.

Board Direction: \_\_\_\_\_

- D. Pacific Grove Middle School Math Update 36  
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The Administration recommends that the Board review the Pacific Grove Middle School math progress and next steps regarding improvement of SBAC middle school math scores.

Board Direction: \_\_\_\_\_

- E. Increasing Counselor FTE for Robert Down and Forest Grove Elementary Schools 37  
Recommendation: (Clare Davies, Director of Student Services) The District Administration recommends that the Board discuss options for increasing services that address the social, emotional and behavioral needs of elementary students attending Robert Down and Forest Grove Elementary schools.

Board Direction: \_\_\_\_\_



- F. Robert Down Elementary and Forest Grove Elementary Portables 40  
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The District Administration recommends that the Board review and provide feedback for a portable classroom replacement at Robert Down Elementary School and a new portable at Forest Grove Elementary School.

Board Direction: \_\_\_\_\_

- G. Future Agenda Items 45  
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.

California Healthy Kids Survey Follow-Up (November 17)  
Senior Class Projects Review (November 17)  
Homework Policy Review (November 17)  
Spanish Class at Elementary Schools  
Pebble Beach Housing Project

Board Direction: \_\_\_\_\_

## **X. ADJOURNMENT**

Next regular meeting: November 17, 2016 – Pacific Grove High School

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION  
Minutes of Regular Meeting of October 6, 2016 – Pacific Grove Middle School

**I. OPENED BUSINESS**

- A. Called to Order 7:00 p.m.
- B. Roll Call
- |                         |                                 |
|-------------------------|---------------------------------|
| President:              | Trustee Thibau                  |
| Clerk:                  | Trustee Paff                    |
| Trustees Present:       | Trustee Crandell                |
|                         | Trustee Phillips                |
|                         | Trustee Swanson                 |
| Administration Present: | Superintendent Porras           |
|                         | Assistant Superintendent Miller |
| Board Recorder:         | Mandi Freitag                   |
| Student Board Member:   | Lexi Rohrer                     |

C. Adopted Agenda

**MOTION Crandell/Paff to adopt agenda as presented.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- D. Pledge of Allegiance Led By: Pacific Grove Middle School Principal Sean Roach

**II. SITE PRESENTATION**

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

The presentation is: *Pacific Grove Middle School: A Day in the Life*

Pacific Grove Middle School hosted various dignitaries including California State Senate Majority leader Bill Monning and Pacific Grove Chief of Police Amy Christey. Attendees were treated to a tour of demonstration classrooms including the Foods class, Orchestra, Leadership class and Chorus. Senator Monning remarked that he wished our own state government would operate as efficiently as the middle school Leadership class. Teachers Jo Lynne, Barbara, Linda, Jared and their students showed guests the fine work at Pacific Grove Middle School.

The Board enjoyed the classroom visits, and thanked Pacific Grove Middle School staff and students.

**III. COMMUNICATIONS**

A. Written Communication

None.

B. Board Member Comments

Student Representative Lexi Rohrer provided the Board an update on Pacific Grove High School events.

Trustee Paff expressed appreciation to the people who dedicate their lives to do good things for other people, including Senator Monning and Chief Christey.

C. Superintendent Report

Superintendent Porras thanked the staff, noting the recent safety concerns in the country and county, thanking Safety Director Barbara Martinez for keeping everyone safe, thanking Administrators for being responsive and present, and was very proud of the staff.

The Board thanked Superintendent Porras and Administrators for keeping them informed during events or incidents.

D. Board Subcommittee Reports: Monterey County School Board Association

Pacific Grove Unified School District's Monterey County School Board Association representative Trustee Thibeau informed the Board of the Excellence in Education Award, providing the Board with an award winner solicitation and timeline, asking the Board to follow up on their preference. Trustee Thibeau also provided information on suggested workshop offerings.

E. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove Middle School Leadership Team presented the Board with two proposals

1. Skateboard Racks for Pacific Grove Middle School, presented by Justin Heyn, Aidan Borman, Oki Hautau, and Diego Ruiz.
2. Bottle Filler Stations at Pacific Grove Middle School, presented by Tianna Battistrini, Karis Myers, Kayleigh McCullough.

Pacific Grove High School Principal Matt Bell provided the Board an update on the math support class.

Director Facilities and Transportation Matt Kelly thanked the Pacific Grove High School Class of 1996 for the donated play structure at the Lighthouse Preschool.

Forest Grove Elementary School Principal Buck Roggeman congratulated Pacific Grove Middle School Principal Sean Roach and Assistant Principal Jason Tovani on their excellent Board presentation.

IV. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Forest Grove Elementary School parent Patti Karicki expressed concerns with overcrowded classrooms, urging the Board to consider reducing classroom sizes.

Parent Carrie Bowmen expressed concerns over the amount of homework assigned to students, noting effectiveness, benefits, and the impact to students' lives.

The Board directed Administration to review the homework policy.

**V. CONSENT AGENDA**

- A. Minutes of September 22, 2016 Regular Board Meeting
- B. Certificated Assignment Order #4
- C. Classified Assignment Order #4
- D. Acceptance of Donations
- E. Out of County or Overnight Activities
- F. Cash Receipts Report No. 2
- G. Revolving Cash Report No. 2
- H. Warrant Schedules No. 575 and 576

**MOTION Paff/Phillips to approve consent agenda as presented.**

**Public comment: none**

**Motion CARRIED 5 – 0**

**VI. ACTION/DISCUSSION**

- A. Purchase of a 78 Passenger School Bus

Assistant Superintendent Rick Miller and Director of Facilities and Transportation Matt Kelly presented information to the Board. The Board discussed this item.

**MOTION Crandell/Phillips to approve the Purchase of a 78 Passenger School Bus.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- B. Final Issuance of Regulation 6152.1 Placement in Mathematics Course

Director of Curriculum and Special Projects Ani Silva presented information to the Board.

**MOTION Paff/Swanson to approve the Final Issuance of Regulation 6152.1 Placement in Mathematics Course.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- C. 2016-17 Declaration of Need for Fully Qualified Educators

Superintendent Porras presented information to the Board on behalf of Director of Human Resources Billie Mankey. The Board discussed this item.

**MOTION Crandell/Paff to approve the 2016-17 Declaration of Need for Fully Qualified.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- D. Proposition 39 Energy Expenditure Plan

Director of Maintenance and Transportation Matt Kelly presented information to the Board. The Board discussed this item.

**MOTION Phillips/Paff to approve the Proposition 39 Energy Expenditure Plan.**

**Public comment: none**

**Motion CARRIED 5 – 0**

E. Board Calendar/Future Meetings

**No action taken.**

**VII. INFORMATION/DISCUSSION**

A. Review of Bus Ridership

Assistant Superintendent Rick Miller presented information to the Board. The Board discussed this item, including free ridership and logistics.

**Public Comment:**

Carrie Bowman expressed concerns over the bus schedule and double-up days.

The Board received clarification on double-up day from Director Kelly. The Board discussed bus driver shortage, routes and arrival times, and directed Administration to bring this item back at a future meeting.

B. Future Agenda Items

California Healthy Kids Survey Follow-Up (October 27)  
Choir Class Course Description (November 17)  
Senior Class Projects Review (November 17)  
Elementary School Counseling Services  
Spanish Class at Elementary Schools  
Pebble Beach Housing Project

The Board directed Administration to add the following items to future agenda:

Review of Homework Policy  
Bus Route Solution/Schedule

**VIII. ADJOURNED**

9:42 p.m.

