

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING: JULY 9, 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:** July 9, 2024  
**TIME:** 5:30 PM Closed Session  
6:30 PM Open Session

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

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

**Administration:**  
Superintendent Dr. Linda Adamson  
Assistant Superintendent Joshua Jorn

**Student Representative(s):**  
William Powley

**VIRTUAL ZOOM MEETING**

<https://pgusd.zoom.us/j/88150556792?pwd=jF3mFmwTAaypdIR230tcjL8gXGGMRh.1>

Meeting ID: 881 5055 6792

Passcode: 101895

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

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

Find your local number: <https://pgusd.zoom.us/j/88150556792?pwd=jF3mFmwTAaypdIR230tcjL8gXGGMRh.1>

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

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:

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- 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 2024-2025 [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 2024-2025 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Joshua Jorn and Dr. Linda Adamson, for the purpose of giving direction and updates.
3. Public Employee Discipline/Dismissal/Release/Leave/Complaint [Government Code § 54957]
4. Negotiations with Unrepresented Employee:
  - a. District Negotiators: Board President/Legal Counsel
  - b. Position: Superintendent

B. Public Comment on Closed Session Topics

C. Adjourn to Closed Session

**III. RECONVENE IN OPEN SESSION**

A. Report Action Taken in Closed Session:

1. Negotiations – Collective Bargaining Session planning and preparation with the PGTA for 2024-2025 [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 2024-2025 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Joshua Jorn 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)]

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4. Verbal summary of the financial terms of the Employment Contract of the Superintendent.
5. Review, discussion and approval of Employment Agreement with Dr. Adamson to continue to serve as Superintendent for the Pacific Grove Unified School District for the 2024-25 School Year.

B. Pledge of Allegiance

**IV. COMMUNICATIONS**

- A. Written Communications
- B. Board Member Comments
- C. Superintendent Report
- 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. Community Members (Non-Agenda Items)
- B. PGUSD Staff Comments (Non-Agenda Items)

**VI. CONSENT AGENDA**

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

- A. Minutes of June 18, 2024 Board Meeting **8**  
Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board review and approve the minutes as presented.
- B. Acceptance of Donations **14**  
Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and accept the donations.
- C. Monterey Bay Charter School Lease Agreement 2024-25 Amendment to Revision #19 **15**

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Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the Lease Agreement Amendment to Revision #19 with the Monterey Bay Charter School, extending the term of the lease to June 30, 2025.

D. PGMS Memorandum of Understanding (MOU) – Harmony at Home, HAH (2024-25 School Year) **17**

Recommendation: (Sean Roach, Principal) The District Administration recommends that the Board review and approve the Memorandum of Understanding (MOU) with Harmony at Home, HAH.

E. PGCHS Contract for Services with MEarth (2024-25 School Year) **20**

Recommendation: (Sean Keller, CTE – Dual Enrollment Coordinator) The District Administration recommends that the Board review and approve the Contract for Services with MEarth.

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

**VII. ACTION/DISCUSSION**

A. Approval of the Superintendent’s Contract (2024-25 School Year) **26**

Recommendation: (Brian Swanson, Board President) The District Administration recommends that the Board approve the Superintendent’s Contract for the 2024-25 School Year.

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

B. Approval of Resolution No. 1136 – General Obligation Bond Extension **45**

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve Resolution No. 1136 ordering an election to authorize the issuance of General Obligation Bonds, establishing specifications of the election order and, requesting consolidation with other elections occurring on November 5, 2024.

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

C. Reclassification – Director II, Human Resources to Chief Human Resources Officer **62**

Recommendation: (Dr. Linda Adamson, Superintendent & Billie Mankey, Retired Annuitant and Interim Director II, Human Resources) The District Administration recommends that the Board review and approve the proposed reclassification of the Director II, Human Resources to Chief Human Resources Officer.

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

D. Reclassification – Director of Student Services and Director of Curriculum and Special Projects to Executive Director of Student Services and Executive Director of Educational Services **67**

Recommendation: (Dr. Linda Adamson, Superintendent & Billie Mankey, Retired Annuitant and Interim Director II, Human Resources) The District Administration recommends that the Board review and approve the proposed reclassification of two Director positions to Executive Directors.

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

E. Reclassification – Fiscal Officer from Classified and Certificated Management Group to the Confidential Employee Group **76**

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the proposed reclassification of the Fiscal Officer from Classified and Certificated Management Group to the Confidential Employee Group.

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

F. Updated Job Description – Administrative Assistant to the Assistant Superintendent of Business Services **80**

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the proposed updated job description for the Administrative Assistant to the Assistant Superintendent of Business Services.

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

G. 2024-25 Classified and Certificated Management Salary Schedule Revision **85**

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the updated Classified and Certificated Management Salary Schedule.

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

H. 2024-25 Confidential Salary Schedule Revision **87**

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Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve the updated Confidential Salary Schedule.

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

I. Approval of Employment Contracts for Appointments to the Chief Human Resources Officer and the Executive Director of Educational Services **89**

Recommendation: (Dr. Linda Adamson, Superintendent & Billie Mankey, Retired Annuitant and Interim Director II, Human Resources) The District Administration recommends that the Board review and approve the Employment Contracts for Appointments to the Chief Human Resources Officer and the Executive Director of Educational Services.

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

J. Approval of Resolution No. 1135 – Education Protection Account (FY 2024-25) **92**

Recommendation: (Joshua Jorn, Assistant Superintendent) The District Administration recommends that the Board review and approve Resolution No. 1135 for the Education Protection Account.

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

K. Proposed Board Calendar **97**

Recommendation: (Dr. Linda Adamson, Superintendent) The District Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

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

**VIII. INFORMATION/DISCUSSION**

A. Future Agenda Items

Recommendation: (Dr. Linda Adamson, 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.

- Public Comment:
- Board Comment:

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- Direction: \_\_\_\_\_

**IX. ADJOURNMENT**

Next regular Board Meeting: August 8, 2024