

*****GOVERNOR’S EXECUTIVE ORDER N-25-20***
RE CORONAVIRUS COVID-19**

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY AT THE MAY 21, 2020 MEETING VIA LIVESTREAM. THE LINK(S) WILL BE PROVIDE 24 HOURS PRIOR TO THE MEETING. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA WILL BE TAKEN VIA LIVESTREAM AT THE TIME INDICATED ON THE AGENDA. PUBLIC COMMENT ON SPECIFIC ITEMS ON THE AGENDA WILL BE TAKEN DURING THE TIME THAT ITEM IS DISCUSSED.

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

Trustees

*Debbie Crandell, President
Cristy Dawson, Clerk
John Paff
Brian Swanson
Jon Walton
Adrian Clark, Student Rep*

DATE: Thursday, May 21, 2020

TIME: 5:00 p.m. Closed Session
6:30 p.m. Open Session

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

The Board of Education welcomes you to its meetings, which are regularly scheduled for the first and third Thursdays of the month. Regular Board Meetings shall be adjourned by 10:00 pm, unless extended to a specific time determined by a majority of the Board. This meeting may be extended no more than once and may be adjourned to a later date. Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent at least two days before the meeting date.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 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

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

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 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
3. Continue Superintendent Evaluation

III. RECONVENE IN OPEN SESSION

A. Report action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]
2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]
3. Continue Superintendent Evaluation

B. Pledge of Allegiance

IV. COMMUNICATIONS

- A. Written Communication
- B. Board Member Comments
- C. Superintendent Report
- D. PGUSD Staff Comments (Non Agenda Items)

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 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.

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 May 7, 2020 Board Meeting 6
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.
- B. Certificated Assignment Order #17 13
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #17.
- C. Classified Assignment Order #15 15
Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #15.
- D. Warrant Schedules No. 619 17
Recommendation: (Song Chin-Bendib, Assistant Superintendent) As Assistant Superintendent for Business Services, I certify that I have reviewed the attached warrants for consistency with the District’s budget, and purchasing and accounting practices and therefore, recommend Board approval.
- E. Acceptance of Quarterly Treasurer’s Report 19
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board accept the Quarterly Treasurer’s Report for the quarter ending March 31, 2020.
- F. E-Waste Pacific Grove Unified School District Equipment 35
Recommendation: (Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends the Board review and approve the attached list of equipment to E-Waste.

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

VII. PUBLIC HEARING

- A. Public Hearing of the Precalculus Textbook for 12th Grade Math, Pearson’s *College Algebra and Trigonometry, 7th Edition (2021)* 37
Public Hearing – (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board hold a public hearing for the 12th grade Precalculus course textbook: *Pearson’s College Algebra and Trigonometry, 7th Edition (2021)*.

Open Public Hearing: _____ Close Public Hearing: _____

VIII. ACTION/DISCUSSION

- A. Special Education Billback Agreement for 2020-21 41
Recommendation: (Song Chin-Bendib, Assistant Superintendent for Business Services) The District Administration recommends the Board approve the agreement with Monterey County Office of Education (MCOE) for Special Education services and transportation for fiscal year 2020-21.

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

- B. Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services 53
Recommendation: (Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends the Board review and approve continued participation in the consortium led by Monterey County Office of Education (MCOE) regarding our Wide Area Network and American Telephone and Telegraph, and Switched Ethernet Network on Demand.

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

- C. Projection of Summer Feeding During COVID-19 Pandemic 60
Recommendation: (Stephanie Lip, School Nutrition Director) The District Administration recommends the Board review and provide direction on continuing distributing meals in the Summer after the school year has ended.

Move: _____ Second: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

- D. Board Calendar/Future Meetings 70
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: _____ Roll Call Vote: _____

Trustees: Crandell ___ Dawson ___ Paff ___ Swanson ___ Walton ___

IX. INFORMATION/DISCUSSION

- A. District Update on Response to COVID-19 73
The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

Board Direction: _____

- B. Pacific Grove Unified School District Year-End Safety Update 74
Recommendation: (Barbara Martinez, Director of Student Safety) The District Administration recommends that the Board review and provide feedback for the 2019-2020 Pacific Grove Unified School District suspension and expulsion report.

Board Direction: _____

- C. The Governor’s May Revision of the 2020-21 State Budget 75
Recommendation: (Song Chin-Bendib, Assistant Superintendent for Business Services) The District Administration recommends the Board review a summary of the Governor’s May Revision of the state budget.

Board Direction: _____

- D. Future Agenda Items 76
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.

- Re-Opening/ Distance Learning Update Special Meeting (Late May/Early June)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

Board Direction: _____

X. ADJOURNMENT

Next regular Board meeting: June 4, 2020 – District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
Minutes of Regular Meeting of May 7, 2020 – District Office

I. OPENED BUSINESS

- A. Called to Order 5:30 p.m.
- B. Roll Call
 - President: Trustee Crandell
 - Clerk: Trustee Dawson
 - Trustees Present: Trustee Paff
Trustee Swanson
Trustee Walton
 - Administration Present: Superintendent Porras
Asst. Superintendent Chin-Bendib
 - Board Recorder: Mandi Ackerman
 - Student Board Member: Adrian Clark

C. Adopted Agenda

MOTION Swanson/Paff to adopt agenda as presented.
Public comment: none
Motion CARRIED by roll call vote 5 – 0

II. CLOSED SESSION

- A. Identified Closed Session Topics
 - 1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.
 - 2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
 - 3. Continue Superintendent Evaluation
- B. Public comment on Closed Session Topics
None.
- C. Adjourned to Closed Session 5:32 p.m.

III. RECONVENED IN OPEN SESSION

6:31 p.m.

A. Reported action taken in Closed Session:

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]

The Board discussed this item and gave direction to Administration.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

The Board discussed this item and gave direction to Administration.

3. Continue Superintendent Evaluation

The Board discussed this item.

B. Pledge of AllegianceLed By: Trustee Crandell**IV. COMMUNICATIONS****A. Written Communication**

Written communication includes emails regarding the swimming program; the update from the Tech team; COVID-19 updates.

B. Board Member Comments

Trustee Dawson said it is getting easier as time goes on, but is still a trying time; said she is impressed by the communications and impressed by all the work everyone is doing.

Trustee Paff thanked everyone for their efforts and for jumping in head first. Trustee Paff also thanked Director of Facilities and Transportation Matt Kelly, Assistant Superintendent Song Chin-Bendib and the City of Pacific Grove for their efforts with the sidewalk installed by the City of Pacific Grove on Forest Lodge Road leading to the Forest Grove Elementary School and Pacific Grove High School shared parking lot.

Trustee Swanson thanked everyone for still being there, noting it has not been fun for a while.

Trustee Crandell thanked everyone, said this time feels like running a marathon in place; said she misses the people and interactions; hopes this ends soon.

Pacific Grove High School Student Representative Adrian Clark spoke about the leadership teacher appreciation video; noted this was his second to last Board meeting.

C. Superintendent Report

Superintendent Porras noted the last few weeks have been busy; thanked all the departments, particularly food service for their tremendous work; thanked the Human Resources department for their hard work on all the interviews.

D. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove High School Principal Matt Bell said the senior scholarship night would be a video posted on the website on May 19.

Pacific Grove Middle School Principal Sean Roach said the school would be giving away 8th grade Swag distribution, and that it would be on KCBA; also noted a documentary coming out about the 8th grade field trips to see *Hamilton*.

Teacher Karinne Gordon thanked Pacific Grove High School and the Administration for the senior graduation signs.

Director of Curriculum Ani Silva commended all teachers during distance learning; said the District has the best teachers in the state and nation.

Director of Facilities and Transportation Matt Kelly shared that the custodian/maintenance/grounds team were back at work.

Director of Student Safety and Adult Education Principal Barbara Martinez said Adult School Leaders met with Assembly Member Mark Stone and Senator Monning's office to advocate for continued funding for adult education.

Forest Grove Elementary School Teacher Beth Cina thanked the Forest Grove Elementary School PTA for the Michael's gift certificate.

State Preschool Teacher Diane Beron thanked the District for providing meals to families.

Forest Grove Elementary School Principal Buck Roggeman said he was excited that construction has begun on the new play structure.

Forest Grove Elementary School Teacher Kari Serpa thanked the PTA; thanked the counselors for the Caring Circle.

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

Parent Carolyn Swanson shared her experience with her daughter's Triennial Assessment IEP meeting via virtual chat, saying it went really well, and that everyone put in so much effort; noted it was an amazing team work moment; thanked Forest Grove Elementary School Principal Roggeman and team.

Katrina McFarland thanked the teachers and staff for all their hard work throughout the school year but especially during this difficult time.

VI. **CONSENT AGENDA**

- A. Minutes of April 23, 2020 Board Meeting
- B. Certificated Assignment Order #16
- C. Acceptance of Donations
- D. Cash Receipts Report No. 4
- E. Revolving Cash Report No. 3

- F. Contract for Services with Independent Audio of the Monterey Peninsula (IAMP) at Pacific Grove High School

Trustee Paff pulled item F.

Trustee Walton thanked the PTA for the donation for the playground structure at Forest Grove Elementary School.

MOTION Crandell/Dawson to approve consent agenda as amended.

Public comment: none

Motion CARRIED by roll call vote 5 – 0

VII. ACTION/DISCUSSION

- A. Waiver of Board Policy 6142.4 Community Service Hours for Promotion

MOTION Dawson/Paff to approve the Waiver of Board Policy 6142.4 Community Service Hours for Promotion.

Public comment: none

Motion CARRIED by roll call vote 5 – 0

- B. Pacific Grove Unified School District Governance Handbook

The Board discussed this item, and determined the handbook should be brought for review and approval every 2 years, starting in the Fall of 2021.

Public comment:

Parent Carolyn Swanson said she was glad to see it reviewed next Fall.

The Board clarified it would be Fall of 2021.

MOTION Crandell/Dawson to approve the Governance Handbook and come back in the Fall of 2021.

Motion CARRIED by roll call vote 5 – 0

- C. Adoption of Resolution No. 1053 Designating Authorized Agents to Sign School Orders

Superintendent Porras noted a correction to the title for Director of Human Resources II Billie Mankey.

MOTION Dawson/Swanson to approve the Resolution No. 1053 Designating Authorized Agents to Sign School Orders.

Public comment: none

Motion CARRIED by roll call vote 5 – 0

- D. Chromebook Fleet Replacement

Technology Systems Coordinator Jonathan Mejia provided a high-level summary of this item. The Board discussed this item and asked questions.

Public comment:

Director of Education Technology Matthew Binder discussed this item with the Board including projecting out, and said it would be hard to imagine the District facing anything further of this scale after replacing the SIS, network upgrade, and Chromebook fleet.

Director of Curriculum and Special Projects Ani Silva noted that they do have curriculum that reflects the needs of students.

**MOTION Walton/Crandell to approve Option #2 Chromebook Fleet Replacement.
Motion CARRIED by roll call vote 5 – 0**

E. Transportation Staffing for 2020-21

Director of Facilities and Transportation Matt Kelly played a video presentation of this item. The Board discussed this item and asked questions.

Public comment:

Parent Carolyn Swanson suggested the District reach out to parents on this topic; noted the Federal IDEA Act which grants children who qualify for special education, recognizes transportation services as an approved related service; said the District must provide transportation as an option for students who qualify for Special Education.

Robert Down Elementary School Principal Sean Keller said they will support teachers if transportation moves in this direction/if field trips will be occurring in the future.

Forest Grove Elementary School Teacher Hetal Patel said she does not use site funds; sometimes asking parents for money or paying out of her own pocket.

Robert Down Elementary School Teacher Erica Chavez said if field trips will be occurring in the upcoming year.

Forest Grove Elementary School Teacher Shannon McCarty said they have never used site funds for fieldtrips.

Forest Grove Elementary School Teacher K Gordon said they have paid for all trips using Walk with Pride money.

**MOTION Crandell/Swanson to approve the Transportation Staffing for 2020-21.
Motion CARRIED by roll call vote 4 – 1
Ayes: Trustee Crandell; Trustee Dawson; Trustee Swanson; Trustee Walton
Nays: Trustee Paff**

F. Board Calendar/Future Meetings

**MOTION Paff/Dawson to approve the Board meeting calendar.
Public comment: none
Motion CARRIED by roll call vote 5 – 0**

G. Consent Item F: Contract for Services with Independent Audio of the Monterey Peninsula (IAMP) at Pacific Grove High School

Pacific Grove High School Principal Matt Bell clarified this Board item, noted Phase #1 is funded by site funds and PG Pride funds. Phase #2 is to replace wireless microphones as is not part of this project.

The Board discussed this item.

MOTION Paff/Crandell to approve the contract for services with Independent Audio of the Monterey Peninsula (IAMP) at Pacific Grove High School as clarified.

Public comment: none

Motion CARRIED by roll call vote 5 – 0

VIII. INFORMATION/DISCUSSION

A. District Update on Response to COVID-19

Superintendent Porras provided an update on the District response to COVID-19 including fall possibilities including schedule changes, number of students and staff allowed on campus; noted all Districts in the county are looking at models to determine best course of action; spoke about distance learning; shared there will be a need for professional development; thanked the Pacific Grove voters for passing Measure A; noted the sites are creating advisory teams to prepare for the fall; noted the District is limited by what it is allowed to do by the state; satisfied with the progress and the District is doing our best; spoke about the alternative plans for senior graduation.

The Board discussed this item.

Public comment:

Robert Down Elementary School Principal Sean Keller thanked the voters for Measure A; thanked the Tech Committee for making a solid Tech Plan and spending wisely.

Parent Jeannie Traback expressed gratitude for the regular updates from the District; suggested the District make tentative plans for the fall with the inclusion of parent voices, especially if parents are going to be supporting the “distant learning” from home.

Angela said she saw another high school lining up the senior pictures in front of the school before they were distributed to parents.

Director of Curriculum and Special Projects Ani Silva said the Administrative team meets daily to discuss the fall.

Pacific Grove High School Student Representative Adrian Clark thanked Superintendent Porras for everything; shared as a senior it was really powerful to see the faculty care so much for students to plan something special for seniors.

B. Future Agenda Items

- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

The Board discussed adding a special Board meeting to discuss next school year. The date will be determined, around May 26.

The Board thanked the 46 members of the public that joined the meeting virtually.

IX. ADJOURNED

8:54 p.m.

Approved and submitted:

Dr. Ralph Gómez Porras
Secretary to the Board

- Consent
- Information/Discussion
- Action/Discussion

SUBJECT: Certificated Assignment Order #17

DATE: May 21, 2020

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

RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #17.

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. 17
May 21, 2020**

NEW HIRE:

Thalia Jones, School Psychologist, FGE, part time, 0.60 FTE, of a full time 203 day or 205 day work calendar (pending PGTA Negotiation Settlement), Psychologist Salary Schedule, Column III Step 2, + MA, effective July 31, 2020 (replaces Mindy Faia)

TEMPORARY NEW HIRE:

Monika Parsons, Science Teacher, PGMS, temporary, 1.0 FTE, Column VI, Step 10 + MA, effective July 31, 2020 (replaces Kelly Terry LOA)

Janet Bingham, RDE 2nd Grade Job Share, Full-time 1.0 FTE, Column I, Step 1 (official placement pending receipt of official transcripts), effective July 31, 2020 for 12 weeks, after which the position reverts to part-time, 0.40 FTE effective through May 28, 2021 (replaces Anna Darnell, Paternity Leave)

VOLUNTARY/INVOLUNTARY TRANSFER:

Kilene Brosseau, FGE, Teacher, 1.0 FTE, involuntary grade level transfer from 3rd Grade to 4th Grade, effective August 3, 2020 need based on enrollment

2020 SUMMER SCHOOL STAFFING, June 4, 2020 through June 31, 2020

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>HOURS</u>	<u>FUNDING</u>
Erin Homami	Preschool Special Ed	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Lysa Filcek	Primary SDC	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Mary Quindimil	Intermediate SDC	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Amy Tulley	MS SDC	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Patti Bloomer	Elementary Mod/Severe	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Darcy Tuinenga (1 week) Natalie Montgomery (3 weeks)	MS/HS Mod/Severe	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF
Ricky Calbaza	Transition Program	4.5 hrs./day	PGTA Hourly Instructional Rate, per timesheet, GF

RESIGNATION: Ethan Sullivan, PGMS Intervention Teacher, resigns effective May 29, 2020 after 4 years of successful employment with the Pacific Grove Unified School District.