Approved and submitted:

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Dr. Ralph Gómez Porras  
Secretary to the Board

**SUBJECT:** Certificated Assignment Order #5

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

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**RECOMMENDATION:**

The Administration recommends adoption of Certificated Assignment Order #5.

**BACKGROUND:**

Under Board Policies #4200 and #4211, the Human Resource 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. 5  
October 27, 2016**

**TEMPORARY ASSIGNMENT:**

Natalie Montgomery, After School Enrichment Coordinator, \$3,000 stipend per session (3 or 4 sessions per year depending on sufficient enrollment), effective 2016-17 school year (this is a self funded program)

**2016-17 Pacific Grove High School Sports**

<b>Employee</b>	<b>Position</b>	<b>% FTE</b>	<b>Funding</b>
Robin Lewis	Varsity Girls' Basketball Coach Replaces: Bo Buller	1.0	GF
Liliana Garza	JV Girls' Soccer Coach Replaces: Michael Aguilera	1.0	GF
Marc Affifi	JV Boys' Soccer Coach Replaces: William Brown	1.0	GF

**2016-17 GATE Classes, paid at the PGTA certificated hourly rate, effective November 1, 2016**

<b>Employee</b>	<b>Site</b>	<b>GATE Assignment</b>	<b>Schedule, Not to Exceed</b>	<b>Funding</b>
Larry Haggquist	PGHS	Mock Trial Poetry Outloud	1.5 hrs./week	GATE
Andrew Bradley	RDE	Elementary (RDE)	3 hrs./week	GATE
Elaine DeMarco	PGMS	Mathletics	1.5 hrs./week	GATE
Moirah Mahr	PGMS	Children to Children	1.5 hrs./week	GATE

**CHANGE OF ASSIGNMENT:**

Julie Lamora-Kelly, from FGE Temporary, Part-time TK Teacher, to FGE Full-time Kindergarten teacher, Column IV Step 11, + MA, effective October 3, 2016 (new position)

**SUBSTITUTES:**

Mark Kudrav  
Malcolm Webb

**SUBJECT:** Classified Assignment Order #5

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

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**RECOMMENDATION:**

The Administration recommends adoption of Classified Assignment Order #5.

**BACKGROUND:**

Under Board Policies #4200 and #4211, the Human Resource 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. 5  
October 27, 2016**

**NEW HIRE:**

Dana Jones, FGE, Instructional Assistant, 3 hrs./day/5 days per week, 180 day work calendar, Range 30, Step A, effective September 28, 2016 (new position)

**ADDITIONAL ASSIGNMENT:**

Wendy Hammang-Roland, PGMS, Noon Duty, 45 mins./day/4 days per week, 180 day work calendar, Range 30, Step A, effective October 5, 2016 (Melissa Gibson)

Ariana Macias Rivera, PGMS, Short-term Temporary, Instructional Assistant (ELD), 3 hrs. per week, Range 30, Step E, effective October 24, 2016 through June 2, 2017 only (Title III Immigrant Funding)

Leslie Horn, RDE, Short-term, Temporary, Instructional Assistant (ELD), 3 hrs. per week, Range 30, Step F, effective October 6, 2016 through June 2, 2017 only (Title III Immigrant Funding)

**2016-17 CELDT TESTING**, FGE, paid at the PGTA Non-Instructional Rate, not to exceed 25 hours total each:

Sue Ellzey

Nancy DaSilva

**CHANGE OF ASSIGNMENT:**

Che Burns, from PGHS Custodian, 8 hrs./day/12 month work calendar, Range 35, Step B, to MOT & G Grounds, 8 hrs./day/12 month work calendar, Range 37, Step C, effective November 1, 2016 or upon successful recruitment of custodial position (Replaces Greg Ellis who promoted)

**INCREASE/DECREASE IN HOURS:****RETIREMENT:**

Carole Anloff, Confidential Payroll/Benefits Specialist, retires effective December 22, 2016 after 3.5 successful years of employment with the Pacific Grove Unified School District

**SUBSTITUTE:**

Lance Nuckolls

**SUBJECT:** Out of County or Overnight Activities

**PERSON(S) RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The Administration recommends that the Board approve or receive the request as presented.

**BACKGROUND:**

Board Policy 6153 requires prior approval of all school sponsored trips. Out of County/State or overnight trips require Board approval. Other trips may be approved by the Superintendent or designee.

**INFORMATION:**

The attached list identifies an overnight/Out of County/State trip(s) being proposed by a school site at this time.

**FISCAL IMPACT:**

The request has an identified cost and associated source of funds. The activities expose the District to increased liability with a resulting potential for financial impact.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**

**OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES**

<u>DATE</u>	<u>STUDENTS/CLASS</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
<u>DESTINATION</u>	<u>ACTIVITY</u>			
October 28	RHD 5 <sup>th</sup> Grade Field Trip	Auto	N/A	N/A
CSU Monterey Bay	CSUMB Radio Station			
October 28-30	HS Mock Trial	Auto	\$4,800	ASB/Site
Fairmont Hotel	2016 Beach Ball Classic Invitational			
Newport Beach, CA	Mock Trial Competition			
November 11-12	HS Robotics Club	Auto	\$250	GATE
Madera High School	Robotics Competition			
Madera, CA				

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY**

Consent Agenda Item D

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

Date of Activity 10-28-2016 Day of Activity Friday  
 Place of Activity CSU Monterey Bay : KATZ Radio Station  
 School Robert Down Elem. Grade Level 5th  
 School Departure Time 8:40 AM \_\_\_\_\_ PM \_\_\_\_\_  
 Pickup Time From Place of Activity 11:00 AM \_\_\_\_\_ PM \_\_\_\_\_  
 Name of Employee Accompanying Students Stefanie Pechan  
 Number of Adults 8 Number of Students 27  
 Class or Club Mrs. Pechan's Class  
 Description of Activity Field Trip  
 Education Objective ELA, visual perf. arts, Technology : communication, speaking skills,  
 List All Stops RHD → CSUMB → RHP  
 Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
 ( ) Charter ( ☒ ) Auto\* ( ) Walk ( ) Other\*\* \_\_\_\_\_

\*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \*

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos		<u>SP</u> (Teacher's Initials)
2. If using vans, you MUST list who the drivers are. _____		
3. Cost of Activity \$ <u>00</u>		
4. Cost of Transportation \$ <u>00</u>		
Total Cost (Activity + Transportation) \$ <u>00</u>		
5. Fund to be Charged for all activity expenses: ( ) Acct. Code _____ ( ) Students _____ ( ) Other _____		
6. Requested By <u>Stefanie Pechan</u> Employee's Signature AND Printed Name (Employee accompanying students on activity)		Date <u>10-17-2016</u>
7. Recommend Approval <u>William</u> Principal's Signature		Date <u>10-18-16</u>

**Transportation Department/District Office Use Only**

Bus(s) ( ) Available ( ) Not Available

Date Received \_\_\_\_\_

Cost Estimate \$ \_\_\_\_\_

Approved By \_\_\_\_\_

Date \_\_\_\_\_

Approved By Jan Transportation Supervisor

Date 10/19/16

Date of Board Approval \_\_\_\_\_

Updated 12/15/15





**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY**

Consent Agenda Item D

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

Date of Activity Oct 28-30 Day of Activity Friday, Saturday, Sunday  
 Place of Activity Irvine, Ca Fairmont Hotel, Newport Beach  
 School Pacific Grove High School Grade Level 9-12  
 School Departure Time 8 (10/28) AM X PM \_\_\_\_\_  
 Pickup Time From Place of Activity 11 (10/30) AM \_\_\_\_\_ PM X  
 Name of Employee Accompanying Students Larry Haggquist  
 Number of Adults 5 Number of Students 30  
 Class or Club Mock Trial  
 Description of Activity Beach Ball Classic Invitational  
 Education Objective Gain experience w/ public speaking and argument analysis  
 List All Stops \_\_\_\_\_  
 Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
 ( ) Charter (X) Auto\* ( ) Walk ( ) Other\*\* \_\_\_\_\_

