

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING: MARCH 7, 2024**

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Mission Statement

*Pacific Grove Unified School District, in partnership with the community and with a focus on equity, will challenge every student by providing a quality instructional program in a positive, safe, and stimulating environment. The District will meet the diverse needs of all students by ensuring exceptional learning opportunities to acquire and apply the knowledge and skills that develop the insight and character necessary for a productive and rewarding life.*

**DATE:** March 7, 2024

**TIME:** 5:00 PM Closed Session  
6:30 PM Open Session

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

<u>Trustees:</u> <i>Brian Swanson, President Dr. Elliott Hazen, Clerk Carolyn Swanson Jennifer McNary Laura Ottmar</i>
<u>Administration:</u> <i>Superintendent Dr. Linda Adamson Assistant Superintendent Joshua Jorn</i>
<u>Student Representative(s):</u> <i>Dario DiMaggio Dayci Dishny</i>

**VIRTUAL ZOOM MEETING**

Join Zoom Meeting

<https://pgusd.zoom.us/j/88641604425?pwd=WFMrd1k4MFc2Y3ZWa3RQWnZVNFpodz09>

Meeting ID: 886 4160 4425

Passcode: 899951

One tap mobile +16699006833,,81793111121#,,,,\*717431# US (San Jose)

+16694449171,,81793111121#,,,,\*717431# US

Find your local number: <https://pgusd.zoom.us/j/88641604425>

**ADDITIONAL TELECONFERENCE LOCATION**

This meeting is also being conducted by teleconference at the following location:

DoubleTree by Hilton Hotel Fresno Convention Center

2233 Ventura Street

Fresno, CA 93721

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 accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent at least two days before the meeting date.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 435 Hillcrest Avenue, Pacific Grove during normal business hours.

**AGENDA AND ORDER OF BUSINESS**

**I. OPENING BUSINESS**

A. Call to Order

B. Land Acknowledgement

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Good evening. As we begin this meeting, it's important to pay respect to and acknowledge that we are on the traditional land of the **Ohlone, Costanoan & Esselen** people and additionally pay respect to elders both past and present.

C. Roll Call

D. Adoption of Agenda

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**II. CLOSED SESSION**

A. Identify Closed Session Topics

The Board of Education will meet in Closed Session to consider matters appropriate for Closed Session in accordance with Education and Government Code.

1. Negotiations – Collective Bargaining Session planning and preparation with the PGTA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson for the purpose of giving direction and updates.
2. Negotiations – Collective Bargaining Session planning and preparation with the CSEA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Claudia Arellano and Dr. Linda Adamson for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Leave/Complaint [Government Code § 54957]
4. Superintendent 120 Day Report

B. Public comment on Closed Session Topics

C. Adjourn to Close Session

**III. RECONVENE IN OPEN SESSION**

A. Report action taken in Closed Session:

1. Negotiations – Collective Bargaining Session planning and preparation with the PGTA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Buck Roggeman and Dr. Linda Adamson for the purpose of giving direction and updates.

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2. Negotiations – Collective Bargaining Session planning and preparation with the CSEA for 2023-2024 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Claudia Arellano and Dr. Linda Adamson for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Leave/Complaint [Government Code § 54957 subdivision(b)]
4. Superintendent 120 Day Report

B. Pledge of Allegiance

**IV. COMMUNICATIONS**

A. Written Communication

B. Board Member Comments

C. Superintendent Report

- Pacific Grove Middle School’s Teacher on Special Assignment – TOSA – Efforts Update (Sean Roach, PGMS Principal & Brice Gamble, PGMS Teacher on Special Assignment)

D. Safety Report

**V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD**

*Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard. The Board will also take public comment on each specific action item prior to Board action on each item. Any individual wishing to comment on a specific item on the current agenda are kindly asked to wait until that item is being discussed. The Board will allow a reasonable amount of time for public comment on each agenda item not to exceed 3 minutes per speaker and no more than 20 minutes per agenda item, pursuant to Board Policy 9323. Speakers will be called sequentially until there is no speaker coming forward on the agenda item or the amount of time allocated for the agenda item has elapsed, whichever comes first. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board’s ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.*

A. PGUSD Staff Comments (Non-Agenda Items)

B. Community Members (Non-Agenda Items)

**VI. CONSENT AGENDA**

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

A. Minutes of February 8, 2024 Board Meeting

Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration

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recommends that the Board review and approve the minutes as presented.