- Consent
- Information/Discussion
- Action/Discussion

SUBJECT: Classified Assignment Order #15

DATE: May 21, 2020

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

Page 1 of 2

RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #15

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 ASSIGNMENT ORDER NO. 15
 May 21, 2020**

CHANGE OF ASSIGNMENT/PROMOTION:

Summer Coe, from RDE Food Service II 3.25 hrs./day/180 day work calendar and Adult Ed. Clerk III, 2.4 hrs./day/11.5 month work calendar to PGHS Administrative Assistant II, 8 hr./day/5 days/week, 11 month work calendar, Range 35, Step F, effective 7/23/2020

2020 SUMMER SCHOOL STAFFING, June 4, 2020 through June 31, 2020

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>HOURS</u>	<u>FUNDING</u>
Maria Sicairos	Paraeducator	4 hrs./day	Range 37, Step F, per timesheet, GF
Sarah Heindel	Paraeducator	4 hrs./day	Range 37, Step C, per timesheet, GF
Taylor Copeland	Paraeducator	4 hrs./day	Range 37, Step A, per timesheet, GF
Yuri Dorantes	Paraeducator	4 hrs./day	Range 37, Step C, per timesheet, GF
Naomi Guillory	Paraeducator	4 hrs./day	Range 37, Step C per timesheet, GF
Megan Munson	Paraeducator	4 hrs./day	Range 37, Step D, per timesheet, GF
April Gabriel	Paraeducator	4 hrs./day	Range 37, Step F, per timesheet, GF
Natalie Montgomery	Paraeducator	4 hrs./day	Range 37, Step B, per timesheet, GF
Kyle Villaciencio	Paraeducator	4 hrs./day	Range 37, Step D, per timesheet, GF
Michelle Garcia	Paraeducator	4 hrs./day	Range 37, Step D, per timesheet, GF
Corrie Nieblas	Paraeducator	4 hrs./day	Range 37, Step F, per timesheet, GF
Vanessa Villalpando	Paraeducator	4 hrs./day	Range 37, Step F, per timesheet, GF
Fernando Hernandez	Paraeducator	4hrs./day	Range 37, Step F, per timesheet, GF

RESIGNATION:

Summer Coe, resigns as RDE Food Service II, 3.25 hrs./day/180 day work calendar and PGAS Clerk III, 2.4 hrs./day/11.5 month work calendar, effective July 17, 2020

Vanessa Torculas, FGE Paraeducator, 6.5 hrs./day/180 day work calendar resigns effective May 29, 2020

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

SUBJECT: Warrant Schedule 619

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

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

BACKGROUND:

The attached listing of warrants identifies payments made by the District during the noted time period from April 1, 2020 through April 30, 2020.

INFORMATION:

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

Please note a full copy of the warrants are available by request.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

WARRANT SCHEDULE NO. 619

APRIL 2020

WARRANTS - PAYROLL

Certificated	Regular	4/5/2020	\$	-
	Regular	4/10/2020	\$	7,490.33
	Regular	4/15/2020	\$	-
	Regular	4/30/2020	\$	1,658,393.68
<u>Total Certificated</u>			\$	<u>1,665,884.01</u>
Other	Regular	4/5/2020	\$	-
	Regular	4/10/2020	\$	15,030.00
	Regular	4/15/2020	\$	-
	Regular	4/30/2020	\$	5,926.24
<u>Total Other</u>			\$	<u>20,956.24</u>
Classified	Regular	4/5/2020	\$	-
	Regular	4/10/2020	\$	1,882.40
	Regular	4/15/2020	\$	-
	Regular	4/30/2020	\$	646,405.31
<u>Total Classified</u>			\$	<u>648,287.71</u>
<u>TOTAL PAYROLL</u>			\$	<u>2,335,127.96</u>

WARRANTS - ACCOUNTS PAYABLE

Warrants	12549838	through	12549975	4/2/2020	\$	47,046.70
Warrants	12551134	through	12551191	4/9/2020	\$	51,464.00
Warrants	12552036	through	12552063	4/16/2020	\$	30,725.87
Warrants	12552951	through	12552994	4/23/2020	\$	123,646.41
Warrants	12554728	through	12554769	4/30/2020	\$	91,469.18
<u>TOTAL ACCOUNTS PAYABLE</u>					\$	<u>344,352.16</u>

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

SUBJECT: Acceptance of Quarterly Treasurer's Report

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The Administration recommends that the Board accept the Quarterly Treasurer's Report for the quarter ending March 31, 2020.

BACKGROUND:

Government Code 53646 requires that a quarterly report be made to the Board to identify the investments within which the District's funds are maintained until needed for expenditures. The District pools its revenues with other districts in the County and deposits them with the Monterey County Treasurer. The Treasurer in turn invests these funds in the various instruments identified in the attached report.

INFORMATION:

As indicated in the attached Treasurer's Report, the current investment portfolio is "in compliance with all applicable provisions of state law and the adopted investment policy, and contains sufficient liquidity to meet all projected outflows over the next six months". The portfolio is currently returning an annualized yield of **2.25%**. This is compared to 2.32% last quarter.

FISCAL IMPACT:

None.



Monterey County Board of Supervisors

168 West Alisal Street,
1st Floor
Salinas, CA 93901
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Board Order

A motion was made by Supervisor Luis A. Alejo, seconded by Supervisor John M. Phillips to:

Receive and Accept the Treasurer's Report of Investments for the Quarter Ending March 31, 2020.

PASSED AND ADOPTED on this 28th day of April 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Parker and Adams

NOES: None

ABSENT: None

(Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting April 28, 2020.

Dated: April 28, 2020

File ID: 20-304

Agenda Item No.: 34

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

Joel G. Pablo, Deputy



Monterey County

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

Legistar File Number: 20-304

April 28, 2020

Introduced: 4/16/2020

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Title

Receive and Accept the Treasurer's Report of Investments for the Quarter Ending March 31, 2020.

Report

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and Accept the Treasurer's Report of Investments for the Quarter Ending March 31, 2020.

SUMMARY:

Government Code Section 53646 (b) (1) states the Treasurer may submit a quarterly report of investments. The attached exhibits provide a narrative portfolio review of economic and market conditions that support the investment activity during the January - March period, the investment portfolio position by investment type and the investment portfolio by maturity range.

DISCUSSION:

The U.S. economy entered the year on a strong footing, however, that deteriorated quickly as the COVID-19 pandemic took hold across the Globe, including the U.S. With a virtual economic shutdown, and a global health crisis at hand, the Federal Reserve responded aggressively by cutting rates at two emergency meetings to the new target range of 0% to 0.25%. Treasury yields plunged in response to the Fed's new zero interest rate policy, with longer-term Treasury yields reaching new historic lows. The immediate impact of the pandemic on global economies made typical economic indicators, most of which are backward-looking, essentially irrelevant.

On March 31, 2020, the Monterey County investment portfolio contained an amortized book value of \$1,814,628,516.77 spread among 187 separate securities and funds. The par value of those funds was \$1,817,425,030.14 with a market value of \$1,814,484,769.93 or 100.0% of amortized book value. The portfolio's net earned income yield for the period was 2.25%. The portfolio produced an estimated quarterly income of \$10,116,975.49 that will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 278 days. The County Treasury continues to use shorter term debt to provide portfolio liquidity.

The investment portfolio is in compliance with all applicable provisions of state law and the adopted Investment Policy and contains sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through resources such as Bloomberg LLP, Union Bank of California and live-bid pricing of corporate securities.

OTHER AGENCY INVOLVEMENT:

A copy of this report will be distributed to all agencies participating in the investment pool and the

Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's website. A monthly report of investment transactions is provided to the Board of Supervisors as required by Government Code 53607.

FINANCING:

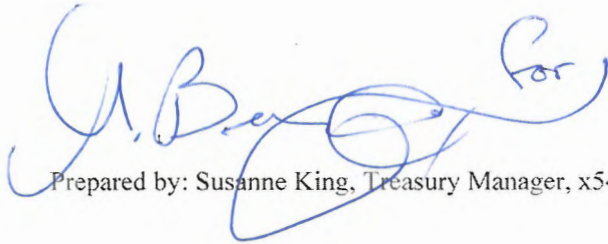
The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. Investment earnings in the General Fund have exceeded budgeted revenue for fiscal year 2019-2020.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

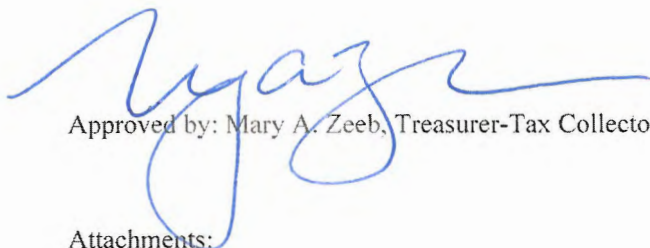
This recommendation supports the Administration initiative by providing transparency and accountability in the management of County funds in the Treasurer's investment portfolio.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
 Administration
 Health & Human Services
 Infrastructure
 Public Safety



Prepared by: Susanne King, Treasury Manager, x5490



Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5833

Attachments:

- Exhibit A - Investment Portfolio Review 03.31.20
 Exhibit B - Portfolio Management Report 03.31.20
 Exhibit C - Aging Report 04.01.20

cc:

Auditor-Controller - Internal Audit Section
 All depositors
 County Administrative Office
 County Counsel

Legistar File Number: 20-304

Treasury Oversight Committee

Exhibit A Investment Portfolio Review Quarter Ending March 31, 2020

OVERVIEW

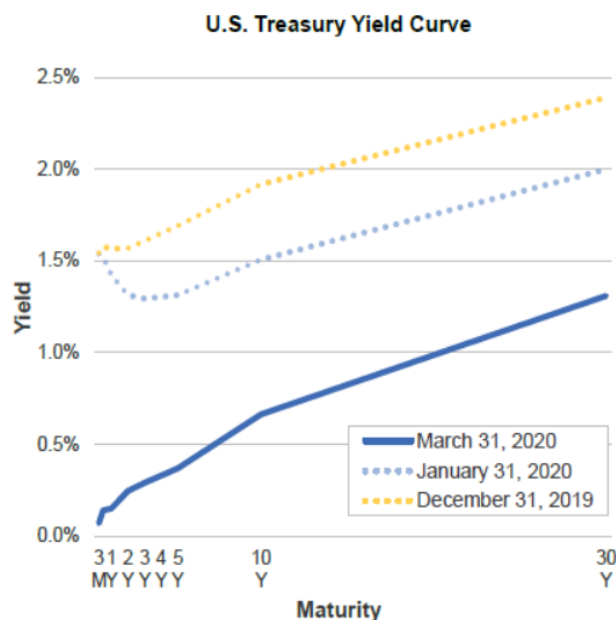
January 1, 2020 – March 31, 2020

The U.S. economy entered the year on a strong footing, however, that deteriorated quickly as the COVID-19 pandemic took hold across the Globe, including the U.S. With a virtual economic shutdown, and a global health crisis at hand, the Federal Reserve responded aggressively by cutting rates at two emergency meetings to the new target range of 0% to 0.25%. Treasury yields plunged in response to the Fed’s new zero interest rate policy, with longer-term Treasury yields reaching new historic lows. The immediate impact of the pandemic on global economies made typical economic indicators, most of which are backward-looking, essentially irrelevant.

U.S. TREASURY YIELD CURVE

- Rates Plummeted Due to the Coronavirus Outbreak

	1Q2020 3/31/20	4Q2019 12/31/19	QoQ Change
3 month	0.09%	1.54%	-1.45%
1 year	0.15%	1.57%	-1.42%
2 year	0.25%	1.57%	-1.32%
3 year	0.29%	1.61%	-1.32%
5 year	0.38%	1.69%	-1.31%
10 year	0.67%	1.92%	-1.25%
30 year	1.32%	2.39%	-1.07%



Source: Bloomberg, as of 3/31/20.

- The 2-year Treasury decreased by 132 basis point (1.32%) to end the quarter at 0.25%.
- Yields felt the pressure of weakness in business investment and other economic data, as well as heightened recession fears for the U.S. and global economies due to the coronavirus outbreak.



Source: Bloomberg, as of 3/31/20.

The County Treasury investments continue to focus on capturing relative value while remaining cautious. The following indicators reflect key aspects of the investment portfolio in light of the above noted conditions:

1. **Market Access** – During the quarter, investment purchases for the portfolio included U.S. Treasuries, Commercial Paper, Certificates of Deposits, and Corporate Notes. The Treasurer continues to keep a higher level of liquid assets reflecting the need to maintain levels of available cash to ensure the ability to meet all cash flow needs.
2. **Diversification** - The Monterey County Treasurer’s portfolio consists of 187 separate fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the table below:

Portfolio Asset Composition							
Corporate Notes	Negotiable CDs	Overnight Liquid Assets	US Treasuries	Federal Agencies	Commercial Paper	Supranationals	Municipal Bonds
13.6%	2.1%	18.9%	56.1%	1.7%	6.1%	1.5%	<0.1%

- Total may not equal 100% due to rounding

3. **Credit Risk** – Approximately 84.9% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities, Negotiable CDs and other liquid funds. All assets have a better than investment grade rating. U.S. Treasuries are not specifically rated, but

are considered the safest of all investments. All corporate debt (13.6%) is rated in the higher levels of investment grade and all Federal Agency and Municipal holdings are rated AA. The Supranational (1.5%) is rated AAA. The credit quality of the Treasurer’s portfolio continues to be high.

The portfolio credit composition is detailed in the table below:

Portfolio Credit Composition							
AAA	AAAm	AA	A	A-1 (Short Term)	Aaf/S1+ (CalTRUST)	BBB+ (split rated)	Not Rated
1.6%	8.2%	62.5%	8.9%	7.7%	6.6%	0.5%	4.1%

• Total may not equal 100% due to rounding

4. **Liquidity Risk** – Liquidity risk, as measured by the ability of the County Treasury to meet withdrawal demands on invested assets, was actively managed during the January – March quarter. The portfolio’s average weighted maturity was 278 days, and the Treasurer maintained \$346M (19%) in overnight investments to provide immediate liquidity to be able to react quickly to needs or opportunities in the current environment. In addition, the Treasurer maintained \$841M (46%) in securities with maturities under a year to provide additional enhanced liquidity.

PORTFOLIO CHARACTERISTICS

	<u>December 31, 2019</u>	<u>March 31, 2020</u>
Total Assets	\$1,853,827,448.73	\$1,817,425,030.14
Market Value	\$1,848,747,198.94	\$1,814,484,769.93
Days to Maturity	331	278
Yield	2.32%	2.25%
Estimated Earnings	\$9,758,162.96	\$10,116,975.49

Given the volatile market environment due to the COVID-19 pandemic, the Treasury has a “hold and see” approach leaving maturing investments in short-term accounts for potential liquidity needs. As the situation continues to unfold, the portfolio will be actively managed under the established tenets of safety and liquidity while seeking to maximize the rate of return.

Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
Certificates of Deposit - Bank												
83369XDL9	12356	SOCIETE GENERALE NY		02/19/2020	260,000.00	260,000.00	260,000.00	1.800	A1	A	1.800	02/14/2022
83369XDL9	12357	SOCIETE GENERALE NY		02/19/2020	10,000,000.00	10,000,000.00	10,000,000.00	1.800	A1	A	1.800	02/14/2022
Subtotal and Average			4,735,384.62		10,260,000.00	10,260,000.00	10,260,000.00				1.800	
Money Market Accts - GC 53601(k)(2)												
SYS11672	11672	BlackRock			0.00	0.00	0.00	0.337			0.337	
SYS12159	12159	DREYFUS AMT FREE TAX EXEMPT MM			7,209,770.50	7,209,770.50	7,209,770.50	0.932			0.932	
SYS11830	11830	Federated		07/01/2019	0.00	0.00	0.00	0.101	Aaa	AAA	0.101	
SYS11578	11578	Fidelity Investments			100,000.00	100,000.00	100,000.00	0.847	Aaa	AAA	0.847	
Subtotal and Average			7,304,296.13		7,309,770.50	7,309,770.50	7,309,770.50				0.931	
State Pool - GC 16429.1												
SYS11361	11361	LAIF			75,000,000.00	75,000,000.00	75,000,000.00	2.281			2.281	
Subtotal and Average			70,854,945.05		75,000,000.00	75,000,000.00	75,000,000.00				2.281	
CALTRUST/CAMP - GC 53601(p)												
SYS11801	11801	CalTrust			48,800,000.00	48,800,000.00	48,800,000.00	1.750	Aaa	AAA	1.750	
SYS11802	11802	CalTrust			1,000,000.00	1,000,000.00	1,000,000.00	0.813	Aaa	AAA	0.813	
SYS12296	11803	CalTrust			20,000,000.00	20,000,000.00	20,000,000.00	1.133			1.133	
SYS12211	12211	CalTrust			50,300,000.00	50,300,000.00	50,300,000.00	0.976			0.976	
SYS12219	12219	CalTrust			330,536.55	330,536.55	330,536.55	1.158			1.158	
SYS10379	10379	Calif. Asset Mgmt			143,050,000.00	143,050,000.00	143,050,000.00	1.469		AAA	1.469	
SYS11961	11961	Calif. Asset Mgmt		07/01/2019	0.00	0.00	0.00	0.658		AAA	0.658	
Subtotal and Average			225,874,228.78		263,480,536.55	263,480,536.55	263,480,536.55				1.399	
SWEEP ACCOUNT-MORG STNLY												
SYS12041	12041	Morgan Stanley			1.00	1.00	1.00	704.694			704.694	
Subtotal and Average			2.44		1.00	1.00	1.00				704.694	
SWEEP ACCOUNT - CUSTOM												
SYS12138	12138	Morgan Stanley			64,722.09	64,722.09	64,722.09	0.912			0.912	
Subtotal and Average			75,612.90		64,722.09	64,722.09	64,722.09				0.912	