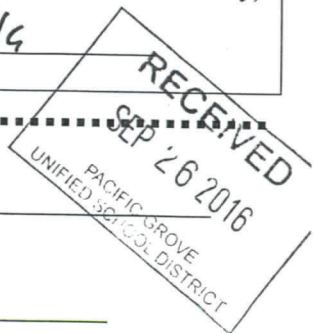
\*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \*

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos 2014  
 (Teachers Initials)
2. If using vans, you MUST list who the drivers are. \_\_\_\_\_
3. Cost of Activity \$ 4,000.00
4. Cost of Transportation \$ 800.00  
 Total Cost (Activity + Transportation) \$ 4,800.00
5. Fund to be Charged for all activity expenses: (X) Acct. Code Mock Trial FARGOBANK  
 ( ) Students \_\_\_\_\_  
 (X) Other TEAM REGISTRATION, PAID BY CURRICULUM ACC.
6. Requested By Larry Haggquist Employee's Signature James 22 Date 9/26/16  
 AND Printed Name (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 9/27/16  
 Principal's Signature

**Transportation Department/District Office Use Only**

Bus(s) ( ) Available ( ) Not Available Date Received \_\_\_\_\_  
 Cost Estimate \$ \_\_\_\_\_  
 Approved By \_\_\_\_\_ Date \_\_\_\_\_  
 Approved By [Signature] Transportation Supervisor Date 10/3/16  
 Assistant Superintendent  
 Date of Board Approval October 27, 2016

Updated 12/15/15



# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## REQUEST FOR OFF CAMPUS ACTIVITY

Consent Agenda Item D

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

Date of Activity 11/11-12/16 Day of Activity Fri/Sat  
 Place of Activity Madera High School  
 School Pacific Grove High School Grade Level 9-12  
 School Departure Time 6 AM 9 PM  
 Pickup Time From Place of Activity 9 AM 9 PM  
 Name of Employee Accompanying Students Sean Keller  
 Number of Adults 5 Number of Students 20  
 Class or Club PGHS Robotics (Breaker Bots)  
 Description of Activity Robotics Competition  
 Education Objective Summative project  
 List All Stops \_\_\_\_\_

Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
 ( ) Charter ☒ Auto\* ( ) Walk ( ) Other\*\* \_\_\_\_\_

\*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \*

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos 82

(Teachers Initials)

2. If using vans, you MUST list who the drivers are. \_\_\_\_\_

3. Cost of Activity \$ 250

4. Cost of Transportation \$ \_\_\_\_\_

Total Cost (Activity + Transportation) \$ \_\_\_\_\_

5. Fund to be Charged for all activity expenses: ( ) Acct. Code GATE  
 ( ) Students  
 ( ) Other \_\_\_\_\_

6. Requested By Sean B. Keller Date 9/28/16  
 Employee's Signature AND Printed Name (Employee accompanying students on activity)

7. Recommend Approval [Signature] Date 9/28/16  
 Principal's Signature

### Transportation Department/District Office Use Only

Bus(s) ( ) Available ( ) Not Available

Date Received \_\_\_\_\_

Cost Estimate \$ \_\_\_\_\_

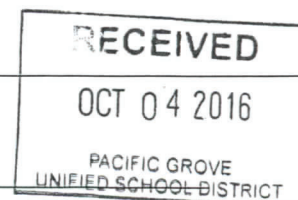
Approved By \_\_\_\_\_ Date \_\_\_\_\_

Approved By [Signature] Transportation Supervisor

Date 10/5/16

Approved By [Signature] Assistant Superintendent

Date of Board Approval October 27, 2016 Regular Meeting of October 27, 2016



Updated 12/15/15



**SUBJECT:** Resolution #985 Supporting Proposition 55

**PERSON(S) RESPONSIBLE:** Ralph Gomez Porras, Superintendent

---

**RECOMMENDATION:**

The Administration recommends that the Board review and approve the Resolution #985 Supporting Proposition 55.

**BACKGROUND:**

Proposition 55 would extend Proposition 30's temporary income tax rates for an additional 12 years, to continue funding the Education Protection Account and boost spending on health care for low income families. Unless Californians extend Proposition 30's temporary tax increases, the state's schools most likely will receive relatively fewer dollars in the years ahead, raising the prospect that California's school spending will fall even further behind the nation. California School Employees Association has requested that District Administration bring forward this Resolution for review and approval.

**INFORMATION:**

School districts around the state are supporting Proposition 55 and urging the legislature to work with the public education community to identify stable, long-term, adequate funding solutions for public schools. District Administration supports the passage of Proposition 55 because it provides needed revenue to public schools.

**FISCAL IMPACT:**

None.

Pacific Grove Unified School District  
**Resolution to Support Proposition 55**  
**Resolution No: 985**

WHEREAS, the Pacific Grove Unified School District Board of Education is committed to making policy and financial decisions that enable the school district to provide quality educational programs and services to the school-age children of our community; and

WHEREAS, during the recent recession, the state cut more than \$56 billion from education, healthcare and other critical services; and public schools statewide experienced unprecedented funding reductions and apportionment deferrals; and

WHEREAS, California public schools rank 42nd out of the 50 states in per-pupil spending; California public schools are the most crowded in the nation; and California provides fewer guidance counselors and librarians per student than any other state in the nation; and

WHEREAS, many of California's schoolchildren come from low-income families that lack access to the health care services needed to keep those children in school and learning; and

WHEREAS, passage of Proposition 30 in 2012 helped increase state revenues, providing a significant boost to California's K-12 school spending and sending funds directly to school districts through the Education Protection Account;

WHEREAS, the revenues from Proposition 30 will decline after 2016 and will disappear completely after 2018, the last year its provisions will be in effect; and

WHEREAS, Proposition 55 would extend Proposition 30's temporary income tax rates for an additional 12 years, to continue funding the Education Protection Account and boost spending on health care for low income families; and

WHEREAS, unless Californians extend Proposition 30's temporary tax increases, the state's schools most likely will receive relatively fewer dollars in the years ahead, raising the prospect that California's school spending will fall even further behind the nation; and

BE IT RESOLVED that the Pacific Grove Unified School District Board of Education joins school districts around the state in supporting Proposition 55 and in urging the Legislature to work with the public education community to identify stable, long-term, adequate funding solutions for public schools; and

BE IT FURTHER RESOLVED that this body, the Pacific Grove Unified School District, supports the passage of Proposition 55 because it provides needed revenue to public schools and will specifically benefit this district for the reasons described herein.

Adopted by the Governing Board of the Pacific Grove Unified School District on October 27, 2016, by the following vote of the Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Clerk of the Board



**SUBJECT:** Pacific Grove High School Choir Course

**PERSON(S) RESPONSIBLE:** Matt Bell, Pacific Grove High School Principal

---

### **RECOMMENDATION:**

The Administration recommends that the Board review and approve the model and funding for the choir at Pacific Grove High School.

### **BACKGROUND:**

Olivia Cain came and spoke to the Board last spring and at the September 22 meeting about her desire to create a choir class at the high school. At that meeting, several models were discussed. Those models ranged from creating an UC/CSU approved course during the school day to leaving the course in the same format as it currently held. Currently, the choir meets on Saturdays for approximately 2 hours. Funding for the coach and supplies has been generated through a grant awarded each year. PGHS administration has been told that the Kind World Foundation will no longer fund this grant.