- B. Cash Receipts Report #13 19  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Cash Receipts Report #13.
- C. Acceptance of Donations 21  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and accept the donations.
- D. Out of County or Overnight Activities 22  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the request for Out of County or Overnight Activities.
- E. Revolving Cash Report #5 36  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Revolving Cash Report #5.
- F. Personnel Report 38  
Recommendation: (Claudia Arellano, Director II of Human Resources) The District Administration recommends that the Board review and approve the Personnel Report.
- G. Warrant Schedule 664 41  
Recommendation: (Phyllis Lewis, Accounts Payable III) The District Administration recommends that the Board review and approve Warrant Schedule 664.
- H. Food Service Surplus Equipment 43  
Recommendation: (Robert Silveira, Nutrition Director) The District Administration recommends the Board review and approve the list of surplus equipment for discard from the Pacific Grove High School.
- I. Williams/Valenzuela Uniform Complaint Report 45  
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board review and approve the information in the quarterly Williams/Valenzuela Uniform Complaint Report, per Ed. Code. 35186 (d).
- J. Agreement for Consultant Services for Leadership Associates, LLC. 47  
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends the Board review and approve the agreement for consultant services with Leadership Associates to provide executive coaching and mentorship for the Superintendent.
- K. Contract for Services with Ann Jealous and Caroline Haskell 49

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Recommendation: (Barbara Martinez, Principal) The District Administration recommends that the Board review and approve the contract for services with Ann Jealous and Caroline Haskell to provide three Cultural Proficiency classes focusing on their book *Combined Destinies*.

- L. Memorandum of Understanding (MOU) – City of Pacific Grove 55  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Memorandum of Understanding with the City of Pacific Grove to run a summer camp at Robert Down Elementary School as part of the Extended Learning Opportunity Program.
- M. Board Policy Updates Approval – Second Reading 62  
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends the Board review and approve the Board Policy, Administrative Regulation, and Board Bylaw updates recently reviewed by the Board Policy Committee on January 24, 2024.
- Public Comment:
  - Board Discussion:
  - Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**VII. INFORMATION/DISCUSSION**

- A. Cultural Proficiency Implementation Plan 75  
Recommendation: (Buck Roggeman, Director of Curriculum and Special Projects) The District Administration recommends that the Board receive information about the PGUSD’s Cultural Proficiency Plan.
- Public Comment:
  - Board Discussion:
  - Direction: \_\_\_\_\_

**VIII. ACTION/DISCUSSION**

- A. Memorandum of Understanding (MOU) – OHANA Prevention Services Collaboration 103  
Recommendation: (Sean Roach, Pacific Grove Middle School Principal) The District Administration recommends that the Board review and approve the Memorandum of Understanding with the OHANA Prevention Services Collaboration.
- Public Comment:
  - Board Discussion:
  - Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_
- B. Issuance of a Tax and Revenue Anticipation Note (TRAN) – Resolution No. 1119 108  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve Resolution No. 1119 for participation in the

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California School Board Association (CSBA) Cash Reserve Program for the 2024-25 Tax and Revenue Anticipation Note (TRAN) for an amount not-to-exceed \$7,500,000.

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

C. 2023-2024 Second Interim Report 154

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board approve and review the 2023-2024 Second Interim Report.

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

D. 2022-2023 District Financial Audit Report 446

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the 2022-2023 District Financial Audit Report.

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

E. Adoption of Resolution No. 1120 – Non-reelection of Probationary Employees 593

Recommendation: (Claudia Arellano, Director II of Human Resources) The District Administration recommends that the Board adopt Resolution No. 1120 Non-reelection of Probationary Employees as presented.

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

F. Adoption of Resolution No. 1121 – Intention to Terminate Certificated Employees Due to a Reduction of Particular Kinds of Services 595

Recommendation: (Claudia Arellano, Director II of Human Resources) The District Administration recommends that the Board adopt Resolution No. 1121 Intention to Terminate Certificated Employees Due to a Reduction of Particular Kinds of Services.

- Public Comment:
- Board Discussion:
- Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**IX. INFORMATION/DISCUSSION**

B. Quarterly Facilities Project Updates 598

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Recommendation: (Jon Anderson, Director of Facilities/Transportation) The District Administration recommends that the Board receive information on the updated quarterly report of facilities projects that are either ongoing, complete, or in the planning stages.

- Public Comment:
- Board Discussion:
- Direction: \_\_\_\_\_

C. Future Calendar/Agenda Items 600

Recommendation: (Dr. Linda Adamson, Superintendent) 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.

- Public Comment:
- Board Discussion:
- Direction: \_\_\_\_\_

**X. ADJOURNMENT**

Note: Next special Board Meeting will be held on March 21, 2024

Note: Next regular Board Meeting will be held on April 4, 2024