Data Updated: SET_001: 04/01/2020 15:17
Run Date: 04/01/2020 - 15:18

Portfolio INVT
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Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
Medium Term Notes - GC 53601(k)												
88579YAX9	12247	MMM COMPANY		01/11/2019	250,000.00	243,992.01	243,992.01	2.250			3.123	03/15/2023
88579YBF7	12334	MMM COMPANY		11/27/2019	3,440,000.00	3,499,456.64	3,499,456.64	2.750	A1	AA-	1.825	03/01/2022
88579YBF7	12348	MMM COMPANY		01/15/2020	5,000,000.00	5,089,312.66	5,089,312.66	2.750	A1	AA-	1.795	03/01/2022
88579YBH3	12359	MMM COMPANY		02/24/2020	130,000.00	131,055.42	131,055.42	2.000	A1	AA-	1.825	02/14/2025
023135AM8	12301	Amazon		05/31/2019	4,500,000.00	4,560,222.94	4,560,222.94	3.300	A3	AA-	2.472	12/05/2021
023135AW6	12317	Amazon		09/03/2019	200,000.00	203,465.55	203,465.55	2.400	A3	AA-	1.936	02/22/2023
025816BM0	12156	American Express Credit		08/21/2017	250,000.00	249,895.00	249,895.00	2.500	A3	BBB+	2.519	08/01/2022
0258MOEB1	12323	American Express Credit		10/28/2019	4,000,000.00	4,015,702.38	4,015,702.38	2.250	A2	A-	1.863	05/05/2021
037833CQ1	12151	Apple Inc Corp Notes		08/17/2017	250,000.00	250,612.15	250,612.15	2.300	Aa1	AA+	2.177	05/11/2022
037833AR1	12268	Apple Inc Corp Notes		02/22/2019	3,825,000.00	3,830,822.77	3,830,822.77	2.850	Aa1	AA+	2.705	05/06/2021
037833CC2	12284	Apple Inc Corp Notes		04/09/2019	5,000,000.00	4,934,664.85	4,934,664.85	1.550	Aa1	AA+	2.559	08/04/2021
05531FAV5	12153	BB&T Corporation		08/21/2017	250,000.00	249,863.67	249,863.67	2.050	A2	A-	2.101	05/10/2021
05531FAZ6	12325	BB&T Corporation		11/19/2019	5,000,000.00	5,008,576.39	5,008,576.39	2.150	A2	A-	1.940	02/01/2021
06051GGE3	12202	Bank of America Corp		06/07/2018	250,000.00	247,727.78	247,727.78	3.124	A3	A-	3.477	01/20/2023
06051GFW4	12234	Bank of America Corp		12/14/2018	5,000,000.00	4,955,467.57	4,955,467.57	2.625	Baa1	BBB+	3.515	04/19/2021
06051GGY9	12332	Bank of America Corp		11/27/2019	5,000,000.00	5,031,423.71	5,031,423.71	2.738	A2	A-	2.379	01/23/2022
084664BT7	12182	Berkshire Hathaway Finance		03/12/2018	250,000.00	250,259.24	250,259.24	3.000	Aa2	AA	2.947	05/15/2022
084664BT7	12291	Berkshire Hathaway Finance		04/26/2019	8,625,000.00	8,710,921.32	8,710,921.32	3.000	Aa2	AA	2.509	05/15/2022
14913Q2E8	12183	CATERPILLAR FINL SERVC		03/12/2018	250,000.00	246,440.67	246,440.67	2.550	A3	A	3.129	11/29/2022
14913Q2G3	12276	CATERPILLAR FINL SERVC		03/15/2019	6,125,000.00	6,135,417.94	6,135,417.94	2.900	A3	A	2.716	03/15/2021
14913Q2W8	12346	CATERPILLAR FINL SERVC		01/14/2020	5,000,000.00	5,048,039.13	5,048,039.13	2.650	A3	A	1.783	05/17/2021
166764AY6	12208	Chevron Corp. Global		06/25/2018	2,155,000.00	2,148,412.10	2,148,412.10	2.419	Aa2	AA-	2.926	11/17/2020
17275RBD3	12150	Cisco Systems Inc Corp		08/17/2017	250,000.00	250,554.43	250,554.43	2.200	A1	AA-	1.946	02/28/2021
17275RBD3	12302	Cisco Systems Inc Corp		05/31/2019	5,000,000.00	4,988,648.73	4,988,648.73	2.200	A1	AA-	2.456	02/28/2021
172967LC3	12307	Citibank		06/07/2019	3,840,000.00	3,862,351.61	3,862,351.61	2.900	A3	BBB+	2.530	12/08/2021
172967GL9	12308	Citibank		07/12/2019	250,000.00	255,895.72	255,895.72	3.375	A3	BBB+	2.523	03/01/2023
172967KK6	12326	Citibank		11/19/2019	5,000,000.00	5,033,048.47	5,033,048.47	2.700	A3	BBB+	2.024	03/30/2021
191216BG4	12250	Coca- Cola Co		01/14/2019	5,000,000.00	4,989,743.43	4,989,743.43	2.450	A1	A+	2.812	11/01/2020
191216AV2	12288	Coca- Cola Co		04/09/2019	4,980,000.00	5,028,409.41	5,028,409.41	3.300	Aa3	A+	2.587	09/01/2021
254687FK7	12319	The Walt Disney Copr		09/06/2019	240,000.00	239,213.47	239,213.47	1.750			1.851	08/30/2024
369550AR9	12237	General Dynamics Corp		12/14/2018	10,000,000.00	10,074,558.97	10,074,558.97	3.875	A2	A+	3.266	07/15/2021
38145GAG5	12205	Goldman Sachs		06/07/2018	250,000.00	245,811.05	245,811.05	2.350	A3	BBB+	3.454	11/15/2021
437076AW2	12235	Home Depot Inc		12/14/2018	2,750,000.00	2,780,035.19	2,780,035.19	4.400	A2	A	3.256	04/01/2021
02665WBF7	12286	American Honda Finance		04/09/2019	5,000,000.00	4,935,896.62	4,935,896.62	1.650	A1	A+	2.688	07/12/2021
02665WCZ2	12318	American Honda Finance		09/03/2019	200,000.00	203,044.96	203,044.96	2.400			2.021	06/27/2024

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Run Date: 04/01/2020 - 15:18

Portfolio INVT

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Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 3

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
Medium Term Notes - GC 53601(k)												
02665WDF5	12333	American Honda Finance		11/27/2019	5,000,000.00	4,999,784.71	4,999,784.71	1.950	A2	A	1.952	05/20/2022
4581X0DB1	12191	Inter-America Devel BK		04/19/2018	285,000.00	284,780.55	284,780.55	2.625	Aaa		2.687	04/19/2021
44932HAH6	12181	IBM Corp Notes		03/12/2018	250,000.00	248,572.03	248,572.03	3.000	A1	A+	3.218	02/06/2023
458140AZ3	12136	INTEL CORP		05/15/2017	10,000,000.00	9,954,100.00	10,000,646.84	1.850	A1	A+	1.790	05/11/2020
24422EUA5	12180	John Deere Capital Corp		03/12/2018	250,000.00	246,762.23	246,762.23	2.700	A2	A	3.209	01/06/2023
24422ETB5	12278	John Deere Capital Corp		03/22/2019	5,000,000.00	4,995,856.33	4,995,856.33	2.450	A2	A	2.641	09/11/2020
46625HHU7	12157	JP Morgan Chase		08/21/2017	250,000.00	252,748.76	252,748.76	4.250	A3	A-	2.129	10/15/2020
46623EKG3	12324	JP Morgan Chase		11/13/2019	5,000,000.00	5,007,855.54	5,007,855.54	2.295	A2	A-	2.177	08/15/2021
46625HJD3	12329	JP Morgan Chase		11/18/2019	5,000,000.00	5,217,749.75	5,217,749.75	4.500	A2	A-	2.032	01/24/2022
46625HJD3	12341	JP Morgan Chase		12/17/2019	5,000,000.00	5,218,888.71	5,218,888.71	4.500	A2	A-	2.022	01/24/2022
57636QAB0	12282	MASTERCARD INC		04/04/2019	250,000.00	256,284.47	256,284.47	3.375	A2	A+	2.699	04/01/2024
58933YAQ8	12316	MERCK & CO INC		09/03/2019	10,000,000.00	10,112,517.10	10,112,517.10	2.350	A1	AA	1.729	02/10/2022
594918BG8	12149	MICROSOFT CORP		08/17/2017	250,000.00	250,384.66	250,384.66	2.000	Aaa	AAA	1.730	11/03/2020
594918BX1	12363	MICROSOFT CORP		03/11/2020	125,000.00	132,416.65	132,416.65	2.875	Aaa	AAA	1.289	02/06/2024
68389XBB0	12148	Oracle Corp		08/17/2017	250,000.00	251,316.20	251,316.20	2.500	A1	AA-	2.471	05/15/2022
742718EN5	12154	Procter & Gamble Co		08/21/2017	250,000.00	249,889.04	249,889.04	1.850	Aa3	AA-	1.905	02/02/2021
742718EN5	12253	Procter & Gamble Co		01/15/2019	3,475,000.00	3,450,177.61	3,450,177.61	1.850	Aa3	AA-	2.734	02/02/2021
713448DX3	12236	Pepsico Inc Corp Note		12/14/2018	3,800,000.00	3,755,522.02	3,755,522.02	2.000	A1	A+	3.177	04/15/2021
713448DX3	12249	Pepsico Inc Corp Note		01/14/2019	5,000,000.00	4,956,212.95	4,956,212.95	2.000	A1	A+	2.876	04/15/2021
717081ES8	12280	PFIZER INC		04/04/2019	250,000.00	252,372.67	252,372.67	2.950	A1	AA	2.692	03/15/2024
717081DR1	12303	PFIZER INC		06/04/2019	5,000,000.00	5,053,716.12	5,053,716.12	5.200	A1	AA	2.190	08/12/2020
717081DZ3	12315	PFIZER INC		09/03/2019	5,000,000.00	5,033,127.62	5,033,127.62	2.200	A1	AA	1.801	12/15/2021
69353RFT0	12360	PNC Bank NA		02/25/2020	4,130,000.00	4,130,000.00	4,130,000.00	1.743		A	1.743	02/24/2023
808513AW5	12196	Charles Schwab Corp		05/22/2018	160,000.00	159,998.18	159,998.18	3.250	A2		3.251	05/21/2021
857477AS2	12158	State Street Corp		08/21/2017	250,000.00	250,622.67	250,622.67	2.550	A1	A	1.874	08/18/2020
857477AS2	12266	State Street Corp		02/19/2019	2,125,000.00	2,123,293.22	2,123,293.22	2.550	A1	A	2.767	08/18/2020
857477AV5	12267	State Street Corp		02/22/2019	8,723,000.00	8,630,078.32	8,630,078.32	1.950	A1	A	2.927	05/19/2021
857477AV5	12269	State Street Corp		02/22/2019	1,300,000.00	1,286,125.47	1,286,125.47	1.950	A1	A	2.929	05/19/2021
857477AV5	12304	State Street Corp		06/04/2019	5,000,000.00	4,980,988.94	4,980,988.94	1.950	A1	A	2.295	05/19/2021
89236TCQ6	12165	Toyota Motor Corporation		08/22/2017	250,000.00	253,059.74	253,059.74	2.800	Aa3	AA-	2.231	07/13/2022
89233P5T9	12231	Toyota Motor Corporation		12/07/2018	5,000,000.00	4,998,246.59	4,998,246.59	3.300	Aa3	AA-	3.320	01/12/2022
89236TEU5	12279	Toyota Motor Corporation		03/22/2019	5,000,000.00	5,017,169.23	5,017,169.23	2.950	Aa3	AA-	2.606	04/13/2021
89233P5F9	12311	Toyota Motor Corporation		07/18/2019	5,000,000.00	5,084,467.18	5,084,467.18	3.400	Aa3	AA-	2.204	09/15/2021
89236TGJ8	12347	Toyota Motor Corporation		01/15/2020	5,000,000.00	5,002,984.57	5,002,984.57	1.800	Aa3	AA-	1.759	10/07/2021
89236TGT6	12358	Toyota Motor Corporation		02/21/2020	130,000.00	129,729.28	129,729.28	1.800	Aa3	AA-	1.845	02/13/2025

Data Updated: SET_001: 04/01/2020 15:17

Run Date: 04/01/2020 - 15:18

Portfolio INVT

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PM (PRF_PM2) 7.3.0

Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
Medium Term Notes - GC 53601(k)												
882508AY0	12298	Texas Instruments INC		05/30/2019	4,400,000.00	4,413,835.46	4,413,835.46	2.750	A1	A+	2.392	03/12/2021
911312BP0	12170	UNITED PARCEL SERVICE		11/14/2017	200,000.00	199,906.52	199,906.52	2.050	A1		2.099	04/01/2021
91159HHA1	12152	US BANCORP		08/17/2017	250,000.00	256,349.20	256,349.20	4.125	A1	A+	2.215	08/24/2021
91159HHL7	12300	US BANCORP		05/31/2019	4,287,000.00	4,282,342.80	4,282,342.80	2.350	A1	A+	2.484	01/29/2021
91159HHX1	12313	US BANCORP		08/06/2019	200,000.00	201,058.45	201,058.45	2.400			2.270	07/30/2024
91159HHC7	12322	US BANCORP		10/28/2019	3,500,000.00	3,571,533.63	3,571,533.63	3.000	A1	A+	1.888	03/15/2022
92826CAC6	12203	Visa Inc		06/07/2018	250,000.00	247,637.77	247,637.77	2.800	A1	A+	3.178	12/14/2022
931142EJ8	12223	Walmart Inc		10/31/2018	10,000,000.00	10,003,853.57	10,003,853.57	3.125	Aa2	AA	3.091	06/23/2021
Subtotal and Average			242,551,389.89		242,350,000.00	243,333,280.46	243,379,827.30				2.429	
Negotiable CDs - GC 53601(i)												
22535CDU2	12281	Credit Agricole CIB NY		04/04/2019	250,000.00	250,000.00	250,000.00	2.830	A1	A+	2.869	04/02/2021
55379WZT6	12272	MUFG Bank LTD/NY		02/28/2019	10,000,000.00	10,000,000.00	10,000,000.00	2.970		A-1	3.020	02/26/2021
55379WZT6	12273	MUFG Bank LTD/NY		02/28/2019	250,000.00	250,000.00	250,000.00	2.970		A-1	2.970	02/26/2021
867914BM4	12340	SUNTRUST BANKS INC		12/16/2019	5,000,000.00	5,053,531.67	5,053,531.67	2.700	A3	A-	2.072	01/27/2022
87019U6D6	12172	Swedbank		11/17/2017	18,000,000.00	17,902,800.00	18,000,000.00	2.270			2.270	11/16/2020
Subtotal and Average			33,557,149.11		33,500,000.00	33,456,331.67	33,553,531.67				2.473	
Commercial Paper Disc.- GC 53601(h)												
09659BHB9	12327	BNP Paribas NY		11/18/2019	10,000,000.00	9,932,533.33	9,932,533.33	1.840	P-1	A-1	1.889	08/11/2020
09659BHR4	12361	BNP Paribas NY		02/28/2020	12,600,000.00	12,528,460.00	12,528,460.00	1.400	P-1	A-1	1.410	08/25/2020
09659BDL1	12321	BNP Paribas Securities Corp		10/22/2019	16,050,000.00	16,033,990.13	16,033,990.13	1.890	P-1	A-1	1.908	04/20/2020
22533TGF7	12328	Credit Agricole CIB NY		11/18/2019	25,000,000.00	24,866,562.50	24,866,562.50	1.830	P-1	A-1	1.875	07/15/2020
62479LF34	12338	MUFG Bank LTD/NY		12/06/2019	25,000,000.00	24,918,187.50	24,918,187.50	1.870	P-1	A-1	1.888	06/03/2020
62479LH40	12351	MUFG Bank LTD/NY		02/04/2020	10,000,000.00	9,943,055.56	9,943,055.56	1.640	P-1	A-1	1.654	08/04/2020
63873JEL0	12350	Natixis NY Branch		01/31/2020	13,365,000.00	13,334,802.53	13,334,802.53	1.660	P-1	A-1	1.668	05/20/2020
Subtotal and Average			95,261,573.53		112,015,000.00	111,557,591.55	111,557,591.55				1.787	
Fed Agcy Coupon Sec - GC 53601(f)												
3130AF5B9	12222	Federal Home Loan Bank		10/12/2018	10,000,000.00	9,998,469.44	9,998,469.44	3.000			3.011	10/12/2021
3130AEWA4	12243	Federal Home Loan Bank		01/03/2019	10,000,000.00	10,002,980.89	10,002,980.89	2.625	Aaa	AA+	2.563	10/01/2020
3130AFW94	12264	Federal Home Loan Bank		02/15/2019	370,000.00	368,985.96	368,985.96	2.500			2.576	02/13/2024
3137EAE19	12242	Federal Home Loan Mtg Corp		01/03/2019	10,000,000.00	9,986,541.28	9,986,541.28	2.375	Aaa	AA+	2.533	02/16/2021
3135G0V34	12263	Federal National Mtg Assn		02/08/2019	335,000.00	334,040.21	334,040.21	2.500			2.580	02/05/2024