### **INFORMATION:**

The model that best fits the dynamics of the choir as well as the scheduling needs creates a hybrid between a UC/CSU course and a club.

- Up to 10 credits will be given toward graduation in the same manner that other extra-curricular activities such as sports, the musical and mock trial are given credit.
- The course will be listed on official PGHS transcripts
- Choir will be listed in the course bulletin along with a course description (see below).
- The course will be taught by a credentialed teacher.
- The course will be taught on Saturdays for two hours as well as occasional weekday afternoon practices.
- Attendance will be taken by the teacher in order to generate a list of students eligible for credit, but will not be recorded in PowerSchool.

#### **Course Description:**

This is an introductory course in vocal music. Students will learn the basics of good vocal sound, breath support and articulation. Students will express themselves in both group and solo settings. Special attention is also given to music theory, music history, and sight singing. The student will gain greater proficiency in blend, balance, intonation, interpretation, and diction. The student will perform and stylistically analyzes music from all periods of vocal literature.

### **FISCAL IMPACT:**

The fiscal impact on the general fund would be \$10,000 (approximately .1 FTE) to pay for the teacher's salary.

**SUBJECT:** Board Calendar/Future Meetings

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

---

**RECOMMENDATION:**

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

**BACKGROUND:**

The Board has approved Bylaw 9320, which states that regular Board meetings be held on the first and third Thursday of each month, from August through June. At the annual organizational meeting held in December, Trustees approves the meeting calendar as presented. The calendar is reviewed at each Board meeting.

**INFORMATION:**

Changes to the Board meeting dates must be approved by a majority vote of the Trustees.

## Board Meeting Calendar, 2016/17 School Year

Aug. 25	<b>Regular Board Meeting</b> ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2016-2017 Consolidated Application ✓ Maintenance/Facilities Update	District Office
Sept. 8	<b>Regular Board Meeting</b> ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ Safety/Discipline Report	Forest Grove (School Site Visit)
Sept. 22	<b>Regular Board Meeting</b> ✓ Board Goals – review/revise	Robert Down (School Site Visit)
Oct. 6	<b>Regular Board Meeting</b> ✓ Superintendent's Goals ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 27	<b>Regular Board Meeting</b> ✓ Review of Special Education Contracts	Adult School (School Site Visit)
Nov. 17	<b>Regular Board Meeting</b> ✓ Intent form due (to serve as Board President or Vice President) ✓ Set date for Annual Organizational meeting ✓ Maintenance/Facilities Update	High School (School Site Visit)
Dec. 8	<b>Organizational Meeting</b> ✓ Election of 2016/17 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2 ✓ Review of Special Education Contracts	District Office

## Board Meeting Calendar, 2016/17 School Year

Jan. 12	<b>Regular Board Meeting</b> ✓ Report on Governor's Budget Proposal ✓ Preliminary enrollment projection for 2017/18 ✓ Property Tax Update	Community High School (School Site Visit)
Feb. 2	<b>Regular Board Meeting</b> ✓ Budget projections and assumptions ✓ Possible personnel action presented as information ✓ Preliminary Review of Site Master Schedules ✓ Maintenance/Facilities Update	District Office
Mar. 2	<b>Regular Board Meeting</b> ✓ Second Interim Report ✓ Budget Revision #3 ✓ Possible personnel action (RIF) ✓ Open House schedules reviewed	District Office
Mar. 16	<b>Regular Board Meeting</b> ✓ Budget projections and assumptions ✓ TRAN Resolution ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 6	<b>Regular Board Meeting</b> ✓ Board Priorities for 2017/18 Instructional Program Design ✓ Review of Strategic plan and LCAP ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Approve 2017/18 Board meeting calendar, Aug. – Dec.	District Office
April 27	<b>Regular Board Meeting</b> ✓ Review of Site Master Schedules ✓ Review of Strategic plan and LCAP (as needed) ✓ Review of Facilities Depreciation Schedule	District Office
May 4	<b>Regular Board Meeting</b> ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Final Review of Site Master Schedules ✓ Draft 2017/18 Board meeting calendar ✓ Review of Strategic plan and LCAP ✓ Safety/Discipline Report	District Office
May 25	<b>Regular Board Meeting</b> ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2017/18 ✓ Superintendent's evaluation ✓ Identify Board member representatives for graduation ✓ Review Facility Use Fee Schedule ✓ LCAP Public Hearing ✓ Review Governor's revised budget ✓ Present 2017/18 Budget ✓ Maintenance/Facilities Update	District Office
June 8*	<b>Regular Board Meeting</b> ✓ Adopt budget for 2017/18 ✓ Recommend approval of LCAP ✓ Complete Superintendent Evaluation	District Office
June 29	<b>Regular Board Meeting</b> ✓ Approval of contracts and purchase orders for 2017/18	District Office

*\*Board to determine morning or evening meeting*

**SUBJECT:** Pacific Grove Adult Education Childcare Center

**PERSON(S) RESPONSIBLE:** Barbara Martinez, Pacific Grove Adult Education;  
Matt Kelly, Director of Facilities & Transportation

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**RECOMMENDATION:**

The District Administration requests that the board review plans and budget for the childcare center and provide feedback.

**BACKGROUND:**

In 2015, the governor of California signed into law AB104, which defined the expectations for the Adult Education Block Grant. Currently, we are in the second year of the three-year guaranteed grant with the intention of it remaining ongoing in the future. The grant expectations require Adult Education and Community Colleges to work together to fill the gaps in services and strengthen programs. PGAE was awarded \$1,136,641 to support and build programs in seven designated areas of adult education. The Monterey Peninsula Adult Education Consortium was allocated \$750,000 from the state to provide services and to support those programs. Of that \$750,000, \$278,650 was allocated to Pacific Grove Adult School.

The Monterey Peninsula Adult Education Consortium held expert team meetings and community meetings with students, teachers, and staff members to identify barriers to enrollment and success of students in Adult Education. One of the barriers identified through the community meetings was the need for childcare services.

Monterey Adult School and Monterey Peninsula College offer limited childcare services, but both programs are at capacity. Identified in the Monterey Adult Education Consortium Regional Plan, 2,837 households in the Monterey Peninsula Region have children under the age of 6, and single mothers make up 15.6% of those households. Mothers with young children have higher unemployment rates than the general population (14.3% versus 10.3%), indicating this population is a strong candidate for Adult Education. Childcare services could support this population in successfully enrolling in and completing Adult Education courses.

Using allocated AEBG funds from the Monterey Adult Education Consortia, Pacific Grove Adult Education has created a plan to offer childcare services to district employees and community members beginning in the 2017-2018 school year.