Data Updated: SET_001: 04/01/2020 15:17

Run Date: 04/01/2020 - 15:18

Portfolio INVT
AP
PM (PRF_PM2) 7.3.0

Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 5

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
Subtotal and Average			38,973,251.25		30,705,000.00	30,691,017.78	30,691,017.78				2.700	
US Treasury Note-GC 53601(b)												
912828H86	12160	U.S. Treasury		08/18/2017	2,000,000.00	1,992,310.91	1,992,310.91	1.500	Aaa		1.719	01/31/2022
912828T67	12161	U.S. Treasury		08/18/2017	2,000,000.00	1,986,762.01	1,986,762.01	1.250	Aaa	AA+	1.685	10/31/2021
912828Q78	12162B	U.S. Treasury		08/18/2017	1,750,000.00	1,745,753.62	1,745,753.62	1.375	Aaa		1.607	04/30/2021
912828P4	12179	U.S. Treasury		03/12/2018	1,250,000.00	1,229,690.52	1,229,690.52	1.875	Aaa		2.617	07/31/2022
912828K58	12210	U.S. Treasury		06/29/2018	22,400,000.00	22,380,448.77	22,380,448.77	1.375	Aaa	AA+	2.506	04/30/2020
912828XH8	12216	U.S. Treasury		07/31/2018	10,000,000.00	9,975,290.18	9,975,290.18	1.625	Aaa		2.660	06/30/2020
912828Z22	12217	U.S. Treasury		09/14/2018	5,375,000.00	5,343,245.47	5,343,245.47	1.625			2.760	10/15/2020
912828A83	12220	U.S. Treasury		10/01/2018	21,000,000.00	20,929,726.56	20,929,726.56	2.375	Aaa		2.838	12/31/2020
9128284B3	12224	U.S. Treasury		10/31/2018	10,100,000.00	10,055,291.32	10,055,291.32	2.375	Aaa		2.858	03/15/2021
912828B58	12225	U.S. Treasury		10/31/2018	20,000,000.00	19,881,872.72	19,881,872.72	2.125	Aaa		2.861	01/31/2021
9128284D9	12226	U.S. Treasury		11/07/2018	850,000.00	837,756.14	837,756.14	2.500	Aaa		3.017	03/31/2023
912828P79	12227A	U.S. Treasury		11/07/2018	540,000.00	517,705.55	517,705.55	1.500	Aaa		3.022	02/28/2023
912828F21	12228	U.S. Treasury		11/30/2018	20,330,000.00	20,123,924.73	20,123,924.73	2.125	Aaa		2.834	09/30/2021
912828WN6	12229	U.S. Treasury		11/30/2018	15,160,000.00	15,020,514.87	15,020,514.87	2.000	Aaa	AA+	2.824	05/31/2021
9128284W7	12230	U.S. Treasury		11/30/2018	15,000,000.00	14,983,378.10	14,983,378.10	2.750	Aaa		2.834	08/15/2021
912828XM7	12233	U.S. Treasury		12/14/2018	20,000,000.00	19,925,328.26	19,925,328.26	1.625	Aaa		2.784	07/31/2020
912828B90	12239	U.S. Treasury		12/14/2018	20,000,000.00	19,864,280.32	19,864,280.32	2.000	Aaa		2.772	02/28/2021
912828Q37	12240	U.S. Treasury		12/14/2018	19,600,000.00	19,318,984.56	19,318,984.56	1.250	Aaa	AA+	2.744	03/31/2021
912828Q2	12241	U.S. Treasury		12/18/2018	25,550,000.00	25,438,455.91	25,438,455.91	1.500	Aaa	AA+	2.705	08/15/2020
912828G3	12244	U.S. Treasury		01/08/2019	11,240,000.00	11,185,732.65	11,185,732.65	1.750	Aaa		2.547	11/15/2020
912828T91	12245	U.S. Treasury		01/11/2019	500,000.00	484,386.40	484,386.40	1.625	Aaa		2.557	10/31/2023
912828VB3	12246	U.S. Treasury		01/11/2019	785,000.00	766,446.06	766,446.06	1.750	Aaa		2.555	05/15/2023
912828WC0	12248	U.S. Treasury		01/14/2019	20,200,000.00	20,106,741.47	20,106,741.47	1.750	Aaa		2.566	10/31/2020
912828R7	12251	U.S. Treasury		01/15/2019	21,750,000.00	21,789,263.12	21,789,263.12	2.625	Aaa		2.514	12/15/2021
912828Q1	12252A	U.S. Treasury		01/15/2019	10,000,000.00	9,957,839.75	9,957,839.75	2.000			2.550	01/15/2021
912828L2	12254	U.S. Treasury		01/31/2019	25,250,000.00	25,129,460.32	25,129,460.32	1.875	Aaa		2.572	12/15/2020
912828VJ6	12255	U.S. Treasury		01/31/2019	21,100,000.00	21,065,497.82	21,065,497.82	1.875	Aaa	AA+	2.553	06/30/2020
912828X96	12256	U.S. Treasury		01/31/2019	25,300,000.00	25,268,635.74	25,268,635.74	1.500			2.551	05/15/2020
912828Z22	12257	U.S. Treasury		01/31/2019	25,300,000.00	25,177,497.54	25,177,497.54	1.625			2.549	10/15/2020
912828L65	12258	U.S. Treasury		01/31/2019	25,500,000.00	25,354,789.85	25,354,789.85	1.375	Aaa	AA+	2.551	09/30/2020
9128284B3	12259	U.S. Treasury		01/31/2019	25,000,000.00	24,967,069.40	24,967,069.40	2.375	Aaa		2.517	03/15/2021
912828V23	12260C	U.S. Treasury		01/31/2019	500,000.00	494,577.87	494,577.87	2.250	Aaa		2.560	12/31/2023
912828U57	12261	U.S. Treasury		02/08/2019	500,000.00	493,600.73	493,600.73	2.125	Aaa		2.498	11/30/2023
912828P38	12262	U.S. Treasury		02/08/2019	700,000.00	686,073.60	686,073.60	1.750	Aaa		2.492	01/31/2023

Data Updated: SET_001: 04/01/2020 15:17

Run Date: 04/01/2020 - 15:18

Portfolio INVT

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PM (PRF_PM2) 7.3.0

Exhibit B

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
US Treasury Note-GC 53601(b)												
9128284G2	12265	U.S. Treasury		02/19/2019	17,785,000.00	17,759,205.84	17,759,205.84	2.375	Aaa		2.519	04/15/2021
912828B90	12270	U.S. Treasury		02/26/2019	29,000,000.00	28,868,253.75	28,868,253.75	2.000	Aaa		2.514	02/28/2021
912828C57	12271	U.S. Treasury		02/27/2019	10,000,000.00	9,976,892.20	9,976,892.20	2.250	Aaa		2.489	03/31/2021
9128286G0	12274	U.S. Treasury		03/07/2019	400,000.00	397,337.80	397,337.80	2.375	Aaa		0.000	02/29/2024
912828WG1	12277	U.S. Treasury		03/18/2019	10,000,000.00	9,979,518.94	9,979,518.94	2.250	Aaa		2.445	04/30/2021
912828Q78	12283	U.S. Treasury		04/05/2019	10,000,000.00	9,899,838.79	9,899,838.79	1.375	Aaa		2.332	04/30/2021
912828QN3	12285	U.S. Treasury		04/09/2019	24,600,000.00	24,804,966.59	24,804,966.59	3.125	Aaa		2.357	05/15/2021
9128282Q2	12289	U.S. Treasury		04/15/2019	17,675,000.00	17,614,581.74	17,614,581.74	1.500	Aaa	AA+	2.437	08/15/2020
912828VP2	12290	U.S. Treasury		04/23/2019	10,000,000.00	9,986,379.37	9,986,379.37	2.000	Aaa	AA+	2.419	07/31/2020
912828K58	12292	U.S. Treasury		04/26/2019	25,000,000.00	24,979,869.62	24,979,869.62	1.375	Aaa	AA+	2.410	04/30/2020
912828VP2	12293	U.S. Treasury		04/26/2019	25,000,000.00	24,970,075.34	24,970,075.34	2.000	Aaa	AA+	2.368	07/31/2020
912828VJ6	12294	U.S. Treasury		04/26/2019	25,000,000.00	24,968,799.85	24,968,799.85	1.875	Aaa	AA+	2.391	06/30/2020
912828L65	12295	U.S. Treasury		04/26/2019	25,300,000.00	25,178,254.33	25,178,254.33	1.375	Aaa	AA+	2.365	09/30/2020
912828VJ6	12296	U.S. Treasury		05/10/2019	10,000,000.00	9,988,028.33	9,988,028.33	1.875	Aaa	AA+	2.370	06/30/2020
912828WN6	12297	U.S. Treasury		05/17/2019	20,000,000.00	19,946,072.78	19,946,072.78	2.000	Aaa	AA+	2.238	05/31/2021
912828WJ5	12305	U.S. Treasury		06/06/2019	500,000.00	511,269.26	511,269.26	2.500	Aaa	AA+	1.924	05/15/2024
912828XD7	12306	U.S. Treasury		06/06/2019	500,000.00	500,056.63	500,056.63	1.875	Aaa	AA+	1.870	05/31/2022
912828S35	12309	U.S. Treasury		07/12/2019	750,000.00	739,721.53	739,721.53	1.375	Aaa	AA+	1.815	06/30/2023
912828S27	12310	U.S. Treasury		07/17/2019	20,000,000.00	19,820,274.20	19,820,274.20	1.125	Aaa	AA+	1.863	06/30/2021
912828S76	12312	U.S. Treasury		07/19/2019	20,000,000.00	19,810,411.76	19,810,411.76	1.125	Aaa	AA+	1.855	07/31/2021
912828T34	12314	U.S. Treasury		09/03/2019	30,000,000.00	29,819,027.25	29,819,027.25	1.125	Aaa	AA+	1.536	09/30/2021
912828Q29	12320	U.S. Treasury		09/06/2019	950,000.00	954,396.52	954,396.52	1.500	Aaa	AA+	1.341	03/31/2023
912828T67	12330	U.S. Treasury		11/18/2019	40,350,000.00	40,116,173.91	40,116,173.91	1.250	Aaa	AA+	1.624	10/31/2021
912828YM6	12331	U.S. Treasury		11/19/2019	170,000.00	168,751.86	168,751.86	1.500	Aaa	AA+	1.668	10/31/2024
912828U81	12335	U.S. Treasury		11/27/2019	25,000,000.00	25,168,853.40	25,168,853.40	2.000	Aaa	AA+	1.605	12/31/2021
912828S27	12336	U.S. Treasury		11/27/2019	25,000,000.00	24,843,220.54	24,843,220.54	1.125	Aaa	AA+	1.636	06/30/2021
912828RR3	12337	U.S. Treasury		11/27/2019	25,800,000.00	25,964,577.61	25,964,577.61	2.000	Aaa	AA+	1.599	11/15/2021
9128282F6	12339	U.S. Treasury		12/16/2019	9,575,000.00	9,504,345.54	9,504,345.54	1.125	Aaa	AA+	1.656	08/31/2021
9128287A2	12342	U.S. Treasury		12/19/2019	25,000,000.00	24,988,076.85	24,988,076.85	1.625	Aaa	AA+	1.663	06/30/2021
912828Q37	12343	U.S. Treasury		12/19/2019	25,000,000.00	24,902,777.78	24,902,777.78	1.250	Aaa	AA+	1.645	03/31/2021
912828M98	12344A	U.S. Treasury		12/19/2019	20,870,000.00	20,868,858.20	20,868,858.20	1.625	Aaa	AA+	1.633	11/30/2020
912828YT1	12345	U.S. Treasury		12/19/2019	24,900,000.00	24,846,842.70	24,846,842.70	1.500	Aaa	AA+	1.608	11/30/2021
912828YJ3	12349	U.S. Treasury		01/15/2020	11,800,000.00	11,781,413.29	11,781,413.29	1.500	Aaa	AA+	1.607	09/30/2021
912828Z52	12352	U.S. Treasury		02/05/2020	500,000.00	500,037.86	500,037.86	1.375	Aaa	AAA	1.373	01/31/2025
912828YM6	12353	U.S. Treasury		02/05/2020	500,000.00	502,683.66	502,683.66	1.500	Aaa	AA+	1.378	10/31/2024

Data Updated: SET_001: 04/01/2020 15:17

Run Date: 04/01/2020 - 15:18

Portfolio INVT

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PM (PRF_PM2) 7.3.0

Exhibit B

CONSENT E

Monterey County Daily Reports Portfolio Management Portfolio Details - Investments March 31, 2020

Page 7

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	YTM	Maturity Date
US Treasury Note-GC 53601(b)												
912828YY0	12354A	U.S. Treasury		02/05/2020	370,000.00	376,370.55	376,370.55	1.750	Aaa	AA+	1.374	12/31/2024
9128286Z8	12355	U.S. Treasury		02/05/2020	250,000.00	253,892.65	253,892.65	1.750	Aaa	AAA	1.371	06/30/2024
912828ZC7	12362	U.S. Treasury		03/04/2020	400,000.00	405,646.26	405,646.26	1.125	Aaa	AA+	0.831	02/28/2025
Subtotal and Average			1,041,452,188.12		1,014,475,000.00	1,011,144,087.92	1,011,144,087.92				2.278	
Supranationals												
4581X0CX4	12201	Inter-America Devel BK		05/31/2018	12,975,000.00	12,961,871.37	12,961,871.37	1.625	Aaa	AAA	2.541	05/12/2020
459058GA5	12195	INTL BK RECON & DEVELP		04/30/2018	15,000,000.00	14,935,555.09	14,935,555.09	1.626	Aaa	AAA	2.675	09/04/2020
Subtotal and Average			37,630,570.79		27,975,000.00	27,897,426.46	27,897,426.46				2.613	
Municipal Bonds												
13063DGA0	12192	California TXBL		04/25/2018	290,000.00	290,003.95	290,003.95	2.800	Aa3	AA-	2.799	04/01/2021
Subtotal and Average			290,004.44		290,000.00	290,003.95	290,003.95				2.799	
Total and Average			1,806,671,646.17		1,817,425,030.14	1,814,484,769.93	1,814,628,516.77				2.148	

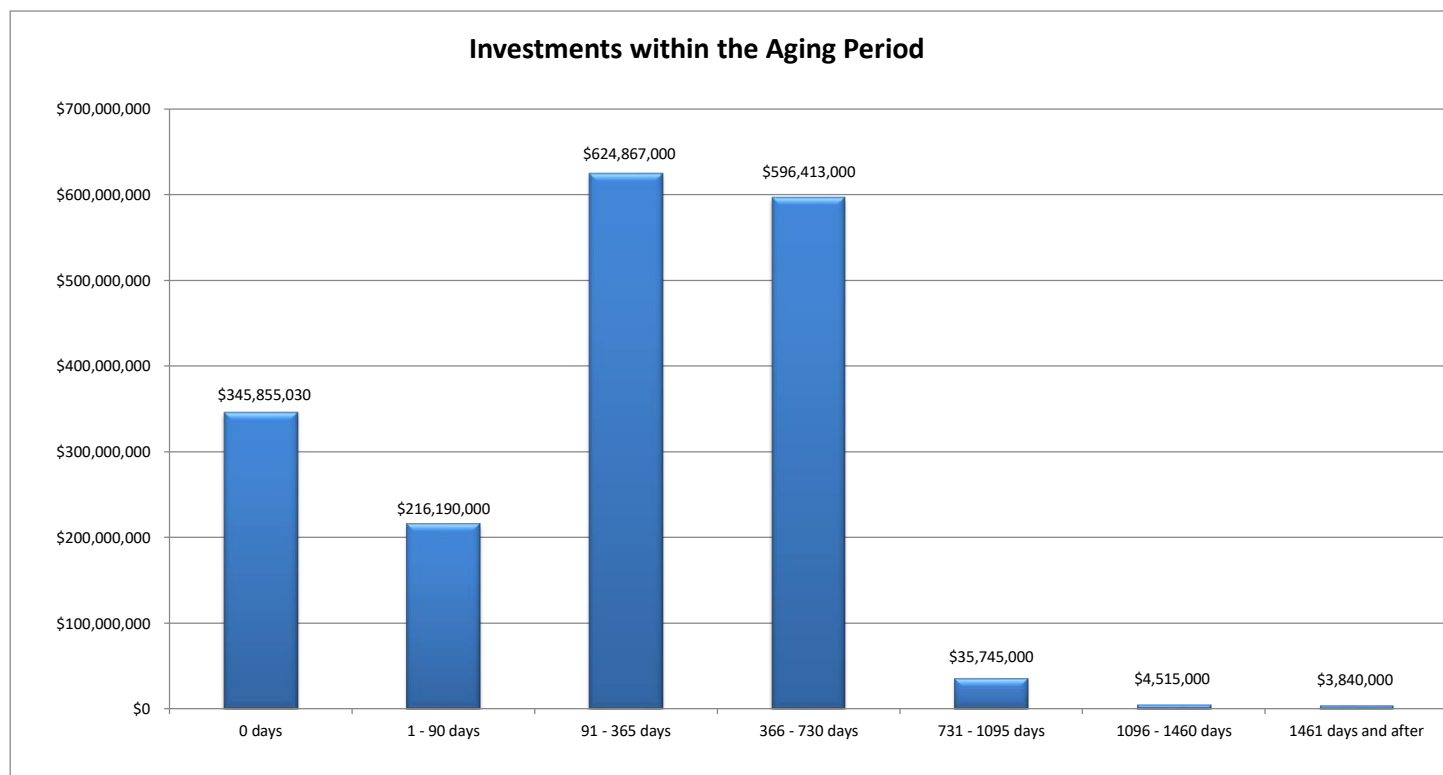
Data Updated: SET_001: 04/01/2020 15:17
Run Date: 04/01/2020 - 15:18

Portfolio INVT
AP
PM (PRF_PM2) 7.3.0



**Exhibit C
Monterey County
Aging Report
By Maturity Date
As of April 1, 2020**

Aging Interval:				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(04/01/2020 - 04/01/2020)	14 Maturities	345,855,030.14	19.05%	345,855,030.14	345,855,030.14
Aging Interval:	1 - 90 days	(04/02/2020 - 06/30/2020)	12 Maturities	216,190,000.00	11.90%	215,876,068.68	215,829,521.84
Aging Interval:	91 - 365 days	(07/01/2020 - 04/01/2021)	53 Maturities	624,867,000.00	34.31%	622,595,291.28	622,498,091.28
Aging Interval:	366 - 730 days	(04/02/2021 - 04/01/2022)	62 Maturities	596,413,000.00	32.86%	596,197,181.56	596,197,181.56
Aging Interval:	731 - 1095 days	(04/01/2022 - 04/01/2023)	23 Maturities	35,745,000.00	1.42%	25,762,021.08	25,762,021.08
Aging Interval:	1096 - 1460 days	(04/02/2023 - 03/31/2024)	10 Maturities	4,515,000.00	0.25%	4,463,885.88	4,463,885.88
Aging Interval:	1461 days and after	(04/01/2024 -)	13 Maturities	3,840,000.00	0.21%	3,879,038.15	3,879,038.15
Total for 187 Investments				1,827,425,030.14	100.00	1,814,628,516.77	1,814,484,769.93



- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: E-Waste Pacific Grove Unified School District Equipment

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Jonathan Mejia, Technology Systems Coordinator

RECOMMENDATION:

The District Administration recommends the Board review and approve the attached list of equipment to E-Waste.