**INFORMATION:**

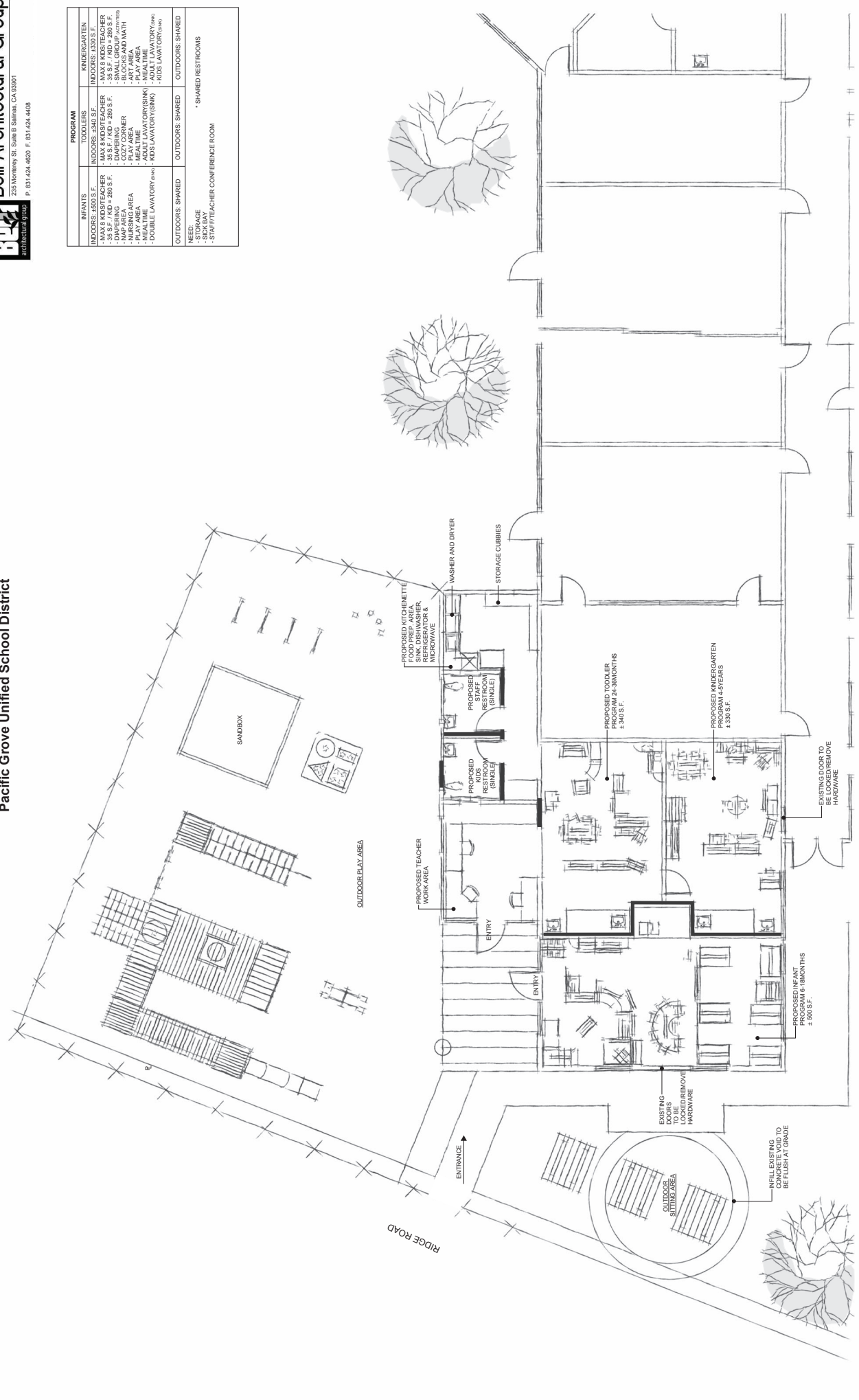
Belli Architects was provided a brief by District staff to provide initial layout studies for a daycare component within the existing Pacific Grove Education infrastructure. For the design, Belli incorporated specific District programmatic needs and referred to other local and state programs for guidance on the most effective design for the space. Additionally, care was made to fit these requirements into the existing building's architecture and systems to minimize impacts to cost, as well as other ongoing adjacent education programs. Where possible, existing partition walls are being kept and/or modified to contain necessary plumbing. Existing outdoor areas are proposed to be repurposed for outdoor seating and play areas.

The proposed daycare program contains areas for administration, teacher work areas, restrooms, a kitchenette with clothes washer/dryer, in addition to the three primary care areas, one each for infants aged 6-18 months, toddlers aged 24-36 months, and a TK/K area for children aged 4-5 years.

**FISCAL IMPACT:**

There is no fiscal impact to the general fund. The cost of renovating the classroom, purchasing furniture and equipment, and staffing will be paid through the consortia allocation to Pacific Grove Adult Education.

Day Care Program Schematic Design: Pacific Grove Adult School  
 Pacific Grove Unified School District



PROGRAM		
INFANTS	TODDLERS	KINDERGARTEN
INDOORS: 1,450 S.F. - MAX 8 KIDS/TEACHER - 25 KIDS MAX - DIAPERING - NAP AREA - PLAY AREA - MEALTIME - DOUBLE LAVATORY (GIRL)	INDOORS: 1,340 S.F. - MAX 8 KIDS/TEACHER - 25 KIDS MAX - DIAPERING - COZY CORNER - PLAY AREA - MEALTIME - ADULT LAVATORY (SINK) - KIDS LAVATORY (SINK)	INDOORS: 1,330 S.F. - MAX 8 KIDS/TEACHER - 25 KIDS MAX - BLOCKS AND MATH - PLAY AREA - MEALTIME - KIDS LAVATORY (SINK)
OUTDOORS: SHARED	OUTDOORS: SHARED	OUTDOORS: SHARED
NEED - SINKAGE - SICK BAY - STAFF/TEACHER CONFERENCE ROOM	* SHARED RESTROOMS	

# PACIFIC GROVE ADULT SCHOOL CHILD CARE PROJECT

## Preliminary Budget Oct 27, 2016

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
1. Site Work	3,000 sf	\$73.53	\$220,590.00
2. Building Improvements	1,700 sf	\$275.00	\$467,500.00
Sub Total			\$688,090.00
General Conditions	15%		\$103,213.50
Soft Costs	12%		\$82,570.80
Contingency	10%		\$79,130.35
<b>Total</b>			<b>\$953,004.65</b>

Note:

This budget reflects the complete conceptual design. The project can be scaled back or phased to reflect incoming cash flow.



**SUBJECT:** Review of the Free and Reduced Meals Program

**PERSON RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board review the information provided regarding the Free and Reduced Meals program.

**BACKGROUND:**

The District participates in the state Free and Reduced Meals program which provides school meals to low socio-economic families. There are several ways to qualify for the program. Any families that are receiving either CalFresh or CalWorks benefits will qualify and those students will automatically be enrolled. Foster students, homeless, migrant and runaway students will also qualify.

Each month the state database CALPADS receives updated information from the state concerning families that are eligible for benefits. These families are then notified that they are also eligible for the Free and Reduced Meals program.

Parents may also apply for the program and are required to verify that their household income meets the threshold requirements of the program.

**INFORMATION:**

The number of students who qualify for the Free and Reduced Meals program are compared to total enrollment counts, and the result provides us with a percentage of participation in the program. In the current year, the District participation rate is 19.0%. This percentage has been decreasing by a small amount each year from a high of 20.8% in 2012-13. This decrease is equivalent to about 37 less students participating in the program than in 2012-13.

The highest participation rate is at Forest Grove with 26% of their students. This is compared to 16% at Robert Down, 18% at the Middle School and 17% at the High School.

Please see attached spreadsheet and chart which shows the current year and historical participation rates going back five years.

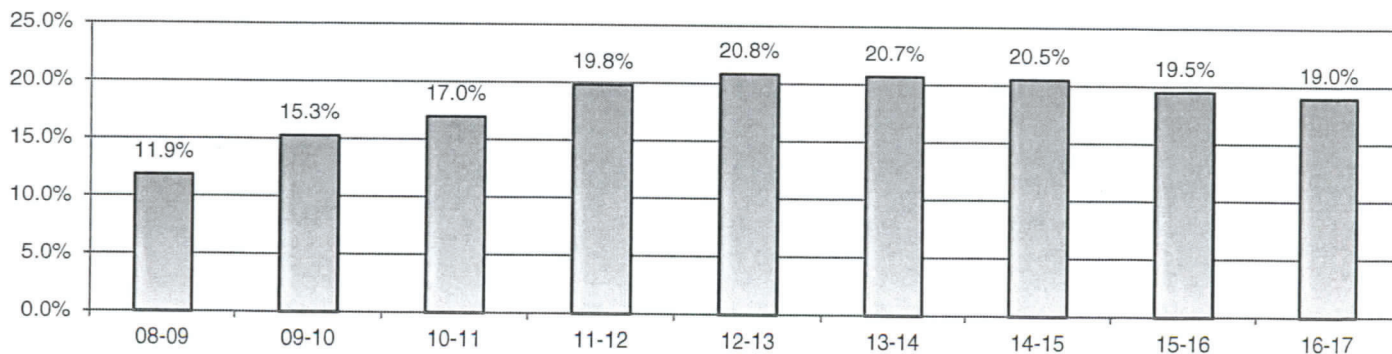
**FISCAL IMPACT:**

This item is for review only.

## Free and Reduced Meals

	2011-12			2012-13			2013-14			2014-15			2015-16			2016-17		
	CBEDS	F&RM	%	CBEDS	F&RM	%	CBEDS	F&RM	%	CBEDS	F&RM	%	CBEDS	F&RM	%	CBEDS	F&RM	%
<b>Forest Grove</b>																		
K	78	25	32%	74	15	20%	86	26	30%	105	23	22%	66	26	39%	80	20	25%
1	72	26	36%	77	27	35%	68	18	26%	64	25	39%	70	18	26%	72	21	29%
2	77	17	22%	78	21	27%	71	22	31%	69	21	30%	71	25	35%	68	16	24%
3	80	20	25%	81	22	27%	67	22	33%	69	26	38%	70	18	26%	72	18	25%
4	80	18	23%	86	22	26%	89	24	27%	75	20	27%	71	22	31%	68	18	26%
5	75	22	29%	93	24	26%	77	20	26%	78	24	31%	77	21	27%	66	17	26%
<b>Tot</b>	<b>462</b>	<b>128</b>	<b>28%</b>	<b>489</b>	<b>131</b>	<b>27%</b>	<b>458</b>	<b>###</b>	<b>29%</b>	<b>460</b>	<b>139</b>	<b>30%</b>	<b>425</b>	<b>130</b>	<b>31%</b>	<b>426</b>	<b>110</b>	<b>26%</b>
<b>Robert Down</b>																		
K	86	18	21%	88	6	7%	70	14	20%	76	14	18%	68	10	15%	87	10	11%
1	80	11	14%	86	16	19%	91	10	11%	72	10	14%	83	17	20%	78	19	24%
2	79	11	14%	84	15	18%	90	19	21%	79	7	9%	79	11	14%	78	13	17%
3	76	9	12%	81	12	15%	72	16	22%	85	17	20%	87	8	9%	73	9	12%
4	72	10	14%	78	10	13%	87	13	15%	72	14	19%	86	16	19%	93	14	15%
5	62	10	16%	71	12	17%	77	13	17%	84	10	12%	69	12	17%	81	11	14%
<b>Tot</b>	<b>455</b>	<b>69</b>	<b>15%</b>	<b>488</b>	<b>71</b>	<b>15%</b>	<b>487</b>	<b>85</b>	<b>17%</b>	<b>468</b>	<b>72</b>	<b>15%</b>	<b>472</b>	<b>74</b>	<b>16%</b>	<b>490</b>	<b>76</b>	<b>16%</b>
<b>Middle School</b>																		
6	150	30	20%	150	39	26%	174	34	20%	153	29	19%	188	33	18%	151	24	16%
7	148	27	18%	162	37	23%	162	35	22%	163	31	19%	164	29	18%	186	36	19%
8	152	30	20%	157	28	18%	148	31	21%	156	40	26%	160	28	18%	158	30	19%
<b>Tot</b>	<b>450</b>	<b>87</b>	<b>19%</b>	<b>469</b>	<b>104</b>	<b>22%</b>	<b>484</b>	<b>###</b>	<b>21%</b>	<b>472</b>	<b>100</b>	<b>21%</b>	<b>512</b>	<b>90</b>	<b>18%</b>	<b>495</b>	<b>90</b>	<b>18%</b>
<b>High School</b>																		
9	146	28	19%	173	26	15%	153	33	22%	160	19	12%	164	32	20%	170	29	17%
10	151	25	17%	155	30	19%	167	22	13%	151	23	15%	155	34	22%	152	26	17%
11	128	17	13%	153	24	16%	140	17	12%	151	20	13%	147	13	9%	138	30	22%
12	125	19	15%	116	35	30%	135	21	16%	134	34	25%	147	19	13%	142	16	11%
<b>Tot</b>	<b>550</b>	<b>89</b>	<b>16%</b>	<b>597</b>	<b>115</b>	<b>19%</b>	<b>595</b>	<b>93</b>	<b>16%</b>	<b>596</b>	<b>96</b>	<b>16%</b>	<b>613</b>	<b>98</b>	<b>16%</b>	<b>602</b>	<b>101</b>	<b>17%</b>
<b>CHS</b>																		
9	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	2	100%
10	-	-	-	-	-	-	-	-	-	3	3	-	-	1	-	3	3	100%
11	6	3	50%	9	4	44%	12	5	42%	6	1	17%	7	3	43%	7	3	43%
12	11	7	64%	12	5	42%	15	9	60%	10	2	20%	12	2	17%	9	1	11%
<b>Tot</b>	<b>17</b>	<b>10</b>	<b>59%</b>	<b>21</b>	<b>9</b>	<b>43%</b>	<b>27</b>	<b>14</b>	<b>52%</b>	<b>19</b>	<b>6</b>	<b>32%</b>	<b>19</b>	<b>6</b>	<b>32%</b>	<b>21</b>	<b>9</b>	<b>43%</b>
<b>Tot</b>	<b>1,934</b>	<b>383</b>	<b>19.8%</b>	<b>2,064</b>	<b>430</b>	<b>20.8%</b>	<b>2,051</b>	<b>424</b>	<b>20.7%</b>	<b>2,015</b>	<b>413</b>	<b>20.5%</b>	<b>2,041</b>	<b>398</b>	<b>19.5%</b>	<b>2,034</b>	<b>386</b>	<b>19.0%</b>
percent change	2.8%			1.0%			-0.2%			-0.2%			-1.0%			-0.5%		

Free and Reduced Meals Percentage





**SUBJECT:** Information Regarding the Issuance of Series B of the Ed Tech Bond

**PERSON RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

---

**RECOMMENDATION:**

The District Administration recommends that the Board review information regarding the sale of Measure A, Series B Bonds.

**BACKGROUND:**

On November 4, 2014, the voters within the Pacific Grove Unified School District approved Measure A, an \$18 million General Obligation Bond to be used for Education Technology. Each property may be charged a maximum of \$17.96 per \$100,000 of assessed valuation over 18 years. Measure A was approved by voters with 59.79% of the vote.

The bond measure will improve technology by:

- Increasing student access to computers.
- Upgrading educational software in every classroom.
- Implementing a multiyear, District-wide educational technology plan.
- Improving classroom and campus security systems.
- Installing student performance assessment software for statewide testing/learning requirements.