BACKGROUND:

Along with the approval of site administration the attached list of comprised of mostly obsolete equipment. This is in line with our approach in keeping track of our inventory. This equipment are nonfunctioning projectors, and older monitors we can no longer use as our devices are no longer coming with VGA ports and the monitors do not have HDMI ports.

INFORMATION:

In our efforts to maintain an accurate inventory we are seeking board approval to e-waste these items which do not exceed in my estimate \$500.00.

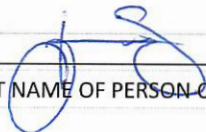
FISCAL IMPACT:

None.

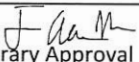

Description/Make (brand name & type of equipment)	Reason for Discard	Working Yes or No	Month/Year Purchased	Last Function	Bar Code or ID Tag If over \$500	Model/Serial Number
<i>(sample)</i> Dell TX240 Server	<i>Outdated</i>	<i>yes</i>	<i>1/2000</i>	<i>Office computer</i>	<i>78943</i>	<i>VX-2652H</i>
HP ProCurve Switch 4000M	Broken	No	1/2003	Comms Closet	T908287	HP J4121A
Dell PowerEdge 600SC	Broken	No	1/2003	Old Destiny Server	T908284	Dell DNGN341
Dell Optiplex 320	Broken	No	1/2003	Comms Closet	T908282	Dell D8GJRD1
Cisco Systems Switch	Broken	No	1/2003	Comms Closet	T908285	Cisco3845/ S#FTX1253A25J
Computer E-Series	Broken	No	1/2003	Student Store	T90943	Model-E Series PC/ S#0032844326
Kodak Carousel 5600 Projector	Broken	No	1/2003	Library	T16650	S#173963
Dell PowerEdge 2600	Broken	No	1/2003	Comms Closet	T908286	Service Tag:7GGBQ31
Panasonic DLP Projector	Not HDMI supported	Yes	1/2008	Music Lab	PGUSD 100649	Model # PT-D4000U/ S# SH8160066
Dell PowerEdge 1900	Broken	No	1/2008	Comms Closet	T19608	S#9LDLRC1
Dell Optiplex GX270	Can't support Windows 10	Yes	1/2012	Classroom	T90955	Dell S# GZRB541
Hansol monitor	Broken	No	8/1997	Comms Closet	T904952	Mazellan 500A/ S#A9740024368
Dell monitor	Broken	No	1/2004	Comms Closet	T904955	E773s/ S# MX-OY1352-47605-41F- BGYY
Dell monitor	Broken	No	8/2004	Comms Closet	T904950	E773s/ S# MX-OY1352-47605-486- BLQH
Dell monitor	Broken	No	7/2003	Comms Closet	T904953	E551/ S# CN-095WUP-46633-37H- 1H98

Pacific Grove Unified School District School/Site Pacific Grove High School Page 1 of 1

ELECTRONIC EQUIPMENT TO BE DISCARDED

 Jonathan Mejia 5/5/20
 PRINT NAME OF PERSON COMPLETING FORM ADMINISTRATOR'S SIGNATURE DATE

** Do not write below this line**

 Site Library Approval	 District Tech Approval	Maintenance & Ops Approval	Business Office Approval	Board Approval
--	---	-------------------------------	-----------------------------	----------------

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Public Hearing of the Precalculus Textbook for 12th Grade Math, Pearson's *College Algebra and Trigonometry, 7th Edition (2021)*

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Ani Silva, Director of Curriculum and Special Projects

RECOMMENDATION:

The District Administration recommends the Board hold a public hearing for the 12th grade Precalculus course textbook: *Pearson's College Algebra and Trigonometry, 7th Edition (2021)*.

BACKGROUND:

There is no current physical textbook for the Precalculus course. Online materials for the course are inappropriate for the redesigned course. Students have very limited remediation resources and rely solely on worksheets and lecture notes.

INFORMATION:

Criteria for new textbook:

- Updated content that aligns with California Precalculus standards
- Includes review of basic concepts of Algebra
- Appropriate grade-level content for the 4th year of math, rather than an honors level course
- Availability of an online textbook
- Teacher and student resources available in online and alterable formats (so teachers may alter assignments/tests)
- Availability of tracking student progress and mastery

Several textbooks were reviewed, including *College Algebra and Trigonometry* from Pearson, *Precalculus with Limits* from Cengage Learning, *Precalculus with Limits and a Graphing Approach* from Cengage Learning, and *Precalculus Mathematics for Calculus* from Cengage Learning.

College Algebra and Trigonometry by Margaret L. Lial, John Hornsby, David I. Schneider, and Callie Daniels, 7th edition, is the text that the math department selected. The other textbooks emphasized additional, superfluous mathematical concepts that are nonessential to student

success in Calculus. Moreover, these textbooks and their online tools did not provide adequate remediation and review of past concepts appropriate for the level of students anticipated to take this course.

Pearson's *College Algebra and Trigonometry* addresses all of California's Precalculus Standards. It includes essential review and extension of basic Algebra 1 and 2 concepts and introduces Precalculus material in a manner appropriate for grade-level fourth year math students; enabling more students to access and succeed in a fourth year of math. The math department's goal of creating an accessible senior level math class was in response to the proposed increased UC and CSU math requirements. The textbook is available in print and digital formats with online resources for teachers and students. In addition, Pearson provides a feature called Mylab Math that empowers each student by providing personalized learning pinpoints.

With Mylab Math, each student is informed the precise areas he/she needs to practice to be successful. It monitors student performance on their homework, adapts to each student's needs, and provides assignment practice to help them improve their proficiency of key learning objectives. The feature also allows teachers to set pre- or post-assignments to help students practice just the concepts that they need to master. Mylab also gives teachers a comprehensive gradebook to understand which students are struggling, and with which topics they struggle most.

FISCAL IMPACT:

\$7,453.79 funded by the 2020-21 Curriculum textbook budget.



www.pgusd.org

PUBLIC HEARING
PACIFIC GROVE UNIFIED SCHOOL DISTRICT
435 Hillcrest Avenue Pacific Grove, CA 93950

Ralph Gomez Porras
Superintendent
(831) 646-6520
Fax (831) 646-6500
rporras@pgusd.org

Song Chin-Bendib
Assistant Superintendent
Business Services
(831) 646-6509
schinbendib@pgusd.org

PUBLIC HEARING NOTICE

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, May 21, 2020, pursuant to Education Code Section 60119 and 60422:

PUBLIC DISCLOSURE OF **PACIFIC GROVE HIGH SCHOOL *College Algebra*** ***and Trigonometry* by Margaret L. Lial, John Hornsby,** ***David I. Schneider, and Callie Daniels, 6th edition***

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. Please visit our website at www.pgusd.org for the link to attend the meeting virtually.

A copy of the Pacific Grove High School *College Algebra and Trigonometry* by Margaret L. Lial, John Hornsby, David I. Schneider, and Callie Daniels, 6th edition textbook will be available for public viewing beginning Thursday, May 7, 2020 through Thursday, June 4, 2020 at www.pgusd.org.

For more information, please contact Ani Silva, Director of Curriculum and Special Projects at 831-646-6508 or asilva@pgusd.org.

Posted: May 7, 2020



PEARSON EDUCATION Inc.

AGS * CELEBRATION PRESS * GLOBE FEARON * MODERN CURRICULUM PRESS
PRENTICE HALL * SCOTT FORESMAN-ADDISON WESLEY * SILVER BURDETT

PUBLIC HEARING

Hours of Operation 8:00 AM to 6:00 PM EST
Contact Customer Support : support.pearsonschool.com.
Please note Pearson will no longer accept Credit Card information Via Mail,Email and Facsimile

PROFORMA INVOICE # 7027103022

Purchase Order #: PRICEQUOTE
 Document Control #: 371071
 # of Cartons: 0
 FOB:
 Ship Via:
 Tax Certificate:

Invoice Date: 05/08/2020
 Payment Due: 06/07/2020
 Invoice Routing: 1C

TO
 CIFIC GROVE UNIFIED SCHL DISTRICT
 HL DIST
 5 HILLCREST AVE
 CIFIC GROVE CA 93950

SHIP - TO
 SHIRLEY USHAKOFF
 PACIFIC GROVE UNIFIED SCHL DISTRICT
 SCHL DIST
 435 HILLCREST AVE
 PACIFIC GROVE CA 93950

ct.# 2354252

Acct.# 2354252

Title/Description	Copyright	ISBN10/Material#	ISBN13/Material#	Qty	Unit Price	Discount	Extended Price
College Alg&Trig SE+1yr MMLS	2021	013683988-1	978013683968-2	45	140.97	NET	6,343.65

ing to our records, your order is now complete. If your records do not agree, please call customer service at the number on the back of this invoice.

sushakoff@pgusd.org
SHIPPING AND HANDLING CHARGES WILL BE PREPAID AND ADDED TO YOUR INVOICE.
ALL CHARGES ARE FOB SHIPPING POINT. PLEASE REFERENCE THE PROFORMA NUMBER
FOR CORRECT PRICING. THIS QUOTE IS VALID UNTIL 9/30/2020.

ACTIONS THIS ORDER:

URNS MUST BE AUTHORIZED IN ADVANCE BY
MER SERVICE. SEE REVERSE SIDE FOR INSTRUCTIONS.

REMITTANCE ADDRESS
 Pearson Education Inc.
 P O Box 409496
 Atlanta, GA 30384-9496

PLEASE MAKE PAYMENT IN U.S. DOLLARS

IAL USE ONLY: 7027103022

PRODUCT CHARGE	6,343.65
SHIPPING/HANDLING	507.49
TAX	599.47
TOTAL	7,450.61
AMOUNT DUE \$	7,450.61

en with Pearson! Please visit OASIS at <http://k12oasis.pearson.com> to print additional copies of this invoice, if needed. With Oasis you can :

DE ORDERS WITH A SCHOOL PURCHASE ORDER OR CREDIT CARD	* FILE CLAIMS FOR SHORTAGES, DAMAGES, ETC.	* RUN BACKORDER & PROOF OF DELIVERY REPORTS
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40

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

SUBJECT: Special Education Billback Agreement for 2020-21

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends the Board approve the agreement with Monterey County Office of Education (MCOE) for Special Education services and transportation for fiscal year 2020-21.

BACKGROUND:

Pacific Grove USD has for many years contracted with MCOE to provide special education services and programs that are more economical and efficient to be delivered by the County Office.

INFORMATION:

The current three-year contract with MCOE regarding special education programs and transportation expires on June 30, 2020. At issue is that members within the SELPA would like their share of the special education property tax. Monterey County Special Education receives .28 of the secured and unsecured property taxes allocated to MCOE. This revenue is allocated to the MCOE Special Education and Alternative Education Departments for operation of special education programs.

Since school districts have taken back many special education programs and services, it is their belief that the special education property tax should be distributed back to the school districts instead of being retained by the MCOE Special Education. The Special Education Local Plan Area (SELPA) Strategic Planning Committee has examined numerous models to distribute the Special Education Property Tax and will continue to do so. This agreement is only for one year and the intent is that the 2021-22 agreement will revert back to three years once all the SELPA members agree on a common property tax distribution model. Corresponding to the change in distributing property tax dollars, there are also changes in allocating special education program and transportation costs.

FISCAL IMPACT:

The impact on Pacific Grove USD is very minimal estimated at \$3,419 in additional billback costs for 2020-21.

2020-2117-18 through 2019-20**AGREEMENT REGARDING
MCOE-PROVIDED SPECIAL EDUCATION
PROGRAMS AND TRANSPORTATION**

The following agreement for the period July 1, 2020~~17~~, through June 30, 2021~~0~~, between the Monterey County Office of Education (MCOE) and the participating school Districts in Monterey County (Districts) defines the provisions under which MCOE will billback the districts for Special Education services and transportation provided to the districts' students.

1. For billing purposes, MCOE will apply the MCOE State-approved indirect cost rate for all allowable costs incurred in accordance with the California School Accounting Manual guidelines to the Special Education costs and Special Education Transportation costs. Indirect costs include such general MCOE overhead expenditures as: accounting, budgeting, payroll, personnel management, purchasing, and data processing.
2. The calculation of the maximum base employee total compensation, defined as negotiated salary and benefit changes, amount will be based on the average current year collectively bargained total compensation percentage increases of the Class 3 County Offices of Education and Monterey County school districts over 2,500 Average Daily Attendance (ADA). In such case where MCOE settles with an amount greater than this average, MCOE will have the following year to bargain an amount that falls within the two-year average.
3. It is the responsibility of the Business Advisory Committee to monitor and review MCOE's Special Education budget, staffing, revenues and expenses.
 - a. The MCOE will provide to the Business Advisory Committee the following:
 - i. Special Education budget development documentation (April)
 - ii. MCOE Special Education budget assumptions, including enrollment and staffing projections by April of the year preceding the budget (April)
 - iii. Transportation Program revenue and expenditure information, ~~bus loading, routing information,~~ and cost allocation information (April)
 - iv. Special Education revenues and expenses quarterly (October, ~~February January, MayApril~~, and when records are closed, but no later than October of the following fiscal year)
 - v. Special Education student enrollments monthly report sent electronically to Special Education Directors. The report includes district of residence, ~~cost centers program~~ and ~~classroom location site~~.
 - vi. An opportunity to allow the Committee to review this agreement annually to determine if adjustments need to be made (January)
 - viii. Requests from the Superintendent's Council for analysis or recommendation of financial impacts of the Billback Agreement (as necessary)
 - ix. SELPA (Special Education Local Plan Area Income Distribution Agreement annually and when revised (August, and when necessary)
 - b. By February 1 the MCOE will submit an updated projection of the current year billback to all participating districts.

- c. During March and April the Business Advisory Committee will review MCOE draft budget, and projected enrollments and assumptions related to the Special Education programs and Special Education Transportation for the next school year. By the May 1 BAC meeting, the districts will receive their estimated billback with an adjustment for program transfers for the following fiscal year.
 - d. Once the MCOE officially adopts its budget, a detailed Special Education budget will be submitted to Districts. If MCOE amends the Special Education budget based on the State Budget Act, the revision will be reviewed by the Business Advisory Committee. A detailed budget will include the total revenue and expense for each of the cost centers, as well as transportation.
4. MCOE will strive to ensure that students enrolled in MCOE SDC self-contained classes serving the LEAs within the SELPA attain a target of 85% ADA based on the P2 attendance period.
 5. Districts agree to submit requested changes in MCOE-provided transportation to MCOE by submitting a letter of intent (see Exhibit A) no later than December 1, and a signed Memorandum of Understanding between the Monterey County Superintendent of Schools and the district taking back the services, by no later than March 1 of the year preceding the year of the requested change.
 6. MCOE will have the stipulations related to this agreement reviewed as part of the annual independent audit. The purpose of the review will be to ensure compliance with this agreement and the accuracy of revenues, expenses, and student counts.
 7. Districts agree that the excess costs of Special Education Transportation will be distributed to Districts based on the following:
 - a. One half the excess cost for transportation will be divided by the proration calculation of days of enrollment to the total number of instructional days for the year total number for of students assigned to transportation, ~~averaged from the first day of the regular school year through November 30 and March 31 of the current year.~~ This per pupil cost is multiplied by the prorated number of students transported for each district.
 - b. One half the excess costs for transportation will be distributed based on actual use (one-way home to school miles for all students divided into one-half excess costs establishes a cost per student mile). This cost is multiplied by the student miles traveled by MCOE students from each district. Miles for wheelchair students will be increased by a factor of 3.
 - c. Reimbursement to parents who transport their own children will be included as part of transportation excess cost allocation. The reimbursement will be based on the IRS rate per mile.
 - d. ~~Districts outside of Monterey County will be charged (invoiced) outside this agreement and will pay the computed cost per mile for the prior year, plus 10%, and full state-approved indirect cost rate.~~
 8. Special Education Program costs are assigned into cost centers and will be distributed to Districts as specified below:

- a. Itinerant visually impaired and hearing impaired services to special day class students will be reported by assigned FTE. Excess costs for these services will be reflected in the total billback for the Special Day Class (SDC), Medically Fragile, Preschool or Deaf/Hard of Hearing (DHH) cost centers. Excess costs are defined as the total expenses for each cost center, less the revenue assigned to each cost center.
- b. Itinerant Speech and Occupational Therapy services for students enrolled in special day classes will be reported in the "Speech" and "OT" cost centers. Excess costs will be billed to districts by service minutes. The billback spreadsheet will provide the actual service minutes provided to each district, as well as overall totals for MCOE. The total excess costs of providing services to districts will be divided by the total actual service minutes and then distributed among districts based upon the actual minutes provided to each district.
- c. Itinerant visually impaired and hearing impaired services for students not enrolled in special day classes will be reported in the "Itinerant" cost center. Excess costs will be billed to districts by instructional minutes. The billback spreadsheet will provide the total actual instructional minutes provided to each district, as well as overall totals for MCOE. The total excess costs of providing services to districts will be divided by the total actual instructional minutes and then distributed among districts based upon the average monthly actual minutes provided to each district.
- d. Total excess costs for the year, divided by the total average proration calculation of days of enrollment to the total number of instructional days enrollment for the year, will determine the per pupil cost for the "Infant", "SDC", Medically Fragile, Preschool and DHH (ages 3 to 22), "Speech" and "Occupational Therapy" cost centers. The billback will be based on each district's average monthly prorated enrollment times the per pupil cost.

MCOE will provide regular emails based on reporting period to District Special Education Directors and CBOs reporting countywide student counts by program cost center.

- e. ~~On a quarterly basis, districts outside Monterey County that have students enrolled in MCOE programs will be billed the full cost of those services, plus 5%, and the full state approved indirect cost rate. These students are not included in the billback computations.~~
- e. MCOE charter schools and alternative education programs are responsible for paying the full cost of their Special Education programs and services. These programs will receive a funding allocation based upon the SELPA income distribution agreement to assist with these costs. No costs from MCOE alternative education programs or MCOE charter schools will be included in the billback.
- f. All services specific to an individual student, as determined in the IEP, will be billed to the student's district of residence regardless of whether the service is provided by MCOE or a private vendor contracted by MCOE (e.g., one-to-one aides, bus riders, Behavior Paraeducators, and Braille assistants). One-to-one aides and bus riders will only be provided by MCOE if the IEP process determines the need for the one-to-one assistance program.

- g. SELPA will enter into master contracts with non-public agencies to provide one-to-one aides as determined in the IEP. The cost for this contracted service will be added as a direct service for the student’s district of residence. MCOE will be responsible for entering into an Individual Service Agreement (ISA) as specified in the IEP.
9. Districts’ billback amounts for the excess costs of MCOE-operated Special Education and Special Education Transportation shall be paid to MCOE in accordance with the following provisions:
- a. From July to ~~September~~ January, monthly transfers will be based on each district’s prior year April count less the estimated student count for program transfers and transportation takebacks applied to the current year Special Education adjusted budget. Fund transfers from districts will be based on the estimate of total excess cost in increments of 5% for July and August, and 9% of the estimated billback for ~~each the~~ month ~~of from~~ September to January.
 - b. From ~~October~~ February to ~~January~~ June, monthly transfers will be based on current year ~~October~~ December count participation and a revised and updated estimate of excess costs. The remaining amount of billback will be calculated by taking the updated estimate of excess cost, less what has been paid to date. Fund transfers will be based on the remaining amount of the billback in increments of 9% of the estimated billback for October to January.
 - c. From February to June, monthly transfers will be based on current year February count participation and a revised and updated estimate of excess cost. The remaining amount of billback will be calculated by taking the updated estimate of excess costs, less what has been paid to date. These transfers are based on the remaining amount of the billback. The increments will be 20% of the remaining billback amount for each month from February to June.
 - d. By November 1 of the current year, the actual amount of prior year billback will be calculated and compared to each district’s payments through June of the prior year. Any final adjustment for the prior year billback will be a fund transfer by November 15 of the current year.
 - e. ~~MCOE State and Federal prior year revenue adjustments will be credited/debited in the year received.~~
 - f. The MCOE will use actual daily enrollment, prorated by the total number of instructional days possible averaged out between the first day of school and each reporting period for ~~October~~ December, ~~February~~ April, and June) to calculate the average enrollment for the Infant, SDC, Medically Fragile, Preschool Speech and Occupational Therapy DHH cost centers.
10. Modifications to this agreement may be made in accordance with Item 3.a.vi and with the agreement of all parties.

Monterey County Office of Education:

_____ School District:

Authorized Signature

Date Approved

District Superintendent

Date Approved

EXHIBIT A**SAMPLE LETTER FROM SCHOOL DISTRICT
TO MCOE TO REQUEST TAKEBACK OF TRANSPORATION**

Date *(must be received by MCOE prior to December 1 of the year preceding the takeback)*

Garry P. Bousum, Associate Superintendent
Finance and Business Services
Monterey County Office of Education
901 Blanco Circle
P.O. Box 80851
Salinas, California 93912-0851

Dear Mr. Bousum,

The _____ School District is providing timely notice to MCOE of its intent to take back transportation of MCOE special education students that attend school in _____ (District) beginning with the 20__ - 20__ fiscal year.

Please provide students' needs as follows:

- Riders needed
- Students needing a wheelchair
- Special needs that MCOE should be made aware of

I look forward to receiving this information to determine the best transportation approach to each student. Thank you in advance for your assistance in making this a smooth transition. Please contact me at _____ - _____ or email _____ if there are any other issues that need to be discussed.

Sincerely,

District Superintendent

cc: Dr. Deneen Newman, Deputy Superintendent
Joshua Jorn, General Services Director II
Eleanor Taylor, Transportation Supervisor
Colleen Stanley, Executive Director of Finance
(school district staff)

Special Education Billback Agreement ~~2020-21~~ ~~17-18 through 2019-20~~
Regarding MCOE Provided Special Education
Programs and Transportation

- 3 -

2020-21**AGREEMENT REGARDING
MCOE-PROVIDED SPECIAL EDUCATION
PROGRAMS AND TRANSPORTATION**

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 - ii. MCOE Special Education budget assumptions, including enrollment and staffing projections by April of the year preceding the budget (April)
 - iii. Transportation Program revenue and expenditure information, and cost allocation information (April)
 - iv. Special Education revenues and expenses quarterly (October, February, May, and when records are closed, but no later than October of the following fiscal year)
 - v. Special Education student enrollments monthly report sent electronically to Special Education Directors. The report includes district of residence, cost centers and classroom location.
 - vi. An opportunity to allow the Committee to review this agreement annually to determine if adjustments need to be made (January)
 - vii. Requests from the Superintendents' Council for analysis or recommendation of financial impacts of the Billback Agreement (as necessary)
 - viii. SELPA (Special Education Local Plan Area) Income Distribution Agreement annually and when revised (August, and when necessary)
 - b. By February 1 the MCOE will submit an updated projection of the current year billback to all participating districts.

- c. During March and April the Business Advisory Committee will review MCOE draft budget, and projected enrollments and assumptions related to the Special Education programs and Special Education Transportation for the next school year. By the May BAC meeting, the districts will receive their estimated billback with an adjustment for program transfers for the following fiscal year.
 - d. Once the MCOE officially adopts its budget, a detailed Special Education budget will be submitted to Districts. If MCOE amends the Special Education budget based on the State Budget Act, the revision will be reviewed by the Business Advisory Committee. A detailed budget will include the total revenue and expense for each of the cost centers, as well as transportation.
4. MCOE will strive to ensure that students enrolled in MCOE SDC self-contained classes serving the LEAs within the SELPA attain a target of 85% ADA based on the P2 attendance period.
 5. Districts agree to submit requested changes in MCOE-provided transportation to MCOE by submitting a letter of intent (see Exhibit A) no later than December 1, and a signed Memorandum of Understanding between the Monterey County Superintendent of Schools and the district taking back the services, by no later than March 1 of the year preceding the year of the requested change.
 6. MCOE will have the stipulations related to this agreement reviewed as part of the annual independent audit. The purpose of the review will be to ensure compliance with this agreement and the accuracy of revenues, expenses, and student counts.
 7. Districts agree that the excess costs of Special Education Transportation will be distributed to Districts based on the following:
 - a. One half the excess cost for transportation will be divided by the proration calculation of days of enrollment to the total number of instructional days for the year for students assigned to transportation. This per pupil cost is multiplied by the prorated number of students transported for each district.
 - b. One half the excess costs for transportation will be distributed based on actual use (one-way home to school miles for all students divided into one-half excess costs establishes a cost per student mile). This cost is multiplied by the student miles traveled by MCOE students from each district. Miles for wheelchair students will be increased by a factor of 3.
 - c. Reimbursement to parents who transport their own children will be included as part of transportation excess cost allocation. The reimbursement will be based on the IRS rate per mile.
 8. Special Education Program costs are assigned into cost centers and will be distributed to Districts as specified below:

- a. Itinerant visually-impaired and hearing-impaired services to special day class students will be reported by assigned FTE. Excess costs for these services will be reflected in the total billback for the Special Day Class (SDC), Medically Fragile, Preschool or Deaf/Hard of Hearing (DHH) cost center. Excess costs are defined as the total expenses for each cost center, less the revenue assigned to each cost center.
- b. Itinerant Speech and Occupational Therapy services for students enrolled in special day classes will be reported in the “Speech” and “OT” cost centers. Excess costs will be billed to districts by service minutes. The billback spreadsheet will provide the actual service minutes provided to each district, as well as overall totals for MCOE. The total excess costs of providing services to districts will be divided by the total actual service minutes and then distributed among districts based upon the actual minutes provided to each district.
- c. Itinerant visually impaired and hearing-impaired services for students not enrolled in special day classes will be reported in the “Itinerant” cost center. Excess costs will be billed to districts by instructional minutes. The billback spreadsheet will provide the actual instructional minutes provided to each district, as well as overall totals for MCOE. The total excess costs of providing services to districts will be divided by the total actual instructional minutes and then distributed among districts based upon the actual minutes provided to each district.
- d. Total excess costs for the year, divided by the proration calculation of days of enrollment to the total number of instructional days for the year, will determine the per pupil cost for the “Infant”, “SDC”, Medically Fragile, Preschool and DHH (ages 3 to 22) cost centers. The billback will be based on each district’s prorated enrollment times the per pupil cost.

MCOE will provide regular emails based on reporting period to District Special Education Directors and CBOs reporting countywide student counts by program cost center.

- e. MCOE charter schools and alternative education programs are responsible for paying the full cost of their Special Education programs and services. These programs will receive a funding allocation based upon the SELPA income distribution agreement to assist with these costs. No costs from MCOE alternative education programs or MCOE charter schools will be included in the billback.
- f. All services specific to an individual student, as determined in the IEP, will be billed to the student’s district of residence regardless of whether the service is provided by MCOE or a private vendor contracted by MCOE (e.g., one-to-one aides, bus riders, Behavior Paraeducators, and Braille assistants). One-to-one aides and bus riders will only be provided by MCOE if the IEP process determines the need for the one-to-one assistance program.
- g. SELPA will enter into master contracts with non-public agencies to provide one-to-one aides as determined in the IEP. The cost for this contracted service will be added as a direct service for the student’s district of residence. MCOE will be responsible for entering into an Individual Service Agreement (ISA) as specified in the IEP.

- 9. Districts’ billback amounts for the excess costs of MCOE-operated Special Education and Special Education Transportation shall be paid to MCOE in accordance with the following provisions:
 - a. From July to September, monthly transfers will be based on each district’s prior year April count, less the estimated student count for program transfers and transportation takebacks applied to the current year Special Education adjusted budget. Fund transfers from districts will be based on the estimate of total excess cost in increments of 5% for July and August, and 9% of the estimated billback for the month of September.
 - b. From October to January, monthly transfers will be based on current year October count participation and a revised and updated estimate of excess costs. The remaining amount of billback will be calculated by taking the updated estimate of excess cost, less what has been paid to date. Fund transfers will be based on the remaining amount of the billback in increments of 9% of the estimated billback for October to January.
 - c. From February to June, monthly transfers will be based on current year February count participation and a revised and updated estimate of excess cost. The remaining amount of billback will be calculated by taking the updated estimate of excess costs, less what has been paid to date. These transfers are based on the remaining amount of the billback. The increments will be 20% of the remaining billback amount for each month from February to June.
 - d. By November 1 of the current year, the actual amount of prior year billback will be calculated and compared to each district’s payments through June of the prior year. Any final adjustment for the prior year billback will be a fund transfer by November 1 of the current year.
 - e. The MCOE will use actual daily enrollment, prorated by the total number of instructional days possible between the first day of school and each reporting period for October, February, and June) to calculate the enrollment for the Infant, SDC, Medically Fragile, Preschool and DHH cost centers.
- 10. Modifications to this agreement may be made in accordance with Item 3.a.vi and with the agreement of all parties.

Monterey County Office of Education:

_____ School District:

Authorized Signature

District Superintendent

Date Approved

Date Approved

EXHIBIT A**SAMPLE LETTER FROM SCHOOL DISTRICT
TO MCOE TO REQUEST TAKEBACK OF TRANSPORATION**

Date (must be received by MCOE prior to December 1 of the year preceding the takeback)

Dr. Colleen Stanley, Associate Superintendent
Finance and Business Services
Monterey County Office of Education
901 Blanco Circle
P.O. Box 80851
Salinas, California 93912-0851

Dear Dr. Stanley,

The _____ School District is providing timely notice to MCOE of its intent to take back transportation of MCOE special education students that attend school in _____ (District) beginning with the 20 ____ - 20 ____ fiscal year.

Please provide students' needs as follows:

- Riders needed
- Students needing a wheelchair
- Special needs that MCOE should be made aware of

I look forward to receiving this information to determine the best transportation approach to each student. Thank you in advance for your assistance in making this a smooth transition. Please contact me at _____ - _____ or email _____ if there are any other issues that need to be discussed.

Sincerely,

District Superintendent

cc: Dr. Deneen Newman, Deputy Superintendent
Joshua Jorn, General Services Director II
Eleanor Taylor, Transportation Supervisor
(school district staff)

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Jonathan Mejia, Technology Systems Coordinator

RECOMMENDATION:

The District Administration recommends the Board review and approve continued participation in the consortium led by Monterey County Office of Education (MCOE) regarding our Wide Area Network and American Telephone and Telegraph, and Switched Ethernet Network on Demand.

BACKGROUND:

Pacific Grove Unified School District has been a part of this consortium since the 2013-2014 school year. This new agreement is to replace the expiring services and will be in effect 2019-2023.

INFORMATION:

The Consortium covers the physical fiber circuit back to Monterey County Office of Education. Pacific Grove Unified School District is already a party to the consortium contract. As the Consortium lead, MCOE applies for the Schools and Libraries Program of the Universal Service Fund discounts, and then MCOE passes on the remainder of the costs to the rest of the consortium members. The benefit to Pacific Grove Unified School District is less administrative overhead, and the benefit of additional savings through the consortium billing.

FISCAL IMPACT:

1 Gigabit per second for \$145 per month, our annual payment will be \$1740 to be funded by Technology Bond (Measure A)



Monterey County Office of Education

Leadership, Support, and Service to Prepare All Students for Success

*Dr. Deneen Guss
County Superintendent of Schools*

MEMORANDUM OF UNDERSTANDING

Between Pacific Grove Unified School District and the Monterey County Office of Education Regarding Wide Area Network Services

This Memorandum of Understanding establishes an AGREEMENT between the Pacific Grove Unified School District, hereafter referred to as DISTRICT, and the Monterey County Office of Education (MCOE) to act on behalf of DISTRICT in all activities related to Wide Area Network services as defined in this agreement.

In order to meet the requirements of this agreement, the MCOE and DISTRICT agree to the following:

1.0 PURPOSE

This Agreement between DISTRICT and MCOE exists to allow MCOE to act on behalf of DISTRICT, a Local Education Agency of the State of California, with all activities related to the upgrade, management and maintenance of the shared Wide Area Network that currently connects DISTRICT and MCOE.

2.0 EFFECTIVE DATE AND TERM

This agreement is effective on July 1, 2019 through June 30, 2023, at which time it will expire unless extended under mutual agreement. The AGREEMENT is also subject to Section 6.0 Termination.

3.0 DEFINITIONS

AT&T Switched Ethernet Network on Demand (ASENoD): This is the newly contracted service for 2018 and beyond. It provides the robust switched Ethernet transport service of ASE with additional on demand software defined capabilities that allow for easy upgrades to delivered bandwidth as demands change. ASENoD allows granular connectivity from 100 Mbps through 10 Gbps.

Committed Information Rate (CIR): The committed information rate (CIR) is the bandwidth for a virtual circuit guaranteed by an internet service provider to work under normal conditions.