The bond funds will be released in six separate series (Series A through Series F), averaging \$3 million every three years, over 18 years. The first issuance, Series A, was released in the 2014-15 fiscal year for \$2,327,150. As the assessed valuations of the properties within the District increase, the maximum allowable funding for each series will also increase.

**INFORMATION:**

The District is preparing to issue the second issuance, Series B, of the Ed Tech Bond. Dale Scott will provide information regarding Series B.

**FISCAL IMPACT:**

This item is informational only, but the costs of issuing bonds are always included in the bond funding, and will not impact the District.

---

October 27, 2016

**Pacific Grove Unified School District**

**Ed-Tech Bonds**

**Issuance Overview**

*Prepared by:*

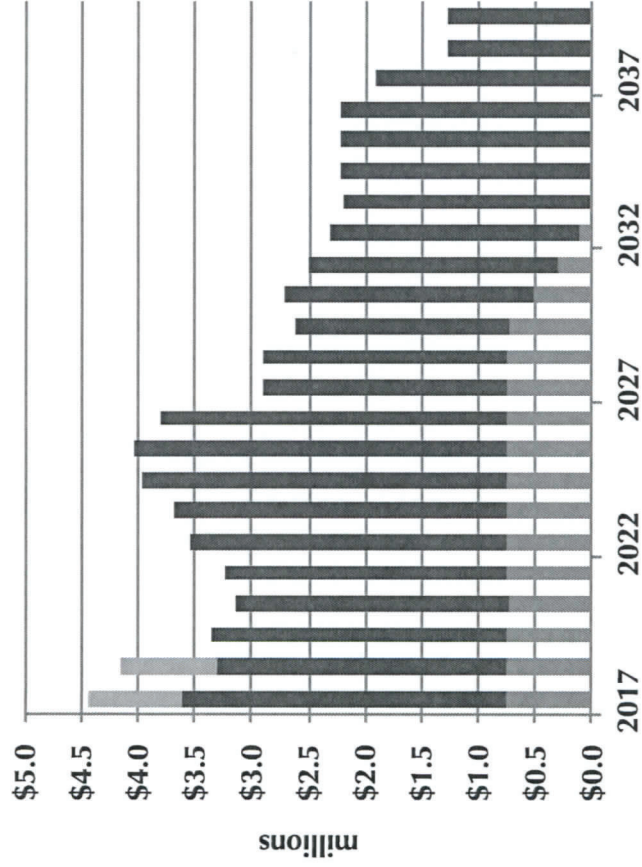
**DS&C**

650 California Street, 8th Floor  
San Francisco, California 94108  
415/956-1030  
[www.dalescott.com](http://www.dalescott.com)

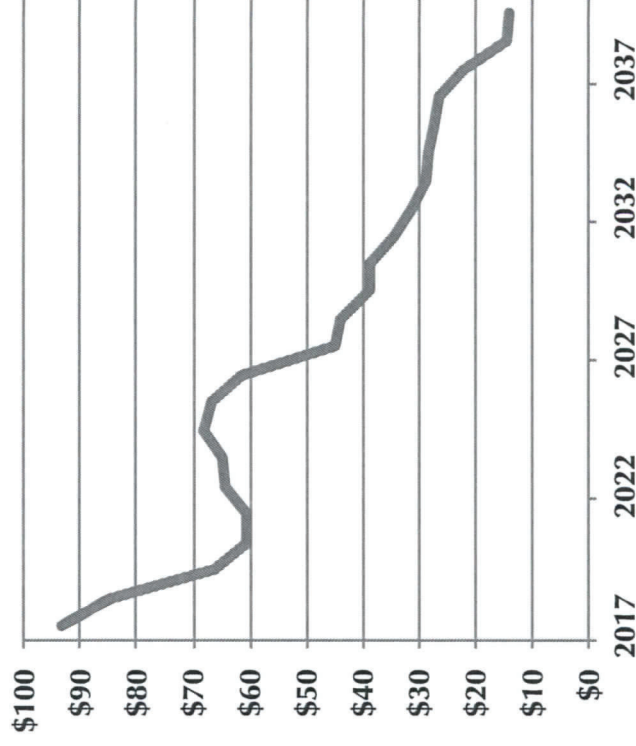
# Pacific Grove USD: Currently Outstanding GO Bonds

## Outstanding General Obligation Bonds

Pacific Grove USD Outstanding Bonds



Total Tax Rate Projection

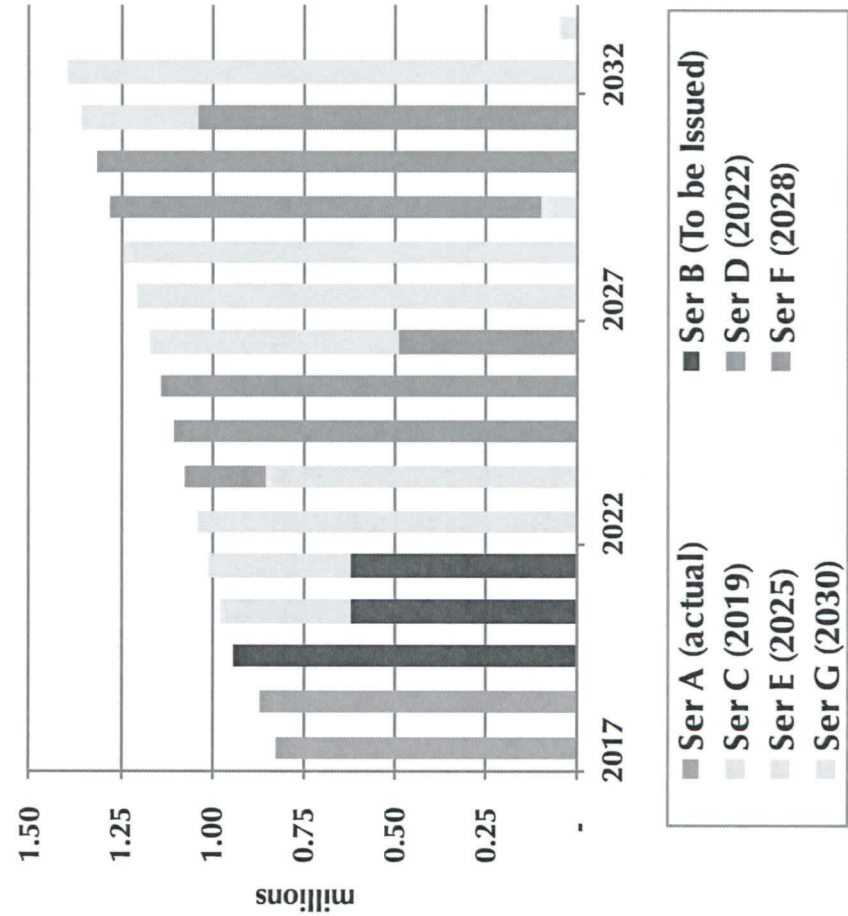


\* Assumes 3% AV Growth Rate

# Pacific Grove USD: 2014 Election – Measure A

## 2014 Authorization Measure A – Estimated Issuance Schedule

Issuance Schedule - \$17.93 max Tax Rate



# Pacific Grove USD: Timetable

## 2014 Election, Series B Ed-Tech Bond Timetable

October 19, 2016	Distribute RFP to Potential Purchasers
November 4, 2016	Select winning bid
November 8, 2016	Agenda deadline for Final Documents
November 17, 2016	Board adopts resolution and winning bid
December 15, 2016	Close



**SUBJECT:** Pacific Grove Middle School Math Update

**PERSON(S) RESPONSIBLE:** Sean Roach, Pacific Grove Middle School Principal

---

**RECOMMENDATION:**

The Administration recommends that the Board review the Pacific Grove Middle School math progress and next steps regarding improvement of SBAC middle school math scores.