4.0 SERVICES

The primary service procured under this AGREEMENT is Wide Area Network (WAN) services, provided by AT&T connecting DISTRICT's network hub site to the MCOE data center via a Wide Area Network (WAN) connection utilizing ASENoD technology at selectable CIRs of up to 10Gbps.

- 4.1** Connection is from DISTRICT's data center to AT&T's switched network with an Ethernet Virtual Circuit connecting DISTRICT to MCOE's Data Center.
- 4.1.1** Service includes all equipment necessary to deliver the service on a 1Gbps or 10Gbps Ethernet hand-off based on the district data center requirements and selected CIR.
 - 4.1.2** Service Provider Equipment shall be fully eligible as On-Premise Priority One Equipment for E-rate purposes.
 - 4.1.3** Service will be connected at or near where the existing ASE connection is located.
 - 4.1.4** DISTRICT retains the option to establish an Ethernet Virtual Connection to an alternative ASENOD subscriber, provided that DISTRICT pays for any and all costs associated with establishing the connection. Examples of use might include Internet Service, video content, distance learning, security, business services, or other education-related applications.
- 4.2** Maintenance related to this service will be coordinated by MCOE on behalf of DISTRICT and provided by the telecommunications provider.
- 4.3** Services under this agreement are limited to the telecommunications transport services described herein and in no way obligate DISTRICT to contract for Internet Access or any other service provided by MCOE.

5.0 RESPONSIBILITIES

5.1 MCOE shall have the following responsibilities:

- 5.1.1** MCOE shall act on DISTRICT's behalf in submitting for and receiving E-Rate discounts for the Wide Area Network services.
- 5.1.2** MCOE shall act on behalf of DISTRICT in dealing with and coordinating all activities of the telecommunications provider in satisfaction of services listed in *Section 4 Services*.

5.2 DISTRICT shall have the following responsibilities:

- 5.2.1** DISTRICT shall authorize MCOE to submit required forms and otherwise act on DISTRICT's behalf in filing for E-Rate discounts for the services procured through this agreement.
- 5.2.2** DISTRICT shall ensure any facilities utilized for the rendering of services are accessible when necessary including installation, maintenance, upgrade, and emergency situations.

6.0 TERMINATION

- 6.1** There shall be no termination of this AGREEMENT for any reason other than non-performance. In the event DISTRICT seeks termination, MCOE may, at its sole discretion, impose penalties equal to the pro-rated remaining amount due per this AGREEMENT or the sum of lost E-Rate discounts and all penalties imposed by the telecommunications provider in accordance with the contract for the service, whichever is greater.
- 6.2** In the event that the MCOE fails to perform on a material term of this AGREEMENT, DISTRICT has the right to terminate the AGREEMENT upon thirty (30) days written notice and all other rights and remedies available to it at law and equity.
- 6.3** In the event that DISTRICT fails to perform on a material term of this AGREEMENT, then the MCOE shall have the right to terminate the AGREEMENT upon thirty (30) days written notice and all other rights and remedies available to it at law and equity. If service is disconnected due to DISTRICT's failure to perform, penalties would apply as described above.

7.0 INDEMNIFICATION

Both parties agree to indemnify, defend, and hold harmless, the officers, agents and employees of the other party against any claim, liability, loss, injury or damage imposed arising out of the performance of responsibilities for this Agreement, except for liability resulting from the negligent or willful misconduct of either party, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless either party under this Agreement, both parties shall reimburse the non-negligent party for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. Both parties shall seek the approval of any settlement that could adversely affect the other party, its officers, agents or employees.

For AGREEMENTS that involve the DISTRICT working with MCOE students, MCOE requires a Certificate of Insurance from the DISTRICT of which (MCOE) shall be listed as additionally insured. The DISTRICT will need to provide a Certificate of Insurance with the following language: "The coverage provided does not limit or exclude physical, mental, emotional and/or sexual abuse", with each contract generated.

8.0 DISPUTE RESOLUTION

It is the expectation of the parties that each party will make a good faith attempt to resolve any and all controversies, claims, disagreements, or other disputes arising out of relating to this Agreement ("Dispute"). In the event of any Dispute, the disputing party shall give written notice of the Dispute to the other party, which written notice shall include a reasonably detailed description of the Dispute. The parties shall use good faith, reasonable, and diligent efforts to resolve the Dispute within ninety (90) days of delivery of the written notice. If the parties are unable to resolve the Dispute, the parties may pursue their legal rights through any other legally permissible means.

9.0 NON-DISCRIMINATION

MCOE and DISTRICT agree that they will not engage in unlawful discrimination of persons because of race, color, religious creed, national origin, ancestry, physical disability, age (over 40), medical condition, marital status, sexual orientation, gender identity, genetic information, military status, or sex of such persons. All nondiscrimination rules and regulations required by law to be included in this AGREEMENT are incorporated by this reference.

10.0 GOVERNING LAW

The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California, with venue in Monterey County, California and no other place.

11.0 COMPLIANCE WITH LAWS

The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this AGREEMENT.

12.0 ASSIGNMENT OF RIGHTS

Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this AGREEMENT. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.

13.0 NOTICE

All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: i) Personal service, or ii) U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or, if mailed, on the third (3rd) day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. As of the date of this AGREEMENT the addresses of the parties are as follows:

PACIFIC GROVE USD
435 Hillcrest Ave.
PG CA 93950
Attn: Technology Director
Phone: (831) 646-6520

MONTEREY COE
901 Blanco Circle
Salinas, CA 93901
Attn: Technology & Operations
Phone: (831) 755-0322

14.0 SEVERABILITY

If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect and shall not be affected, impaired or invalidated in any way.

15.0 AMENDMENT

This AGREEMENT may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct or waiver.

16.0 WAIVER OF DEFAULT

No delay or failure to require performance of any provision of this AGREEMENT shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.

17.0 CONFLICT OF INTEREST

The DISTRICT represents that it presently has no interest, which would conflict in any manner or degree with the performance of Services contemplated by this AGREEMENT.

18.0 PAYMENT

In consideration of the Services set forth in Section 4.0 of this AGREEMENT DISTRICT agrees to pay a shared network participation fee for the selected CIR from Section 19.0 DISTRICT SELECTION. Each increase or decrease for connection CIR must be filed for annually during the USAC E-Rate 471 application window as defined on the USAC web site to ensure E-rate discounts. Payment shall be made via funds transfer, initiated by MCOE, from DISTRICT to MCOE.

Please note that **this fee is not eligible for E-Rate discounts** on DISTRICT's E-Rate application. MCOE agrees to pay the full cost of the shared network and obtain all eligible funding on DISTRICT's behalf. The charges stated above are the estimated DISTRICT portion of the shared network costs after all discounts are accrued.

DISTRICT shall pay for services via fund transfer and provides the information below to allow MCOE to initiate the fund transfer from DISTRICT to MCOE.

19.0 DISTRICT SELECTION

The following tables are to be completed by the DISTRICT's to identify selected Internet Access bandwidth and Inter-program budget transfer accounts.

PRICING TABLE:

CIR	Monthly Charge	Annual Charge	SELECT ONE
150 Mbps	\$105	\$1,260	
500 Mbps	\$125	\$1,500	
1 Gbps	\$145	\$1,740	X
2 Gbps ⁽¹⁾	\$205	\$2,460	

(1) Service for bandwidths above 1Gbps may require infrastructure changes, and will be evaluated by MCOE for their viability.

The DISTRICT authorizes a transfer of funds as follows:

Fund	Resource	Yr	Goal	Function	Object	School	Local	Manager

The MCOE providing department requests the transfer be reflected as follows:

Fund	Resource	Yr	Goal	Function	Object	School	Local	Manager
01	0000	0	0000	0000	8689-00	000	0016	103

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed.

PACIFIC GROVE UNIFIED
SCHOOL DISTRICT

MONTEREY COUNTY OFFICE
OF EDUCATION

BY: _____
Authorized Signature

BY: _____
Authorized Signature

PRINT NAME: _____

PRINT NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

- Consent
 Information/Discussion
 Action/Discussion

SUBJECT: Projection of Summer Feeding during COVID-19 Pandemic

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Stephanie Lip, School Nutrition Director

RECOMMENDATION:

The District Administration recommends the Board review and provide direction on continuing distributing meals in the Summer after the school year has ended.

BACKGROUND:

On March 4, 2020, Governor Gavin Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for broader spread of COVID-19.

On March 7, 2020, the California Department of Education (CDE) Nutrition Services Division (NSD) received approval from the U.S. Department of Agriculture (USDA) to allow program operators, in good standing, to serve meals through the Summer Food Service Program (SFSP) and Seamless Summer Option (SSO) during unanticipated school closures as a result of the Novel Coronavirus (COVID-19). The waiver allows meals to be served at school and non-school sites, and in a noncongregate setting.

On March 13, 2020, Pacific Grove Unified School District (PGUSD) announced schools were physically closed and planned to continue food service operations through a new model of meal distribution beginning March 16, 2020. As of May 8, 2020, PGUSD has served 15,173 breakfasts and 15,173 lunches to children aged 18 and younger.

On May 11, 2020, the extension of the waiver to serve reimbursable meals through June 30, 2020 was announced.

INFORMATION:

The proposed plan for Summer feeding, if recommended, will operate on Mondays and Wednesdays in the month of June and/or July, totaling up to 18 operating days. Meals will continue to be distributed at Pacific Grove High School, Robert Down Elementary, and Arkwright Court from 11:30a – 12:15p.

Due to the waiver extension, meals served in the month of June will be reimbursed at ~\$2.26 per breakfast and \$3.72 per lunch. Generally, meal reimbursements cover the cost of food, supplies, labor, and overhead. At this time, meals served in the month of July will not be eligible for reimbursement.

There are three (3) options the Administration proposes for each month, the difference being the reimbursement total and the cost of additional labor. In each option, District Administration, staff, and community volunteers will assist in the actual distribution of meals, as they have currently been relied on during this time.

The options below as well as in the attached presentation project costs and reimbursements for June and July based on serving 400 breakfasts and lunches, the current daily average.

Option A – no additional labor

In Option A, the assumption is that three (3) Maintenance and/or Custodial staff will work up to 4 hours with the Nutrition Director to prepare and distribute meals on Mondays and Wednesdays. A concern is that without food service staff on hand at each site, there is not a point-person to troubleshoot when food may run out or when inquiries pertaining to the program / food service arises.

Option B – adding food service staff (3) at 1.5 hours each for meal distribution at each site

In Option B, the assumption is that three (3) Maintenance and/or Custodial staff will work up to 2.5 hours preparing meals with the Nutrition Director on Mondays and Wednesdays. If the Director of Maintenance & Facilities approves staff to also help with meal distribution, they may still work up to 4 hours. In addition, three (3) food service trained employees will work at each meal distribution site for 1.5 hours each to ensure operations are run correctly and smoothly.

Option C – adding food service staff (3) at 4 hours each for meal preparation & distribution

In Option C, three (3) food service staff will work up to 4 hours each to prepare and distribute meals on Mondays and Wednesdays. In this option, Maintenance & Custodial staff will be freed up to continue their regularly assigned duties. In this option, food service staff are already familiar with meal preparation so the need for training or time in oversight is minimal. With a food service staff at each site for distribution, there will be a “lead” person to ensure operations run smoothly. The opportunity to troubleshoot or adjust to better serve the community is much stronger in this option.

Administration has communicated with California School Employees Association (CSEA) as well as food service staff to gauge interest in working if continuing operations in June and/or July is recommended, and the general support and response is positive.

Administration prefers Option C because it relies on food service staff who are trained and familiar with the operation. The staff take pride in serving the community in their roles as food service workers and are in support of the “Monday & Wednesday” model.

FISCAL IMPACT:

Option A

June’s Fiscal impact = \$24,756

June’s Projected Reimbursement = \$54,112

June’s Projected Expenditure = (\$29,356)

July’s Fiscal impact = (\$30,691)

July’s Projected Reimbursement = \$0

Net Fiscal Impact for June & July combined = (\$5,935)

Option B

June’s Fiscal impact = \$23,475

June’s Projected Reimbursement = \$54,112

June’s Projected Expenditure = (\$30,637)

July's Fiscal impact = (\$31,972)

July's Projected Reimbursement = \$0

Net Fiscal Impact for June & July combined = (\$8,497)

Option C

June's Fiscal impact = \$21,340

June's Projected Reimbursement = \$54,112

June's Projected Expenditure = (\$32,772)

July's Fiscal impact = \$34,107

July's Projected Reimbursement = \$0

Net Fiscal Impact for June & July combined = (\$12,767)



Summer Feeding Projections

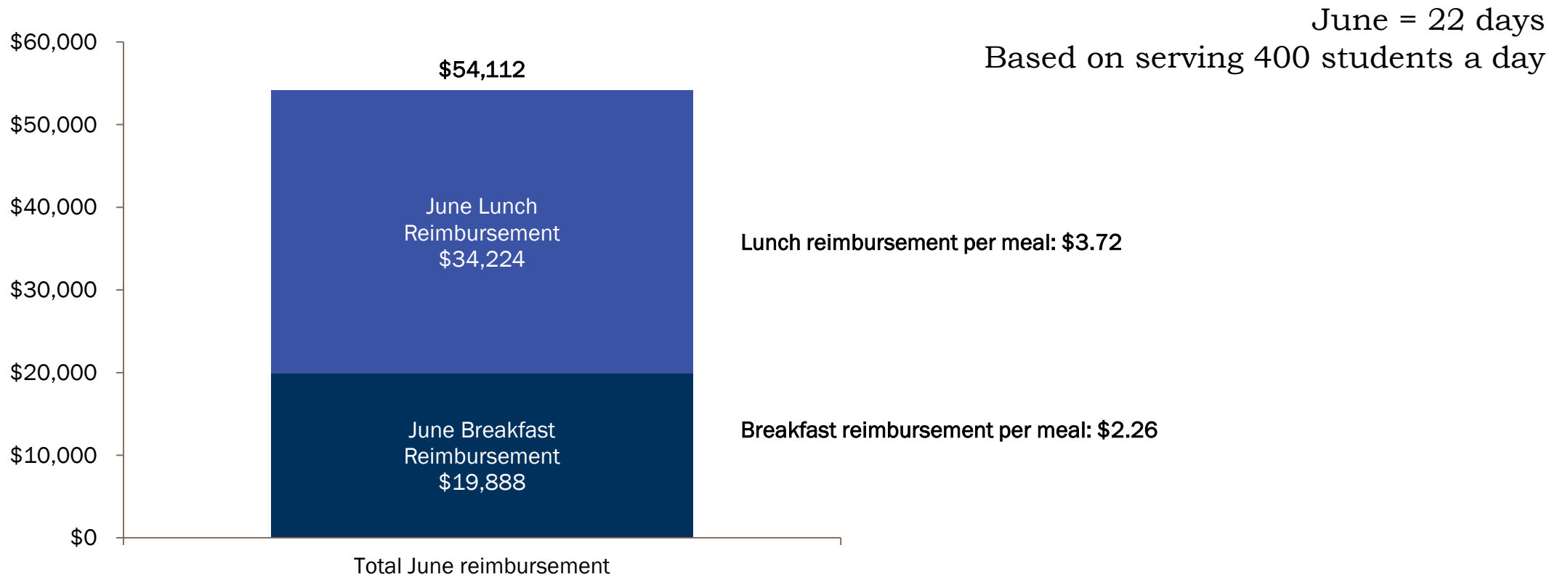
JUNE & JULY 2020

Projected Food & Supply Costs (per student)

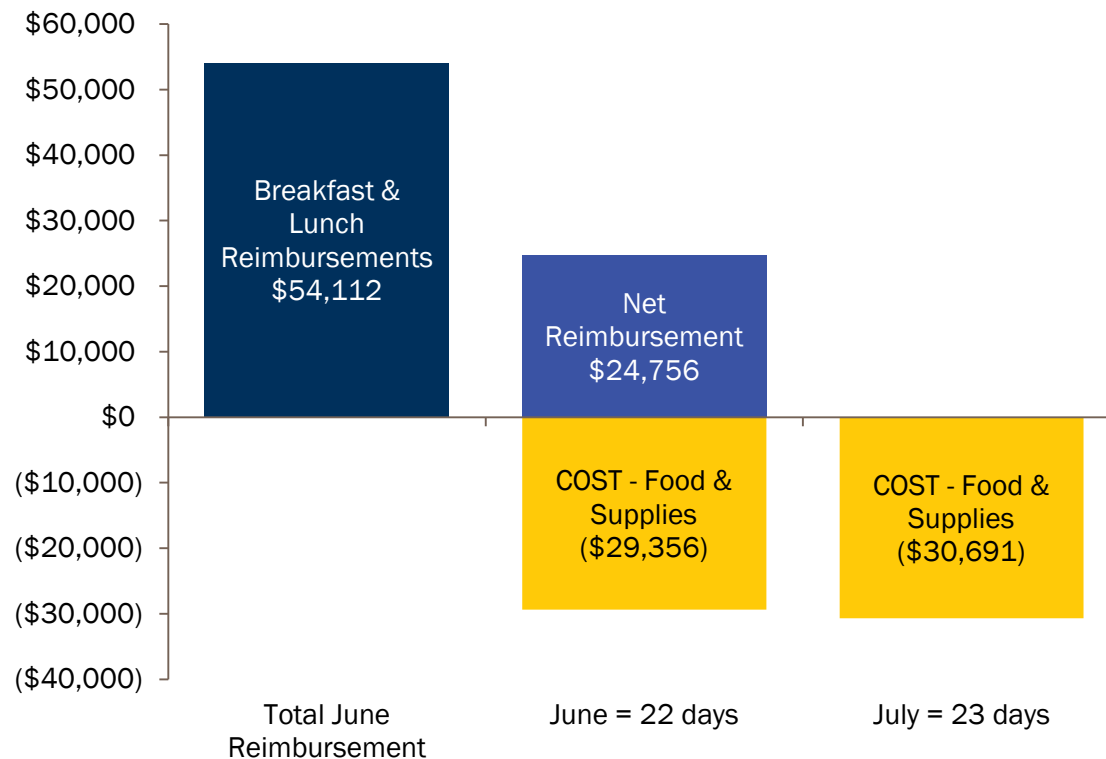
*menu subject to change depending on availability