**BACKGROUND:**

The board has requested periodic updates regarding middle school math progress and initiatives.

**INFORMATION:**

Administration would like to review recent activity in math in regards to additional access to elementary/secondary math coach, the use of the data cycle to monitor student achievement and professional development opportunities for math teachers.

**FISCAL IMPACT:**

None



**SUBJECT:** Increasing Counselor FTE for Robert Down and Forest Grove Elementary Schools

**PERSON(S) RESPONSIBLE:** Clare Davies, Director of Student Services

---

**RECOMMENDATION:**

The District Administration recommends that the Board discuss options for increasing services that address the social, emotional and behavioral needs of elementary students attending Robert Down and Forest Grove Elementary schools.

**BACKGROUND:**

An appeal was made to the School Board to consider increasing the elementary school counselors from .5 FTE to .80 FTE. We are providing information to the school board to consider options that would address this concern.

**INFORMATION:**

Elementary school counselors provided information on their current responsibilities, schedules and the number of students that are served on a weekly and annual basis. They also provided the rationale explaining the benefits of increasing elementary school counseling time. Principals Linda Williams and Buck Roggeman met with Clare Davies to reflect on the information gathered and to discuss possible options that would address the social, emotional and behavioral needs of students. We have three options to present to the School Board for discussion and consideration.

**FISCAL IMPACT:**

Option 1-Increase elementary counselors to .80 FTE.	\$68,011
Option 2-Increase elementary counselors to .60 FTE.	\$22,670
Option 3-Invest in school wide positive social, emotional, behavioral curriculum.	\$6,000

## Services Provided

Each elementary school has a school counselor that works 2.5 days a week.

The primary responsibility is the provision of school counseling sessions to students; either individual or small group, for 6 week cycles.

On average, each counselor is providing counseling sessions to 40 students at a time; FG 44 students, RD 37 students.

There are times when students are placed on a waiting list for the next counseling cycle to begin. On average, there are 10-12 students on the waiting list.

On average 20% of students attending our elementary schools receive school counseling.

In addition, school counselors attend parent conferences, Student Study Team, 504 and IEP meetings for students that they serve and for students who have social, emotional, behavioral concerns.

School counselors also provide immediate assistance to students who are in emotional crisis including suicide risk assessments.

They work with parents to access community social services.

School counselors plan and implement several school wide programs including;

Peas In a Pod	4 family events
Kindness Week	in January
HeartMath guidance curriculum	4 <sup>th</sup> graders 2 times weekly for 8 weeks
Anti-bullying presentation	3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> graders 2 times a year
Career guidance curriculum	5 <sup>th</sup> graders at the end of the year

## Rationale to Increase FTE

1. Teachers report more students with social, emotional and behavioral needs.
2. More students would receive one-on-one counseling rather than in small groups.
3. Eliminate students on waiting lists
4. Make up missed sessions when groups are not seen due to tending to a child in crisis.
5. Allow for a balanced school wide counseling program such as larger classroom based curriculum and the addition of new curriculum.
6. More detailed notes on students, time for planning existing and new group curriculum.
7. Teachers report more students with social, emotional and behavioral needs.

**Options 1 and 2** would allow more time for elementary school counselors to serve more students, expand services and implement more social curriculum to more students.

**Option 3** would provide funding to the elementary campuses to purchase social/emotional curriculum and provide training to all staff members for universal implementation across classrooms and school settings.

Two examples of school wide curriculum that would address the social, emotional and behavioral needs of all students, provide a consistent framework and common language is **Mindful Schools** and **Toolbox for Primary Schools**.

As reported, on average 20% of students are being provided school counseling and teachers report an increase of students requiring social, emotional and behavioral supports.

By providing a school wide curriculum and training for all staff, we would build capacity for all staff to address the needs of every student and continue to expand the positive and caring cultures of the schools.

This would also be in alignment with the Response to Intervention Model in which all students have access to social, emotional, behavioral support and intervention at the lowest level. Students ascend to a higher level of care according to their level of need.

**SUBJECT:** Robert Down Elementary and Forest Grove Elementary Portables

**PERSON(S) RESPONSIBLE:** Matt Kelly, Director of Facilities & Transportation

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**RECOMMENDATION:**

The District Administration recommends that the Board review and provide feedback for a portable classroom replacement at Robert Down Elementary School and a new portable at Forest Grove Elementary School.

**BACKGROUND:**

Recently, the music room portable at Robert Down was found to have an infestation of subterranean termites. A possible cause of this was a poor drainage design on the outside of the building. Staff received estimates to repair the termite damage and bids started at \$80,000 with no guarantee that more damage from termites, mold, and dry rot wouldn't be found. Considering the age of the portable and the uncertainty of repair scope, staff recommends replacement.

At Forest Grove there is a need for an extra classroom to accommodate four kindergarten classes in an effort to keep class sizes smaller.

**INFORMATION:**

Staff received multiple budget numbers from portable manufacturers, contractors, and architects. For budgeting, both portables are 1,440 sf (36'x40').

**FISCAL IMPACT:**

Fund 40 will be used to pay for the project. See attached budgets.



Untitled Map

Write a description for your map.

Legend



Regular Meeting of October 27, 2016

PGUSD

Google earth  
Data by Google



Untitled Map

Write a description for your map.

Legend



Portable Location

Congress Ave

Google earth

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# ROBERT DOWN & FOREST GROVE PORTABLE PROJECT

## Preliminary Budget Oct 27, 2016

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
<u>Robert Down</u>			
1. Demo Old Building	1 ls	\$20,000.00	\$20,000.00
2. Site Work	5,000 sf	\$12.00	\$60,000.00
3. 36x40 (1,440 SF) Relocatable (includes T1-11 Siding, Wood Foundation, Carpet, HVAC)	1 ls	\$100,000.00	\$100,000.00
4. Concrete Foundation	1,440 sf	\$22.00	\$31,680.00
5. 4LF Sink & Countertop	1 ls	\$3,500.00	\$3,500.00
Sub Total			\$215,180.00
General Conditions	15%		\$32,277.00
Soft Costs	12%		\$25,821.60
Contingency	10%		\$24,745.70
<b>Total Robert Down</b>			<b>\$298,024.30</b>

# ROBERT DOWN & FOREST GROVE PORTABLE PROJECT

## Preliminary Budget Oct 27, 2016

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
<u>Forest Grove</u>			
1. Site Work	5,000 sf	\$18.50	\$92,500.00
2. 36x40 (1,440 SF) Relocatable (includes T1-11 Siding, Wood Foundation, Carpet, HVAC)	1 ls	\$100,000.00	\$100,000.00
3. Concrete Foundation	1,440 sf	\$22.00	\$31,680.00
4. 4LF Sink & Countertop	1 ls	\$3,500.00	\$3,500.00
5. Single Occupancy Restroom	1 ls	\$12,000.00	\$12,000.00
Sub Total			\$239,680.00
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General Conditions	15%		\$35,952.00
Soft Costs	12%		\$28,761.60
Contingency	10%		\$23,968.00
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<b>Total Forest Grove</b>			<b>\$328,361.60</b>



**SUBJECT:** Future Agenda Items

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

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.

**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 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 October 27, 2016 Regular Board Meeting:

- California Healthy Kids Survey Follow-Up (November 17)
- Senior Class Projects Review (November 17)
- Homework Policy Review (November 17)
- Spanish Class at Elementary Schools
- Pebble Beach Housing Project