	Monday	Tuesday	Wednesday	Thursday	Friday	Total Weekly Cost
Breakfast	Cereal (2)	Breakfast Burrito	Mini Cinni/Crumble	Muffin	Bagel & Cream cheese	
	Applesauce	Apple Chips	Apple	Orange	Juice	
	Milk	Milk	Milk	Milk	Milk	
	\$1.07	\$1.24	\$1.06	\$1.01	\$1.11	\$5.49
Lunch	True Burrito	Grilled cheese/Nada	Sunbutter & Jelly	Fresh 2 Go Meal Kit	Fresh 2 Go Meal Kit	
	4 oz Juice	String Cheese	Juice	Goldfish	Goldfish	
	Carrots	Fruit cup	Carrots			
	Milk	Milk	Milk	Milk	Milk	
	Bag		Bag	bag		
	\$1.61	\$1.65	\$1.85	\$3.17	\$2.92	\$11.19

June's Projected Reimbursement

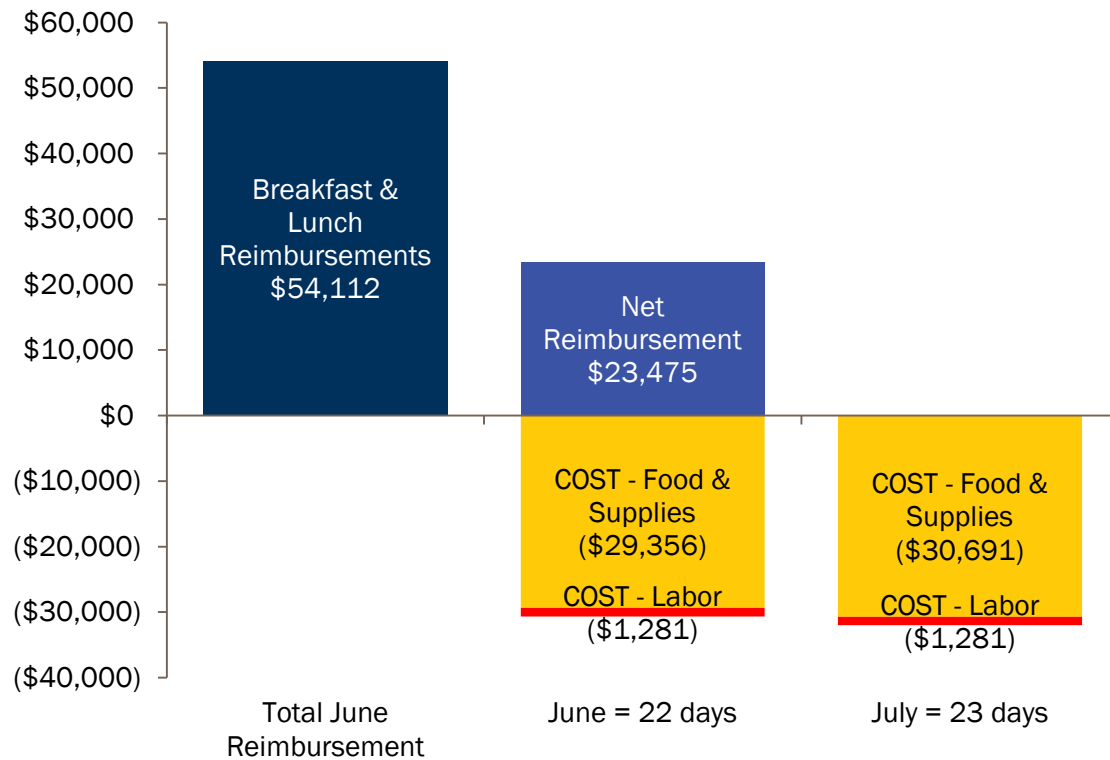


Option A - No Additional Staff



- Utilizing three (3) 12-month Maintenance & Custodial staff for meal preparation and meal distribution
 - Working up to 4 hours with School Nutrition Director on Mondays & Wednesdays
 - No additional labor costs
- No food service staff on site
 - Challenging to troubleshoot if food-related issues arise especially during distribution
- June's Fiscal Impact = \$24,756
 - Projected June Expenditure = (\$29,356)
 - Projected June Reimbursement = \$54,112
- July's Fiscal Impact = (\$30,691)
 - Projected July Expenditure = (\$30,691)
 - Project July Reimbursement = \$0

Option B – (3) Food Service Staff for Distribution @ 1.5 hours each



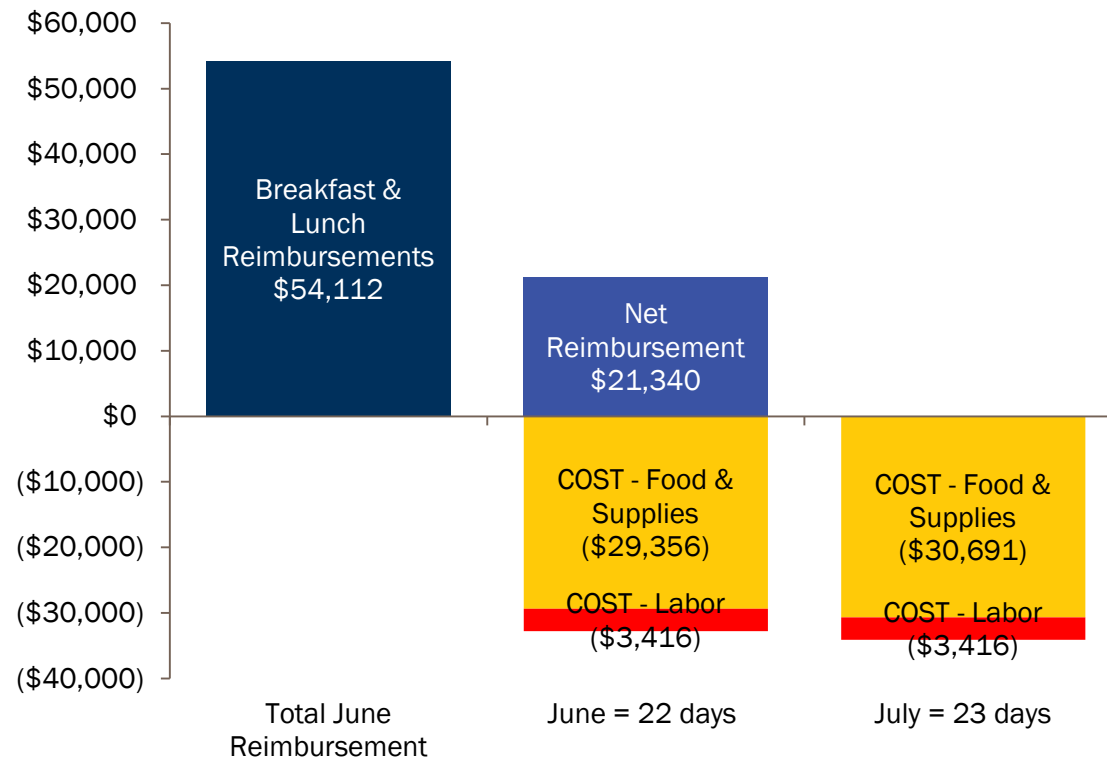
- Utilizing three (3) 12-month Maintenance & Custodial staff for meal preparation
 - Working up to 2.5 hours with School Nutrition Director on Mondays & Wednesdays

- Adding three (3) Food Service staff for meal distribution
 - Working up to 1.5 hours each to lead meal distribution at each site on Mondays & Wednesdays, totaling 18 days in the months of June & July
 - Oversight covered at each site consistently

- June's Fiscal Impact = \$23,475
 - Projected June Expenditure = (\$30,637)
 - Projected June Reimbursement = \$54,112

- July's Fiscal Impact = (\$31,972)
 - Projected July Expenditure = (\$31,972)
 - Project July Reimbursement = \$0

Option C – (3) Food Service Staff for Preparation & Distribution @ 4 hours each

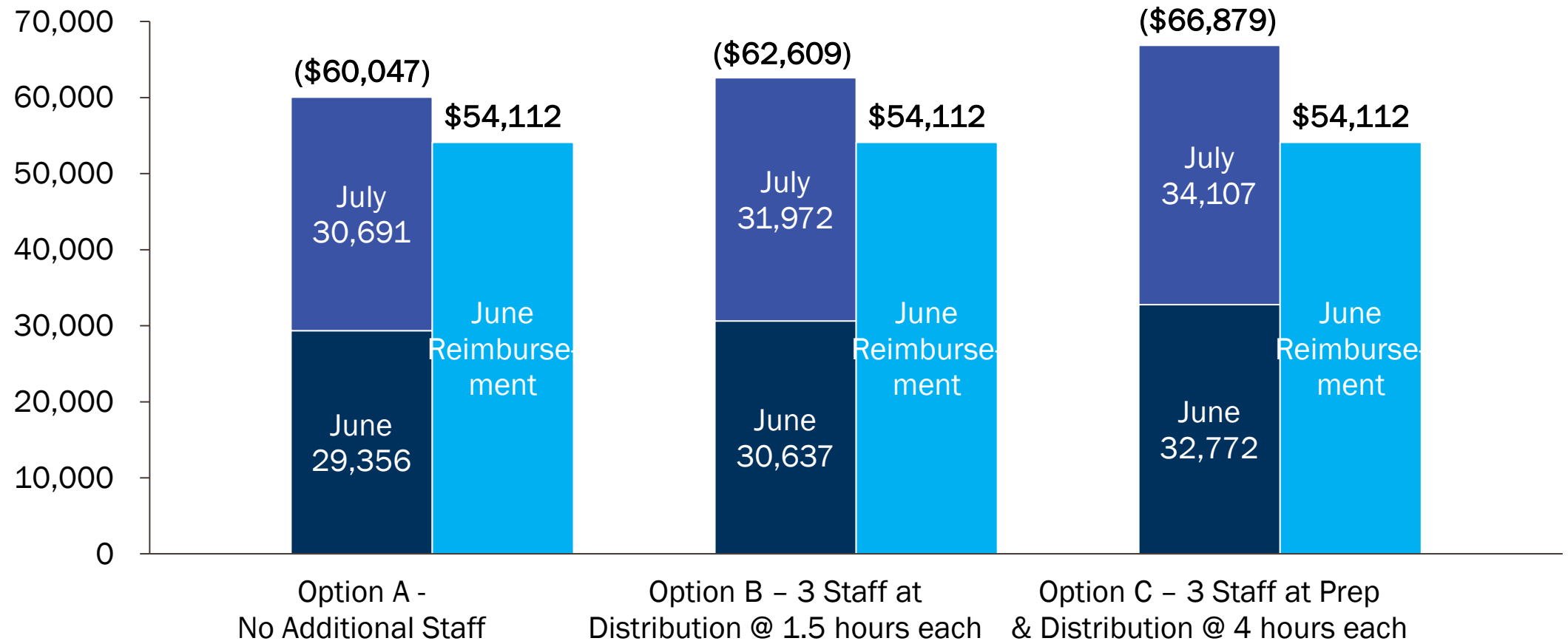


- Adding three (3) Food Service staff for meal preparation and distribution
 - Working up to 4 hours each to prepare meals and lead meal distribution at each site on Mondays & Wednesdays, totaling 18 days in the months of June & July
 - Familiar with preparing meals ensuring efficiency and accuracy
 - Oversight covered at each distribution site consistently

- June's Fiscal Impact = \$21,340
 - Projected June Expenditure = (\$32,772)
 - Projected June Reimbursement = \$54,112

- July's Fiscal Impact = (\$34,107)
 - Projected July Expenditure = (\$34,107)
 - Project July Reimbursement = \$0

Options – Comparison



- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

SUBJECT: Board Calendar/Future Meetings

DATE: May 21, 2020

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, 2019-20 School Year

Jan. 16	Regular Board Meeting ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2020-21 ✓ Property Tax Update	Adult School (School Site Visit)
Jan. 23	Regular Board Meeting ✓ School Accountability Report Cards	Community High School (School Site Visit)
Feb. 13	Regular Board Meeting ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Possible Personnel Action (RIF) ✓ Quarterly Facilities Project Updates*	District Office
Mar. 5	Regular Board Meeting ✓ Second Interim Report ✓ Budget Revision #3 ✓ Open House Schedules Reviewed ✓ TRAN Resolution	District Office
Mar. 19	Regular Board Meeting ✓ Budget Projections and Assumptions ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 2	Regular Board Meeting ✓ Review of Strategic Plan and LCAP (as needed) ✓ Approve 2020-21 Aug.- Dec. Board Meeting Calendar ✓ Quarterly District Safety Update	District Office
April 23	Regular Board Meeting ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office
May 7	Regular Board Meeting ✓ Continue Superintendent Evaluation ✓ Governance Handbook 2020-21	District Office
May 21	Regular Board Meeting ✓ Complete Superintendent's Evaluation ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report	District Office
June 4	Regular Board Meeting ✓ 2020-21 Budget Public Hearing/Adoption ✓ Retiree Recognition	District Office
June 18	Regular Board Meeting ✓ Approval of Contracts and Purchase Orders for 2020-21 ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report ✓ Consolidated Application	District Office

* Quarterly Facilities Projects Update as needed

Board Meeting Calendar, 2020-21 School Year

Aug. 20	Regular Board Meeting ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
Sept. 3	Regular Board Meeting ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ Local Control Accountability Plan Review	Forest Grove (School Site Visit)
Sept. 17	Regular Board Meeting ✓ Williams Uniform Complaint Report	District Office
Sept. 26 *Saturday 9am-12pm	Special Board Meeting ✓ Board Goals – Review/Revise ✓ Strategic Plan – Review/Revised	District Office
Oct. 1	Regular Board Meeting ✓ Superintendent’s Goals ✓ Bus Ridership ✓ Week of the School Administrator	Robert Down (School Site Visit)
Oct. 22	Regular Board Meeting ✓ Quarterly District Safety Update* ✓ Budget Revision #2 on 2020-21 Working Budget (Preliminary First Interim)	District Office
Nov. 12	Regular Board Meeting ✓ PGHS Course Bulletin Information/Discussion	Middle School (School Site Visit)
Nov. 19	Regular Board Meeting ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Facilities Project Updates* ✓ LCAP Public Hearing	High School (School Site Visit)
Dec. 10	Regular Board Meeting ✓ First Interim Report ✓ Budget Revision #3 ✓ Adoption of LCAP	District Office
Dec. 17	Organizational Meeting ✓ Election of 2020-21 Board President and Clerk ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office

**Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: District Update on Response to COVID-19

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

INFORMATION:

The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Pacific Grove Unified School District Year-End Safety Update

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Barbara Martinez, Safety Director

RECOMMENDATION:

The District Administration recommends that the Board review and provide feedback for the 2019-2020 Pacific Grove Unified School District suspension and expulsion report.

BACKGROUND:

Each year, as part of the PGUSD comprehensive safety plan and report to the board, the district reviews suspension and expulsion data as it pertains to each school site and the district overall.

INFORMATION:

In an effort to reduce suspension and expulsion rates district-wide, the data collected is analyzed by district and site administration, who in addition, coordinate with site support teams to consider offering support programs for students who may benefit for alternatives in lieu of suspension.

FISCAL IMPACT:

No Fiscal Impact.

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

SUBJECT: The Governor's May Revision of the 2020-21 State Budget

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Song Chin-Bendib, Assistant Superintendent for Business Services

RECOMMENDATION:

The District Administration recommends the Board review a summary of the Governor's May Revision of the state budget.

BACKGROUND:

Each January, the Governor issues his state budget proposal, which is the first official announcement of the state budget for the coming fiscal year. Then in May, the Governor's revision of the January budget proposal is issued which provides much more detail. School districts, especially Local Control Funding Formula (LCFF) school districts watch closely for the release of these two documents, and use them as a basis for developing their own district budgets, which must be adopted by June 30.

INFORMATION:

This year, the May Revision will be issued on May 14. Because information regarding the details of the revised budget will probably not be available until close to the day of the Board meeting, a summary will be handed out the night of the meeting.

FISCAL IMPACT:

Not known at the publication of the Board packet.

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

SUBJECT: Future Agenda Items

DATE: May 21, 2020

PERSON(S) RESPONSIBLE: Ralph Gómez Porras, Superintendent

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 May 21, 2020 Regular Board Meeting:

- Re-Opening/ Distance Learning Update Special Meeting (Late May/Early June)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)